



MINUTES
Springville City Council Work/Study Meeting - September 15, 2026

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, SEPTEMBER 15, 2026, AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Matt Packard

Elected Officials in Attendance: Karen Ellingson
Logan Millsap
Jake Smith
Mike Snelson
Mindi Wright

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane, Administrative Services Director Patrick Monney, Community Development Director Josh Yost, Internal Services Director Scott Sensanbaugher, Library Director Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power Director Jason Miller, Public Works Director Brad Stapley, and Public Safety Director Lance Haight.

CALL TO ORDER - Mayor Packard welcomed everyone and called the Work/Study meeting to order at 5:33 p.m.

COUNCIL BUSINESS

1. Calendar

- Oct 06 - Work Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Oct 20 - Work Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Oct 27-28 - ULCT Annual Conference - Salt Palace, Salt Lake City

Mayor Packard asked whether there were any additions to the calendar.

Director Scott Sensanbaugher introduced Westin Tanner as the new Facilities Maintenance Superintendent. Mr. Tanner stated that he had a background in heating and air conditioning and was a member of the National Guard. The Mayor and Council welcomed him to the City.

Councilmember Ellingson and Councilmember Wright expressed interest in attending the fall Utah League of Cities and Towns (ULCT) Conference. Recorder Crane stated that she would ensure they were registered.

2. DISCUSSION ON THIS EVENING'S REGULAR MEETING AGENDA ITEMS

- a) Invocation - Councilmember Millsap
- b) Pledge of Allegiance - Councilmember Ellingson
- c) Consent Agenda

2. Approval of the minutes for the September 01, 2026 Work and Regular meetings
3. Approval of a Resolution approving a Land Purchase Agreement for 400 West Right-of-Way at 1600 South - Chris Wilson, City Engineer
4. Approval of a Resolution repealing Resolution 2004-11 regarding E911 surcharges that have been superseded by State law - Bruce Riddle, Assistant City Administrator/Finance Director
5. Approval of a Resolution approving an Interlocal Agreement with Provo Metro SWAT - Lance Haight, Public Safety Director

Mayor Packard asked whether there was any discussion regarding the Consent Agenda.

Councilmember Snelson requested that Item #3, approval of a resolution approving a Land Purchase Agreement for the 400 West right-of-way at 1600 South, be moved to the Regular Agenda unless the item was fully discussed during the Work Meeting.

3. WORK MEETING DISCUSSIONS/PRESENTATIONS

a) Discussion regarding the sale of Property at 1200 West Center Street - Troy Fitzgerald, City Administrator

Administrator Fitzgerald reported on the City-owned property located at 1200 West Center Street, which was being considered as part of a pilot program. He stated that the City had issued a Request for Proposals (RFP) for the sale of the property. The RFP evaluated proposals based on housing quality and variety, attainability, value to the City, and the proposer's ability to deliver the project.

Steve Bond, representing HomeOwnership4U, presented the organization's nonprofit development model and proposal for 14 new homes on the property. The proposal included two value cottages, nine base cottages, and three garage variants. He explained that the appraised value would establish the proposed home sale price. The cost basis would include the financed portion of the project, a 4% developer fee, and an Equity Assistance Lien.

Councilmember Wright asked whether the program would operate on a first-come, first-served basis. Mr. Bond explained that the homes would be restricted to individuals living within Springville City limits who do not currently own a home. After an initial period, eligibility would expand to other qualified applicants who did not own another home, with a preference for households at 100% Area Median Income (AMI). Homebuyers would be required to complete a five-year owner-occupancy affidavit. He clarified that the program was not intended to provide landlord subsidies.

Administrator Fitzgerald explained the land and zoning considerations, including appraisal assumptions based on the existing zoning. He stated that the proposal would require an overlay to accommodate the 14 homes. He also reviewed the proposed payment timing, with land proceeds and applicable fees to be paid at individual home closings, and explained that the City would subordinate its lien position to project financing. Potential fee relief and RDA assistance were also discussed.

Councilmember Millsap asked about the parking requirements. Administrator Fitzgerald stated that the proposed plan exceeded the required number of parking spaces and that the number could potentially be reduced.

Councilmember Wright asked who would administer the Equity Assistance Lien. Administrator Fitzgerald explained that HomeOwnership4U would administer the program and associated requirements, while the City's role would be limited to selling the property.

The Council discussed whether the proposal met the expectations outlined in the RFP and whether the City should proceed with the appraisal and further evaluation process. Mayor Packard asked for Council feedback on moving forward. The Council reached consensus to proceed, and Administrator Fitzgerald stated that he would return with additional information.

Mr. Bond also provided an example of a HomeOwnership4U project located at 480 South 200 West in Ephraim, Utah.

b) Presentation regarding FLOCK cameras and license plate readers - Lance Haight, Public Safety Director

Chief Haight reported that there had been significant interest in the City's automatic license plate reader system. He explained that the City currently had three cameras located at 1400 North Main, 400 South near I-15, and 500 South Main. He clarified that the cameras were not smart video cameras and captured still images of the rear of vehicles.

Chief Haight reviewed examples in which automatic license plate reader data had assisted with investigations, including cases involving crimes and life-safety concerns. He explained that the system collected only a still image of the rear of a vehicle and did not capture vehicle occupants, use facial recognition, or connect the image to a driver's license. Images were permanently deleted after 30 days.

Chief Haight stated that access to the data was subject to investigative restrictions, including a legitimate investigative purpose and a need-to-know and right-to-know standard. He explained that the Springville Police Department maintained ownership and administrative control of its data. Data was selectively shared with verified law enforcement agencies in Utah and neighboring states, and access could be altered or revoked. He provided an example in which access to data from outside Utah assisted detectives in tracking an attempted homicide suspect from Utah toward the Mexican border.

Chief Haight also reported on audit findings and state legislative requirements. He acknowledged that a recent internal audit found the department's documentation practices did not fully meet state requirements. He stated that the department was addressing the issue and had implemented regular monthly administrative audits.

Councilmember Wright suggested that the audits should be conducted externally.

c) Memorandum of Understanding with Provo Metro SWAT - Lance Haight, Public Safety Director

Chief Haight reported on the Metro SWAT team, which consisted of professional law enforcement personnel from Orem, Provo, Brigham Young University, and Springville. He stated that Springville had two officers assigned to the team. He also reported that the team had CIP funds available to reallocate for SWAT equipment.

d) Hobble Creek Golf Course Update - Joel Grose, Golf Pro

Golf Pro Joel Grose provided an update on the golf course. He reported that the course had experienced approximately 30 additional days of play the previous year due to favorable weather. Cart utilization had decreased during the current year, with more golfers choosing to walk. He stated that some cart restrictions had been implemented to help protect course conditions.

Joel introduced two new Assistant Golf Pros, Kyle Snyder and Ryan Romero.

Joel also reported on the golf course volunteer program. Monday morning maintenance had been initiated, which allowed staff to dedicate additional time on Tuesdays and Thursdays to projects throughout the course. Current work included turf maintenance and tree removal.

Future projects included creek bank mitigation and bridge repair and replacement. Joel also reported on ongoing golf clinics and junior leagues.

e) Discussion regarding Land Purchase Agreement for 400 West Right-of-Way at 1600 South - Chris Wilson, City Engineer

Moved to regular agenda.

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard asked if there was further discussion. There was none.

ADJOURNMENT CLOSED SESSION IF NEEDED - TO BE ANNOUNCED IN MOTION

The Springville City Council may temporarily recess the meeting and convene in a closed session as provided by UCA 52-4-205.

Motion: Councilmember Millsap moved to adjourn the work meeting at 6:56 p.m. **Councilmember Smith seconded** the motion. **Voting Yes:** Councilmember Ellingson, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0.**

This document constitutes the official minutes for the Springville City Council Work/Study Meeting held on Tuesday, September 15, 2026.

I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this meeting held on Tuesday, September 15, 2026.

DATE APPROVED: October 06, 2026



Kim Crane
City Recorder