



**WORK/STUDY AGENDA
SPRINGVILLE CITY COUNCIL MEETING
JANUARY 05, 2016 AT 5:30 P.M.**

City Council Chambers
110 South Main Street
Springville, Utah 84663

OATH OF OFFICE CEREMONY FOR NEWLY ELECTED OFFICIALS – 5:30 P.M.

**CALL TO ORDER- 6:00 P.M.
COUNCIL BUSINESS**

1. Calendar
 - January 12 – No Work/Study Meeting, Special Council Meeting – Tour of the Provo City LDS Temple
 - January 18 – Human Rights Day (Martin Luther King Jr. Day), City Offices Closed
 - January 19 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
 - January 23 – Newly Elected Officials Training – Provo City Offices 8:00 a.m.
 - January 27 – 2016 ULCT Local Officials Day at the Legislature – Utah State Capitol 8:00 a.m., registration deadline January 22, 2016
 - January 28 – Budget Retreat – City Multi-Purpose Room 1:00 p.m.
 - February 02 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
2. **DISCUSSION ON THIS EVENING’S REGULAR MEETING AGENDA ITEMS**
 - a) Invocation – Councilmember Sorensen
 - b) Pledge of Allegiance – Councilmember Conover
 - c) Consent Agenda
 1. Approval of City purchase orders required to be signed per Springville City Purchasing Code.
 2. Approval of Minutes for the April 28, May 05, May 12, May 19, June 09, October 13, November 10 and December 08, 2015 Work/Study meetings.
3. **DISCUSSIONS/PRESENTATIONS**
 - a) Citizen Survey Review – Troy Fitzgerald, City Administrator
 - b) Training – John Penrod, Assistant City Administrator/City Attorney
4. **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**
5. **CLOSED SESSION**

The Springville City Council may temporarily recess the regular meeting and convene in a closed session to discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205

ADJOURNMENT

CERTIFICATE OF POSTING

The undersigned duly appointed City Recorder of Springville City, does hereby certify that the above notice and agenda was posted within the Springville City limits on December 31, 2015 at Springville City Hall, on the City Hall Notice Board, on the Springville City website at www.springville.org/agendasminutes on the Utah Public Notice Website at <http://www.utah.gov/pmn/index.html> and provided to at least one newspaper of general circulation within the geographic jurisdiction of the public body
/s/ Kim Rayburn, City Recorder

In compliance with the Americans with Disabilities Act, the City will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Recorder at (801) 489-2700 at least three business days prior to the meeting.



**REGULAR AGENDA
SPRINGVILLE CITY COUNCIL MEETING
JANUARY 05, 2016 AT 7:00 P.M.**

City Council Chambers
110 South Main Street
Springville, Utah 84663

CALL TO ORDER

INVOCATION AND PLEDGE

APPROVAL OF THE MEETING'S AGENDA

MAYOR'S COMMENTS

PUBLIC COMMENT: *Audience members may bring any item not on the agenda to the Mayor and Council's attention. Please complete and submit a "Request to Speak" form. Comments will be limited to two or three minutes, at the discretion of the Mayor. State Law prohibits the Council from acting on items that do not appear on the agenda.*

CONSENT AGENDA*

1. Approval of City purchase orders required to be signed per Springville City Purchasing Code.
2. Approval of Minutes for the April 28, May 05, May 12, May 19, June 09, October 13, November 10 and December 08, 2015 Work/Study meetings.

REGULAR AGENDA

3. Consideration of an Ordinance Amending the Official Zone Map from the R2- Single/Two-Family Residential Zone to the RMF-1 Multi-Family Residential Zone for property located at 316 East 950 South –Fred Aegerter, Community Development Director
4. Consideration of Spanish Fork/Springville Airport Ground Lease Agreement with Imsar Inc. – Cris Child, Airport Manager
5. Discussion of a CMGC for the Aquatic and Activities Center – Troy Fitzgerald, City Administrator and John Penrod, Assistant City Administrator/City Attorney

MAYOR, COUNCIL AND ADMINISTRATIVE REPORTS

CLOSED SESSION

6. *The Springville City Council may temporarily recess the regular meeting and convene in a closed session to discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205*

ADJOURNMENT

This meeting was noticed in compliance with Utah Code 52-4-202 on December 31, 2015. Agendas and minutes are accessible through the Springville City website at www.springville.org/agendasminutes. Council Meeting agendas are available through the Utah Public Meeting Notice website at <http://www.utah.gov/pmn/index.html>. Email subscriptions to Utah Public Meeting Notices are available through their website. s/s - Kim Rayburn, City Recorder

In compliance with the Americans with Disabilities Act, the City will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Recorder at (801) 489-2700 at least three business days prior to the meeting.

*The Consent Agenda consists of items that are administrative actions where no additional discussion is needed. When approved, the recommendations in the staff reports become the action of the Council. The Agenda provides an opportunity for public comment. If after the public comment the Council removes an item from the consent agenda for discussion, the item will keep its agenda number and will be added to the regular agenda for discussion, unless placed otherwise by the Council.



**MINUTES OF THE BUDGET RETREAT
OF THE CITY COUNCIL
OF THE CITY OF SPRINGVILLE, UTAH
TUESDAY, APRIL 28, 2015 – 1:00 P.M.**

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The following are the minutes of the Budget Retreat of the Springville City Council. The meeting was held on **Tuesday, April 28, 2015 at 01:00 P.M.** in the Springville City Civic Center Multipurpose Room, 110 South Main Street, Springville, Utah. Adequate notice of this meeting, as required by law, was posted in the Civic Center and on the City’s website, and delivered to members of the Council, media, and interested citizens.

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Mayor Wilford W. Clyde presided. In addition to Mayor Clyde, the following were present: Councilmember Rick Child, Councilmember Craig Conover, Councilmember Christopher Creer, Councilmember Dean Olsen, Councilmember Chris Sorensen, City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, and City Recorder Kim Rayburn.

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Also present were: Public Safety Director Scott Finlayson, Administrative Services Manager Rod Oldroyd, Buildings and Grounds Director Alex Roylance, Museum of Art Associate Director Natalie Petersen, Public Works Director Brad Stapley, Library Director Pam Vaughn, Power Director Leon Fredrickson, Power Distribution Superintendent Brandon Graham, Whitehead Plant Operations Manager/Resource Specialist Coordinator Shawn Black and Golf Pro Craig Norman.

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1:05 P.M. OVERVIEW OF BUDGET PROCESS – Troy Fitzgerald, City Administrator

Administrator Fitzgerald opened the meeting. He reported the budget has been approached with new ideas and challenges this year and the Organization is continuing to grow. He noted some funds are inter-related in how they function and effect other departments.

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Councilmember Sorensen arrived at 1:15 p.m.

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1:10 P.M. REVENUE DISCUSSION – Bruce Riddle, Assistant City

Administrator/Finance Director

Director Riddle reviewed the General Fund revenue. He explained the biggest driver of the General Fund budget is sales tax revenue. He noted this year it is anticipated there will be a 20% reduction in Wal-Mart sales and no tax increase is proposed. Director Riddle stated Enterprise Fund transfers are at 5% not including Golf and a minor fee change is recommended for Cemetery, Parks and Recreation and should have a minimal impact. He explained approximately \$432,000 in Capital Projects will be funded by reserves accumulated in the General Fund.

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40 Director Riddle reviewed the individual pieces of General Fund Revenues. Historic
annual sales tax is showing a strong rebound from 2008 going into 2015. He noted transfers take
42 a number of forms in the General Fund; such as administration fees, dollars coming from
Enterprise Funds, payment for services for example, utility transfers, actual water and power.
44 Also, operating transfers are fairly stagnate from last year's numbers.

Director Riddle explained the top five General Fund revenue sources; C Road Funds,
46 Electric Operating transfer and State projected sales tax. Economic considerations include
development of 225 Equivalent Residential Units (ERU).

48 Councilmember Olsen asked if the Development ERU includes impact fees. Director
Riddle replied, the ERU does play a part in impact fees but no impact fee revenues are in the
50 General Fund.

Director Riddle gave an overview of the Enterprise Fund Revenues. He stated a rate
52 increase is proposed in Water and Sewer and a new secondary water utility is scheduled to begin
April 2016. He noted minor growth is expected although weather is always hard to predict.

54 Director Riddle informed the Council a proposed rate increase for Water as \$1.00
residential base rate increase with a 3% commercial and industrial rate increase. A proposed 20%
56 increase on irrigation rates is proposed in order to catch up with the actual cost level.
Councilmember Conover asked what if the Council did not want to raise rates. Administrator
58 Fitzgerald responded the Council would need to look at changing projects.

Director Riddle reviewed the Sewer Fund explaining a \$2.00 residential base rate
60 increase and a 4% industrial rate increase has been proposed. He noted there is very modest
growth compared to the Fiscal Year 2015 budget and impact fees are flat. He stated the Electric
62 Fund does not have a rate increase proposed. It has seen very modest growth from Fiscal Year
2015 and impact fee revenue is down slightly. The Storm Water Fund does not have a rate
64 increase proposed, sales revenue is modestly up from Fiscal Year 2015 and impact fees are down
significantly. Director Riddle reported the Golf Fund Revenues have no rate increase proposed
66 and the sales revenues are flat. He noted there are new revenues from the Pro Shop lease,
restaurant lease and advertising and no impact fees. He reported an anomaly is the Golf Course
68 opened in February 2015 the earliest opening to date and it has helped revenues.

70 **1:45 P.M. WAGES AND BENEFITS** – Troy Fitzgerald, City Administrator

Administrator Fitzgerald reported since 1999 the belief was to ensure that wages and
72 benefits are competitive. He explained Springville City wages are average compared to other
comparable cities. He asked the Council where they would like to be and gave comparisons
74 from 2000 – 2015. Administrator Fitzgerald explained between 2012 and 2015 increases were
given to employees' comparable to other cities, however, health care costs went up dramatically
76 over the last few years and noted this year, rates have flattened some which is good news for the
City. Administrator Fitzgerald stated the future is showing; low unemployment, competition over
78 good employees and raising wages. He asked the Council if this was something they wanted to

80 look at in the near future and asked for feedback. Councilmember Child commented we will see
81 a shortage in manpower. Mayor Clyde said, the City raised wages last year and in talking with
82 other City Mayor's Springville raised wages more than others. Administrator Fitzgerald
83 explained local governments raised wages 2.4% and Springville raised 2.5%. He went on to
84 explain some issues the Police Department is seeing with hiring and retention in part because of
85 wages.

86 Administrator Fitzgerald explained benefits had modest increases of 2.3% for Health
87 Insurance, 3.5% for Dental Insurance and 0% for Pension. He noted in the budget 5% was
88 funded for merit increases and zero for benefit increases. Administrator Fitzgerald set forth a
89 proposal adjusting grades upward by 3%. The increase would not be automatic and the only
90 wage increases would be by merit.

91 Administrator Fitzgerald explained over the past five years the City has been competitive
92 within the State for wages and benefits and stated there is a need to be aggressive this year in
93 wages and benefits. He summarized the total cost of mid-year raises, proposed raises and benefit
94 costs would be approximately \$1,000,000.

95 Councilmember Olsen asked, if the percentage the City pays for benefits is competitive.
96 Administrator Fitzgerald replied they are comparative and some are even better.

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98 **2:00 P.M. Budget Review – General Funds/Council Review, Questions and Direction –**
99 Troy Fitzgerald, City Administrator

100 Administrator Fitzgerald reported if we were to take out raises and the General Fund
101 operational expenses, the budget is down \$11,624. He commended Department Directors for
102 keeping their budgets and operations in line with what inflation is doing and they have been
103 extremely conservative. Administrator Fitzgerald noted you may see different Departments with
104 upwards of a 5% increase that is due to wage and benefits however we are still focused on
105 sustainability.

106 Administrator Fitzgerald explained the new Facilities Internal Service program. Staff
107 recently reviewed various ongoing maintenance requirements for City buildings, such as
108 painting, roof repairs, parking lots and so forth. A proposal for the Facilities Internal Service
109 program has been put together to facilitate the upkeep of existing buildings. The proposed
110 Facilities Internal Service line item would be a 20 year General Fund plan totaling \$6,740,200
111 for major City facilities encompassing 219,300 square feet at \$1.54 per square foot per year in
112 today's dollars. Administrator Fitzgerald reported \$552,000 was budgeted in Fiscal Year 2015
113 for operational costs of maintenance and custodial work. These funds, not new dollars would be
114 moved to the Internal Service Fund and would include the Enterprise Funds.

115 Administrator Fitzgerald reviewed the existing facilities and the calculations used by
116 taking the square footage, occupied, unfinished or unoccupied and assigned them a charge based
117 on what is currently in the market place, resulting in a capital reserve and a maintenance fee to
118 those funds. This would allow for the equivalent of one full time employee (FTE) to take care of

118 the enterprise facilities and spend capital dollars where it is needed the most, starting with the
119 Golf Course Clubhouse that is in need of repairs.

120 Mayor Clyde commented this will be a good way to keep all of the City buildings in good
121 working order.

122 Finance Director Riddle commented there needs to be a commitment to the program over
123 the long term and keep funds going into the maintenance fund.

124 Administrator Fitzgerald reviewed with the Council the individual divisions of the
125 budget. In reviewing the Legislative budget he explained \$3500 was added to the training budget
126 and \$1000 to the Youth City Council budget. Mayor Clyde advised that any Councilmembers
127 going out of state should talk about it before and decide as a council who will be going and
128 which one will attend. Councilmember Sorensen responded there should be a schedule of what
129 conferences are available in the next few years. Administrator Fitzgerald replied staff can put
130 information together to be discussed in an upcoming work session.

131 Administrator Fitzgerald reviewed the Administrative and Legal budget explaining funds
132 have been budgeted for the City Survey and the upcoming Municipal Election. The Justice Court
133 has budgeted for Court transportation to the Spanish Fork Justice Court and the Court Security
134 Contract will cause an increase in the budget.

135 Administrator Fitzgerald stated Engineering has savings from the completion of the
136 Master Plans and have added a part-time intern to help with GIS and Asset Management.

137 Administrator Fitzgerald expressed Public Safety is down on their fuel budget, as well as
138 all other departments. He explained they have reduced personnel by one full time police officer
139 and added a part time officer.

140 Administrator Fitzgerald advised the Streets crack seal contract was moved from the
141 Capital Fund to the Operations Fund.

142 In addition Administrator Fitzgerald reported on the Parks budget. He explained
143 Bartholomew Park has increased staffing by 3650 hours, there is added revenue for pavilion
144 rentals and some equipment and operational dollars have been added. He stated they are
145 anticipating use of the Park and staffing for seven days a week. Also, \$10,000 was added to keep
146 the holiday decorations at a current level. Administrator Fitzgerald stated Canyon Parks removed
147 winter recreation dollars from their budget. Mayor Clyde inquired about the program.
148 Administrator Fitzgerald replied heavy equipment to maintain trails is coming up for
149 replacement and there is no guarantee of snow. Director Roylance responded it may be possible
150 to keep the tubing hill open.

151 Administrator Fitzgerald advised the Art City Days budget has been reduced, however it
152 is higher than in Fiscal Year 2014. Recreation will see some programing increases along with
153 revenue increases and are considering decreased hours at the pool due to low turnout for open
154 swim hours.

156 Administrator Fitzgerald stated the Library Program Budget was increased 25% to handle
crowds. They are also trying to spread out the impacts on computers, but are replacing as
scheduled.

158 In conclusion, Administrator Fitzgerald described the operating budget as very flat
overall and reviewed various fund transfers. He reviewed the Capital Improvements Fund, C
160 Road Maintenance and remarked intersection improvements are receiving a grant match. The
Street Impact Fee project at 1200 west is in need of an increase of \$1 million.

162 A review of the Vehicle and Equipment Replacement Schedule was discussed.
Councilmember Sorensen asked for clarification of the Vehicle Replacement Policy.
164 Administrator Fitzgerald explained a review of the vehicle is done at the time for replacement
according to the schedule. If it is possible to keep the vehicle running it will not be replaced.
166 Mayor Clyde asked if they are replaced due to mileage and age and stated it may be possible to
increase the mileage before replacement. Administrator Fitzgerald replied he would talk with
168 staff.

170 **3:00 P.M. BREAK** – The meeting adjourned for a short break.

172 **3:15 P.M. Budget Review – Enterprise Funds/Council Review, Questions and Direction**

POWER – Power Director Fredrickson stated he appreciates the Councils support in
174 being able to provide good reliability and customer service. He reviewed the rate revenue and
stated they have forecasted less than 1% growth, noting weather is a key driver in energy
176 consumption and sales. Director Fredrickson explained homes are becoming more efficient and
are using more LED lighting that has an effect on revenues. He explained the Operations and
178 Maintenance Budgets for Generation and Distribution are flat. Capital Projects include the main
street lighting where they received a grant for \$75,000 from UDOT to expand lighting from
180 Center Street to 400 North. Director Fredrickson asked for the Council’s feedback on design of
the light poles along Main Street. By consensus the Council would like to keep with the same
182 look as the other newer poles and stated the logo is not needed.

Director Fredrickson reported on the Industrial Park reliability, explaining a complete
184 new cable installation was done and they will continue to replace ageing and failing equipment.

Director Fredrickson explained the current Automated Meter Reading system was
186 installed in 2004 and is operating, technology is changing and there is limited support and they
have a place holding in the budget for this project.

188 Director Fredrickson reported on the Whitehead Power Plant (WHPP) installation of two
intermediate engines and reviewed the resource diversification and planning. Councilmember
190 Sorensen asked if there is room for the new engines. Director Fredrickson replied yes, it would
not require a new building and they have the needed infrastructure. He stated the estimated cost
192 of the engines would be \$4.8 million.

194 PUBLIC WORKS – Public Works Director Stapley reviewed the Solid Waste revenues
and expenditures. Director Stapley explained they run about 8600 cans per week averaging 1000
196 cans per day that are picked up by the solid waste trucks and over 1385 cans are out for
recycling, almost double from when they started. He stated a concern is they are getting close to
198 a threshold to where they need to add personnel unless a change is made in the course they
currently running and possibly add another solid waste truck. They are looking at how to
200 economically run the trucks.

Solid Waste – Director Stapley reported the South Utah Valley Solid Waste District
202 (SUVSWD) has proposed a budget that includes an increase in tipping fees and going from no
charge to \$25 a ton recycling tipping fee. He noted the City’s current budget is not prepared for
204 this type of increase. He also pointed out in the SUVSWD proposed budget a Host Fee of \$0.50
ton that will equal \$63,500 revenue per year going to Springville City, however Springville City
206 requested a \$2.00 a ton Host Fee. Director Stapley asked for the Council’s feedback and if they
would like staff to respond. Mayor Clyde asked if they are willing to pay a Host Fee now.
208 Director Stapley replied it is in their budget, and if the SUVSWD Board approves, it will start
July 1, 2015. Administrator Fitzgerald conveyed Staff recommends it start today, the City is
210 facing those losses immediately. Director Riddle replied it is not popular among other cities that
would have to pay the fees.

212 Wastewater Utility – Director Stapley reported on the Wastewater Utility and explained
the sewer collection system has 127 miles of pipeline, 2500 manholes and 12 sewage pumping
214 stations. He detailed the Wastewater revenues and provided information regarding a proposed
rate increase in the Wastewater Utility Industrial to 4% and a \$2.00 per month base rate, in turn
216 residential customers would pay \$2.00 more each month. Administrator Fitzgerald explained the
City has only one industrial customer Stouffers and noted all residents and businesses would see
218 the \$2.00 monthly increase. Director Stapley stated consequently they have had to pull from
reserve funds to balance the budget. He also explained compared to other Utah County cities
220 wastewater fees for Springville are in the middle.

Director Stapley reported with the bond for the expansion of the treatment plan a few
222 years ago it has been difficult because the growth was not as much as expected. Also, Stouffers
did not move forward with their project to increase capacity. Director Stapley explained there are
224 no capital improvement projects for the collection system included in the budget until after year
2020. Mayor Clyde responded he would like to see a higher priority on the odor control at
226 wastewater plant.

Councilmember Sorensen asked about the condition of the City lift stations.
228 Administrator Fitzgerald replied there are a few west of the freeway needing improvement.

230 Storm Water Utility – Director Stapley reported on the design of the Storm Water System
and explained there is no debt service for the Storm Water Utility.

232 Water Utility; culinary and secondary – Director Stapley advised there is a plan to add
over 1000 new users by the summer of 2016, with Pressurized Irrigation (PI). He explained

234 secondary water will be metered and staff is reviewing mandatory connection if available in the
236 area with a rate less than the culinary rate. Councilmember Conover and Administrator
238 Fitzgerald agreed hook up for secondary water on existing homes is anticipated at no fee.
240 However, new homes will have a fee. Director Stapley reviewed a proposed secondary fee
increase for Plat A, Seasonal Irrigation and the Highline Ditch. Director Stapley explained the
Water Utility Capital expenditures stating Burt Springs and the new 400 South Well is in need of
added source capacity.

242 **4:54 P.M. BREAK** – The meeting adjourned for a short break.

244 **5:08 p.m. Golf** – Bruce Riddle, Assistant City Administrator/Finance Director

244 Director Riddle reported there are big changes at the Hobble Creek Golf Course.
246 Recently Craig Norman was named the new Golf Pro and they have had some organizational
248 changes that have saved \$25,000. Director Riddle stated operations are flat and industry
250 challenges still persist. An agreement with the prior Golf Pro Sonny Braun for golf cart
252 purchases has an obligation for the next four years. Director Riddle explained the Clubhouse
remodel will be done with the newly created facilities fund. Also, the 40% operating reserve
target has not been met and doesn't allow for much "wiggle" room, therefore, adjustments may
need to be made if the year continues downward. He reported the new restaurant vendor is
moving in and should be ready to open soon.

254 **5:15 P.M. C Road Funds Discussion** – Brad Stapley, Public Works Director

254 Director Stapley reviewed current road projects within the City. He explained the 1200
256 west roadway Phase I and future Phases. Directory Stapley explained the 900 South Project has
258 portions of the road that are failing and the asphalt is very thin due to the large trucks traveling
on the road. The cost to repair the road is outside of the budget for the 900 South Project and it is
expected a portion of C Road Funds will be needed to repair the road.

260 Director Stapley provided a list of roadway improvement projects and asked the Council
for their priority and direction, because, there is not enough funding to do them all.

262 Councilmember Conover asked about the Railroad Crossing at 950 west. Director Stapley
replied UPRR (Union Pacific Railroad) does not have the crossing on their to do list.
264 Councilmember Conover asked how Spanish Fork was able to put in a crossing recently.

266 Director Stapley provided the Council with a list of Roadway Improvement Projects
numbered from one to six and after discussion of each project asked the Council to give their
input on priority. Director Stapley outlined the following projects and assigned them a number.
268 Number one as the 950 west Railroad Crossing for an approximate \$550,000. Number two as the
1600 South Railroad Crossing for an approximate \$100,000. Number three as the 700 North 250
270 East Connector Road at \$150,000. Number four as the Red Devil Drive Roundabout at \$350,000.

272 Number five as the 900 South and 800 East Roundabout at \$580,000 and number six as the 1200
West Roadway, Phase I at \$1,029,000.

274 Mayor Clyde suggested a cheaper crossing be installed at 1600 South first and commit
funds to Riverbottom Road and 900 south for repairs. After discussion the Council came to a
276 consensus that number one on the list, should be the 950 West Railroad Crossing, with reduced
funding. The Council agreed number two, should be the 1600 South Railroad Crossing and
278 number three the 700 North 250 East Connector, stating costs for repairs of the 900 South
Project should be reviewed and then look into other projects.

280 Director Stapley gave an update on the 400 south and Brookside intersection project. He
reported they have had discussions with the home owner on the corner of the intersection and
they have agreed to move the project up to allow for completion two weeks before school starts.
282 Councilmember Sorensen stressed not to close the intersection during Art City Days.

284 **5:40 P.M. – Airport** – Bruce Riddle, Assistant City Administrator/Finance Director

Finance Director Riddle reported on the Airport stating operations have been generally
286 flat and there continues to be discussion of a full time maintenance position.

Director Riddle reported Phase III of the final runway expansion is being funded with
288 FAA and State grants. He explained they have funding to match State funding for one more
Airport apron rehabilitation and then the reserves will be spent down for the Airport.

290 Director Riddle expressed Airport Management is proposing an ongoing asphalt
management program. He explained there is a good portion of asphalt that does not fall under
292 FAA or State grant funding. He noted, the Airport staff has done a good assessment and they
have found it would take \$50,000 from each city to fund the program for at least 10 years.
294 Director Riddle cautioned the Airport budget cannot sustain the program.

Councilmember Sorensen asked, if other funding would be available. Director Riddle
296 replied it is not just \$50,000 it would be ongoing needs and costs.

Mayor Clyde expressed if we are a part of the Airport we need to maintain it at a certain
298 level and need to annex in a portion of the land next to the Airport. He stated we need to take
care of the Airport or look into divesting it.

300 Councilmember Olsen remarked there is a liability with pot holes and damage to
airplanes. He expressed the City would regret getting out of the Airport and funds should go to
302 maintain Airport. Administrator Fitzgerald asked for feedback from the Airport Board.

Councilmember Olsen and Director Riddle will bring information from the Airport Board
304 meeting to the next Council Work Session.

306 **5:55 P.M. – Wrap-Up/Questions and Concerns**

Councilmember Sorensen asked for a report from Library Director Vaughn on the Teen
308 Librarian.

310 Mayor Clyde stated future revenues should be discussed at a later meeting. Administrator
Fitzgerald replied he would look at the tax side. Director Riddle concurred it would be an
important discussion to have, to diversify the budget.

312 Councilmember Olsen thanked the Directors and employees for their work on the budget
this year.

314 Mayor Clyde asked Library Director Vaughn about needing a FTE (full time employee)
for the library. Director Vaughn replied they need a teen librarian, and explained they have
316 added a sorter and one FTE since opening the new library. Administrator Fitzgerald expressed
other departments have not received the funding the Library has and they are also in need of
318 personnel.

320 Mayor Clyde asked about the food concessions for Bartholomew Park. Director Roylance
replied the contract went out to bid and he will bring information to the Council at a regular
meeting. Mayor Clyde asked why not one vendor for all concessions in the City. Administrator
322 Fitzgerald replied staff has looked into this, however, they have not found a vendor that has
wanted to do them all.

324

ADJOURN

326 The meeting adjourned at 6:13 pm



**AGENDA FOR THE WORK / STUDY MEETING
OF THE CITY COUNCIL
OF THE CITY OF SPRINGVILLE, UTAH
COUNCIL CHAMBERS, 110 SOUTH MAIN STREET
MAY 05, 2015 – 5:15 P.M.**

6

8 The following are the minutes of the Work/Study Meeting of the Springville City
9 Council. The meeting was held on **Tuesday, May 05, 2015 at 5:15 p.m.** in the Springville City
10 Civic Center Council Chambers, 110 South Main Street, Springville, Utah. Adequate notice of
11 this meeting, as required by law, was posted in the Civic Center and on the City's website, and
12 delivered to members of the Council, media, and interested citizens.

13
14 Mayor Wilford W. Clyde presided. In addition to Mayor Clyde, the following were
15 present: Councilmember Craig Conover, Councilmember Chris Creer, Councilmember Dean
16 Olsen and Councilmember Chris Sorensen City Administrator Troy Fitzgerald, Assistant City
17 Administrator/Finance Director Bruce Riddle, Assistant City Administrator/City Attorney John
18 Penrod, and City Recorder Kim Rayburn.

19 Also present were: Public Works Director Brad Stapley, Building and Grounds Director
20 Alex Roylance, Recreation Director Cory Merideth, Museum of Art Director Dr. Rita Wright,
21 Golf Pro Craig Norman, Community Development Director Fred Aegerter and Administrative
22 Services Manager Rod Oldroyd. Excused: Councilmember Richard Child

23
MAYOR AND COUNCIL DINNER – 4:45 P.M.

24 *The Mayor and Council will meet in the Council Work Room for informal discussion and*
25 *dinner. No action will be taken on any items.*

26
CALL TO ORDER- 5:15 P.M.

27
28 Mayor Clyde welcomed the Council, staff, and audience as he called the meeting to order
29 at 5:18 p.m.

30
COUNCIL BUSINESS

31
32 1) Calendar

- 33 • May 10 – Mother's Day
- 34 • May 12 – Work/Study Meeting 5:15 p.m.
- 35 • May 15 – National Peace Officers Day
- 36 • May 16 – Armed Forces Day
- 37 • May 16 – Art Ball, Springville Museum of Art, 7:00 p.m.
- 38 • May 19 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- 39 • May 25 – Memorial Day, City Offices Closed
- 40 • May 25 – Veterans Memorial Service, Evergreen Cemetery 10:00 a.m.
- 41 • June 1-8 – Candidate Filing Period (Three Councilmember Positions)
- 42

44 Mayor Clyde asked if there were any questions or additions to the calendar. There was
none.

46 2) Discussion on this evening's Regular Meeting agenda items

48 a) Invocation – Councilmember Child

b) Pledge of Allegiance – Councilmember Creer

c) Consent Agenda

50 4. Approval of City purchase orders required to be signed per Springville City Code
§2-10-110(5)

52 5. Approval of Minutes – August 19, 2014 Work Study Meeting

54 6. Approval of the Springville City's Municipal Wastewater Planning Report for
2014 and Resolution

56 Mayor Clyde asked if there were any questions regarding the regular agenda.

58 3) **DISCUSSIONS/PRESENTATIONS**

60 a) **Discussion About Preparations for Summer Water Needs** – Shaun Barker, Water
Superintendent

62 Water Superintendent Shaun Barker reported they are watching water tank levels closely
and recently held a roundtable with Directors and Administration to develop a plan for Summer
64 water needs. Superintendent Barker reviewed the current water tanks serving the City along with
the wells and pumps.

66 Superintendent Barker explained Burt Springs is pumped up from the bottom of canyon
and provided a chart showing the average, low and current water levels of each spring in the
City. He stated they are anticipating flows will drop, but will depend on water use.

68 Superintendent Barker reported the Water Department does ongoing preventative
maintenance and inspections to ensure timely leak repair. He also noted two wells share one
70 spare motor and it would be about a month out to order another if the spare goes out.
Councilmember Sorensen asked about the life of the motors and if any other cities have similar
72 motors. Superintendent Barker replied they are specialized for the pump and it is unlikely other
cities have the same.

74 Superintendent Barker provided information regarding the planned water conservation
with a public notice of no water days. Administrator Fitzgerald suggested having one day off to
76 give tanks a chance to fill. Councilmember Sorensen added, have the City split into two days,
half waters one day and the other another day.

78 Mayor Clyde asked that the information be sent out in the City Newsletter in June.
Administrator Fitzgerald expressed they have learned in subsequent years, restrictions have
80 caused water use to go up. He stated they can manage situations of water on parks, and large land
owners such as churches and schools, if that does not work staff can come back to the Council
82 for a restriction plan. He noted we could see significant restrictions this year throughout the state.

84 Administrator Fitzgerald explained the SCADA system is monitored closely and they can
see how quickly tanks are filling. He expressed we have the means to manage the water. If a
major hot streak hits, or we see a problem with the flows we will bring the information to the

86 Council. Mayor Clyde expressed it would be a good idea to ask citizens to monitor their water
use and conserve when possible.

88 Councilmember Sorensen asked if the City has the capacity to turn off water during rainy
days at City facilities. Administrator Fitzgerald replied, we do, and agreed the City should set
90 the standard and in order to meet the need it would be extra cost in man hours.

Building and Grounds Director Roylance commented they have worked to obtain grants
92 for central water control of sprinklers and have not been successful. He explained for about
\$80,000 they could put all parks on an automated system. Mayor Clyde asked about going into
94 the reserves and add this to some of the larger parks. Director Roylance replied it would take
about a month or so to complete.

96 Councilmember Conover asked how the golf course will fair with water. Administrator
Fitzgerald replied it does look to be worse this year, the springs are very low and we are working
98 with the irrigation company.

Councilmember Sorensen suggested buying a sign and hanging it across Main Street.
100 Administrator Fitzgerald explained the splash pad recycles most of its water. It may be a good
idea to have signs out explaining and provide more education.

102 Administrator Fitzgerald stated he was pleased with the Water Department and Parks
they have been working together on how to best operate.

104 Councilmember Sorensen asked when the secondary water would be online and how will
it help. Public Works Director Stapley replied the secondary water system will support 1000 gals
106 per minute back into the culinary system. He stated the secondary system is expected to be
online next summer.

108 Administrator Fitzgerald commented they would look at the budget at the end of the year
to see about getting another motor.

110 Councilmember Olsen suggested putting a notice out to the public about how the
conservation is working and keep them informed. Mayor Clyde agreed and requested
112 information go out in the July newsletter informing citizens on how the water conservation is
working.

114

b) **Training** – Alex Roylance, Building and Grounds Director

116 Director Roylance provided the Council with training on Special Events, what are they
and how is the City involved. He also reviewed the application process, insurance requirements
118 and public safety guidelines.

Administrator Fitzgerald commented currently special event applications are free and
120 they can require a lot of time and effort with no funds coming back. He explained other cities
have implemented fees and it has pushed events away.

122 Councilmember Sorensen stated we need to help others understand employees are being
paid. Administrator Fitzgerald commented why should staff be working to benefit a for profit
124 business. Councilmember Sorensen replied there is a balance, part of what we do is special
events.

126 Councilmember Olsen asked which departments work on special events. Director
Roylance replied most are parks staff, as well as public safety, recreation and some public works.

128 Public Works Director Stapley updated the Council on the 950 West and Duck Creek
Subdivision. He explained they are rebuilding a portion of the road and asked the Council for
130 feedback on options of flagging or closing the road with a detour.

132 Councilmember Conover stated to keep the road open. Mayor Clyde suggested digging
out what can be filled back in for the day or close the road. Director Stapley explained they could
134 wait for school to be out and then close the road. Attorney Penrod stated it may be best to
complete before school is out. Councilmember Conover asked for a deadline to have the road
open.

136

4) **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

138

5) **CLOSED SESSION**

140 *The Springville City Council may temporarily recess the regular meeting and convene in*
a closed session to discuss pending or reasonably imminent litigation, and the purchase,
142 *exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205*

There was no Closed Session.

144

ADJOURNMENT

146 COUNCILMEMBER CONOVER MOVED TO ADJOURN THE WORK/STUDY
MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:42 P.M. COUNCILMEMBER
148 CREER SECONDED THE MOTION, ALL VOTED AYE.

150



**MINUTES FOR THE REGULAR AND WORK/STUDY MEETING
OF THE CITY COUNCIL
OF THE CITY OF SPRINGVILLE, UTAH
MULTIPURPOSE ROOM, 110 SOUTH MAIN STREET
MAY 12, 2015 – 5:15 PM**

6

8 The following are the minutes of the Regular and Work/Study Meeting of the Springville
City Council. The meeting was held on **Tuesday, May 12, 2015 at 5:15 p.m.** in the Springville
City Civic Center Multipurpose Room, 110 South Main Street, Springville, Utah. Adequate
10 notice of this meeting, as required by law, was posted in the Civic Center and on the City's
website, and delivered to members of the Council, media, and interested citizens.

12
14 **COUNCIL MEMBER CONOVER MOVED TO HAVE COUNCILMEMBER CHRIS
SORENSEN SERVE AS MAYOR PRO TEM FOR THE CITY COUNCIL WORK/STUDY
MEETING. COUNCIL MEMBER CHILD SECONDED THE MOTION, AND ALL PRESENT
16 VOTED AYE. THE MOTION PASSED UNANIMOUSLY**

18 Mayor Pro Tem Sorensen presided. In addition to Mayor Pro Tem Sorensen, the
following were present: Councilmember Richard Child, Councilmember Craig Conover,
20 Councilmember Chris Creer, Councilmember Dean Olsen, Councilmember Chris Sorensen, City
Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod,
22 Assistant City Administrator/Finance Director Bruce Riddle and City Recorder Kim Rayburn.

24 Also present were: Administrative Services Manager Rod Oldroyd, Museum of Art
Director Dr. Rita Wright, Building and Grounds Director Alex Roylance, Golf Pro Craig
Norman, Library Director Pamela Vaughn, Public Safety Director Scott Finlayson, Public Works
26 Director Brad Stapley, Power Director Leon Fredrickson, Power Generation Superintendent Matt
Hancock, Power Distribution Superintendent Brandon Graham and Recreation Director Corey
28 Merideth. Mayor Wilford Clyde was excused from the meeting.

30 **CALL TO ORDER**

Mayor Pro Tem Sorensen called the work meeting to order at 5:17 p.m.

32
34 **COUNCIL BUSINESS**

34 **1. Calendar**

- May 15 – National Peace Officers Day
- 36 • May 16 – Armed Forces Day
- May 16 – Art Ball, Springville Museum of Art, 7:00 p.m.
- 38 • May 19 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- May 25 – Memorial Day, City Offices Closed
- 40 • May 25 – Veterans Memorial Service, Evergreen Cemetery 10:00 a.m.
- June 1-8 – Candidate Filing Period (Three Councilmember Positions)

42

2. **DISCUSSIONS/PRESENTATIONS**

44

a) **Park Impact Fee Study** – Alex Roylance, Building and Grounds Director

46

Director Roylance introduced Suzie Becker with Zions Bank Public Finance. Ms. Becker reviewed the Utah Code requirements regarding impact fees and the fee components. She emphasized the swimming pool was not included.

48

Attorney Penrod commented part of the funding source is new parks, and will stay within the current service level.

50

b) **Training** – Matt Hancock, Power Generation Superintendent

52

Power Generation Superintendent Hancock reviewed the emergency power protocol for Springville. He explained in the event of a large power outage they will evaluate the outage, determine the extent and system areas affected. The Power Dispatch Center will contact Power Administration to determine a course of action as required.

56

Director Stapley asked if the Water Department would be contacted about what feeders are supplying the wells. Superintendent Hancock replied that is something that needs to be discussed. He explained they test the system twice a year at a black start.

58

Councilmember Child asked how the power is isolated. Superintendent Hancock replied there is a transmission system around the City and a breaker at each station that can isolate each substation by remote control on the SCADA system. He also commented they are tied into PacifiCorp and can see what is happening with other systems in the area.

64

3. **MAYOR, COUNCIL, ADMINISTRATIVE REPORTS**

c) **Discussion with Department Directors**

66

Mayor Pro Tem Sorensen asked for reports from the Directors in attendance.

68

Director Roylance invited the Council to drive by the new Bartholomew Park. He stated they have completed and paved 140 parking stalls and they plan to have the park ready by Art City Days. Administrator Fitzgerald commented the park has transformed and it will be very nice.

72

Library Director Vaughn reported on the eastside of the Library next to the path are plant markers identifying different plants and is very nice. Councilmember Sorensen asked about the food trucks. Director Vaughn replied they have six concerts scheduled this year and will start in June except during the week of Art City Days.

74

Museum Director Wright informed the Council of the Art Ball coming up this Saturday and noted they are in need of support. She also reported they have tried online ticketing this year. Director Wright announced The Fun Family Vacation exhibition is starting and will be a fun family event. She reported attending the Best of State recognition night and comments she received from other city attendees was that it was a nice evening and they appreciated the recognition from the State.

80

82 Golf Pro Norman reported a vehicle caused damage to number five green and stated it
had been repaired and will take some time to heal. He stated a few tournaments have been
played with more tournaments scheduled.

84 Chief Finlayson reported they are preparing for Art City Days and on August 3, 2015
they are hosting a city wide Public Safety Fair. Currently they are coordinating the location.

86 Recreation Director Merideth announced Movies in the Park will soon be starting, they
are also preparing for Art City Days.

88 Councilmember Conover asked if there was any news on the 950 West railroad crossing.
Director Stapley presented information regarding a request from Van Con and explained work
90 happening at the section between Main Street and 1700 east. He noted the agreement is for them
not to work during school hours. They are a week ahead of schedule and are asking to work in
92 the area the last week of school from May 25-29, 2015, where there will be fewer students.
Director Stapley explained the goal is to have it completed before a swim meet at the pool. He
94 stated they are aware of the Nestle 5k Fun Run in the area and it should have little effect.
Councilmember Child remarked we should accommodate the high school and any other activities
96 in the area. The Council was in agreement to proceed.

Councilmember Conover reported around 700 South and 800 West chunks of concrete
98 are off the curb. Director Stapley replied he would look into it.

100 Administrator Fitzgerald reported neighboring city budgets are expecting large utility
increases. He explained Spanish Fork has proposed a sales tax increase of only \$10,000 a
decrease from years past. He noted they may be concerned about other box stores in the area
102 with the opening of Walmart.

104 Attorney Penrod reported on a suit filed by a contractor at the Spanish Fork, Springville
Airport. He explained both Spanish Fork and Springville have worked things out with the
consultant to the Airport and have settled. He remarked on the northwest portion of
106 Bartholomew Park and the Steve Bartholomew property, they are looking to exchange like
property for like property. Administrator Fitzgerald answered the advantage to the City would be
108 access to the park, but it would not be a public right of way. Administrator Fitzgerald will bring
back information to the City Council for discussion at the May 19, 2015 meeting.

110

d) Commission, Board, and Committee Minutes

- 112 i. Communities that Care minutes for April 28, 2015
- ii. Economic Development Advisory Board minutes from March 10, 2015
- 114 iii. Emergency Preparedness Committee minutes for March 19, 2015
- iv. Parks and Recreation Board minutes for March 26, 2015
- 116 v. Spanish Fork/Springville Airport Board minutes for April 02, 2015
- vi. Springville Arts Commission minutes for April 14, 2015
- 118 vii. Water Board minutes for March 31, April 14 and April 28, 2015

f) Mayor and Council Reports

122

124 4. **CLOSED SESSION, IF NEEDED – TO BE ANNOUNCED IN MOTION**

126 *The Springville City Council may temporarily recess this meeting and convene in a*
126 *closed session to discuss pending or reasonably imminent litigation, and the purchase, exchange,*
126 *or lease of real property, as provided by Utah State Code Annotated §52-4-205*

128 There was no closed session.

130 **ADJOURNMENT**

132 COUNCIL MEMBER CHILD MOVED TO ADJOURN THE CITY COUNCIL
132 WORK/STUDY MEETING AT 6:20 P.M. COUNCIL MEMBER SORENSEN SECONDED
132 THE MOTION, AND ALL PRESENT VOTED AYE. THE MOTION PASSED
134 UNANIMOUSLY



**AGENDA FOR THE WORK / STUDY MEETING
OF THE CITY COUNCIL
OF THE CITY OF SPRINGVILLE, UTAH
COUNCIL CHAMBERS, 110 SOUTH MAIN STREET
MAY 19, 2015 – 5:15 P.M.**

6

The following are the minutes of the Work/Study Meeting of the Springville City Council. The meeting was held on **Tuesday, May 19, 2015 at 5:15 p.m.** in the Springville City Civic Center Council Chambers, 110 South Main Street, Springville, Utah. Adequate notice of this meeting, as required by law, was posted in the Civic Center and on the City's website, and delivered to members of the Council, media, and interested citizens.

COUNCILMEMBER SORENSEN MOVED TO HAVE COUNCILMEMBER RICK CHILD SERVE AS MAYOR PRO TEM FOR THE CITY COUNCIL MEETING. COUNCIL MEMBER CONOVER SECONDED THE MOTION, AND ALL PRESENT VOTED AYE. THE MOTION PASSED UNANIMOUSLY

Mayor Pro Tem Rick Child presided. In addition to Mayor Pro Tem Child, the following were present: Councilmember Craig Conover, Councilmember Chris Creer, Councilmember Dean Olsen and Councilmember Chris Sorensen, City Administrator Troy Fitzgerald, Assistant City Administrator/Finance Director Bruce Riddle, Assistant City Administrator/City Attorney John Penrod, and City Recorder Kim Rayburn.

Also present were: Public Works Director Brad Stapley, Power Distribution Superintendent Matt Hancock, Public Safety Director Scott Finlayson, Building and Grounds Director Alex Roylance, Recreation Director Cory Merideth, Assistant Golf Pro Joel Grose, Community Development Director Fred Aegerter and Administrative Services Manager Rod Oldroyd. Excused from the meeting; Mayor Wilford W. Clyde

MAYOR AND COUNCIL DINNER – 4:45 P.M.

The Mayor and Council will meet in the Council Work Room for informal discussion and dinner. No action will be taken on any items.

CALL TO ORDER- 5:15 P.M.

Mayor Pro Tem Child welcomed the Council, staff, and audience as he called the meeting to order at 5:17 p.m.

COUNCIL BUSINESS

- 1) Calendar
 - May 25 – Memorial Day, City Offices Closed
 - May 25 – Veterans Memorial Service, Evergreen Cemetery 10:00 a.m.
 - June 1-8 – Candidate Filing Period (Three Councilmember Positions)

- 42 • June 2 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
44 • June 6-13 – Art City Days
46 • June 9 – Work/Study Meeting 5:15 p.m.
48 • June 13 – Art City Days Parade 10:00 a.m.

46 Mayor Pro Tem Child asked if there were any questions or additions to the calendar.
48 There was none.

48 2) Discussion on this evening’s Regular Meeting agenda items

- 50 a) Invocation – Councilmember Conover
52 b) Pledge of Allegiance – Councilmember Sorensen
54 c) Consent Agenda
56 4. Approval of City purchase orders required to be signed per Springville City Code
58 §2-10-110(5)
60 5. Approval of Minutes – September 02, 2014 Work/Study meeting

60 Mayor Pro Tem Child asked if there were any questions regarding the regular agenda.
62 There was none.

62 3) **DISCUSSIONS/PRESENTATIONS**

- 64 a) **CUWCD Presentation on Hobble Creek Project/Community Park** – Alex
66 Roylance, Building and Grounds Director

68 Director Roylance introduced Central Utah Water Conservancy District (CUWCD)
70 representative Michael Mills along with Lee Baxter and Russ Finlay with the Department of the
72 Interior and Chris Elison and Heather Anderson with Central Utah Project (CUP). Director
74 Roylance reported in July of 2014 they gave a draft design displaying the proposed restoration of
76 East Hobble Creek near Community Park and tonight they would give a status update with a
78 review of the flows in Hobble Creek from 2012 to 2014.

80 Councilmember Sorensen asked about the area of 400 East and the gap in the flow of the
82 creek and how will it affect the fish. Michael Mills with CUWCD replied most of the fish are
84 downstream and in the long term they will release flows from the Mapleton Springville lateral at
86 about 2000 east. Mr. Mills reviewed the design concept briefly along with the peak flows,
88 hydrology and sediment of Hobble Creek. Mr. Mills explained Tyler Allred did the design
90 concept as well as other rivers in other states and the Heber Valley. Mr. Mills provided a
92 drawing displaying the current banks with an outline of the new proposed channel.

94 Mr. Mills commented the City asked for more land to the south and CUWCD did try to
96 accommodate as much as possible, they tried to arrange the alignment to reduce the amount of
98 river to be crossed by a future roadway. He explained they will need to address power poles in
100 the area to make sure they are not damaged or at risk. Mr. Mills explained the new design would
102 provide an amenity and recreation for the City as well as helping the June Sucker fish. He stated
104 about 100 to 200 June Suckers are currently in Hobble Creek.

106 Mr. Mills reported they have met with the Army Corp of Engineers regarding the
108 wetlands and this will dictate the type of permit needed for the project going forward.

84 Mr. Mills emphasized they would like the approval from the City Council to move forward and start applying for permits. In doing so they could begin construction this fall in the October-November time frame.

86 Councilmember Sorensen asked how this would affect the budget to the City. Mr. Mills replied they would fund all earth work, manpower and equipment. Director Roylance explained
88 the Parks Board was very supportive of the project.

Councilmember Sorensen stated it will not affect the City water. Mr. Mills replied that is
90 correct. They will be working with the irrigation company on flows of water.

Councilmember Conover asked if it would affect 1200 west. Administrator Fitzgerald
92 replied they are working with the City.

Director Roylance asked if the Council was in agreement to move forward with putting
94 together applications. Council agreed to move forward.

96 b) **Training** – Craig Norman, Golf Pro

Director Riddle introduced Joel Grose Assistant Golf Pro. Assistant Grose reported on
98 the current service projects, sponsorships and donations to the Golf Course.

Assistant Grose reported the Men's and Ladies Golf Associations donated supplies and
100 labor to the number one fairway project where they leveled the ground and relayed the sod and
with the recent rains it has helped the course tremendously.

102 Assistant Grose stated the putting green cleanup and removal of some bushes have been
completed for safety concerns and the cart staging area has been cleaned up with plans to re-sod
104 the area. He stated the Men's and Ladies Association have a sponsor board and calendar of
events, with plans to have the sponsorship signs displayed around the course. Assistant Grose
106 reported a local company donated sand and seed bottles for the golf carts. Councilmember
Conover asked about the length of time they plan to keep the sand and seed bottles with the
108 donor's name.

Assistant Grose reported the course was recently vandalized around number five green
110 and has been reported to the Utah County Sheriff.

Assistant Grose summarized the Corporate Prime Time Rate proposal for tournaments
112 and stated they need a policy in place with designated prime time days.

Councilmember Sorensen asked about the \$1.00 cost proposed for range bucket of balls.
114 Assistant Grose replied they were looking at the dollar range service as an added benefit to the
package.

116 Councilmember Conover asked if it was required to do 18 holes. Assistant Grose replied
it was not, there are reverse shotguns and other options.

118 Councilmember Sorensen asked about the \$2.00 employee expense and what is added
that is not in the wage. Assistant Grose responded it may be better to state they are expenses for
120 printing score sheets, pairing sheets. He noted the break down is for the Council's information.

Assistant Grose explained Tee Time events as being smaller groups of players during
122 non-peak hours, with a rate proposal for a full or reverse shotgun, with the intent to have
corporation events during this time. Councilmember Conover stated non-peak times should have

124 a fee that is an incentive to play with a corporate non-peak rate proposal and fill the course
Monday through Thursday.

126 The Council discussed tournament bookings and requested a calendar on the Golf website
for patrons to see upcoming events.

128 Councilmember Olsen asked for Director Riddles' opinion. Director Riddle replied it is a
conservative approach and we may need more incentive for weekdays. He suggested starting
130 with what is proposed and adjusting when needed.

Councilmember Sorensen asked if the restaurant caterer would be able to handle the
132 numbers, which will make it or break it. Administrator Fitzgerald replied as setup is ready with
the caterer they will look at more information for offering food service to tournaments.

134 Councilmember Sorensen stated Golf Pro Norman has fallen in line and is doing what the
Council has requested.

136 Councilmember Sorensen commented it is important for regular golfers to be able to see
what is scheduled on the calendar. Assistant Grose replied events are booked eight to 12 months
138 in advance. New events are booked after July 1 and will go by the new pricing structure.

140 4) **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

Mayor Pro Tem Child asked for reports from Directors regarding their departments.

142 Public Works Director Stapley gave an update on the South Utah Valley Solid Waste
District (SUVSWD). He reported they would be meeting this Wednesday and the proposed
144 budget is part of the meeting. Director Stapley commented the SUVSWD Tech Committee voted
to not allow a host fee to Springville. He stated their reply was other cities have entities that are
146 not charged host fees. He also reported they are looking to transition out of green waste
November 1, 2015. Councilmember Conover asked what the City contributes. Director Stapley
148 replied approximately \$25,000. Administrator Fitzgerald commented they can do what they
want but the City does not subsidize the process. Councilmember Conover asked how it will
150 affect the City budget. Administrator Fitzgerald replied it is about a \$15,000 hit. Noting Provo
and Spanish Fork differ on ways to handle fees or no fees for green waste. Councilmember Child
152 asked about the various fees. Administrator Fitzgerald explained different calculations are used
to get to the fee.

154 The Council discussed options regarding the SUVSWD and the facility staying in
Springville. Administrator Fitzgerald stated the Council needs to know as much as possible to be
156 able to relay the correct information. Such as where is SUVSWD headed so everyone can come
to a decision.

158 Assistant City Administrator Penrod reported on the HB362 transportation bill. He
explained the Utah League of Cities and Towns (ULCT) has asked cities to review a resolution
160 on June 16, 2015 and asked the Council if this was something they want to see go forward.
Administrator Fitzgerald explained what it would involve along with the ballot addition. He
162 stated so far there are no counties as of now that have put it on the ballot. The Council asked to
be reminded of this at the June 2, 2015 City Council meeting.

164 Councilmember Conover commented the pavilion reservation system is not a smooth
165 process and asked Administrator Fitzgerald if he would look into it and if possible to make the
166 City website mobile compatible. Administrator Fitzgerald replied he will be working on this.

168 **5) CLOSED SESSION**

169 *The Springville City Council may temporarily recess the regular meeting and convene in*
170 *a closed session to discuss pending or reasonably imminent litigation, and the purchase,*
171 *exchange, or lease of real property, as provided by Utah Code Annotated §52-4-205*

172 There was no Closed Session.

174 **ADJOURNMENT**

175 COUNCILMEMBER CONOVER MOVED TO ADJOURN THE WORK/STUDY
176 MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:47 P.M. COUNCILMEMBER
177 OLSEN SECONDED THE MOTION, ALL VOTED AYE.

178



**MINUTES FOR THE REGULAR AND WORK/STUDY MEETING
OF THE CITY COUNCIL
OF THE CITY OF SPRINGVILLE, UTAH
MULTIPURPOSE ROOM, 110 SOUTH MAIN STREET
JUNE 09, 2015 – 5:15 PM**

6

8 The following are the minutes of the Regular and Work/Study Meeting of the Springville
City Council. The meeting was held on **Tuesday, June 09, 2015 at 5:15 p.m.** in the Springville
City Civic Center Multipurpose Room, 110 South Main Street, Springville, Utah. Adequate
10 notice of this meeting, as required by law, was posted in the Civic Center and on the City's
website, and delivered to members of the Council, media, and interested citizens.

12

14 Mayor Wilford W. Clyde presided. In addition to Mayor Clyde, the following were
present: Councilmember Richard Child, Councilmember Craig Conover, Councilmember Chris
Creer, Councilmember Dean Olsen, Councilmember Chris Sorensen, City Administrator Troy
16 Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City
Administrator/Finance Director Bruce Riddle and City Recorder Kim Rayburn.

18

Also present were: Administrative Services Manager Rod Oldroyd, Golf Pro Craig
Norman, Assistant Golf Pro Joel Grose, Library Director Pamela Vaughn, Public Safety Director
20 Scott Finlayson, Public Works Director Brad Stapley, Power Director Leon Fredrickson,
Recreation Director Corey Merideth and Community Development Director Fred Aegerter.

22

CALL TO ORDER

24

Mayor Wilford W. Clyde called the work meeting to order at 5:16 p.m.

COUNCIL BUSINESS

26

1. Calendar

28

- June 11-13 Fireman's Breakfast
- June 13 – Art City Days Parade 10:00 a.m.
- June 14 – Flag Day
- June 16 – Work Study 5:15 p.m./City Council 7:00 p.m.
- June 21 – Father's Day
- July 3 – Independence Day Observed (City Offices Closed)

30

32

34

2. DISCUSSIONS/PRESENTATIONS

36

Councilmember Conover reviewed the preparations for Art City Days and stated things
are going well. He advised the Talent Show and movie were rained out last Saturday and they
38 moved the Talent Show to the High School.

40

Mayor Clyde announced the Duct Tape Regatta at the Bartholomew Park has a team of
the Mayor and Council members, Chris Creer will pilot. He noted twenty teams have signed up.
Mayor Clyde asked for day by day breakdown on the webpage of Art City Days events.

42

a) **Golf Rate Structure** – Craig Norman, Golf Pro

44

Golf Pro Norman reported on the rate structure at the Golf course. Mr. Norman recapped what the Golf Committee reported last week at the Council Work/Study meeting about no longer having the non-resident pass and consideration of a couples pass. He asked the Council if they would table the discussion until next November in order to give him and his staff time to discuss with ForeUp, the company that provides golf management software to the Golf Course to compile more data.

50

Mr. Norman introduced Joel Grose, the new Assistant Golf Pro at Hobble Creek. Mr. Grose reported all of the data in his presentation was gathered from data records of the Par Nine Point of Sale System and ForeUp Golf Point of Sale System. He explained the current fiscal year is only looking at numbers from July 1, 2014 through May 25, 2015. Mr. Grose gave a brief explanation of how they compiled the data and combined numbers for greens fees as a “start”, when a customer tees off regardless of playing 9 or 18 holes.

56

Mr. Grose provided charts comparing Fiscal Year 2013-2014 to Fiscal Year 2014-May 25, 2015. He explained season pass holder rounds have decreased by 4% compared to last year. The regular daily rate play has not moved up or down. Mr. Grose reported a new measurement for this year a Special Fee Play showing an increase of 3% in the current fiscal year. This is attributed to various specials run on KSL, with the UGA (Utah Golf Association) and early season specials. He explained eighteen holes have increased and nine holes have decreased this last fiscal year, with numbers showing down on rounds and up on numbers of holes played at a time.

64

Mr. Grose gave a breakdown on golf cart rentals. He explained 88% is with regular play, noting some will play the first nine walking and then come back and use a cart for the last nine holes, this is common and is not tracked in the system.

66

Mr. Grose reported punch pass sales have increased 2% with 218 punch passes purchased, season passes have increased by 1% and revenues are flat compared to last year at this time.

70

Administrator Fitzgerald commented it would be beneficial to look into the data and review this November before having the Council give a recommendation.

72

Mr. Grose reviewed the rate structure and revenue breakdown. He explained the Tee Sheet Yield as tee times only and not bodies; they could be foursomes, twosomes or singles.

74

Tee Sheet Yield; includes tee time only, not bodies. On average there are 88 Tee Times available through the year, with 352 Player Spots available each day, 158 player Spots are used per day giving a player spot utilization of 44.8%. He stated overall there are gaps that need to be filled and a different fee structure may attract more business.

78

Golf Pro Norman reviewed the proposed rate changes as establishing an 18-hole twilight rate of \$30, Monday thru Thursday excluding holidays after 2:30pm and a new Junior Pass, good Monday thru Friday, after 2:00 p.m. for \$275. Mr. Norman explained they are losing juniors to other courses. He reported the PGA did a study finding junior’s keep with the course they learn

80

82 to play. The junior age is up to and including 17 years old. The proposal would be to lower
weekday junior rates and have a weekend junior rate with an adult. He explained the weekday
84 junior rate of \$9 and a weekend junior green fee of \$10 per nine holes for weekends and holidays
after 12:00 p.m.

86 Councilmember Sorensen commented the twilight rate would increase golfers but
possibly no more revenue. Mr. Norman replied that could be possible, he was instructed to do
88 something to increase play and the fee structure is up for discussion.

Council discussed the usage of tee times. Administrator Fitzgerald commented the
90 challenge from last year was to add eight more rounds a day to help increase revenues.

Administrator Fitzgerald asked the Council for direction and if they want to add this to
92 the budget in order for it to be effective July 1, 2015 or package it up for next year.
Councilmember Conover stated he would like to see it packaged for 2016. Councilmember Child
94 stated he didn't have a problem with what has been presented and would approve starting July
2015. Councilmember Olsen agreed with Councilmember Child. Councilmember Sorensen
96 agreed to start now and see how it goes. Mayor Clyde said by consensus of the Council start on
July 1, 2015.

98 Golf Pro Norman reviewed the proposal for tournament packages and fees. Mayor Clyde
expressed concern about having tournaments on Fridays and Saturdays and asked them to be
100 careful not to schedule too many that would affect regular play.

102 **b) City Council Travel and Training** – Troy Fitzgerald, City Administrator

Administrator Fitzgerald reported on information that was discussed during the budget
104 retreat. He reviewed funds that were expended last year and other cities budget for their
councilmembers. He asked the Council for discussion on how they would like to spend their
106 budget dollars.

Mayor Clyde asked if employees and departments submit for training ahead of time for
108 budget. Administrator Fitzgerald replied yes, other departments submit ahead of time and the
Council could easily be added to departments for those Councilmembers that oversee that
110 department and participate in specific department training.

Councilmember Sorensen suggested each councilmember be given a budget amount so
112 they know they can participate. Mayor Clyde commented we need to set a certain amount and
live within the budget and give everyone an opportunity to participate in conferences and
114 training.

Administrator Fitzgerald asked if \$1500 for the year would be sufficient. Mayor Clyde
116 would like information on what is allowed for expense of retreats and donations for travel.

118 **c) Training** – Community Development – Fred Aegerter, Director

Director Aegerter described the development review process for Springville and other
120 cities processes. He explained there is a pre-application process and meeting required and then

122 they apply to Planning Commission. From there it goes to the DRC (Design Review Committee)
meeting for approval.

124 Mayor Clyde questioned the time frame needed for the approval process. Director
Aegerter explained in detail the review process and explained the minimum timeline is
approximately three to four weeks to get it to the Planning Commission.

126 Mayor Clyde stated the frustration seems to be after the applicant goes through the
process and completes what is needed, they come back and are told there are other things that
128 need to be done. He expressed the list needs to be complete during the DRC meetings. Mayor
Clyde advised the attitude should be “how can we help you”.

130 Administrator Fitzgerald commented sometimes site plans are changed and that can
affect the timeline. Director Aegerter noted they complete a form where they need to have all
132 items on the list, if something is left off, the process can be extended. He expressed the
subdivision process can be very lengthy and gave a brief review of the process.

134 Director Aegerter commented some of the City’s workflow is different from other cities
and the process can be in the same time frame.

136 Councilmember Olsen asked what the common reasons were to send something back.
Director Aegerter replied, easements. Director Aegerter agreed some issues need to be resolved
138 and explained other Planning Commissions do not do site plan approval. A subdivision process
in another city can take longer than Springville because of time frame for review.

140 Administrator Fitzgerald reviewed the legal issues with pre-approval and noted each
community is a little different with the process.

142

3. **MAYOR, COUNCIL, ADMINISTRATIVE REPORTS**

144 c) **Discussion with Department Directors**

146 Mayor Clyde asked the Directors in attendance if they had any comments. Public Works
Director Stapley reported Van Con Construction has requested to close the 900 south road.
Mayor Clyde questioned the need for closing the road with all of the activities at the pool and
148 ball fields in the area. Director Stapley replied the Public Works Department does not agree with
closing the road. The Council was in agreement they do not see the need to close the road and the
150 contract stipulates not to close the street.

152 Mayor Clyde asked about an alternate route east of the 1700 East Roadway. Director
Stapley responded the road is clay and cannot handle the truck weight.

154 d) **Commission, Board, and Committee Minutes**

- 156 i. Emergency Preparedness Committee minutes for May 21, 2015

f) **Mayor and Council Reports**

158 There were no reports.

160

4. **CLOSED SESSION, IF NEEDED – TO BE ANNOUNCED IN MOTION**

162 *The Springville City Council may temporarily recess this meeting and convene in a*
164 *closed session to discuss pending or reasonably imminent litigation, and the purchase, exchange,*
166 *or lease of real property, as provided by Utah State Code Annotated §52-4-205*

166 There was no closed session.

ADJOURNMENT

168 COUNCIL MEMBER OLSEN MOVED TO ADJOURN THE CITY COUNCIL
170 WORK/STUDY MEETING AT 7:00 P.M. COUNCIL MEMBER CREER SECONDED THE
170 MOTION, AND ALL PRESENT VOTED AYE. THE MOTION PASSED UNANIMOUSLY



MINUTES
Springville City Council Work/Study Meeting – October 13, 2015

Minutes of the Work/Study Meeting of the Springville City Council held on Tuesday, October 13, 2015, at 5:15 p.m. at the Civic Center, 110 South Main Street, Springville, Utah.

Mayor Wilford W. Clyde presided. In addition to Mayor Clyde, the following were present: Councilmember Richard Child, Councilmember Craig Conover, Councilmember Christopher Creer, Councilmember Dean Olsen, Councilmember Chris Sorensen, City Administrator Troy Fitzgerald, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Rayburn and Deputy City Recorder Jennifer Grigg.

Also present were: Administrative Services Manager Rod Oldroyd, Community Development Director Fred Aegerter, Power Director Leon Fredrickson, Public Works Director Brad Stapley, Recreation Director Corey Meredith, Public Safety Director Scott Finlayson, Buildings and Grounds Director Alex Roylance, Museum of Art Director Dr. Rita Wright, Library Director Pamela Vaughn and Golf Pro Craig Norman.

CALL TO ORDER

Mayor Clyde welcomed everyone and called the meeting to order at 5:15 p.m.

REGULAR AGENDA

1) Approval of the Appointment of Poll Workers for the 2015 General Municipal Election – Kim Rayburn, City Recorder

Recorder Rayburn reviewed the process of choosing poll workers. Attached to the Resolution is a list of poll workers which appoints them and sets compensation for their services.

Councilmember Sorensen asked if the City pays the standby poll worker. Recorder Rayburn answered, yes, \$25 for attending training, if they work compensation is minus \$25.

COUNCILMEMBER SORENSEN MOVED TO APPROVE **RESOLUTION #2015-16** DESIGNATING AND APPOINTING POLL WORKERS AND THEIR ALTERNATE TO SERVE IN THE MUNICIPAL GENERAL ELECTION ON NOVEMBER 3, 2015; SETTING THE COMPENSATION FOR THEIR SERVICES AND PROVIDING FOR OTHER RELATED MATTERS. COUNCILMEMBER CONOVER SECOND THE MOTION AND THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER CHILD	AYE
COUNCILMEMBER CONOVER	AYE
COUNCILMEMBER CREER	AYE
COUNCILMEMBER OLSEN	AYE
COUNCILMEMBER SORENSEN	AYE

Mayor Clyde reminded Council to wear costumes for the Main Street Trick or Treat.

Councilman Sorensen asked about the public discussion on the proposed Aquatic Center on October 20, 2015 at 7:00 p.m. There is an additional event sponsored by the Youth City Council and a Meet the Candidates' Night October 21, 2015.

40 Mayor Clyde asked about the campaign. Director Wright commented, Councilman Olsen
will be missed.

42

COUNCIL BUSINESS

44 2) Calendar

- October 20 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- 46 • October 31 – Halloween (City Down Town Trick-or-Treat 3:00 p.m. – 5:00 p.m.)
- November 01 – Day Light Savings Time Ends
- 48 • November 03 – Election Day (No City Council meeting)
- November 10 – Work/Study Meeting 5:15 p.m.
- 50 • November 17 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- November 26-27 – Thanksgiving Holiday (City Offices Closed)

52

3) DISCUSSION/PRESENTATIONS

54 a) Poverty and Engaging Low Income Constituents–Karen McCandless with Community Action

56 Mrs. McCandless introduced herself. She works at the Community Action Agency and
the Food Bank which serves Utah County and some of Summit, Wasatch and counties farther
58 south. Her degree in land use planning helps her apply her knowledge to development and
community improvement. The agency is focusing on low income/economic class individuals.
60 *Bridges Out of Poverty* and *Circles Initiatives* are two of the programs operated by Community
Action Services and the Food Bank

62 Mayor Clyde asked if Community Action is a federal agency. Mrs. McCandless answered
no; Community Action is a private organization and has a variety of funding sources. She
64 pointed out that poverty is not only about a lack of money. There is a difference between
situation and generational poverty. Spiritual, physical, educational, social and financial poverty
66 are the different aspects of poverty addressed by Community Action. Economic classes have
different sets of motivators and rules.

68 A key quote addressing poverty is, “Does a person have a sense of being linked to the
mainstream of society, of being in the dominant subculture, of being in accord with society’s
70 values?”–Robert Sapolsky.

72 An annual salary of \$23,000 for a family of 4 is the federal poverty level in Utah Valley.
The average citizen living in poverty does not know about all of the services available. Daily
survival limits their ability to relate to city leadership and explore opportunities to break out of
74 poverty. Relationship development is limited.

76 Lynell Smith, Executive Director for the Housing Authority of Utah County (HAUC)
continued the training. Some of her duties include new housing, rental assistance, weatherization
assistance and code violation assistance. Affordable housing is needed in Utah County with 132
78 families in Springville on assistance for housing. Affordable housing is defined as 30% of a
family’s income. \$64,000 is the average income for a household in Utah County. The new Main
80 Street project has 31 units with 6 available at market rate. The other 25 are subsidized for low
income individuals 65 + with some set aside for veterans and the disabled. Each unit is about 600
82 square feet or one bedroom for up to two people. There are 200 people on the waiting list for the
25 subsidized units.

84

86 **b) Community Park Grant Status – Corey Merideth, Recreation Director and Alex**
87 **Roylance Building and Grounds Director**

88 Director Roylance presented updates on the proposal to improve the plan for Community
89 Park with a grant from Utah County. The County prefers to complete the project all at once
90 instead of in phases.

91 Councilman Conover added the economic impact is what the County is interested in. A
92 study would show the return on investment for the County.

93 Director Meredith added an architect will create a proposal

94 **c) Recruiting and Retention – Troy Fitzgerald, City Administrator**

95 postponed until wage and personnel committee meeting

96 **4) MAYOR, COUNCIL, ADMINISTRATIVE REPORTS**

97 **d) Discussion with Department Directors**

98 Director Riddle reported that the audit is ongoing and due to be completed soon.

99 Director Finlayson stated Saturday was busy with accidents on Pole Haven Road and at
100 Jakers. The ambulance crew was complimented and credited with saving the victim.

101 Director Fredrickson detailed the success of Power Week with 800 visitors coming to the
102 plant.

103 Councilman Conover requested improvement in regards to the flower boxes like the
104 hanging baskets in Mount Pleasant.

105 Mr. Norman updated the Council on the amazing new drone movie depicting each hole of
106 the golf course from an aerial point of view with distance noted. Director Riddle added the golf
107 club house roof is a priority and Mr. Norman is meeting with the architect in the next 30 days.

108 Mr. Norman noted disappointment in the food service continues.

109 Director Meredith announced Jake Davis is moving to Oregon and Richard Thurman has
110 been hired to replace him.

111 Director Roylance is wrapping up summer maintenance and preparing Christmas light
112 installation.

113 Director Stapley announced the new traffic light on 400 South at 800 East is complete
114 and successful. The crosswalks are timed for slow pedestrians and the school is training the
115 children on crosswalk safety. Director Finlayson is coordinating with the Brookside crossing
116 guard to limit traffic back up at high volume times. Director Stapley noted the lights should be
117 synchronized along 400 South by summer 2016. The railroad crossing is moving forward in the
118 planning stages.

119 Dr. Wright noted Liz Lemon Swindle, a prominent Utah artist, is visiting and the website
120 is down so publicity is needed.

121 Director Vaughn reported she attended the State Public Library Director's Retreat where
122 pricing on contracts was discussed. Yearly staff training was successful.

123 Director Aegerter commented on Lakeside Residential. Building Inspector Brandon
124 Snyder has accepted a job as a city planner in Lindon.

125 Administrator Fitzgerald noted a large scale developer proposed a multifamily zoning
126 mixed with commercial development. High density development is spreading through the county
127 and requires action from the City Council.

130 Mayor Clyde asked Director Aegerter about water levels west of I-15. Director Aegerter
132 confirmed that developers must fill the land to reach above flood level which would push the
water to other properties.

134 Administrator Fitzgerald reported that according to the presentation today, Springville
has a large percentage of affordable houses in line with our poverty level. Affordable housing is
a component of our planning with no need to change unless Council requires it.

136 Recorder Rayburn reported the Voter Information Pamphlet is complete and being mailed
to residents tomorrow. Early voting is October 20-30 2015. Poll Worker Training is Friday.

138 Administrator Fitzgerald asked about publicizing voting locations without newspapers.
Recorder Rayburn answered Vote.Utah.Gov provides that information. Mayor Clyde remarked
140 the County should provide a Voter Information Pamphlet on Proposition #1.

142 **e) Commission, Board, and Committee Minutes**

- 144 i. Emergency Preparedness Committee minutes for July 16, 2015
- ii. Parks and Recreation Board minutes for August 20, 2015
- iii. Springville Library Board minutes for July 09, 2015

146 **5) CLOSED SESSION, IF NEEDED – TO BE ANNOUNCED IN MOTION**

148 *The Springville City Council may temporarily recess this meeting and convene in a closed
session to discuss pending or reasonably imminent litigation, and the purchase, exchange, or
lease of real property, as provided by Utah State Code Annotated §52-4-205*

150 There was no closed session

152 **ADJOURNMENT**

154 COUNCILMEMBER CHILD MOVED TO ADJOURN THE WORK/STUDY
MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:56 P.M. COUNCILMEMBER
OLSEN SECONDED THE MOTION, ALL VOTED AYE.



Springville City Council Work/Study Meeting – November 10, 2015

Minutes of the Work/Study Meeting of the Springville City Council held on Tuesday, November 10, 2015, at 5:15 p.m. at the Civic Center, 110 South Main Street, Springville, Utah.

Mayor Wilford W. Clyde presided. In addition to Mayor Clyde, the following were present: Councilmember Richard Child, Councilmember Craig Conover, Councilmember Christopher Creer, Councilmember Dean Olsen, Councilmember Chris Sorensen, City Administrator Troy Fitzgerald, Assistant City Administrator/Finance Director Bruce Riddle, Assistant City Administrator/City Attorney John Penrod, City Recorder Kim Rayburn and Deputy City Recorder Jennifer Grigg.

Also present were: Administrative Services Manager Rod Oldroyd, Community Development Director Fred Aegerter, Power Director Leon Fredrickson, Public Works Director Brad Stapley, Recreation Director Corey Meredith, Public Safety Director Scott Finlayson, Buildings and Grounds Director Alex Roylance, Director of Museum Events Gina Wolf, Library Director Pamela Vaughn and Assistant Golf Pro Joel Grose, and future Councilmember Jason Miller.

CALL TO ORDER

Mayor Clyde welcomed everyone and called the meeting to order at 5:15 p.m.

COUNCIL BUSINESS

1) Calendar

- November 11 – Veterans Day (City Offices Closed)
- November 17 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- November 26-27 – Thanksgiving Holiday (City Offices Closed)
- December 01 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- December 08 – Work/Study Meeting 5:15 p.m.
- December 15 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- December 24 – Christmas Eve
- December 25 – Christmas Holiday (City Offices Closed)
- December 31 – New Year’s Eve

Mayor Clyde asked if there were questions or additions to the calendar and clarified that the City will close early on Christmas Eve.

2) Discussion/Presentations

a) Aquatic and Activities Center Timeline – Troy Fitzgerald, City Administrator

Administrator Fitzgerald presented the timeline for the construction of the Aquatic Center. This is a concept plan, with the design process starting yesterday at the first staff meeting. The first step is the formation of a committee that should include Staff, Council and possibly members of the Parks and Recreation Board, as well as the Aquatic Activity Center Exploratory Committee. Council wants this to be an expandable facility. The co-managers of the inside management team will consist of Administrator Fitzgerald and Assistant Administrator

44 Penrod, because of the impact on the community and the large budget. In house experts on the
committee will include, Pool Manager Meredith Jones, Assistant City Administrator/Finance
46 Bruce Riddle, Recreation Director Corey Meredith, and Director of Buildings and Grounds Alex
Royslance

48 Councilman Conover asked why Director Meredith is not heading the committee.
Administrator Fitzgerald answered Council has indicated sports program growth, including
aquatic plans growth and stability, is a priority for Director Meredith.

50 Councilman Sorensen requested an explanation for calling it a concept plan when the
committee considered their work a final plan. Administrator Fitzgerald answered the plan
52 presented to the Aquatic Committee will not be strayed from, but requests for additional services,
for example, racquetball courts will be considered. While the architects design it, we will stick
54 with the ideas put forward by the Aquatics Committee. Play structures within the pool are
specific for a certain age group and teenage oriented equipment has been suggested. Design
56 changes will not include reducing the pool lanes or creating a 50 meter pool.

58 Councilman Sorensen pointed out the hard work and compromise that occurred within
the committee to reach this concept, including eliminating a hot tub as the last amenity on the
list.

60 Mayor Clyde stated during the election, flexibility was communicated to the voters. He
received a request for a diving board, as an example. Administrator Fitzgerald stated lowering
62 the multiuse pool would accommodate a diving board, but slow the swim times in a swim meet.
Councilman Sorensen stated risk management indicates a diving board is the last thing we need.

64 Councilman Conover requested that key members from the Aquatic Committee can be
included. Mayor Clyde stated he agrees and the committee will need 12 people on it, maybe 6
66 from the Aquatic Activity Center Exploratory Committee and some from the Parks and
Recreation Board, Councilman Conover wants the committee formed by the first of December
68 and suggested Harold Davis, or other retired volunteers. Mayor Clyde agreed the committee
should be ready to approve by the next Council meeting. Administrator Fitzgerald reminded it is
70 a large commitment, requiring about 90 minutes per week during business hours. During the
design process there is more commitment. Once construction starts commitment time drops off
72 for the committee.

74 Administrator Fitzgerald continued by explaining the timeline started 11/09/2015 with
the internal committee discussing the survey/geotechnical study. The architect stated, in pool
76 construction, the allowable tolerance for settling with constructing a pool is 1/16th of an inch.
Soil work needs to be completed. The first committee meeting will be the first week in
December. The goal is to put construction out to bid June 1, 2016, leaving 8 months for all
78 construction documents. Right now that is 7 months two weeks away which is a challenging
timeline. Construction will take 14 months, putting substantial completion of the facility in
80 October 2016 with punch list items and occupancy in December 2017. Mayor Clyde requested
completion in the fall of 2017; full occupancy before December because of school district needs
82 and the holidays. He asked if the architect really needs until June to complete the drawings.

84 Director Frederickson clarified this is an \$18 million project with a building of 60,000-
70,000 square feet in 14 months.

86 Councilman Child pointed out that spending time on documents to get them right the first
time will save time later and avoid a change order fest. Mayor Clyde reminded this architect
(VCBO) has designed it before and asked if we are staying with this architect?

88 Mayor Clyde stated the architect spent more time with the committee; more than he bid
with the committee. He put a lot of time into site selection, not so much the election.

90 Councilman Sorensen asked what the original contract with this architect was for.
Fitzgerald stated the contract was for assistance with concepts and bonding. Council can decide
92 to add a construction addendum to the contract in a coming council meeting. Councilman
Sorensen agrees this is the architect we want and we should not waste two months interviewing
94 new architects.

Mayor Clyde noted this architect has a resume that includes Provo, Lindon, Payson, and
96 other local facilities. Brent Tippetts is committed and attended the meetings himself.
Administrator Fitzgerald answered he is lead design and will provide an Assistant to function as
98 construction manager.

Mayor Clyde asked the Council is there anyone who wants us to consider a different
100 designer? Council indicated no.

Administrator Fitzgerald emphasized, the public does not want us to build little Provo.
102 The public wants us to be on time, under budget and creative. The design is focusing on
sustainability without certification (LEED). We want to serve all populations and minimize
104 operational losses.

Councilman Sorensen reiterated Nebo School District needs a member on the committee
106 and the design should hold enough spectators for the swim meets.

Administrator Fitzgerald asked what components could be added that would bring
108 additional funding, possibly from Nebo School District, for instance a field house with indoor
turf and grass. Should the committee stick with \$18.2 million budget, or seek donations needed
110 for extra services Councilman Conover commented creativity is acceptable as long as operation
costs do not go up.

Administrator Fitzgerald continued his presentation by discussing the construction budget
112 which includes a pending property sale and City savings. The Nebo School District Board passed
a resolution committing the \$2 million to the project.
114

Mayor Clyde asked for a contract from Nebo School District committing to the \$2
116 million and added there needs to be a new pool further south so the Springville Aquatic Center
only supports 2 or 3 high school teams. Director Meredith stated Springville City has a contract
118 with American Leadership Academy, the charter school, to use the pool for their swim team also.

Administrator Fitzgerald stated the staff and Council need to remind the community,
120 there are other expenses, not just the building/construction of a more than a \$13.2 million
building. Commercial projects nearby have the added expense of soil work before completion.
122

Councilman Sorensen asked what the amortized total interest after 20 years will be paid
at 3.5%. Assistant Administrator Riddle answered approximately \$6.5 million in interest.
124 Administrator Fitzgerald stated if we save a quarter point, the interest will be less

Administrator Fitzgerald requested input on the delivery style of this project; traditional
126 (design, bid, build it ourselves), design build, or Construction Manager/General Contractor
(CMGC), which is the architects preferred method. Mayor Clyde agrees, stating CMGC does not
128 limit quality, but price can be challenging.

Administrator Fitzgerald stated the City can participate with the competitive bidding
130 process; 99% of the work subcontracts out. Large construction companies act as construction
manager. Councilman Sorensen agrees CMGC can help with getting it done sooner by starting
132 site work while architect is still drawing.

Administrator Fitzgerald concluded his presentation by clarifying details on other
134 proposed projects which will be using savings and/or bonding.

Councilman Sorensen commended Administrator Fitzgerald for the presentation.

136

**b) Training – John Penrod, Assistant City Administrator/City Attorney
Fiscal/Open Meeting Laws**

Assistant Administrator Penrod stated annual open meeting training is required every fiscal year and reported to the state auditor. Definitions of Quorum, Person, Electronic Meeting and Public Body were reviewed. Administrator Penrod advised to always avoid a simple majority, which is three councilmembers at a social function. Open Meeting Technology is available to broadcast meetings similar to what Spanish Fork uses. Meetings must be noticed 24 hours in advance. Annual meeting schedules must be published in the newspaper as well as public hearings and notices.

Councilman Conover expressed concern over emailed agendas continuing instead of depending on the public to access the information online.

Assistant Administrator Penrod continued training by stating emergency meetings can be held without 24 hours' notice in situations like a wildfire. Public comment cannot be acted upon until added to a future agenda. Minutes in Springville have been more detailed than other cities and include the names of public commenters. Electronic recordings are required as well as collecting PowerPoints and handouts all to be made public. A draft of the minutes is required before the council within 30 days. Approved minutes must be made available to the public within three days of approval.

Councilman Conover questioned the deadline for required posting of minutes for public to access the information online. Assistant Administrator Penrod clarified the recordings are available within three days. Closed meetings have specific parameters. He concluded the required training on open meeting laws before municipal officers and employees for the year.

Councilman Olsen asked if a meeting between Mayor Clyde, Assistant Administrator Penrod, and Administrator Fitzgerald is illegal. Assistant Administrator Penrod stated if there is no legislating body, and then no, that meeting is not illegal.

Mayor Clyde asked if anyone can state a time when we have not followed these policies please tell Administrator Fitzgerald, the City Council or Assistant Administrator Penrod.

3) Mayor, Council, Administrative Reports

Assistant Golf Pro Joel Grose stated winterization of the golf course is completed.

Assistant Administrator Riddle stated the audit is in process. The low bid for the Pro Shop roof is about \$82,000 and will take a large portion of the remodel budget. The architect is prioritizing ideas that will show the most visual improvement at the Pro Shop.

Mayor Clyde was approached by the operator of Sleepy Ridge (golf course in Orem) about building a new facility at the golf course that would be adequate for event hosting/wedding receptions. Gina Woolf asked if adding rental revenue to the golf course, like we have at the museum is what Council wants.

Chief Finlayson stated the Public Safety department is in hiring mode. Mayor Clyde noted hire the best employees, not just good enough.

Mayor Clyde advised Director Fredrickson to gather the Power Board and CERT to address emergency power in the loss of access to the power grid.

Chief Finlayson commented that with natural gas, rolling black outs could keep food cold in refrigerators and house rewarmed

Director Meredith stated Meredith Jones, Pool Manager and the swim staff are giddy to start the swim season and basketball tryouts are starting.

Director Roylance requested Council to drive by Community Park to see the new bridge installed and Main Street lights are going up for Christmas. Mayor Clyde stated volunteers from Clydeco will provide service to smooth out ground at Community Park.

186 Director Stapley is meeting with Union Pacific Railroad and UTA on December 18, 2015
to continue discussing the new railroad crossing.

188 Director of Museum Events Gina Wolf stated the Spiritual and Religious Exhibition
opens next Wednesday. Director Fitzgerald interjected protections were put in place for budget
190 including donations \$100,000 fully funded Association board above \$100,000 put in savings to
smooth the lumpiness, new donors, take away urgency all the time, so not losing exhibitions
Corporate \$10,000 Good visibility.

192 Director Aegerter stated Bruce Taylor is retiring. Friday there will be a get together.
Operations Manager Oldroyd stated 3000 kids trick or treated Main Street on Halloween.
194 Assistant Administrator Penrod requested a closed session.
Recorder Rayburn stated the Election Canvas information will be ready next Tuesday.
196 Mayor Clyde welcomed newly elected Councilman Jason Miller.

198 **c) Commission, Board, and Committee Minutes**

- 198 i. Spanish Fork/Springville Airport Board minutes for August 06, 2015
- 200 ii. Water Board minutes for August 11, 2015

202 **d) Mayor and Council Reports**

202 There were none.

204
4) CLOSED SESSION, IF NEEDED – TO BE ANNOUNCED IN MOTION
206 *The Springville City Council may temporarily recess this meeting and convene in a closed*
session to discuss pending or reasonably imminent litigation, and the purchase, exchange, or
208 *lease of real property, as provided by Utah State Code Annotated §52-4-205*

210 COUNCILMEMBER CONOVER MOVED TO ADJOURN THE CITY COUNCIL
WORK/STUDY MEETING AT 6:31 P.M. AND CONVENE IN CLOSED SESSION TO
212 DISCUSS REAL ESTATE. COUNCILMEMBER OLSEN SECONDED THE MOTION AND
THE VOTE IS RECORDED AS FOLLOWS:

214

COUNCILMEMBER CHILD	AYE
216 COUNCILMEMBER CONOVER	AYE
COUNCILMEMBER CREER	AYE
218 COUNCILMEMBER OLSEN	AYE
COUNCILMEMBER SORENSEN	AYE

220

ADJOURNMENT

222 COUNCILMEMBER SORENSEN MOVED TO ADJOURN THE WORK/STUDY
MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:56 P.M. COUNCILMEMBER
224 CONOVER SECONDED THE MOTION, ALL VOTED AYE.



Springville City Council Work/Study Meeting – December 08, 2015

Minutes of the Work/Study Meeting of the Springville City Council held on Tuesday, December 08, 2015, at 5:15 p.m. at the Civic Center, 110 South Main Street, Springville, Utah.

Mayor Wilford W. Clyde presided. In addition to Mayor Clyde, the following were present: Councilmember Richard Child, Councilmember Craig Conover, Councilmember Christopher Creer, Councilmember Dean Olsen, Councilmember Chris Sorensen, City Administrator Troy Fitzgerald, Assistant City Administrator/Finance Director Bruce Riddle, Assistant City Administrator/City Attorney John Penrod, City Recorder Kim Rayburn and Deputy City Recorder Jennifer Grigg.

Also present were: Administrative Services Manager Rod Oldroyd, Power Generation Superintendent Matt Hancock, Whitehead Plant Operations Manager/Resource Specialist Coordinator Shawn Black, Recreation Director Corey Meredith, Community Development Director Fred Aegerter, Library Director Pamela Vaughn, Public Safety Director Scott Finlayson, Golf Pro Craig Norman, Councilmember-elect Jason Miller, Officer Miguel Lee and Officer Kyle Curtis.

Chief Finlayson introduced new police officers Miguel Lee and Kyle Curtis.

COUNCILMEMBER OLSEN MOTIONED FOR COUNCILMEMBER CONOVER TO SERVE AS MAYOR PRO TEM FOR TONIGHT'S MEETING. MAYOR WILFORD W. CLYDE WILL SOON ARRIVE. COUNCILMEMBER SORENSEN SECONDED THE MOTION AND ALL PRESENT VOTED AYE. THE MOTION PASSED UNANIMOUSLY.

CALL TO ORDER

Mayor Pro Tem Conover called the work meeting to order at 5:16 p.m.

COUNCIL BUSINESS

1) Calendar

- December 15 – Work/Study Meeting 5:15 p.m., City Council Meeting 7:00 p.m.
- December 17 – City Employee Christmas Luncheon 12:00 p.m.
- December 24 – Christmas Eve (City Offices Closing at Noon)
- December 25 – Christmas Holiday (City Offices Closed)
- January 1 – New Year's Day 2016 (City Offices Closed)
- January 5 – New Council Members Oath of Office 5:30 p.m.
- January 5 – Work/Study Meeting 6:00 p.m., City Council Meeting 7:00 p.m.

Administrative Services Manager Oldroyd requested Council and Mayor arrive early to the City Employee Christmas Luncheon.

Mayor Pro Tem Conover relinquished the meeting to Mayor Clyde at 5:20 pm

40 **2) DISCUSSION/PRESENTATIONS**

42 **a) Current policy on Power Department Net Metering – Josh Bishop, Legal Intern and
44 Shawn Black, Whitehead Plant Operations Manager/Resource Specialist Coordinator**

44 Shawn Black prepared a paper on Net Metering while completing his Master's degree from
46 BYU. He turned the time over to Josh Bishop, who completed his dual degrees, JD/MBA, presented
48 education on net metering.

48 Mr. Bishop started his presentation by explaining a revenue deficit occurs when solar customers
50 connect to Springville City Power. When the sun shines, solar customers overproduce and send power
52 back to the City. For each kilowatt of energy produced, they are credited the retail price of one kilowatt
54 hour. Problems arise when the sun goes down and solar customers return to using City Power. In
56 addition, during peak usage, the wholesale price Springville is charged skyrockets, while the solar
58 customers are using their power credit at the retail rate. Solar customers are not paying their share of the
60 fixed costs and the variable costs of power infrastructure.

54 Infrastructure is a fixed cost of maintaining the grid, which the City recoups by buying power at
56 wholesale and selling power at retail. Solar customers are buying and selling at wholesale. 37% of the
58 City rate structure covers the cost of the infrastructure, which solar customers don't pay, which means
60 other power customers are subsidizing solar users use of the infrastructure.

58 Administrator Fitzgerald asked if a solar customer can have a zero power bill each month. Mr.
60 Black answered solar customers are charged a meter fee, but if they generate enough, their meter will
62 run backwards, creating a credit on their bill. The credit goes to the next month, if they over-generated.
64 Once a year the account is settled and the solar customer relinquishes the excess to the City.

62 Councilman Child stated if a solar customer generates power beyond what they use some entities
64 are required by law to buy power from them, but not municipalities. When a solar customer uses City
66 power, they are not paying for the infrastructure. Mr. Bishop agreed that when the sun goes down. Solar
68 power customers use power from the grid. This is often the critique of net energy metering reported in
70 the news. Councilman Sorensen questioned the idea of a solar credit.

68 Councilman Conover stated the solar customers create power that flows back to the City, which
70 runs the power meter backwards. When their meter hits zero, they pay no bill, but are using the
72 infrastructure to store their power. As a power producer, solar customers receive credit for power at the
74 retail rate while Springville Power pays the power producers on the grid a wholesale price.

72 Mr. Bishop compared this to using the City as a battery without paying to use the City's system.

74 Councilman Sorensen noted when a solar customer over produces, they benefit the City.

74 Mayor Clyde asked why a base rate is not charged. Mr. Black answered a solar customer who
76 uses 250 kilowatts per month plus meter fee, is charged \$30 per month. Another solar customer, who
78 installed a 6000-watt system, is doubly benefiting the City. She is giving us 300-kilowatt hours per
80 month. In the past, some customers installed solar for emotional reasons. Now, there are more
82 consumers deciding to install solar for financial reasons.

78 Mr. Bishop stated the problem is scale and this is a growth industry. Mr. Black reported there are
80 10,200 meters on the Springville City Power grid. In the future, if 33% install solar systems, it would
82 create a hole in our income. He defined baseload as energy that can always be counted on to be
84 provided. The City should plan to stay ahead of the trend. Mayor Clyde doubted solar will reach 33%
86 saturation any time soon.

84 After pointing out some of the statistics, Mr. Black stated to prevent a revenue deficit; the City
86 should change the net metering policy. He stated power schedulers in California struggle forecasting
88 power usage at peak load times. Administrator Fitzgerald noted 18 cents per kilowatt-hour in California,
90 compared to Springville's 11 cents per kilowatt an hour causes the discrepancy.

88 Mr. Bishop stated even though it is not a problem right now, Mr. Black's report shows how to be
90 proactive. Enact rate changes early, before it becomes a problem. He would put solar panels on his home
92 in a heartbeat if his situation merited. Many people agree. The City needs to prevent a free-rider

90 problem. His presentation showed an illustration called a Duck Graph. It shows solar customers will receive less credit and the power company will struggle to keep up with peak power costs.

92 Administrator Fitzgerald asked when more solar customers produce more power, and solar supply increases, will our peak prices change as well as those in California, who experience peak one hour later. Local producers should see a decrease in demand, decreasing peak prices.

94 Mayor Clyde added during peak time the rate should drop with more solar customers using solar.

96 Mr. Black stated the City must still own gas plants even though solar customers produce at peak times as well. The hours between 5:00 p.m. and 8 p.m. are the most expensive power for the City. Solar customers get credit for \$35, and then use expensive power between 5:00 p.m. and 8 p.m., which costs the City \$70 per hour. Billing is based on kilowatt-hours, not time of use.

100 Mayor Clyde stated Payson Power Plant generates power for intermediate peaking.

102 Mr. Black stated if there is a 50% drop in power use between 10:00 a.m. and 2:00 p.m. fixed costs increase. Battery technology is expensive, but would be used between the hours of 5:00 p.m. and 8:00 p.m. Solar City supplies batteries to municipalities and has been contacted.

104 Mayor Clyde noted two of the biggest solar companies are here in Utah, Solar City and Vivint. Mr. Black stated other solar companies are Hawaii Electric and RGS Energy. The amount of investment money going into solar is staggering. Companies are using a Power Purchase Agreement (PPA) to sign up customers. The charge to pay back the loan is 9 cents per kilowatt-hour, so they pay the solar installation loan like a power bill. Solar City is gathering investment money by selling its own bonds. Vivint went public in March 2014 for \$300 million and sold for \$2.2 billion this fall. Solar companies are getting in between us and the customer because of Current Net Metering. As an example, with 500 residents, Spring City has 5 solar customers, which is 1% penetration. In California Solar City produces 4 gigawatts. The Intermountain Power Plant (IPP) plant produces 2 gigawatts.

112 Councilman Sorensen asked instead of natural gas engines, why the City did not spend \$5 million on a solar farm. Power Generation Superintendent Hancock answered the City needs capacity no matter what time of day.

116 Mayor Clyde noted Solar Federal Tax Credit makes it financially feasible. Mr. Bishop noted solar producers are also benefiting because of existing net metering policy. The City needs a policy in place to benefit us.

118 Superintendent Hancock noted when a cloud floats by; we are responsible for full capacity.

120 Administrator Fitzgerald suggested some solutions could be billing changes for commercial energy or changing to charging for demand. He asked Mr. Black what we need to do now and why. Mr. Black recommended changing the net metering policy.

122 Administrator Fitzgerald stated there are many technologies that will cut our revenue. Chances are 3000 houses will not sign up for solar in the next year and a half. We must continue to invest as wisely as we can. Our 10-year growth plans are accurate with building permits, but we are not seeing the growth in power load. Any improvement in power efficiency affects our revenue. Council will set the standards.

128 Mayor Clyde noted the City installed LED lights improving efficiency, which reduced our own revenue. The new natural gas engines can turn on quickly and cover the peak.

130 Councilman Conover stated the City must stay ahead of the curve because solar is an increasing market now. We need a plan and we need to make it work.

132 Mr. Black stated the tax cuts are reduced in 2016 from 30% down to 10%. He suggested studying a rate that works for new technologies that covers fixed costs, and is not affected by peak usage; like a graduated rate for using more power. Improved battery technology will be a game changer.

136 3) MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

138 Discussion with Department Directors

138 Administrator Fitzgerald is presenting the 2015 Survey in January and it is very positive.

Assistant Administrator Riddle reported the audit is ongoing.

140 Chief Finlayson reported the Public Safety Department practiced ice and cold water rescues at
141 Bartholomew Family Park. A rescue boat was donated, painted and named the SS Blair. It is equipped
142 with a rope and will tow a person back to shore. Councilman Olsen asked what the boat weighs. Chief
143 Finlayson stated it is aluminum and weighs about 100 pounds. Chief Finlayson reported the supply of
144 uniform patches is depleted and staff voted on a new design. Bids will go out if Council approves.

145 Golf Pro Norman noted the new online gift certificate for the Pro Shop and Golf goes live this
146 afternoon. Some older trees were cut down to protect the new clubhouse roof.

147 Director Roylance reported Springville was awarded the 2015 Utah Construction & Design
148 Association “Most Outstanding Projects” in the Landscape/Public Space (Small) category for Wayne
149 Bartholomew Family Park.

150 Mayor Clyde received many compliments for the Main Street Christmas lights. A citizen
151 reported she was having a down day and driving down Main Street brightened her day.

152 Councilman Chris Sorensen asked for an update from Director Roylance on the Community Park
153 Project. Director Roylance answered Utah County Commissioner Graves invited him back for a meeting
154 in February. The project can be postponed until 2018. Mayor Clyde requested that Director Roylance
155 convey to the County that Springville is still very interested in the grant.

156 Director Meredith reported Youth Basketball and Men’s Basketball are set up. Mayor Clyde
157 asked if basketball can continue at the old junior high. Director Meredith is working with Steve
158 Maughan. Meanwhile the City is using the new junior high gym

159 Councilman Olsen stated this is his last director’s meeting and declared Council has been fun.

160 Director Vaughn reported the Salt Lake City Librarian received a job in Baltimore. Santa Claus
161 saw more than 400 patrons and does a great job. Shaun Orton is very good with the kids

162 Recorder Rayburn reported newly elected official training is tonight.

163 Mayor Clyde welcomed newly elected Councilmember Jason Miller

164 Superintendent Hancock expressed appreciation for supporting his department on the generation
165 project and the department will do their best to keep rates down.

166 Director Aegerter announced there is a new building official. Mayor Clyde asked about the Lake
167 Master Plan. Director Aegerter is working with property owners Anderson Development.

168

169 **4) COMMISSION, BOARD, AND COMMITTEE MINUTES**

- 170 i. Emergency Preparedness Committee minutes for October 15, 2015
171 ii. Spanish Fork/Springville Airport Board minutes for November 05, 2015
172 iii. Water Board minutes for November 10, 2015

173 **5) MAYOR AND COUNCIL REPORTS**

174 **6) CLOSED SESSION, IF NEEDED – TO BE ANNOUNCED IN MOTION**

175 *The Springville City Council may temporarily recess this meeting and convene in a closed session to*
176 *discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real*
177 *property, as provided by Utah State Code Annotated §52-4-205*

178 There was no Closed Session.

179 **ADJOURNMENT**

180 COUNCILMEMBER CHILD MOVED TO ADJOURN THE CITY COUNCIL MEETING AT
181 6:23 P.M. COUNCILMEMBER OLSEN SECONDED THE MOTION, AND ALL PRESENT VOTED
182 AYE.



STAFF REPORT

DATE: December 28, 2015

TO: Honorable Mayor and City Council

FROM: J. Fred Aegerter, Community Development Director

SUBJECT: AMENDMENT TO THE OFFICIAL ZONE MAP FROM THE R2-SINGLE/TWO-FAMILY RESIDENTIAL ZONE TO THE RMF-1 MULTI-FAMILY RESIDENTIAL ZONE FOR PROPERTY LOCATED AT 316 EAST 950 SOUTH.

RECOMMENDED MOTION

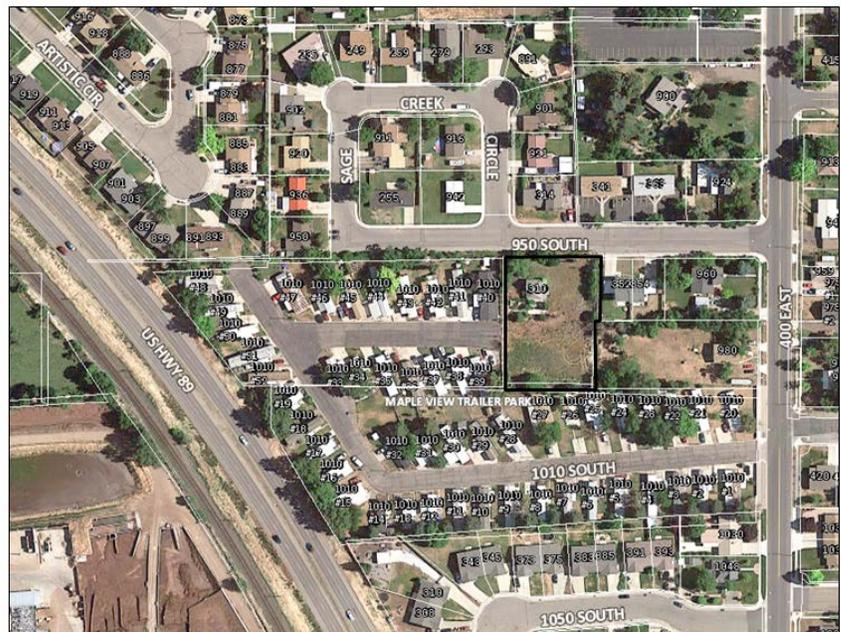
Move to DENY Ordinance No. _____-2016, amending the Official Zone Map from the R2 Single/Two-Family Residential Zone to the RMF-1 Multi-Family Residential Zone, for the property located at 316 East 950 South.

SUMMARY OF ISSUES/FOCUS OF ACTION

- Does the proposed request to rezone this property meet the requirements of the Springville City Code, particularly 11-7-1, Amendments to the Title and Zone Map?
- Does it maintain the intent of the General Plan?
- Is the request in the best interest of Springville City?

BACKGROUND

The property being considered for the rezone is a single parcel containing 30,996 square feet and located just east of the Maple View Mobile Home Park. To the north is the single-family residential Sage Creek Subdivision and to the east is an existing twin-home. There are two existing four-plex apartment buildings northeast of the property.



On September 9, 2008 the Planning Commission reviewed the same rezoning request on the parcel, by a different applicant. Two of the commissioners were in favor and three against. On October 7, 2008, the City Council considered the recommendation from the Planning Commission with a unanimous decision to deny the petition. The minutes from both of the 2008 meetings are attached. Since that time, no development proposals have been made for the property.

DISCUSSION

The current zoning (R2) allows for a duplex or twin-home on a minimum 10,000 square feet with 100 feet of frontage. Or, the property could be subdivided to allow two single-family lots, each with a minimum of 7,000 square feet and 60 feet of frontage. The parcel is almost three-quarters of an acre and contains sufficient lot area; however, there is not adequate frontage to currently allow more than two-units.

Under the proposed zoning of RMF-1, the property could have up to a 4-unit dwelling. The lot area requirements would be as follows:

<u>Number of Units</u>	<u>Lot Area (sq ft)</u>	<u>Frontage</u>
One	7,000	60'
Two	10,000	100'
Three	13,575	125'
Four	17,150	150'
Current Parcel	30,996	158'

General Plan

The current designated land use for this area in the General Plan is Medium Density Residential (6-10 units/acre.) The proposed RMF-1 Zone falls within the current designation, so no amendment to the General Plan is necessary.

Planning Commission Consideration

The Planning Commission considered the rezone at the December 8, 2015 meeting and held a public hearing. The minutes from that meeting have yet to be approved, so a brief summary of the discussion follows:

Planner Thompson explained the history of the parcel and how a previous request to rezone the property had been denied in 2008. It was mentioned that staff was then and still is in favor of the zone change request due to the location and size of the property and felt the RMF-1 Zone would be a good transition zone between the higher density of the mobile home park and the R2 zone and is in keeping with the General Plan.

The applicant Gordon Miner was recognized and stated staff had done a good job in presenting his request and believes the requested zone is a reasonable use of the land and would resolve the urban blight that exists on the property at present. Commissioner Mertz questioned the applicant to why he wanted the property rezoned. Mr. Miner explained the property isn't marketable the way it is and he would like to put the property to its best use. Commissioner Baker asked if he had a proposed layout of what he wanted to do with the property. Mr. Miner stated that a site plan had not been developed at this point.

In the public hearing portion of the meeting, the following citizens were heard:

Ronald Lowe – 279 Sage Creek Circle. Mr. Lowe stated he is against the request, just as he was in 2008. He feels the rezone will negatively affect the area and doesn't feel it's fair that this request has come up again after already being denied. Mr. Lowe stated that the neighborhood has safety concerns, mainly with traffic and children playing in streets.

Richard Beardall – 293 E Sage Creek Circle. Mr. Beardall stated that the neighborhood has a traffic problem due only having the one access. There was a time they were stuck in the neighborhood due to the police shutting the road down from a hostage situation occurring close by. They have snow removal issues, as well as, garbage collection with the larger trucks having a hard time.

Serry Roe – 249 E Sage Creek Circle. Ms. Roe stated she disagreed with the property not being marketable, due to that she just purchased her home in the neighborhood because it was mainly single-family and that is what she desired.

Mike Pederson – 255 East 950 South. Mr. Pederson stated that a twin-home with a deep yard would be desirable and was against anything larger than that.

Karen Efediba – 100 East 450 South. Ms. Efediba stated that she was present when all the neighbors came out to oppose the request in 2008. She mentioned that her suggestion for the property is the same now as it was then and that would be for the City to purchase for a small park or leave the zoning in place.

The public hearing was closed. Commissioner Mertz mentioned that he was largely concerned with the property sitting in the dilapidated condition as far as safety to the neighborhood. Commissioner Baker didn't feel the rezone would act as a transition, where there is no connectivity between the mobile home park and this property. She also felt the market was down in 2008 and is just now coming back.

COMMISSION ACTION:

Commissioner Mertz moved to recommend denial of the request to amend the Official Zone Map from the R2 Single/Two-Family Residential Zone to the RMF-1 Multi-Family Residential Zone

for the property located at 316 East 950 South. Commissioner Barker seconded the motion. There were four aye's and one nay. The motion carried.

Commission Vote

<u>Commissioner</u>	<u>Yes</u>	<u>No</u>
Craig Huff	Excused	
Frank Young	Excused	
Genevieve Baker	X	
Joyce Nolte	X	
Michael Clay		X
Brad Mertz	X	
Carl Clyde	X	

ALTERNATIVES

1. Adopt the zoning amendment as proposed;
2. Amend and adopt the proposed zoning amendment;
3. Reject the proposed zoning amendment.

Laura Thompson
Planner

Attachments

cc: Gordon Miner

**PLANNING COMMISSION
MINUTES - SEPTEMBER 8, 2008**

Director Aegerter stated that it would be well for Staff to prepare a breakdown of medical versus professional offices. Commissioner Alleman stated that the definition should also include square footage of buildings versus the number of doctors. Commissioner Barker asked if there was anyone in attendance who would like to address the Commissioners on this issue.

With no one wanting to address the Commissioners, Commissioner Barker indicated that there would not open the meeting for the Public Hearing.

Commissioner Alleman moved to continue the agenda item to the Planning Commission meeting in two weeks; September 23, 2008. Commissioner Shelline seconded the motion. The vote to continue the agenda item was unanimous.

→ David Simpson seeking to amend the Official Zoning Map at about 310 East 950 South from R2, Residential Single or Two Family to RMF-1, Residential Multi-Family zone. Planner Boyd presented information as provided in the staff report. She explained that the proposal to rezone from R2 to RMF-1 falls within the same land use in the General Plan so no General Plan amendment would be required. The home is an older, single family dwelling which is vacant. If rezoned to RMF-1, the square footage of the lot would allow for a multi-unit dwelling, but the frontage limits number of units to four. Planner Boyd indicated that Staff recommends approval of the rezone.

Dan Swenson approached the Commissioners and stated that he was the representative for the applicant. He explained that the applicant would like to construct larger, three-bedroom apartments on the property. Commissioner Shelline asked if the existing home would be removed. Mr. Swenson stated that the home would be removed.

Public Hearing

Commissioner Shelline moved to open the Public Hearing. Commissioner Huff seconded the motion. The vote to open the Public Hearing was unanimous.

Ron Lowe, who has been a resident on Sage Creek Drive for 35 years, approached the Commissioner. He stated that there are 17 single family dwellings and one twin-home in that area with extremely narrow roads. Mr. Lowe reported that he contacted 15 of the residents and stated that all those contacted oppose the zone change. Mr. Lowe stated that because of the narrow and congested streets, his concern would be for the safety of the children. The existing 4-plexes don't have enough parking or some where for the children to play, other than in the streets. Mr. Lowe indicated that he measured between parked vehicles and stated that there was 20 feet 4 inches travel space which is not enough for two cars to pass through. He stated that he was not trying to tell the City or the property owner what they could do with the property, but wanted the Fire Department to look at traffic flow and the City to consider the congestion. Mr. Lowe presented the letter and signatures for the record.

Commissioner Barker asked what the neighborhood feeling was with regard to the state of the lot now. Mr. Lowe responded that 90 percent of the residents thought the sign that

was posted was notification that the property was being condemned. He added that the residents would love to see something there, but they were not sure about another multi-family residence. He asked the Commissioner to think through the request, focusing on safety issues.

Karen Ifediba approached the Commissioners and stated that she has been in the area and agreed with Mr. Lowe that it is a congested area. She stated that the City has a lot of small parks and asked if anyone considered this piece of property as a park for this area because the neighborhood children don't have any place to play.

With no further comments, Commissioner Staker moved to close the Public Hearing. Commissioner Shelline seconded the motion. The vote to close the Public Hearing was unanimous.

Commissioner Barker asked Planner Boyd what parking requirements would apply if the multi-units were approved. Planner Boyd responded that the four-plex would need eight parking spaces on-site plus one parking space would be located behind the dwelling. She indicated that they would still have to have the front yard landscaped. The irrigation ditch would be required to be piped and covered and street improvements completed.

Commissioner Staker stated that there was a realtor's sign on the property and asked if the City had been approached regarding the development. Planner Boyd responded that David Simpson approached the City regarding replacing the home with a four-plex with a large play area. Commissioner Barker asked what the width of the street was. Director Aegerter responded that the street was probably at least 32 feet wide. Planner Boyd stated that the new standards would allow for a 28 foot wide street. Commissioner Huff asked what the setback would be. Planner Boyd stated the setback would depend on where the parking was located; if the parking was behind the units, the building could have a 15 foot front setback. If the parking is in front, the front setback would be 30 feet. Commissioner Alleman asked how this lot varied from any other larger lot in the R2 zone. Planner Boyd stated that staff looks at the surrounding uses.

Commissioner Shelline commented that people in the area purchased single family homes and felt good about the assurance that there wouldn't be too much congestion. Commissioner Staker stated that the current zoning would allow for multi-family dwellings, but currently for only duplexes were allowed in the zone and this change would allow a four-plex.

Dan Simpson approached the Commissioners and reported that the property has been for sale for almost 2 years and single families are not interested in the property because the lot is so big.

Without further discussion, Commissioner Huff moved to recommend approval of the rezone request from R2, Single & Two-Family Residential to RMF-1, Residential Multiple Family on the property located at 310 East 950 South, finding the request to be

in keeping with the intent of the General Plan and being in the best interest for Springville City. Commissioner Shelline seconded the motion. The vote was as follows:

Commissioner Alleman – Nay
Commissioner Shelline – Aye
Commissioner Huff – Aye
Commissioner Barker – Nay
Commissioner Staker – Nay

The vote to recommend approval failed.

Alan Ellis seeking site plan and conditional use approval for Pet Central located at about Planner Boyd presented information as prepared by staff. She reported that the Development Review Committee (DRC) reviewed the site plan and most of their comments had been addressed. She reported that the property owner to the north expressed concern with a decrease to property value. Commissioner Barker asked who owned the property where the vehicles were parking. Planner Boyd responded that the applicant owned the property and added that the home to the north is vacant. She stated that Staff felt the proposed use would be ideal for the area. Planner Boyd continued to explain that all the proposed uses would be conducted indoors. The caretaker dwelling would be a conditional use. Commissioner Huff asked if the applicant would be paving all the way to the road. Planner Boyd responded in the affirmative. Commissioner Huff asked if the grooming and boarding would be done in the smaller building. Planner Boyd indicated that she believed the boarding would be done in the care taker dwelling.

Commissioner Barker invited the applicant to approach the Commissioners. Alan Ellis approached the Commissioners. He indicated that he was the developer and owner of the property. He explained that there was a business there at one time and informed the Commissioners that the property is about ¾ acre and would be an ideal facility for what he was proposing. He explained that because of the location of the property, it is well protected with the train track and both highways. He indicated that the gravel area of the driveway is sometimes used for truck parking. Mr. Ellis stated that grooming and boarding would both be done in the shop area and not the caretaker dwelling. The kennels will be in one area of the facility and the grooming in the other. He explained that the small addition on the existing building has been removed and the area would be enclosed for additional boarding of small animals; cats and dogs. Mr. Ellis indicated that both operators of the facility were professional groomers. He added that he felt the proposed pet facility would be an ideal use that could help clean up the area.

Commissioner Barker asked how Mr. Ellis would deal with waste and added that odor may be an issue. Mr. Ellis responded that all existing utilities were available and any waste generated would be disposed of in a proper manner. He stated that all grooming, etc. would be conducted indoors, so there should be nothing done outside. Commissioner Staker asked what the maximum number of boarded animals would be. Mr. Ellis stated that when they begin, they expect maybe one or two, but eventually, they could house up to 20 small animals. Commissioner Barker asked if there was any City Ordinance that

Planning Commission
September 9, 2008
Approved October 14, 2008

CITY COUNCIL MINUTES
OCTOBER 7, 2008

Mr. Paul Baltes commented that Merit Academy would be a tremendous asset to Springville. This is a great school with great students who contribute to their community.

Attorney Penrod asked the Council to consider a contingency to their motion if they are inclined to follow the Planning Commission recommendation. He asked them to authorize the Mayor to sign a quit claim deed to straighten out 1500 West. He explained that the deed will be held until the road is realigned and completed. Cl. Strong asked if that means Merit Academy will complete the improvements to 1500 West. Attorney Penrod replied yes.

CL. JOLLEY MOVED TO CLOSE THE PUBLIC HEARING. CL. PACKARD SECONDED THE MOTION, AND ALL VOTED AYE.

CL. PACKARD MOVED TO GRANT FINAL APPROVAL OF THE MERIT ACADEMY SUBDIVISION, PLAT A, WHICH INCLUDES A VACATION OF THE SOUTH SPRINGS SUBDIVISION, PLAT A, LOCATED AT 1440 WEST CENTER STREET IN THE R1-10 SINGLE FAMILY RESIDENTIAL ZONE AND WITH AUTHORITY GIVEN TO THE CITY ENGINEER TO EXECUTE ALL DOCUMENTS AFTER APPROVAL BY THE CITY ATTORNEY, AND CONTINGENT UPON THE FOLLOWING:

1. ADDRESSING ISSUES IDENTIFIED BY THE CITY ENGINEER IN THE DRC AND POST-DRC
2. ALL APPLICABLE IMPACT FEES PAID PRIOR TO CONSTRUCTION
3. WRITTEN APPROVAL PROVIDED BY THE IRRIGATION COMPANY
4. AUTHORIZATION GIVEN TO THE MAYOR TO SIGN A QUIT CLAIM DEED WHEN THE ROAD (1500 WEST) IS RECONSTRUCTED AND ACCEPTED.

CL. JOLLEY SECONDED THE MOTION. CL. PACKARD, CL. JOLLEY, CL. STRONG, AND CL. OLSEN VOTED AYE. CL. BIRD WAS ABSENT. THE MOTION CARRIED UNANIMOUSLY.

- 7. **Public Hearing to consider a request to amend the Official Zoning Map at about 310 East 950 South from R2, Residential Single or Two Family to RMF-1, Residential Multi-Family zone** – Fred Aegerter, Community Development Director

Director Aegerter explained this request to rezone property from R2, Single or Two-Family Residential to RMF-1, Residential Multi-Family zone. He presented an aerial of the property and pointed out single family homes in Sage Creek Circle, four-plexes across the street, a twin home nearby, and a mobile home park to the south and west of the property. He commented that the neighborhood is primarily single family in nature. He reported that the property is also located on a dead end street, and current Municipal Code does not allow more than 12-units on a street. This proposal will exceed this limit by 16 units.

Director Aegerter disclosed that the Planning Commission held a public hearing on this application. Mr. Ron Lowe attended and told the Planning Commission that he felt the roads were too narrow, the neighborhood was congested with vehicles and closely occupied, and that most of the homes did not have yards so children played in the streets. He had also polled the neighborhood and presented letters to the Planning Commission opposing the proposal. He also expressed concern about fire flows in this area. Ms. Karen Ifediba also commented to the Planning Commission. She suggested that this property should be considered for a small park because there were no yards in the neighborhood. The Planning Commission discussed the number of parking spaces required based on the frontage measurement, and the narrow pavement

Springville City Council, October 7, 2008

APPROVED AS WRITTEN – October 21, 2008

Page 8 of 14

on the street. The Planning Commission had a split vote on the recommendation—three against and two in favor of the proposal. Mayor Mangum opened the public hearing.

Mr. Dave Simpson expressed appreciation to the Council for listening to his proposal. He reported that this parcel has been reconsidered many times to determine the best use. If the zoning is not changed, it can be used for a twin home and a single family home on a flat lot. He asserted that the multi-family option uses the property better. The lot size contains almost twice the property required for a four-plex. He referred the Council to the suggested elevations attached to the staff report. He noted that the four-plex puts the garages in the back and provides off-street parking. There would be driveways on both sides of the building, and room for a playground in back. He averred that his proposal makes more sense for the $\frac{3}{4}$ -acre parcel, not three units, and a “weed patch.” He added that he lived in Sage Creek Circle for 18 years and this proposal will be an upgrade to the neighborhood. Mayor Mangum recognized Mr. Ron Lowe.

Mr. Lowe reported that he has lived there more than 18-years and intends to continue living in this neighborhood. The neighborhood children will also continue to play in the streets, so much that vehicles often have to come to complete stops to miss them. He outlined all the homes and units he had talked to, and disclosed that they all felt the same. He presented their signature to the Council. He reported that the neighborhood is concerned over congestion and safety. Most of these families have two working parents, which accounts for more vehicles. He observed that the developers are asking for a change that the neighborhood cannot accept. He asked the Council to accept the Planning Commission’s recommendation to deny the application. Mayor Mangum asked if there was other comment. There was none.

CL. JOLLEY MOVED TO CLOSE THE PUBLIC HEARING. CL. OLSEN SECONDED THE MOTION, AND ALL PRESENT VOTED AYE.

Cl. Packard confirmed that the current number of units on the street exceed the current standard. Director Aegerter replied that this number is used to determine when to require a second access. The limit is 12 units on a street. There are 28 units there already. Cl. Jolley asked when the apartments were built. Mr. Lowe replied that they were built about 25-years ago. There are no backyards on the units. Cl. Strong asked about the alternate plan for three units and a deep lot. Director Aegerter replied that the house would be very small, if it could be built at all, in order to meet the setback requirements for deep lots. Administrator Fitzgerald commented that the house on the property could be removed to build a duplex at the current zoning. Director Aegerter agreed. Cl. Jolley commented that a majority of the Planning Commission recommended denial, although it was not a consensus. The neighborhood is also opposed, although it is not the neighborhood’s right to dictate use to a property owner.

CL. OLSEN MOVED TO DENY A REQUEST TO REZONE PROPERTY AT 310 EAST 950 SOUTH FROM R2, SINGLE FAMILY AND TWO-FAMILY RESIDENTIAL TO RMF-1, MULTI-FAMILY RESIDENTIAL. CL. JOLLEY SECONDED THE MOTION. CL. JOLLEY, CL. STRONG, CL. OLSEN, AND CL. PACKARD VOTED AYE. CL. BIRD WAS ABSENT. THE MOTION CARRIED UNANIMOUSLY.

REGULAR AGENDA

8. **Consideration of entering into an Interlocal Agreement between Springville City, the State of Utah, and Utah County for hiring a part-time “Communities That Care” (CTC) Coordinator – John Penrod, City Attorney**

Springville City Council, October 7, 2008

ORDINANCE NO. ____-2016

AN ORDINANCE AMENDING THE OFFICIAL ZONE MAP FROM THE R2-SINGLE/TWO-FAMILY RESIDENTIAL ZONE TO THE RMF-1 MULTI-FAMILY RESIDENTIAL ZONE FOR PROPERTY LOCATED AT 316 EAST 950 SOUTH.

Be it ordained by the City Council of Springville, Utah:

Section 1: To the extent that the following area, as shown on Exhibit "A" is in any zone other than the R2 Single/Two-Family Residential Zone, the following described area is hereby rezoned from its existing zone to the RMF-1 Multi-Family Residential Zone, and hereafter all rules and regulations applicable to the RMF-1 Multi-Family Residential Zone shall apply within said area.

Section 2: The Community Development Director shall cause the Official Zoning Map of the City to be amended to show the rezoning made by Section 1 above.

Section 3: The foregoing zone change was submitted to and considered by the Planning Commission on December 8, 2015, after a public hearing notice of which was given as required by law. The Planning Commission thereafter submitted the same to the City Council with its recommendation that the zone change be made. The City Council held a public meeting on the matter on January 5, 2016, notice of which was given as required by law. At said hearings, all interested parties were given an opportunity to be heard.

Section 4: All ordinances, resolutions, or parts thereof, in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 5: This ordinance shall become effective one day after publication hereof in the manner required by law.

Section 6: The City Recorder shall cause this ordinance or a short summary hereof, to be published in the *Daily Herald*, a newspaper published and of general circulation in the City.

Adopted by the City Council of Springville, Utah, this 5th day of January, 2016.

Wilford W. Clyde, Mayor

ATTEST:

Kim Rayburn, City Recorder

EXHIBIT A

