



MINUTES

Springville City Council Mid-Year Planning Meeting - SEPTEMBER 14, 2020

MINUTES OF THE MID YEAR PLANNING MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, SEPTEMBER 14, 2020 AT 5:30 P.M. AT THE CIVIC CENTER, MULTI-PURPOSE ROOM, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Richard J. Child

Elected Officials in Attendance: Liz Crandall arrived at 5:38 p.m.
Craig Jensen
Patrick Monney
Matt Packard
Mike Snelson

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane, Community Development Director Josh Yost, Operations Manager Rod Oldroyd, Lieutenant Warren Foster, Recreation Director Corey Merideth, Power Director Leon Fredrickson, Public Works Director Brad Stapley, and Library Director Dan Mickelson

CALL TO ORDER

Mayor Child welcomed everyone and called the meeting to order at 5:30 PM.

WELCOME AND INTRODUCTION - TROY FITZGERALD, CITY ADMINISTRATOR

Administrator Fitzgerald welcomed the mayor and council. He stated this year's planning meeting was very important. With new councilmembers, it can change the group dynamics and the COVID virus has made the process slower, development is increasing along with policing.

PARK PROJECTS - JOHN PENROD, ASSISTANT CITY ADMINISTRATOR/CITY ATTORNEY

Attorney Penrod asked for input regarding park impact fees. He explained the City was at a point where park and trail improvements were needed. The level of service needed to be maintained, such as a designated amount of park space per resident as the deadline for using Impact Fees was just around the corner. The service level had been met for canyon parks, and there was a need for parks within the city limits. The city has expended some funds, and an outstanding bond was going off the books in 2021.

The Parks and Recreation Board stated their priorities were Cherrington Park, a dog park on the westside of 400 South, and Community Park.

Councilmember Crandall asked about pickleball courts. Attorney Penrod reported there were approximately three to six courts in the works at the Clyde Recreation Center.

Councilmember Snelson stated he had received comments from citizens with interest in Cherrington Park-Bike Park and pickleball courts.

Councilmember Monney was in agreement regarding Cherrington Park as a priority.

Councilmember Crandall asked if anything could be done for parking at Community Park. Administrator Fitzgerald explained there was parking down the road, however, most people park across the street. Recreation was working on scheduling activities so that the overlap of games was eliminated.

Councilmember Packard stated he was in agreement with Councilmember Snelson on the Cherrington Park and pickleball courts.

RAISES - TROY FITZGERALD, CITY ADMINISTRATOR

Administrator Fitzgerald reviewed the current policy regarding wages and explained merit increases were determined by the city council. He recommended a 2% merit increase but not moving the grades up this year.

Councilmember Snelson asked if the city was losing employees to other cities. Administrator Fitzgerald stated it happens, staff consistently looks at the city's competitiveness in the market place, comparable to other cities and the state.

Councilmember Crandall asked if it was normal to frequently open the budget. Administrator Fitzgerald replied it was usually only a couple of times in a year, this year has been affected by COVID and changes with expenses.

Councilmember Packard suggested the employees were deserving of a bonus for what they went through over the last year, whether it's a one-time check and because the budget came in as it should,

Councilmember Monney agreed to reward employees when possible.

Mayor Child cautioned city budgets tend to react slowly compared to the private sector. He agreed to rewarding employees with a bonus so those that are topped out can participate.

Councilmember Jensen agreed with the merit increase.

Administrator Fitzgerald reminded the council the city has great benefits, and service awards were reinstituted this year.

ZONING - JOSH YOST, COMMUNITY DEVELOPMENT DIRECTOR

Director Yost requested feedback from the council and asked how development should be regulated and what should the message be to those asking to change the plan. He reviewed different types of zoning and impacts and explained there was a lot of activity currently in the city. He asked would form base code be something the council would want. There was a need to look at the zoning code, Staff liked the ability form base code gives them.

Councilmember Crandall asked if zoning codes addressed traffic. Director Yost replied form-based code has an element that addresses traffic.

Councilmember Packard stated his concern was whatever we get is what we want. He would like to sit down and discuss what we want, and if possible, do a moratorium. He didn't like the moratorium idea, he wanted to be able to discuss it and see if this is what we want for the city. Attorney Penrod explained a moratorium would be limited in time.

Administrator Fitzgerald explained staff needs to have confidence they are looking at what the council wants.

Councilmember Jensen expressed he was against form-based, it was too subjective, and it's getting the cart before the horse.

Director Yost noted the population had greatly increased since the last update to the general plan.

Administrator Fitzgerald asked if they wanted staff to look at requests and flush them out to the council for a yes or no, or do they want staff to give a hard no if it doesn't meet code. He stated Staff would give the council a list of their different priorities for planning, and the council could reorder them. The staff could look at plans from developers and bring them to the council. Regular work sessions would be needed to discuss upcoming development.

Director Yost would forward a list of priorities for the council to review.

Mayor and Council took a break at 7:10 p.m.



Mayor and Council returned at 7:20 p.m.

FACILITY USE - TROY FITZGERALD, CITY ADMINISTRATOR

Administrator Fitzgerald reported on the state law governing general fund monies. He reviewed donations and use of facilities the city has given to outside organizations, along with a review of the current policy and historic users. He asked the council how they would like to proceed with existing and expiring contracts and those that do not have contracts.

Councilmember Crandall asked if the City should give stuff to people and organizations.

Administrator Fitzgerald suggested reviewing the policy with historic users and discuss how to resolve the concern.

Mayor Child expressed he would like to see the support of the historical society, they have so much information beneficial to the city. Administrator Fitzgerald said it could be reviewed and have the city more involved.

FINANCE - BRUCE RIDDLE, ASSISTANT CITY ADMINISTRATOR/FINANCE DIRECTOR

Director Riddle reported on the Fraud Risk Assessment; the state auditor established a self-assessment tool the city was required to complete. Finance is working on a policy regarding fraud risk and an internal audit. Council expressed they were comfortable with the process.

Director Riddle explained fund balanced reserves; the city operates under governmental accounting with independent funds, such as the general fund, water, sewer, storm drain, power, or reserve funds. Director Riddle asked if the council agreed with the current internal policy of business interruption insurance, of 30% in reserves. Council was in agreement with the current policy.

Fees and rates are part of the budget in the fee schedule. The internal policy allows directors to have some discretion for a waiver, but for the most part, the fee schedule is followed. A review of fees and cost recovery was recommended to be reviewed every two years.

Vehicles and Equipment are a separate fund of the city with a replacement policy. The fund started at zero almost ten years ago, with annual contributions the fund is currently working very well. A committee reviews replacement of vehicles and old vehicles or equipment would be surplus.

Cash management investments were limited by the State Money Management Act. A review of investments in the Utah PTIF (Utah Public Treasurers Investment Fund).

Councilmember Packard stated he recommends the city know the portfolio investments and he would like to review them.

Director Riddle asked the council if they would like more public dialogue on public finance. Notices are given regarding the budget, budget amendments, and complies with transparency laws.

Councilmember Jensen suggested an article on the recent property purchase up the canyon for the public to understand where the funding came from.

Councilmember Crandall expressed it was good to educate the public regarding different areas of the city.

POLICING - TROY FITZGERALD, CITY ADMINISTRATOR

A discussion was had with the council on policing for various situations such as nuisances, traffic citations, drugs, and accessory dwellings, and how cities have used elements or funding to benefit the community. Education, voluntary compliance, a soft approach, and how they deal with them through the process was the highlight to some of the discussion.

Administrator Fitzgerald explained to the council their abilities to make changes and defining the code. Voluntary compliance was the first step. He noted there have been issues with public health nuisances and he asked if the current policy was working.



Councilmember Packard commented to start with a soft approach and work the way down for compliance. He would expect all employees to use their best discretion and use the spirit of the process, rather than be very specific.

Administrator Fitzgerald noted in the citizen survey it stated citizens were asking for more yard clean up, and weed control.

COMMENTS/DISCUSSION

None

ADJOURNMENT

COUNCIL ADJOURNED BY CONSENSUS AT 9:15 P.M.

This document constitutes the official minutes for the Springville City Council Mid-Year Planning meeting held on Monday, September 14, 2020.

I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Monday, September 14, 2020.

DATE APPROVED: October 06, 2020



Kim Crane, CMC
City Recorder

