



REGULAR CITY COUNCIL MEETING

Tuesday, September 1st, 2026, at 7:00 p.m.
Council Chambers at City Hall and Online

MINUTES

Mayor Olson called the meeting to order at 7:00 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, Digital Content Specialist Molly Warnock, City Engineer Jon Lundell, Dennis Larsen, Jim Rowland, Lee Adams, Jim Anderson and several others from the community

PLEDGE OF ALLEGIANCE

Jim Rowland led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Council Member Art Adcock offered an inspirational thought.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

Minutes

- 1. 08-18-2026 - City Council Work Session Meeting Minutes**
- 2. 08-18-2026 - City Council Regular Session Meeting Minutes**

Bills

3. City Expenditures from 06-30-2026 & 08/15/2026 to 08-28-2026 in the amount of \$595,376.16

City Manager Norm Beagley asked the Council Members if they had any questions or changes on the meeting minutes or City expenditures.

Council Member Brian Del Rosario asked about the frequency with which the City's Fun Bus is being used. The question referenced previous difficulties finding qualified drivers and asked whether the bus was now being used regularly or continued to have limited use.

Mayor Olson explained that the bus is scheduled for a variety of City activities and has been used to transport seniors. One of its more significant uses has been the Bikes for Kids program, although the bus was not used for that program during the most recent year. City Manager Norm Beagley explained that the City currently has at least two CDL-qualified drivers who may be available to operate the bus. The

City will continue evaluating the bus usage and driver availability and will consult with Community Services Director Kami Ellsworth regarding future scheduling and use.

Mayor Olson asked for a Motion. Council Member Lynn Mecham moved to approve the Consent Agenda items 1 through 3. Council Member Jeff Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

PUBLIC FORUM

Dennis Larsen

Mr. Larsen addressed the Council regarding Resolution 09-02-2026, concerning City Council records access. He began by explaining the general purpose of a resolution, describing it as an official statement, opinion, or public decision adopted by a governing body. He distinguished resolutions from bills or laws, noting that resolutions are typically used to express the collective will of a council, honor individuals, or address internal administrative matters without creating permanent statutory law. He characterized the resolution as essentially a “pinky promise.” Dennis Larsen expressed concern that the Mayor and City Manager, whom he identified as being involved in withholding information, were not officially included in the resolution. He stated that withholding information prevented Council Members from making fully informed decisions and contributed to the need for the resolution.

Mr. Larsen also expressed concern that the resolution did not establish clear guidelines for what would happen after its adoption. In his view, the process would continue to depend on what information the City Manager determined was appropriate to provide. He emphasized that the elected Council Members, as the individuals with voting authority, were responsible for determining whether the commitments represented by the resolution would be honored. He stated that residents look to the Council to maintain an appropriate balance of power within Santaquin City. Mr. Larsen thanked the Council for listening.

Jim Rowland — Payson and Santaquin Chamber of Commerce

Mr. Jim Rowland, President and CEO of the Payson and Santaquin Chamber of Commerce, addressed the Council and provided a packet of information. He explained that the packet was prepared as a quarterly report, although some of the information had been updated to include more recent activities. Mr. Rowland stated that the Chamber intended to provide reports to the Council on a quarterly basis in order to keep the Council informed about the organization’s activities, growth, financial condition, and support for the local business community. He reported that the Chamber continues to support the business communities in Santaquin and Payson. The Chamber’s monthly “Meet and Eat” lunches continue to serve as a strong networking opportunity, typically bringing together approximately 30 to 40 businesses each month and sometimes as many as 50. Civic leaders and representatives from member-hosted businesses also participate. The most recent lunch was held at the City building and featured Norm Beagley, Santaquin and Jill Spencer, Payson. Mr. Rowland said the Chamber appreciated the opportunity to hear from them and learn more about activities in the two cities.

The Chamber also partnered with the Santaquin Recreation Department during the summer to host the Hometown Market. The event included more than 50 vendor booths on most nights, with more than 60 booths on one evening. Food trucks were also present, and attendance ranged from approximately 500 to 1,000 people per night. Mr. Rowland reported that attendance declined as the season progressed. Although organizers were unable to identify one specific reason, they believed the decrease may have resulted from event fatigue or "event burnout" after five nights. For the following year, the Chamber and Recreation Department plan to reduce the number of Santaquin events from five nights to three and focus on making each event more special. They also plan to add two nights in Payson. The events will be divided between the two communities while maintaining similar entertainment, vendor booths, and youth-oriented activities.

Mr. Rowland reported that the Chamber hosted a booth at the Cinco de Mayo celebration in May and planned to participate in the Latino Festival in Payson on September 19. The Chamber has also continued participating in groundbreaking and ribbon-cutting ceremonies for local businesses. The Chamber has added 31 new members during the year to date and currently has an 84.3 percent membership retention rate. Mr. Rowland explained that the Chamber planned to review and purge its records during the month, which could cause the retention rate to decline in the next report unless additional new members joined. The Chamber has updated its website and launched new membership levels intended to better serve different types of businesses. One of the new membership levels is specifically designed for home-based businesses. Mr. Rowland noted that approximately 70 percent of the business licenses in the community are issued to home-based businesses, and the Chamber is working to better support and serve those business owners.

For the first half of the year, the Chamber reported revenue of \$48,748 and expenses of \$43,210, resulting in positive net revenue of \$5,538. Mr. Rowland stated that the Chamber was in a stable and positive financial position. He noted that the organization had not always ended reporting periods with positive revenue, making the current financial result particularly encouraging. Mr. Rowland announced that a Buffalo Wild Wings GO restaurant was expected to open in Payson. The grand opening was scheduled for the following Tuesday at 10:45 a.m. He explained that the first 50 customers would receive free wings for a year and that customers could begin lining up the evening before. He also mentioned that the business had reportedly held a large opening event at another location, including tents and televisions.

Mr. Rowland reviewed several upcoming events, including the South County Business Summit at the Spanish Fork Fairgrounds on September 24, the Garage to Great Workshop at the Payson MTech campus on October 22, the fourth annual Payson Christmas Festival on November 28, and the twenty-seventh annual Awards Gala on February 4 in the multipurpose room of the city building. He also discussed the upcoming Santaquin Trunk or Treat event, which was planned for Halloween at 2:00 p.m. The location has not yet been finalized, and residents were encouraged to watch for additional information. Mr. Rowland explained that Santaquin's holiday celebrations would follow a new plan intended to provide more space for vendors. The Christmas boutique would be held over two days, December 4 and 5, in the new recreation building rather than the multipurpose room. The change is expected to provide vendors with additional room. Santa visits, reindeer, and carriage rides were planned for Saturday, and a drone show was expected to take place above Santaquin Elementary. The activities would be centered around the recreation center and would provide two days of shopping and community celebration. Mr. Rowland encouraged the Council to recommend that new businesses host ribbon-cutting or grand-opening ceremonies and invite the Chamber to participate. He explained that these events provide an opportunity to introduce new businesses to the community and help them gain recognition.

Mr. Rowland expressed appreciation for Santaquin City's continued partnership with the Chamber and stated that the Chamber looked forward to continuing to support the City and its businesses. The Council thanked Mr. Rowland for the Chamber's continued work and partnership with Santaquin City.

Floating Solar Energy Proposal

Lee Adams and Jim Anderson, representatives of a Utah-based company specializing in floating solar development, addressed the City Council regarding a potential floating solar project for Santaquin City. They thanked the Mayor and Council for the opportunity to present the concept and explain how it could benefit the City. Mr. Adams introduced himself and Mr. Anderson and explained that both partners have Utah backgrounds. Mr. Adams described his experience as a hydrologist and his work in the irrigation industry. He stated that their company develops floating solar systems that can be installed on bodies of water, including water storage ponds and wastewater treatment ponds.

The presenters explained that floating solar involves installing standard solar panels on high-density polyethylene floats rather than on traditional steel racking systems. The floating platforms rest on the surface of the water and are anchored in place so they can move up and down as the water level changes. The system is designed to accommodate changes in water elevation, including situations in which water levels fluctuate by several feet. Electrical wiring from the floating array would connect through an umbilical system to electrical equipment on shore and then connect to the power grid. Mr. Adams presented an example of a floating solar installation in Summit County that was helping meet approximately 90 percent of the energy needs of a water treatment facility. He explained that floating solar projects can provide several benefits. First, the panels conserve land because they are installed on an otherwise unused or underutilized water surface. Second, covering the water reduces evaporation. Third, the system produces electricity at a time when communities and utilities are experiencing increasing energy demand.

The company had reviewed Santaquin's water and wastewater plans, including the city's wastewater effluent ponds, and believed the city could be a good location for a floating solar project. The presenters stated that covering a pond with solar panels could save as much as three feet of water annually, depending on site conditions. The water that would otherwise be lost to evaporation could remain available for other City needs, including winter irrigation, parks, and other municipal uses. In addition to water conservation, the proposed project could provide Santaquin with revenue through an easement or lease payment for use of the water surface. The electricity generated could either be used by the City or sold to another customer in the community or elsewhere, depending on the results of the electrical and financial studies. The presenters described the project as a potential "win-win" because it could provide water savings, energy production, and additional revenue for the City.

Mr. Anderson explained that similar floating solar installations have been constructed on water storage ponds and wastewater treatment facilities in several locations, including California, the East Coast, and Park City, Utah. These facilities are well suited to floating solar because they generally have no recreational conflicts and do not contain fish or other aquatic uses that would be disrupted by the arrays. In many cases, the power can be used directly by the treatment facility. The presenters estimated that the Santaquin site could potentially support a solar array of approximately five to ten megawatts. They stated that this could be more electricity than the wastewater treatment facility itself would use. The City could therefore consider using some of the power directly while selling the remaining power to another customer.

The company had reviewed the City's ponds and believed that an initial project could cover approximately ten acres of water surface without creating significant operational complications. Based on the estimated water savings of approximately three to four acre-feet for every acre covered, a ten-acre installation could potentially prevent the loss of approximately 30 to 40 acre-feet of water annually.

The presenters explained that the exact size of the project would depend in part on the capacity of the local electrical infrastructure. Rocky Mountain Power would need to conduct a study to determine how much additional electricity could be accepted by the relevant circuit and substation. If the electrical system had insufficient capacity for the full project, battery storage could potentially be incorporated into the design. Battery storage could allow the company to install more solar capacity while limiting the amount of electricity sent to the grid at any one time.

Council Member Travis Keel asked whether the project would be subject to the same type of arrangement as residential solar systems, in which Rocky Mountain Power receives a portion of the electricity generated. The presenters explained that the proposed project would be substantially different from residential net metering. A commercial-scale project would not necessarily be required to sell all of its power directly to Rocky Mountain Power. Instead, the developers could potentially sell the power to the City or enter into an agreement with another large energy user. Rocky Mountain Power could be paid a transmission or “wheeling” charge to deliver the electricity through its system to the purchaser. Mr. Anderson stated that selling all of the power directly to Rocky Mountain Power would likely not be financially viable at the rates available. Because a project of this size could require an investment of approximately \$10 million for a five-megawatt installation, the developers would need to obtain financing and secure a power purchase agreement to demonstrate that the project could generate sufficient revenue. He explained that Rocky Mountain Power’s study process was the most time-sensitive part of the proposal. The application window was expected to open around September 6 or 7 and remain open for approximately 45 days. The developers wanted to submit their application during the first few weeks of the window because an early submission could provide useful feedback about the available capacity in the local electrical system.

The company requested that the City consider entering into an option or preliminary easement agreement. The agreement would provide the developers with sufficient site control to apply for the Rocky Mountain Power study. The agreement would not authorize immediate construction. Additional permits, approvals, engineering work, and other requirements would still need to be completed before any project could be built. Mr. Anderson and Mr. Adams explained that the proposed option period would last 24 months. During that period, they would study the project, work with Rocky Mountain Power, evaluate the available electrical capacity, determine whether battery storage would be needed, identify potential purchasers of the electricity, and continue discussions with the city.

The Council requested clarification regarding the difference between the proposed option agreement and a long-term easement. Mr. Adams explained that, if the project ultimately moved forward, the company would seek a long-term easement for approximately 20 years. The easement would allow the solar array and related equipment to remain on the water surface while the City continued using the pond for its primary purpose of water storage or wastewater treatment. During the initial study period, the developers proposed paying the city \$50 per acre per year for the option. For the approximately ten acres under consideration, this would amount to approximately \$500 per year during the 24-month option period. If the project proceeded to construction, the proposed payment would increase to approximately \$100 per acre per year for the anticipated 20-year project term. The presenters stated that this rate was comparable to rates paid for some land-based solar leases. However, unlike a traditional land-based solar lease, the City would continue using the water surface for its primary purpose rather than surrendering the land for exclusive solar development.

The presenters explained that the option agreement was necessary to establish “site control” for the Rocky Mountain Power application. Site control would demonstrate that the developers had the right to pursue a project at the proposed location and would allow them to enter the utility’s study process.

The Council asked what maintenance responsibilities or costs would fall to Santaquin City if the project proceeded. Mr. Anderson stated that the proposed arrangement would be structured so the developers would assume responsibility for maintaining the floating solar equipment. The City would receive the easement revenue and possibly some of the generated power without being responsible for routine maintenance or the associated costs. Mr. Adams indicated that they could contract with a local company for maintenance if appropriate, but the project company would retain responsibility for ensuring that the system was maintained. They also stated that the project would be designed and operated so it would not interfere with the City’s wastewater or water operations. The floating array would be anchored in a manner that allowed it to move as water levels changed. The installation would be designed to avoid puncturing or damaging any pond liners. They would also be responsible for addressing risks associated with the equipment and ensuring that the project did not impede city operations.

Mayor Olson asked how routine pond maintenance would be coordinated if the City needed access to portions of the pond covered by the floating array. The presenters explained that the City would coordinate with city staff, including City Engineer Jon Lundell and Public Works Director Jason Callaway, when access was needed. The floating panels could be shifted to another portion of the pond to allow the city to clean or maintain the exposed area. Mr. Adams stated that the cost of moving the panels for necessary maintenance could be addressed in the agreement. For example, if the City anticipated cleaning a portion of the pond every five years, the project’s operating plan could account for moving the array at those intervals. The specific procedures and responsibilities would need to be detailed in the agreement. Mr. Anderson also discussed lessons learned from other floating solar projects. At one facility, the operators intentionally covered only part of the pond so they could move the floating array and maintain different areas as needed. At another site, operators had not anticipated the amount of cleaning required because birds nested on the floating structures and left droppings on the panels. The developers noted that bird activity could create an additional maintenance issue and would need to be considered in the project’s operating plan.

City Manager Norm Beagley explained that Santaquin had previously examined several methods of reducing evaporation from its ponds and tanks. These methods included floating balls, discs, and other types of surface coverings. City Engineer Jon Lundell stated that the City has been evaluating ways to conserve water for more than a decade. He explained that Santaquin experiences evaporation and wind losses similar to those experienced by larger bodies of water, such as Utah Lake, which loses approximately 30 to 40 inches of water annually through evaporation. In addition to conserving water, covering the pond could help reduce algae growth. Because the city’s ponds are relatively shallow, sunlight encourages algae to grow. The City currently spends approximately \$5,000 to \$10,000 per year treating algae to prevent it from creating sludge and operational problems in the system.

City Engineer Jon Lundell explained that floating solar could address both concerns by reducing the amount of sunlight reaching the water and reducing evaporation. He also noted that using floating solar could avoid the significant cost of purchasing and installing floating balls. One of the City’s open-top tanks could require more than \$1 million worth of floating balls alone, while the solar developer would provide the floating infrastructure as part of the proposed project.

Mayor Olson expressed interest in the concept and acknowledged the potential benefits of water conservation, algae reduction, energy production, and additional City revenue. City Manager Norm Beagley also noted that several operational details would need to be addressed, including access to the ponds, changes in water levels, maintenance coordination, protection of the pond liners, bird activity, and ensuring that the floating solar equipment did not interfere with the City's use of the facilities.

The Mayor stated that the Council could not formally approve the project during the presentation, but indicated that the Council appeared interested in moving forward with further consideration. The Mayor proposed placing the matter on the agenda for the next City Council meeting. The next meeting was identified as September 15. The developers were asked to prepare a proposed option easement agreement for Council review. The City Manager indicated that the agreement would need to be reviewed by the City Attorney before being presented to the Council.

The developers agreed to work with their attorney and prepare the document. They stated that they expected to provide a draft within approximately five to six days, or at least in advance of the September 15 meeting. City Manager Norm Beagley requested that the City receive the document as early as possible so members would have sufficient time to review it before the meeting. He explained that any easement agreement would need to be adopted by resolution. The developers acknowledged this requirement and agreed to prepare the necessary materials. The City Manager Norm Beagley also stated that he would distribute the proposal previously provided by the developers, which had been received late the preceding Saturday, to all Council members so they could review it

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant City Manager Bond presented the Building Permit Report. 174 residential units have been issued building permits in the current calendar year. In comparison, 16 single and multi-family residential units have been issued building permits in the current fiscal year (July 1, 2026 – June 30, 2027). We had 3 new business licenses issued in the last month.

RESOLUTIONS, & DISCUSSION & POSSIBLE ACTION ITEMS

Resolutions

5. Resolution 09-01-2026 – UDOT Statewide Utility License Agreement

City Engineer Jon Lundell explained that the agreement applies to Santaquin utilities, including water lines, pipelines, and sewer lines, located within Utah Department of Transportation rights-of-way. The agreement establishes the procedures the city must follow when inspecting, maintaining, repairing, or otherwise working on its utilities within those rights-of-way. The proposed agreement would formalize and renew the city's existing arrangement with UDOT. It is intended to ensure that Santaquin follows UDOT's permit requirements, construction standards, coordination procedures, and other applicable conditions whenever City utility work affects a UDOT roadway. Although the agreement is not directly part of the upcoming Interstate 15 interchange project, it is related because the City has water and other utility lines located within roadways that may be affected by future construction. The agreement applies to Main Street and State Route 198, including the route heading north out of town.

City Engineer Lundell provided examples of previous work that would have fallen under this type of agreement. These included emergency water line repairs near the Main Street interchange and water line repairs in front of Family Dollar. Similar future work would be coordinated under the terms of the agreement. He clarified that Santaquin will likely need to enter into additional agreements with UDOT in

connection with the Main Street interchange and I-15 reconstruction project. Those agreements may include a broader master agreement governing the construction work, along with several other agreements addressing specific aspects of the project. Those future agreements will be separate from the statewide utility license agreement under consideration. The proposed agreement is expected to remain in effect through the construction period associated with the Main Street interchange and I-15 reconstruction work.

Council Member Brian Del Rosario asked whether staff anticipated difficulties working with UDOT or any unusual challenges under the agreement. City Engineer Lundell responded that UDOT has historically been responsive in connection with utility applications and private development projects involving UDOT facilities. He reported no significant concerns based on previous experience. He also explained that emergency situations, including water line leaks, have been coordinated successfully with both the local UDOT maintenance shed personnel and UDOT's main office.

Mayor Olson asked for a Motion. Council Member Brian Del Rosario moved to approve ***Resolution 09-01-2026 – UDOT Statewide Utility License Agreement***. Council Member Travis Keel seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

6. Resolution 09-02-2026 - City Council Records Access

Mayor Olson explained that the resolution had been discussed by the Council several months earlier. Following that discussion, staff and the Council had worked to revise the proposal so that it would be consistent with the Utah Government Records Access and Management Act, commonly referred to as GRAMA. The revisions were also intended to avoid placing unnecessary demands on City staff, creating additional legal exposure, or increasing costs associated with records requests. The Council had received and reviewed an updated version of the resolution. One of the primary changes was an extension of the response period from two business days to five business days. The change was intended to bring the proposed response time closer to the requirements and practices established under state law.

City Attorney Brett Rich discussed the concerns he had previously raised regarding the proposed policy. Those concerns included response timing, separation-of-powers issues, records security, and the treatment of classified or confidential information. He explained that certain records cannot be disclosed regardless of whether the Council adopts a policy directing access to information. Classified, confidential, or otherwise protected records must continue to be handled in accordance with applicable law. He stated that the Council had previously tabled the resolution while these issues were examined. Since that time, he had reviewed proposed amendments and sought input from State officials, local governments, and others who work with records-access issues. City Attorney Rich reported that he had not found many governmental entities in Utah with a policy structured in the same manner as the proposal. He had identified some similar programs in other states but noted that there was limited local precedent to rely upon.

He supported changing the response period from two business days to five business days. In his view, two business days could be too short in certain circumstances, while five business days was a more reasonable period. He compared this timeframe with GRAMA, which generally provides a ten business day response period, subject to different requirements when a request involves a matter of public interest. City Attorney Rich also discussed concerns about providing records in a searchable electronic format instead of as PDFs. He acknowledged that searchable formats can improve usability and make it easier to analyze information, but he said there may be security concerns associated with certain digital formats.

City Attorney Rich explained that some safeguards may be embedded in electronic documents to help confirm the authenticity of a record or identify the original document if questions later arise. However, he had not yet received definitive guidance regarding what specific protections should be used. Because of that uncertainty, he supported language requiring the City to apply appropriate protections before providing records in a searchable electronic format. He clarified that this language would not necessarily require the City to convert records back to PDF or prohibit searchable formats; rather, it would allow the City to apply appropriate safeguards. City Attorney Rich also expressed concern about expanding the records request process beyond the Mayor and City Manager to include department heads. He stated that allowing requests to be submitted directly to a broader group of employees could increase the likelihood that confidential or classified information would inadvertently be released. He believed that routing requests through the Mayor, City Manager, or their designated representatives would provide a greater level of review and security. The revised language reduced the number of individuals who would directly handle these requests and therefore reduced, but did not eliminate, the risk of improper disclosure.

City Attorney Brett Rich identified the potential burden on City staff as his primary remaining concern. He explained that the process could become difficult to manage if multiple Council members submitted frequent or overlapping requests. He also expressed concern that residents might use Council Members to avoid the normal GRAMA process and its associated fees. Under GRAMA, a person requesting records may be responsible for the costs of locating, reviewing, compiling, and producing the records, depending on the nature of the request. The City Attorney cautioned that someone could attempt to avoid those costs by persuading a Council Member to request the same information through the proposed Council-access process. He explained that fulfilling records requests can involve substantial staff time. Often, more than one employee must search records, review documents, identify responsive information, and ensure that protected information is not disclosed. Past requests had required significant staff and legal involvement and had resulted in considerable expense to the City. City Attorney Rich stated that if a request genuinely involved a public-interest matter as defined by GRAMA, waiving the fee may be appropriate. However, he believed that requests that did not meet that standard should generally be subject to the normal cost-recovery requirements. He cautioned that the proposed process could be abused if it became a way to avoid those fees.

Council Member Brian Del Rosario acknowledged that the revised resolution included language allowing a request to be denied if it would be unduly burdensome on City resources. City Attorney Brett Rich responded that this language could help address the concern, although determining what qualifies as "unduly burdensome" can itself be difficult. He stated that the revisions reduced the risks he had identified but did not eliminate them. Council Member Del Rosario explained that another change to the resolution addressed the distribution of information requested by a Council Member. Under the proposed process, when a Council Member requests information, the information would be made available to the other Council Members as well. The intent was to prevent information silos and ensure that all members of the Council had access to the same material. Council Member Del Rosario stated that this was an

important provision because information requested by one Council Member could be relevant to the entire Council. Making the information available to all members would promote transparency and ensure that the Council was working from the same information. The discussion also addressed accountability. It was noted that Council Members already had the ability to request information from the City Manager, department heads, and other City staff, but there was no consistent process or record showing how those requests were handled. He stated that a formal process would create a paper trail and make it possible to determine what information had been requested, how the request was handled, and whether a request had become excessive or inappropriate. They stated that this could protect both Council Members and staff by providing documentation if a resident later questioned why information had or had not been provided.

Council Member Del Rosario explained that the proposed process would not create an entirely new ability to request information. Council Members already had that ability. Instead, the resolution would formalize the process, route requests through appropriate administrative channels, and create accountability. Council had an extensive discussion regarding whether records should be provided in a searchable format and whether the language could be interpreted as requiring editable documents.

Mayor Olson expressed concern that providing editable documents could create confusion about which version was the official record. If a document were changed, intentionally or accidentally, and then distributed publicly, the altered document could be mistaken for an official city record. The City could then be required to determine what had changed, locate the original, and address any legal, audit, or public-record consequences. Mayor Olson emphasized that an accidental alteration could be enough to create problems, particularly if the modified document were later circulated publicly. He stated that the City should avoid creating additional documents that could be confused with the original record.

Council Member Brian Del Rosario clarified that the intent was not to require editable documents. The goal was to receive information in a searchable and analyzable format, particularly when dealing with financial, operational, or other data. The Council Member Del Rosario stated that PDFs can be difficult to search, analyze, or use to create charts and tables. He also explained that documents could potentially be locked or protected with passwords while still being provided in searchable formats such as Excel or PDF. Such a document could be analyzed without allowing the original file to be easily altered. Council Member Del Rosario stated that electronic files generally contain metadata showing when the file was last modified and who made changes. In his view, the risk of someone intentionally or accidentally modifying a file was not unique to the proposed resolution because electronic documents can be altered in many formats, including PDFs.

Council Member Travis Keel disagreed that the risk should be minimized. He stated that the City should not make it easy for Council Members or other recipients to alter the documents. The purpose of the proposed limitation would be to reduce the likelihood of accidental changes, particularly by individuals who may not be familiar with computer systems. Council Member Brian Del Rosario emphasized that the resolution's intended language concerned searchable electronic formats rather than editable documents. He stated that the policy was intended to help future Councils analyze information in a reasonable amount of time and make informed decisions.

A provision in the resolution was read aloud that referred to the Mayor and City Manager determining whether information should be provided in an editable form based primarily on the size of the document or the time required to produce it. Council Members agreed that this language appeared to create confusion and that the reference to an editable format should be removed or revised. Council Member Del Rosario described the desired alternative as a searchable, readable, and analyzable format that would not

necessarily allow the original file to be modified. He noted that spreadsheet formats could be protected while still supporting data analysis.

Council Member Travis Keel stated that, during his two years on the Council, he had not experienced difficulty obtaining information. He expressed concern that the resolution, as written, could encourage Council Members to become involved in day-to-day administrative operations. He stated that the Council's primary responsibilities are to legislate, approve major budget items, and support the City staff hired to manage daily operations. He expressed confidence in the staff and noted that the City has audits, internal controls, and redundancies intended to promote transparency and accountability. He was concerned that frequent or overly detailed requests could burden staff, lengthen their workdays, and create additional paperwork. He also objected to the language that appeared to require information to be provided in an editable format. Based on those concerns, he stated that he did not support the resolution as written.

Council Member Art Adcock, who stated that he had served on the Council for approximately 12 to 14 years over the previous 20 years, also opposed the resolution. He said that he had worked with numerous Mayors and City employees and had not experienced problems obtaining information. He expressed concern that the resolution could be abused or used to bypass GRAMA requirements and fees. He believed that the policy could impose an unnecessary burden on city staff and stated that he did not see a need for it.

Council Member Jeff Siddoway stated that he supported the general concept of the resolution, but wanted the language concerning editable documents removed. He said that he did not object to creating a paper trail for records requests and supported making requests available to all Council Members. He stated that a shared electronic location could be used to track requests and responses. This would allow Council Members to see the volume and nature of requests and identify whether anyone was abusing the process. He explained that he had previously been able to obtain documents from several City staff members without difficulty. Although routing requests through the City Manager could be somewhat more time-consuming than contacting department heads directly, he believed that centralized review would provide an additional layer of security and reduce the chance that staff would unintentionally provide information they were not authorized to release.

Council Member Brian Del Rosario explained that his experience had been different. He stated that he had previously encountered difficulty obtaining information that he believed should have been available, including recordings or information related to public meetings. He said that he had been told, as a Council Member, that he needed to submit a GRAMA request to obtain certain information. He stated that the process had been frustrating because he did not want to create conflict with City staff or spend time arguing over information requests. He explained that the purpose of proposing the resolution was to establish a clear process and address a problem he had personally experienced. He acknowledged that he may ask more questions than some other Council Members but stated that he had encountered legitimate issues with obtaining information. He also noted that the situation had improved since the resolution was introduced. In particular, he credited the City Manager with responding more quickly and working to ensure that Council Members received information needed to perform their duties. He stated that, regardless of whether the resolution passed, the discussion had been productive because it had highlighted different experiences among Council Members and residents. He also expressed appreciation for the Mayor's willingness to help ensure that Council Members received the information necessary to fulfill their responsibilities.

Mayor Olson thanked the Council Members and staff for their work on the proposal. He stated that the process was part of determining how the City government should operate and that the discussion could lead to further improvements, whether through revisions to the resolution or through other procedures.

Mayor Olson asked for a Motion. Council Member Brian Del Rosario moved to approve **Resolution 09-02-2026 - City Council Records Access**. Council Member Jeff Siddoway seconded the motion.

Councilor Adcock	No
Councilor Del Rosario	Yes
Councilor Keel	No
Councilor Mecham	No
Councilor Siddoway	Yes

The motion failed.

Discussion & Possible Action

7. Discussion & Possible Action Item - Award of Skate Park Contract

City Engineer Jon Lundell spoke to the Council considered a proposal to award the design and construction contract for the city's skate park to American Ramp Company. He explained that the skate park project had been included in the current year's approved budget. The proposal from American Ramp Company, referred to as ARC, included both the design and construction of the skate park. The proposed contract amount was approximately \$570,000 and included the skate park area and a halfpipe. City Engineer Lundell presented a conceptual design and layout for the project. The design shown was not site-specific and would require additional work to determine the final placement of the elements within the selected area.

City Engineer Lundell said the skate park is proposed to be located on the north side of the existing pickleball courts. The proposed site is currently an open, undeveloped area with no significant utilities. The primary existing feature requiring consideration is the sprinkler system located near the north side of the site. He explained that the halfpipe's exact location may change as the overall site layout is finalized, but the skate park elements shown in the conceptual design would generally remain part of the project. City Engineer Lundell explained that the halfpipe could be designed to accommodate different skill levels. The proposed configuration would include sections approximately two feet, three feet, and four feet in height. American Ramp Company had agreed to provide the different-height sections at no additional cost beyond the approximately \$50,000 included in the proposal for the halfpipe.

City Engineer Jon Lundell informed the Council that the American Ramp Company contract would not represent the entire cost of completing the project. Additional expenses could include geotechnical reports, landscaping, sidewalks, pedestrian connections, and other site improvements. The City would also need to coordinate the relationship between the skate park, surrounding facilities, the pickleball courts, and any future pavilion or other amenities. He noted that some funding was available through the RAP tax that had not been included in the initial budget discussion or memorandum. The City also had state grant funding that could be used for specific amenities associated with the project. Potential eligible items could include fencing, a pavilion, benches, trash receptacles, and similar improvements. City Engineer Lundell further explained that American Ramp Company might provide or recommend additional enhancements for marketing purposes after construction. These improvements would be intended to help complete the site and allow the company to photograph the finished project. The City

was not, at that time, planning to include amenities outside of the proposed site plan unless American Ramp Company proposed enhancements as part of its marketing or project participation.

Council Member Travis Keel expressed concern that the skate park would be placed in a back corner of the park and might not be sufficiently visible or accessible. City Engineer Lundell confirmed that the location was toward the back of the park and away from the main roads, but clarified that it was not entirely isolated. Lighting from the adjacent pickleball courts would spill into the area when the courts were in use.

The Mayor acknowledged the concern regarding the visibility and location of the skate park. He directed staff to consider ways to address the issue, including appropriate lighting, cameras, and other safety or security measures. The Council discussed the importance of ensuring that the area was welcoming, visible, and adequately monitored.

Council Member Art Adcock asked whether the City had already paid for the design shown in the presentation and whether approving the contract would result in paying for the same work twice. City Manager Norm Beagley clarified that the earlier design work had been exploratory and was not specific to the selected site. The previous design established a general concept showing what could be constructed within the available funding. It did not determine the final placement of the halfpipe, sidewalks, landscaping, pavilion, utilities, or other site features. The proposed contract would address the site-specific design and construction work required to lay out and build the skate park at the selected location. City Manager Beagley explained that the City still needed to determine how the various elements would fit together on the site and how the project would interact with the surrounding park facilities.

Mayor Olson asked for a Motion. Council Member Art Adcock moved to approve *Option #1 of the Awarding of Skate Park Contract*. Council Member Brian Del Rosario seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	No
Councilor Mecham	No
Councilor Siddoway	Yes

The motion passed.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON ADJOURNMENT

Assistant City Manager Jason Bond

Assistant City Manager Jason Bond provided an update regarding upcoming Planning Commission matters. Three public hearings were scheduled for the following Tuesday. Two of the public hearings concerned development agreements that had been discussed by the City Council during the work session. These included the Wilson Ridge development agreement and the East Bench Stone Hollow development agreement involving Salisbury. The third public hearing concerned detached accessory dwelling units. Assistant City Manager Bond indicated that additional work was needed on the proposed ordinance to address provisions contained in recent state legislation. The ordinance would be reviewed again and revised to incorporate the additional information and perspectives received since the previous discussion.

The Planning Commission was also expected to revisit the issue of bulk fuel storage in residential zones. The matter had previously been tabled because of concerns regarding emergency preparedness and public safety. The current proposal would limit fuel storage in residential areas to 150 gallons, although the Planning Commission would consider whether a different amount should be allowed. The Fire Chief will be invited to attend the Planning Commission meeting and provide additional information regarding the public safety risks associated with storing larger quantities of fuel in residential areas. He also reported on upcoming Development Review Committee items. The Santaquin Veterinary project was expected to return to the committee. The project involves a proposed veterinary clinic in the industrial park. It had previously been tabled because the applicant needed to address red-line comments. Assistant City Manager Bond clarified that the Council had previously approved a purchase agreement involving the veterinary clinic project, but the item now before the Development Review Committee concerned the site plan and the approval of the proposed site improvements and future construction.

Assistant City Manager Jason Bond said the Sunset Ridge project was also expected to be reviewed. Sunset Ridge is a preliminary development plan located east of Maverik. The project includes a retention basin and is subject to a development agreement previously approved by the City Council. He stated that there were no other significant completed applications currently anticipated for the Development Review Committee, although additional items could be submitted before the next meeting.

Assistant City Manager Jason Bond reported that the City was beginning preparations for its October employee service and training day, identified as occurring in connection with Columbus Day. The event would include employee training in the morning, a community service project, and an opportunity for employees and their families to participate in fall activities. He stated staff was still evaluating possible service projects. The Mayor and Council were invited to submit suggestions for projects in which City employees could participate. Jason stated that he would continue providing updates as the plans developed.

City Manager Norm Beagley

City Manager Norm Beagley reported that the ULS water connection continued to operate successfully. The City was assisting with testing the system and was receiving approximately 2.5 million gallons of water per day. He described the connection as a significant benefit to Santaquin, particularly during the current year. The City had been able to help test the system without incurring costs during the current testing period. City Manager Beagley explained that costs would begin appearing in the City's budget the following year. Those costs were expected to come forward in February and November and would include two primary components. One component would function similarly to the financing or mortgage payment, while the other would cover operations, maintenance, repair, and replacement expenses.

Council Member Brian Del Rosario:

Council Member Brian Del Rosario thanked Jim Rowland with the Payson Santaquin Chamber of Commerce for attending the meeting and presenting the Chamber of Commerce report. He also provided an update regarding his participation in a Chamber of Commerce board meeting, which he attended remotely. He stated that the Chamber currently had strong board members, including several business owners who were committed to supporting and promoting Santaquin. He recognized that the Chamber's work may not always be immediately visible and that people may question whether the Chamber was directly bringing businesses into the City. Council Member Del Rosario explained that the Chamber contributes by creating an environment in which business owners feel supported, encouraged, and

recognized. He stated that the Chamber had made significant progress and that its members were working hard to support the local business community.

Council Member Brian Del Rosario also followed up on a previous discussion regarding background checks for contractors and businesses that may provide services through the City. He stated that he was still waiting for information regarding the City's process and wanted to ensure that the City had a clear procedure in place as it moved toward using outside businesses to provide programs and services. He expressed support for allowing qualified business owners to operate programs such as martial arts, dance, and similar activities when doing so could reduce the strain on city resources while continuing to provide affordable services to residents. He emphasized, however, that the City needed to ensure that appropriate safeguards and background-check procedures were in place before expanding those arrangements.

City Manager Norm Beagley acknowledged that Community Services Director Kami Ellsworth had been looking into the matter. He agreed to provide Council Member Del Rosario with an update when the review was completed.

Council Member Brian Del Rosario also asked about the current version of the City's employee handbook. He had located a version dated February and believed that some policies adopted since then might not yet be reflected in the online version. City Manager Norm Beagley clarified that the compensation change was adopted by ordinance and was part of the City code rather than the employee handbook. He also acknowledged that a cannabis-related update had been adopted on March 18 and may not have been reflected on the City website. City Manager Beagley agreed to verify the current version of the handbook and ensure that the most recent version was posted online. He also agreed to email the current version to the Council. The Council was informed that the handbook would continue to be reviewed and updated approximately every six months to one year as needed.

Council Member Art Adcock:

Council Member Art Adcock thanked Mayor Olson for the September newsletter and stated that it was well written and provided useful information to residents. He noted that September 12 would be the final myHometown event of the year. He reported that the senior programs were doing well and that the meal menus had been well received. Council Member Adcock shared an anecdote about a physical therapist who was familiar with Santaquin's senior citizen program because of the number of residents he served. He stated that the interaction demonstrated the visibility and reputation of the City's senior services.

Council Member Adcock requested an update regarding the City library. City Manager Norm Beagley reported that the carpet installed at the library had defects. A representative from the carpet company had inspected the issue, and the company was expected to provide replacement pieces and complete additional repairs to areas of the floor that could be repaired. The repair work was expected to take place after October 1. This schedule was expected to coincide with the delivery and installation of the library shelving in mid-October. City Manager Beagley stated the staff is working on the order including items such as desks and chairs and was expected to be brought to the Council for approval at the next Council meeting if the information was ready. The furniture had a shorter lead time than the shelving.

Council Member Jeff Siddoway: Had nothing to report.

Council Member Lynn Mecham: Had nothing to report.

Council Member Travis Keel:

Council Member Travis Keel reported that September was identified as National Library Card Sign-Up Month, and residents were encouraged to obtain a library card. The library was planning a Broadway Bedazzle themed evening in October. In November, the library planned to host three romance authors. The authors were expected to participate at a favorable cost because of the library's existing relationships with them. He noted that the library had paid approximately \$1,000 for a single author during the previous year. Three library staff members were scheduled to attend the Utah Library Association fall conference on September 18. The conference was described as an opportunity for networking, professional development, and training. Council Member Keel said the Library Director was also scheduled to attend the Utah State Library Director Summit during the first weekend of October. The summit included the presentation of quality library awards, and he expressed hope that Santaquin would receive the recognition again.

Mayor Olson:

Mayor Olson announced that he would be out of town for the next City Council meeting on September 15. Council Member Jeff Siddoway would serve as Mayor Pro Tem and preside over the meeting in his absence.

Mayor Olson raised an issue involving a resident who had been charged for two garbage cans over a period of several years even though the resident only had one garbage can at his home. He explained that the issue arose during the City's transition to a new garbage service provider and the replacement of garbage cans. The resident had purchased the home after the previous owners had apparently ordered an additional garbage can. During the transition, the second can was either not delivered to the home or was delivered elsewhere, but the charge continued to appear on the resident's utility bill. The resident eventually compared his bill with a neighbor's bill and noticed that he was being charged more. After reviewing the matter with the Mayor and City Manager, the City determined that the resident had been paying for a service or garbage container that he had not received or used. Mayor Olson explained that garbage charges are generally passed through to the garbage provider and that the City does not make a significant profit from those charges. Nevertheless, the resident had paid a substantial amount over time and was experiencing financial difficulty while preparing for a new baby. Mayor Olson had previously offered the resident a credit on the utility account. He brought the matter to the Council because he wanted input regarding whether the credit should be increased, whether the City should provide additional compensation, and how to handle similar situations fairly in the future.

Council Members Travis Keel generally agreed that a resident should receive a credit when he or she has paid for a service that was not provided. Several Council Members supported extending or increasing the credit but expressed concern about granting a credit for the entire historical period without considering changes in rates over the years. Council Member Lynn Mecham suggested that the City could provide the resident with the additional service or garbage container for which he had paid. It was clarified that the resident did not want a second container and preferred a credit on the account. Council Member Art Adcock discussed whether the credit could be applied to the resident's entire utility bill rather than being limited to the garbage portion. Mayor Olson explained that the credit could be applied in a manner that would allow it to be used against the resident's overall City utility charges and could resolve the matter more quickly.

Council Members also discussed the need to ensure that any decision was equitable and did not create preferential treatment. Council Member Brian Del Rosario cautioned that the City should not establish an exception available only to residents who happen to know a Council Member or receive a personal

recommendation. If the City created a process for credits related to charges for services that were not provided, similarly situated residents should be treated consistently.

City Manager Norm Beagley explained that the City's ordinance generally allows the City to correct billing errors for up to 60 days. Amounts outside that period are referred to the Mayor for consideration. The Mayor explained that this matter involved a longer period and was therefore being discussed with the Council.

City Manager Norm Beagley acknowledged that the information is not displayed in the most user-friendly location because of limitations involving the utility billing and printing systems, but stated that the City had made the information available as clearly as possible.

Mayor Olson thanked the Council for their input and stated that he would consider the discussion in determining how to proceed.

CLOSED SESSION

Mayor Olson asked for a Motion. Council Member Lynn Mecham moved to enter into the closed session May be called to discuss pending or reasonably imminent litigation; collective bargaining; and/or the purchase, exchange, or lease of real property, a proposed development agreement, a project proposal, or a financing proposal related to the development of land owned by the State. Council Member Jeff Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The closed session began at 8:55 p.m.

Present at the closed session included Mayor Olson, City Manager Norm Beagley, Legal Counsel Brett Rich, Assistant City Manager Jason Bond, Council Member Travis Keel, Council Member Lynn Mecham, Council Member Jeff Siddoway, Council Member Brian Del Rosario and Council Member Art Adcock

Council Member Art Adcock moved to end the closed session and enter back into the Regular City Council Meeting. Council Member Brian Del Rosario seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The closed session ended, and the Regular City Council Meeting reconvened at 9:34 p.m.

ADJOURNMENT

Council Member Travis Keel moved to adjourn the meeting. Council Member Lynn Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed.

The meeting was adjourned at 9:35 p.m.

ATTEST:



~~Daniel M. Olson, Mayor~~

Jeff Siddoway, Mayor Pro Tempore



Stephanie Christensen, City Recorder

Payson Santaquin Chamber of Commerce

Quarterly Report to the City Councils of
Payson and Santaquin

Advancing business growth, civic partnership, and community prosperity

Prepared for:

**Payson City Council
Santaquin City Council**

Reporting Period: **YTD 8/31/2026**

Presented by: **Jim Rowland**

Payson, Utah • Santaquin, Utah

By The Numbers Report

Current Membership by Category as of 8/31/26

Essential	79
Home Based	25
Bronze	30
Silver	10
Gold	11
Non-profit	9
City Partners	2
Total Members	166

Member Data 2026 YTD thru 8/31/26

New Members	31
Members Renewed	87
Members Dropped	25
Retention %	84.3

YTD Financial Report thru 6/30/26

Membership Revenue	\$32,296
Non-dues Revenue	\$16,452
Total Revenue	\$48,748
Payroll & Contractors	\$14,199
Other Expenses	\$29,011
Total Expenses	\$43,210
Net Revenue	\$ 5,538

Looking Forward

As we head toward the end of 2026, the Chamber remains focused on delivering high-value opportunities that drive economic growth, support local entrepreneurs, and strengthen civic pride across both Payson and Santaquin. We have seen an increase in new businesses in Santaquin and reaching out as best we can to show our support. We deeply value our partnership with Santaquin's leadership and are excited to help cultivate the rapidly expanding business landscape happening within the city. Together, we look forward to ensuring Santaquin continues to be a premier place to build a business and strengthen our community.