



WORK/STUDY AGENDA
SPRINGVILLE CITY COUNCIL MEETING
MARCH 16, 2021 AT 5:30 P.M.
City Council Chambers
110 South Main Street
Springville, Utah 84663

MAYOR AND COUNCIL DINNER - 5:00 P.M.

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

No decisions will be made at this meeting. The public is invited to observe the work session. Public comment generally is not taken during work sessions.

CALL TO ORDER- 5:30 P.M.

COUNCIL BUSINESS

1. Calendar

- Mar 30 - Special Meeting to appoint a new councilmember 5:30 p.m.
- Apr 06 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- Apr 13 - Work/Study Meeting 5:30 p.m.

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

- a) Invocation - Councilmember Snelson
- b) Pledge of Allegiance - Councilmember Jensen
- c) Consent Agenda
 - 2. Approval of minutes for the February 02, 2021 Work-Study and Regular meetings and the February 16, 2021 Work-Study and Regular meetings.

3. DISCUSSIONS/PRESENTATIONS

- a) Power Department Natural Gas Hedge Policy - Shawn Black, Power Generation Superintendent
- b) Discussion regarding the Westfield's Central Zone and Plan - Josh Yost, Community Development Director
- c) Arts Commission Grants - Daryl Tucker, Arts Commission Chair

4. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

5. CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

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

6. ADJOURNMENT

CERTIFICATE OF POSTING - THIS AGENDA IS SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE- POSTED 03/12/2021

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.

Meetings of the Springville City Council may be conducted by electronic means pursuant to Utah Code Annotated Section 52-4-207. In such circumstances, contact will be established and maintained by telephone or other electronic means and the meeting will be conducted pursuant to Springville City Municipal Code 2-4-102(4) regarding electronic meetings. s/s - Kim Crane, CMC, City Recorder





REGULAR AGENDA
SPRINGVILLE CITY COUNCIL MEETING
MARCH 16, 2021 AT 7:00 P.M.
City Council Chambers
110 South Main Street
Springville, Utah 84663

In light of health concerns with the COVID-19 pandemic and the limits on public gatherings. We encourage you to watch a live broadcast of the Regular Springville City Council meeting from your computer. Go to <https://www.springville.org/agendas-minutes/> and select the Zoom Meeting link.

Public Comment may be submitted via email, comments will be read in the meeting and entered into the permanent record. Email comments to kcrane@springville.org before 5:00 p.m. day of meeting.

6:45 p.m.

CEREMONIAL

1. Swearing in of the Springville City Youth Council

CALL TO ORDER

INVOCATION

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 - *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.*

2. Approval of minutes for the February 02, 2021 Work-Study and Regular meetings and the February 16, 2021 Work-Study and Regular meetings.

REGULAR AGENDA

3. Consideration of an Interlocal Agreement with Utah County for the 2021 Springville City Municipal Election - Kim Crane, City Recorder
4. Consideration of a Resolution amending the Business License and Planning Fee Schedules - Josh Yost, Community Development Director
5. Consideration of 5-Year Natural Gas Hedge Policy for the Whitehead Power Plant, Nebo Power Plant and the Clyde Recreation Center - Shawn Black, Power Generation Superintendent

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

6. *The Springville City Council may adjourn the regular meeting and convene into a closed session as provided by UCA 52-4-205.*

ADJOURNMENT

CERTIFICATE OF POSTING - THIS AGENDA IS SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE- POSTED 03/12/2021

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MINUTES
Springville City Council Work/Study Meeting - FEBRUARY 02, 2021

2 MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON
TUESDAY, FEBRUARY 02, 2021 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET,
4 SPRINGVILLE, UTAH.

6 **Presiding and Conducting:** Mayor Richard J. Child

8 **Elected Officials in Attendance:** Liz Crandall Arrived at 5:40 p.m.
Craig Jensen
10 Patrick Monney
Matt Packard
12 Mike Snelson

14 **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,
16 Community Development Director Josh Yost, Golf Pro Craig Norman, Police Chief Lance Haight, Public
Works Director Brad Stapley, Waste Water Superintendent Jake Nostrom, Recreation Director Corey
18 Merideth, Library Director Dan Mickelson, and Museum of Art Director Rita Wright.

20 **1. CALL TO ORDER**

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

22 **COUNCIL BUSINESS**

24 **2. Calendar**

- Feb 09 - Work/Study Meeting 5:30 p.m.
- 26 • Feb 15 - President's Day Observed (City Offices Closed - Monday)
- Feb 16 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
- 28 • Mar 02 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

30 Mayor Child asked if there were any questions or additions to the calendar. There were none.

32 Discussion on this evening's Regular Meeting agenda items

- a) Invocation - Councilmember Packard
- 34 b) Pledge of Allegiance - Councilmember Monney
- c) Consent Agenda

36 3. Approval of minutes for the January 05, 2021, work-study meeting and regular meeting.

38 Mayor Child asked if there was any discussion on tonight's consent agenda. There was none.

40 **3. DISCUSSIONS/PRESENTATIONS**

- a) **RAP Tax Discussion - Corey Merideth, Recreation Director**

42 Director Merideth addressed the city council regarding a RAP Tax option for the 2021 Municipal
Election ballot. He provided information on the estimated earnings and explained they would need to get
44 permission from Utah County to add it to the ballot. The RAP tax question was canceled last year because
of COVID. A list of programs and parks was provided as possible beneficiaries of the RAP Tax. A
46 committee would be set up and help with the education of citizens. He asked if the council wanted to
move forward this year on a RAP Tax.

48 Councilmember Jensen asked what Utah County's role was in the approval process. Director
Riddle explained the process and that Utah County has discretion if they are adding a RAP Tax option
50 on the ballot if not the city would get Utah County's approval to put it on the ballot. Most cities but not all
have passed some type of RAP Tax.

52 Councilmember Packard asked if there were caps on the funds to be used towards capital items
and not payroll. His concern was increasing personnel and then having to cut later.

54 Council was in consensus to move forward with putting a RAP Tax question on the ballot.

56 b) **Ranked Choice Voting - Kim Crane, City Recorder**

Recorder Crane presented information on the Municipal Alternate Voting Pilot Project. The State
58 of Utah by its General Assembly made available a pilot project for participation in the alternate voting
methods for municipal elections beginning January 1, 2019, and ending on January 1, 2026. In turn,
60 House Bill 35 passed during the 2018 General Session allowing municipalities to conduct nonpartisan
races using instant runoff voting also called Ranked Choice Voting. Some of the benefits for Ranked
62 Choice Voting were a shortened election cycle because a Primary Election was not required and the
declaration of candidacy would not be due until August 2021. A review of other communities who
64 participated in the project during their last municipal election received positive feedback from their
residence. If the Council chose to participate in the project it would need to be adopted by resolution and
66 the Lieutenant Governors would need to be notified by April 15, 2021.

The council requested more information and asked for another presentation on February 16, 2021.

68 c) **Waste Water Treatment Plant Upgrade - Brad Stapley, Public Works Director**

70 Superintendent Nostrom reported on the wastewater treatment plant upgrade. He provided
information on the changes in the EPA standard the city would need to meet regarding phosphorus
72 affluent. He provided information on the equipment and upgrades that would be needed. Two bids were
received for the project. He explained the bid process and the staff's recommendation. He explained it
74 would incrementally improve the aging plant. He explained of the bid items, item C, the anoxic basin, and
bypass and flow control structures would come before the council at a later date, staff will need to reassign
76 the cost to items A and B from item C.

Councilmember Packard asked when the city was built out how would the system work.
78 Administrator Fitzgerald replied in 2010 the plant was increased to cover build-out. There will need to be
adjustments as the community grows and technology changes.

80 4. **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

82 Mayor Child asked for any other comments.

Administrator Fitzgerald reported notification had been received from SUVMWA (Southern Utah
84 Valley Municipal Water Association) about the CUP (Central Utah Project) water. SUVMWA asked if the
city would be utilizing the water, he explained according to the city master plan it would not be using the
86 highly expensive water in its system. In previous conversations with past Councils, it was indicated to not
use the expensive water and to lease the water to another entity. He asked if the current Council wanted
88 to investigate it further or proceed with what previous councils have instructed and lease the water. It

would be roughly three to five years before the city was contractually obligated to pay for the water, currently not triggered to start paying.

Council was in consensus to proceed with no current changes at this time.

5. CLOSED SESSION

The Springville City Council may temporarily recess the regular meeting and convene in a closed session as provided by Utah Code Annotated Section 52-4-205

There was none.

ADJOURNMENT

COUNCILMEMBER MONNEY MOVED TO ADJOURN THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:47 P.M.

COUNCILMEMBER PACKARD SECONDED THE MOTION, ALL VOTED AYE.

This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, February 02, 2021.

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 Tuesday, February 02, 2021.

DATE APPROVED: _____

Kim Crane, CMC
City Recorder

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, FEBRUARY 02, 2021, AT 7:00 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Richard J. Child

Elected Officials in Attendance: Liz Crandall
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, and City Recorder Kim Crane. Power Director Leon Fredrickson, Chief of Police Lance Height, Community Development Director Josh Yost, Public Works Director Brad Stapley, Waste Water Superintendent Jake Nostrom, Library Director Dan Mickelson, and Museum of Art Director Rita Wright

6:45 p.m.

CEREMONIAL

1. Swearing in of the Chief of Police, Lance Haight
2. Presentation to the City Council from Anna Kirby and Sydney Condie

CALL TO ORDER

Mayor Child welcomed everyone and called the meeting to order at 7:07 p.m.

INVOCATION AND PLEDGE

Councilmember Packard offered the invocation, and Councilmember Monney led the Pledge of Allegiance.

APPROVAL OF THE MEETING'S AGENDA

COUNCILMEMBER SNELSON MOVED TO APPROVE THE MEETINGS AGENDA AS WRITTEN. COUNCILMEMBER JENSEN SECONDED THE MOTION, AND ALL PRESENT VOTED AYE.

MAYORS COMMENTS

Mayor Child welcomed the Council, staff, and those in attendance.

PUBLIC COMMENT

Mayor Child introduced the Public Comment section of the agenda. He asked if there were any written comments submitted. There were none.

CONSENT AGENDA

3. Approval of minutes for the January 05, 2021, work-study meeting and regular meeting.

46 COUNCILMEMBER PACKARD MOVED TO APPROVE THE CONSENT AGENDA AS
WRITTEN. COUNCILMEMBER SNELSON SECONDED THE MOTION. ALL PRESENT VOTED AYE

48
REGULAR AGENDA

50 **4. Consideration of the vacation of a portion of a public utility easement on the property located at
2448 Deer Creek Way, Springville, Utah - Josh Yost, Community Development Director**

52 Director Yost reported City Code required public utility easements to be recorded along the
perimeters of each lot. A ten-foot-wide easement along the front property line and five-foot-wide
54 easements along the sides and rear property lines. For unknown reasons, the Cottonwood Cove
Subdivision plat included ten-foot-wide public utility easements on all four sides of the lots.

56 The property owners of Lot 6 at 2448 Deer Creek Way wish to construct a swimming pool six feet
from the rear property line, which would encroach into the recorded easement.

58 Staff recommends the easement be approved.

60 COUNCILMEMBER MONNEY MOVED TO APPROVE A VACATION FIVE FEET OF THE
RECORDED PUBLIC UTILITY EASEMENT ON THE PROPERTY LOCATED AT 2448 DEER CREEK
62 WAY, SPRINGVILLE, UTAH.

COUNCILMEMBER JENSEN SECONDED THE MOTION. ALL PRESENT VOTED AYE

64
**5. Consideration of the Wastewater Treatment Plant 2020 General Upgrade - Brad Stapley, Public
66 Works Director**

68 Superintendent Nostrom asked for consideration to award the wastewater treatment plan general
upgrade.

In February of 2015, Springville City with other water reclamation facilities along the Wasatch
70 Front received a letter informing the City that the Utah Division of Water Quality adopted rule UAC R317-
1-3.3, Technology-based Phosphorus Effluent Limits (TBPEL), as it relates to “non-lagoon” wastewater
72 treatment plants. This rule establishes new regulations for the discharge of phosphorus to surface waters
and is self-implementing.

74 The Springville City Wastewater Treatment Division has been budgeting monies and exploring
different options to meet such requirements. Working with consultants and the State through these
76 options, they feel the project is the most efficient and effective way to meet the new total phosphorus rule.

78 COUNCILMEMBER SNELSON MOVED TO APPROVE VAN CON CONSTRUCTION AS THE
LOW BIDDER OF THE SPRINGVILLE CITY WASTEWATER TREATMENT PLANT GENERAL
80 UPGRADE FOR BID ITEMS A&B FOR A TOTAL OF \$1,723,000; AND, AUTHORIZE THE DIRECTOR
OF PUBLIC WORKS TO ISSUE A NOTICE TO PROCEED FOR THE PROJECT; AND, AUTHORIZE
82 THE DIRECTOR OF PUBLIC WORKS TO ISSUE CHANGE ORDERS (IF NEEDED) NOT TO EXCEED
10% OF THE AWARDED AMOUNT.

84 COUNCILMEMBER MONNEY SECONDED THE MOTION. ALL PRESENT VOTED AYE

86 **6. Consideration of an Ordinance amending unlawful parking provisions in Title 9, Chapter 2, Section
104 of the Springville City Code - Brad Stapley, Public Works Director**

88 Director Stapley reported on the city code language changes and explained the Springville City
Public Works Department, in conjunction with City Administration and the Public Safety Department are
90 working together to overcome a proliferation of stored recreational vehicles, recreational trailers, utility
trailers, and boats on City streets.

Administrator Fitzgerald suggested bringing in the development community regarding parking and have the council decide what they want to see as a standard. Also, possible legislation on ADU's (accessory dwelling units) may change the need for parking on a street.

Director Stapley expressed long term parking on streets would have an effect on snow removal and street sweeping.

Councilmember Jensen and Councilmember Snelson suggested some type of permit system for parking vehicles. Also, construction trailers that are actively working on a site.

COUNCILMEMBER PACKARD MOVED TO APPROVE ORDINANCE #04-2021 AMENDING TITLE 9, CHAPTER 2, SECTION 104, "UNLAWFUL PARKING" OF THE SPRINGVILLE CITY CODE, WHICH LIMITS PARKING ON CITY STREETS AND STRENGTHENS THE ENFORCEMENT ABILITY OF THE PUBLIC SAFETY DEPARTMENT EFFECTIVE MAY 01, 2021.

COUNCILMEMBER SNELSON SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER CRANDALL	AYE
COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER MONNEY	AYE
COUNCILMEMBER PACKARD	AYE
COUNCILMEMBER SNELSON	AYE

ORDINANCE #04-2021 APPROVED

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Child asked if there were any comments. Councilmember Packard asked for an up update on the recent legislative session. Administrator Fitzgerald provided a brief update regarding House Bill 82 and Senate Bill 61, he expressed it looks to be a very active legislative session.

CLOSED SESSION

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

There was none.

ADJOURNMENT

COUNCILMEMBER JENSEN MOVED TO ADJOURN THE REGULAR MEETING AT 7:57 P.M. COUNCILMEMBER SNELSON SECONDED THE MOTION. THE VOTE IS RECORDED AS

*This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, February 02, 2021
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 Tuesday, February 02, 2021.*

DATE APPROVED: _____

Kim Crane, CMC
City Recorder



MINUTES
Springville City Council Work/Study Meeting - February 16, 2021

2 MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON
TUESDAY, FEBRUARY 16, 2021 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET,
4 SPRINGVILLE, UTAH.

6 **Presiding and Conducting:** Mayor Richard J. Child

8 Elected Officials in Attendance: Craig Jensen
Patrick Monney
10 Matt Packard
Mike Snelson

12 Excused: Liz Crandall

14 **City Staff in Attendance:** City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney
John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, Deputy Recorder Jennifer
16 Grigg, Building and Grounds Director Bradley Neel, Community Development Director Josh Yost, Golf
Pro Craig Norman, Interim Police Chief Dell Gordon, Public Works Director Brad Stapley, Director Dan
18 Mickelson, and Museum of Art Director Rita Wright.

20 **CALL TO ORDER**

Mayor Child welcomed everyone and called the Work/Study meeting to order at 5:30 P.M. He
22 reviewed the details for tonight's meeting. He excused Councilmember Crandall.

24 **COUNCIL BUSINESS**

1. Calendar

- 26
- Mar 02 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
 - Mar 09 - Work/Study Meeting 5:30 p.m.

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 - Mar 14 - Daylight Savings Time Starts
 - Mar 16 - Work/Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

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2. **DISCUSSION OF THIS EVENING'S REGULAR MEETING AGENDA ITEMS**

- 32
- a) Invocation - Councilmember Monney
 - b) Pledge of Allegiance - Councilmember Jensen

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 - c) Consent Agenda
- 36
- 3. Approval of minutes for the January 12, 2021, Work-Study meeting and the January 19, 2021,
Work-Study and Regular meetings.
 - 4. Approval of a Resolution and improvement reimbursement agreements with Landmark
38 Excavating Inc. and Z-ACT LLC for installing 750 West Street improvements - John Penrod,
Assistant City Administrator/City Attorney

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 - 5. Approval of a Resolution and indemnification agreement with Fieldstone Homes for the
reimbursement of a development electrical extension fee - Leon Fredrickson, Power Director

- 42 6. Approval of a Resolution creating a RAP Tax Ad Hoc Committee - Corey Merideth, Recreation
Director
- 44 7. Approval of a Resolution authorizing Springville City, Utah to participate in the Municipal
Alternate Voting Pilot Project for the 2021 Municipal Election - Kim Crane, City Recorder
- 46

3. DISCUSSIONS/PRESENTATIONS

a) Rank Choice Voting- Utah County Deputy Clerk/Auditor Josh Daniels

48 Administrator Fitzgerald excused Recorder Crane and introduced Josh Daniels, the Utah County
50 Chief Deputy Clerk/Auditor. He said the state statute calls it *Instant Runoff Voting*. Mr. Daniels stood and
introduced himself as the Chief Deputy Clerk overseeing elections and asked the Council if they had
52 questions. Councilmember Jensen asked about having a dozen candidates for mayor. Mr. Daniels said
the most likely scenario is the same as having enough candidates to necessitate a primary. This type of
54 ballot can facilitate a dozen candidates per grid with 24 possible elections. He recommended researching
filing fees around the state to eliminate the less serious possible candidates. He noted the most typical
56 reason for disqualification is when a candidate forgets to file a financial disclosure. Councilmember
Jensen worried zealots might crowd the ballot. Mr. Daniels explained the ballot randomization alphabet
58 list. Councilmember Packard asked how this ballot works for the voter and what invalidates the ballot. Mr.
Daniels said when a voter ranks two candidates as second place, that invalidates the ballot and is called
60 an overvote. He said crossing out counts as long as human staff can make sense of the ballot is allowed.

Councilmember Packard clarified who receives the ballot in the mail. Mr. Daniels answered Utah
62 County mails a ballot to every active registered voter. If a ballot is returned as undeliverable, that voter is
inactivated. If a voter does not vote for eight years, that voter is inactive and does not receive a ballot, but
64 is still registered. Inactive voters can vote in person. He said 2020 was a great year to clean up our
records and everyone who voted is now an active voter. Councilmember Packard asked how the county
66 validates the ballot. Mr. Daniel answered through a signature match. The county has multiple signatures
for each voter on file. The computer reviews all the signatures on file and if it does not match, the ballot
68 is kicked into a human review. If a signature does not match, staff contacts the voter to *cure* their signature
and send an affidavit. Mayor Child asked about two people running. Mr. Daniels explained avoiding a
70 plurality. He noted that Instant Runoff Voting eliminates the expense of a summer primary, saving a city
half of their annual election budget. Councilmember Packard asked about finance limitations. Mr. Daniels
72 explained donations can be limited, but not spending. Councilmember Jensen said expenditures are
posted online. Administrator Fitzgerald said the elections have been growing more expensive. Mr. Daniels
74 continued answering questions, describing testing scenarios, and telling anecdotal stories detailing his
extensive knowledge of Utah election history. Mayor Child and the entire City Council complimented Mr.
76 Daniels on his presentation.

b) Springville Library Board Annual Report

78 Emily Flinders, current chair of the Springville Library Board, said over the last 12 months the
80 Springville Library has proven itself to be one of the nimblest of libraries. In one weekend the Springville
Library transformed its service model to adapt and to serve our community and make our patrons feel
82 empowered and safe during a hard time. The statistics look different this year but are still consistently
impressive. The library is accountable to the community for the funds invested by the community. She
84 noted you cannot measure the confidence the library instills in the citizens of Springville and this shows
the local leadership is more than capable of meeting every challenge head-on and do it with kindness,
86 good humor, dignity, and respect. She turned the time over to Director Mickelson.

Director Mickelson started his presentation with a zoomed-out view. He listed what is in the City's
88 General Plan concerning the library's "life-enhancing" services:

- Educational and entertaining books, audiobooks, and movies that are informational and popular
- Programs geared to children and adults
- Computers with high-speed internet and Wi-Fi connection
- Databases and other online resources
- Multi-purpose spaces serving activity-based events and quiet study
- Comfortable seating with good views & lighting

He listed the Five Overarching Goals of the library:

Goal #1 - Collection - Support Springville's passion for reading, personal development, and learning.

Goal #2 - Services and Programs - Spark creativity, promote literacy and empower participants

Goal #3 - Facility - Be a destination that encourages users to explore, interact, learn, study, and gather

Goal #4 - Community engagement - Actively seek opportunities to involve and support the Springville community

Goal #5 - Staff Development - Provide excellent customer service and reliable knowledge as we facilitate access to the library's resources

He said 2020 was off to a good start when the pandemic hit. Springville Library was voted #1 in quality of service among Springville City departments and Best of State Library. The numbers for circulation and program attendance were strong and the city bi-annual survey showed 82% of the residents in Springville use the library. When the pandemic hit, staff reinvented the service model, switching to curbside service, delivered in dress-up, dealt with health and safety concerns, staffing concerns, isolation, and disconnection. Councilmember Snelson said he is overwhelmed by the amount of work and asked what resources were devoted to the new service system. Director Mickelson said because the doors were closed and programs were canceled, staff devoted all of their time to this system. There were up to 2000 books on hold at a time. The staff used radios and enjoyed tunes and comfy clothes. The next service model was called *Express* and focused on quick visits, sanitizing, and keeping a constant body count inside the building. Virtual programs replaced live. Quick visits were encouraged and lounging furniture was mostly removed. Staff kept group sizes reduced to ensure following social distancing guidelines, and spent time assisting patrons and routinely cleaning. A visit to the library was not yet back to normal.

He continued by stating staff at the library is looking ahead to normal. They are considering changing the audiobook on cd collection to devices where the kids can listen and read at the same time, like buying books with a speaker built-in or a headphone jack. Councilmember Snelson asked about streaming services interacting with a physical book. Director Mickelson answered the kids could check out the audio and the physical book as a set. He showed the difference between services and programs now and a year ago and anticipates getting back to more attendance. He complimented the Children's, Teen, Tween, and Adult Services librarians and said staff loves the facility and wants it to be a community destination. He listed examples of community engagement like the Farmer's Market, Touch a Truck, Ukulele class, and continued staff development.

Mayor Child complimented Director Mickelson and said we have a great library and it is a real asset to our city. Councilmember Packard reiterated 82% of Springville residents have used the library in the last year.

4. MAYOR, COUNCIL AND ADMINISTRATIVE REPORTS

There were none.

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5. CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED

The Springville City Council may temporarily recess the regular meeting and convene in a closed session as provided by Utah Code Annotated Section 52-4-205

COUNCILMEMBER SNELSON MOVED TO ADJOURN THE WORK/STUDY MEETING AT 6:23 P.M. AND CONVEIN IN A CLOSED SESSION REGARDING PROPERTY. COUNCILMEMBER MONNEY SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER MONNEY	AYE
COUNCILMEMBER PACKARD	AYE
COUNCILMEMBER SNELSON	AYE
COUNCILMEMBER CRANDALL	ABSENT

This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, February 16, 2021.

I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy 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 Tuesday, February 16, 2021.

DATE APPROVED: _____

Jennifer Grigg
Deputy Recorder

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON
TUESDAY, FEBRUARY 16, 2021, AT 7:00 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET,
SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Richard J. Child

Elected Officials in Attendance: Liz Crandall Absent
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, and Deputy Recorder Jennifer Grigg. Building and Grounds Director Bradley Neel, Power Director Leon Fredrickson, Public Safety Department Director Lance Haight, Community Development Director Josh Yost, Public Works Director Brad Stapley, Library Director Dan Mickelson, Operations Manager Rod Oldroyd, and Museum of Art Director Rita Wright.

6:51 p.m.

CEREMONIAL

1. Recognition of Police Officer Jon Drumm Receiving the Rank Of Sergeant

Chief Haight started his presentation by introducing Sergeant Jon Drumm who has served in the Springville Police Department for 14 years. He recently nominated Sergeant Drumm for Officer of the Year through the Utah Chiefs Association. In 2019 Detective Drumm completed 30 search warrants and through excellent police work solved a murder case here in Springville which lead to solving another homicide case in California. He has made several arrests of criminals who victimize children working with the Department of Homeland Security. Because of his work he prohibited additional crimes from happening and has done very honorable work bringing justice to these victims. Chief Haight concluded by saying he is very proud to promote Corporal Drumm to Sergeant Drumm today.

2. Presentation of the Mayor's Awards - Shannon Acor, Prevention Coordinator/Youth Court Director

Shannon Acor presented this month's Mayor's Awards to Karen Hernandez and Boston Housley. Amy Dorrington, principal at Cherry Creek Elementary, Karen because she is a delightful student with a warm smile who always makes choices that benefit others and is always there to take care of her brother Gabriel. Karen is the daughter of Carla and Lucio Hernandez.

Boston Housley was nominated by saw a post about a challenge called Raising Men Lawn Care Service The challenge was to mow 50 lawns for needy people without charge. Boston stood and explained he mowed 50 lawns for the elderly, single parents, veterans, and people in need. Rodney (from the Raising Men Lawn Care Service) came from Alabama and presented Boston with a new weed whacker, mower, and leaf blower.

CALL TO ORDER

Mayor Child welcomed everyone and called the meeting to order at 7:01 p.m.

INVOCATION AND PLEDGE

Councilmember Monney offered the invocation, and Councilmember Jensen led the Pledge of Allegiance.

MAYORS COMMENTS

Mayor Child welcomed the Council, staff, and those in attendance.

APPROVAL OF THE MEETING'S AGENDA

COUNCILMEMBER MONNEY MOVED TO APPROVE THE MEETING'S AGENDA AS WRITTEN. COUNCILMEMBER SNELSON SECONDED THE MOTION, AND ALL PRESENT VOTED AYE.

PUBLIC COMMENT

Mayor Child noted there is a request for public comment, but we will attend to that in item 9.

CONSENT AGENDA

3. Approval of minutes for the January 12, 2021, Work-Study meeting and the January 19, 2021, Work-Study and Regular meetings.
4. Approval of a Resolution and improvement reimbursement agreements with Landmark Excavating Inc. and Z-ACT LLC for installing 750 West Street improvements - John Penrod, Assistant City Administrator/City Attorney
5. Approval of a Resolution and indemnification agreement with Fieldstone Homes for the reimbursement of a development electrical extension fee - Leon Fredrickson, Power Director
6. Approval of a Resolution creating a RAP Tax Ad Hoc Committee - Corey Merideth, Recreation Director
7. Approval of a Resolution authorizing Springville City, Utah to participate in the Municipal Alternate Voting Pilot Project for the 2021 Municipal Election - Kim Crane, City

COUNCILMEMBER JENSEN MOVED TO APPROVE THE CONSENT AGENDA AS WRITTEN. COUNCILMEMBER PACKARD SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER MONNEY	AYE
COUNCILMEMBER PACKARD	AYE
COUNCILMEMBER SNELSON	AYE
COUNCILMEMBER CRANDALL	ABSENT

Councilmember Packard asked about the Alternate Voting Pilot Project. Administrator Fitzgerald explained this resolution instructs staff to send a letter to the governor's office. Mayor Child asked if anyone is opposed. Administrator Fitzgerald explained this refers to the current election and the Council can revert if they choose. Councilmember Monney asked about the pilot program. Administrator Fitzgerald answered the pilot program ends in 2026. There is current legislation to make it permanent.

REGULAR AGENDA

8. Consideration of a Resolution approving the execution of a boundary line agreement to clean up Springville City's Holdaway Park South Boundary Line - John Penrod, Assistant City Administrator/City Attorney

Attorney Penrod started his presentation by explaining the Holdaway Park south boundary line. The Baxter family owned the parcels near 641 East 200 North and Ryan Johnston, Jeff Johnston and Johnston, and Phillips are looking to purchase the three parcels, clean up the boundary line and subdivide. City engineers mapped out the legal descriptions and the city will lose 204 feet of legal property by lining the parcel line up with the city park fence line. Councilmember Packard, Jensen, and Snelson clarified that the fence will become the property line and remain. Councilmember Packard asked about traditional fence line agreements. Attorney Penrod explained that (the property rights theory of) Boundary by Acquiescence does not work with government entities. Mayor Child asked who pays for the recording. Attorney Penrod answered the Johnstons will pay for it.

COUNCILMEMBER JENSEN MOVED TO APPROVE RESOLUTION # 2021-10 APPROVING THE EXECUTION OF A BOUNDARY LINE AGREEMENT TO CLEAN UP SPRINGVILLE CITY'S HOLDAWAY PARK SOUTH BOUNDARY LINE. COUNCILMEMBER SNELSON SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER MONNEY	AYE
COUNCILMEMBER PACKARD	AYE
COUNCILMEMBER SNELSON	AYE
COUNCILMEMBER CRANDALL	ABSENT

RESOLUTION #2021-10 APPROVED

Attorney Penrod followed up by asking the Council about adding parking to the south side of Holdaway Park. He explained police officers have trouble patrolling this park and staff has discussed adding access to the park with the Johnstons. He asked if the Council agreed. They did.

9. Consideration of an Ordinance amending Springville City Code 11-6-130 Protection of Creek Corridors to allow private bridges to cross Hobble Creek - John Penrod, Assistant City Administrator/City Attorney

Attorney Penrod explained the history of this item. Amy and Matt Bowman filed a building permit for this bridge in 2019. At that time, the code did not allow a structure within 50 feet of the creek, and any structure on a creek lot-required council approval. Staff and applicants worked together to find a solution. The applicants are very willing to address the City's concerns. The Planning Commission voted the permit down. Public works researched this item closely and found concerns with flooding and the Council had issues preserving the creek corridor in its natural state and keeping the creek available to the public.

He continued by saying this item came back through the Planning Commission in December 2020 with the Bowmans as the applicant. Staff expressed concern with protecting the creek corridor from flooding risk as well as the philosophy of private versus public benefit and how it applies to the Springville City General Plan. The Planning Commission dismissed the public versus private concern and requested ordinance language stating a private bridge may only be 10 feet wide, owners must maintain the 20-foot easement and be responsible for any flood damage caused by the bridge, ensure quality bridge construction, and narrow locations where bridges are allowed to less dense zones to prevent too many bridges up and down Hobble Creek. Additional ordinance language states the owners

142 must have a maintenance plan, a high water plan, and no structures allowed on the Mapleton side. He
143 explained the current design of the bridge includes crane access and quick release attachment in the
144 case of a flash flood. The Bowmans have a contract with a crane service to arrive and remove the bridge
145 within 20 minutes. Councilmember Snelson mentioned 20 minutes is a long time in a flash flood.
146 Attorney Penrod said all risks will not be eliminated and there is science behind the 20 minutes. Mayor
Child agreed to state there will be some warning.

147 Councilmember Snelson asked for clarification of the location current USGS (United States
148 Geological Survey) stream gage. Mayor Child explained that stream gage measures the total water
149 flowing into Utah Lake. Administrator Fitzgerald explained 700 CFS (cubic feet per second) is basically
150 what the stream channel can handle and what the current detention basin allows through its three pipes.
151 When the gage shows water flow above 700 CFS, the detention basin fills and water-free releases over
152 a controlled spillway. Attorney Penrod continued by showing the history of that gage on the USGS
153 website. He also explained how it works. Councilmember Monney asked who would own the new stream
154 gage if the Bowmans pay for it. Attorney Penrod said it becomes the property of USGS. Councilmember
155 Snelson clarified the highest mark on the existing stream gauge. Administrator Fitzgerald recalled there
156 was a blockage upstream that when removed released the backup of water which the downstream gage
157 registered at close to 800 CFS. Police officers monitored the detention basin through the night that year,
158 which never overtopped or passed 700 CFS.

159 Attorney Penrod referred to the Planning Commission comments about this application.
160 Commissioner Young stated he likes the ordinance. He said anyone who builds a bridge under the
161 ordinance is required to take on the burden of any possible harm caused by the bridge. Commissioner
162 Baker said the proposed ordinance mitigates risks and bridge owners take on damages throughout the
163 City. Having bridge owners address unique features of their property in their maintenance plans will be
164 nice. Commissioner Heaps thanked staff and the applicants for working together to address safety
165 concerns. He said his concerns are addressed in the proposed ordinance. The proposed ordinance is
166 much better than the prior proposed ordinance. Commissioner Farrer said he was here in 1983 to help
167 with the flooding that occurred that year. There are risks associated with private bridges and flooding,
168 but there are also risks in other parts of the City. He is more concerned about other bridges than bridges
169 built under the proposed ordinance. Commissioner Parker said the applicants have gone above and
170 beyond and they are willing to do what the City asks to mitigate risks. There are risks in a lot of other
171 things. Commissioner Ellingson said she appreciates all the work that has gone into the proposed
172 ordinance. She is thankful for Director Stapley and the work he and his department do to keep residents
173 safe. There is risk associated with private bridges and the proposed ordinance lowers the risk. She
174 wants language added to the required maintenance plan that requires owners to address flooding
175 concerns associated with unique features of their property. Chair Mertz said he appreciates the process
176 the proposed ordinance has gone through and the work on both sides of the proposed ordinance.

177 Councilmember Snelson said he surveyed the creek and counted 24 bridges on Hobbie Creek
178 to I-15, all different. He asked how the City deals with flooding issues with 24 creek crossings. Director
179 Stapley said using a backhoe to get above the creek is a huge benefit. His department checks all the
180 debris at all the bridges each spring. Administrator Fitzgerald said the crossings above the debris basin
181 in the canyon are the responsibility of the county. Councilmember Snelson asked about the easement
182 for a public trail system on the Bowman's property. Attorney Penrod said in this ordinance the easement
183 will be moved and still be used for recreation. Mayor Child clarified the easement will be moved because
184 it will go around the bridge. The financial burden and risk are on this homeowner. He asked what
185 happens when their funds are depleted. Attorney Penrod said they will sign an indemnification
186 document. He described breakaway bridges.

187 Mayor Child turned the time over to Matt Bowman for public comment on this item. Matt Bowman,
188 who lives at 2120 Pebble Creek Drive, thanked the Mayor for this time to share his thoughts and Attorney

190 Penrod and the City Council for their hard work on this issue. He said he views his responsibility of living
192 on the creek as solemn and sacred and he is a very passionate environmentalist. He said a city staff
194 member suggested he build a bridge before he bought the Mapleton property. He described the bridge
196 as smaller than the Planning Commission required. He worked with designers and city engineers to
198 meet the specifications of the City and submitted the permit for a high-quality bridge in October of 2019.
200 He had a question about the stream gage and wondered as a citizen why the City does not have a city-
202 owned stream gage near the dam. He offered to monitor the stream gauge but has no expertise to install
it. He asked the wording of the ordinance to be changed. He listed how he is willing to comply with the
rest of the ordinance including a maintenance plan, a standing contract for bridge removal, and quick
release connectors added to the bridge so the crane company can remove the bridge safely. He
reiterated the City has the power to change the maintenance plan at any time. Because the financial
burden for any flood damage falls on his family, they will want to remove the bridge the instant flood is
threatened because they do not want to cover damages. He concluded by noting he surveyed other
bridges on Hobble Creek and his bridge has the same or smaller access for a backhoe.

Councilmember Jensen stated Mr. Bowman's solution is to remove the bridge, not wait for a
backhoe. Councilmember Snelson agreed. Mr. Bowman said we cannot minimize all risk in life. He listed
the organizations that reviewed this project: U.S. Army Corp of Engineers, FEMA, Utah Department of
Rivers and Streams, the federal department that administers the Endanger Species Act, Springville City
engineers and arborists, Mapleton City, the Springville City Planning Commission (voted twice in
support of this item) and every public comment was in support of this bridge. He concluded by saying
he hoped the Council would approve it and he looks forward to living in Springville for a long time.
Councilmember Snelson asked about the backhoe agreement. Mr. Bowman said the contract is with a
professional with 30 years of experience and guaranteed to arrive at a moment's notice 24 hours a day.
He also has a crane contract guaranteed to arrive within 20 minutes. Councilmember Snelson asked
who should be responsible for installing a stream gage.

Mayor Child asked about other gages. Administrator Fitzgerald described the gages on the
Highline Canal and the Mapleton Lateral. Councilmember Jensen asked where stream gage provision
of this ordinance came from. Attorney Penrod answered the engineering staff suggested it. He continued
by stating his personal feelings about flash floods are warnings come all the time, and nothing happens.
A stream gauge monitors the stream so whether the City or the applicant installs the gauge, it will
indicate if the bridge is in trouble. Councilmember Snelson said he understands that. He does not feel
like the applicant should be responsible for installing it. Mayor Child asked Director Stapley how the City
monitors the water at the diversion dam. Director Stapley answered staff watches for when the culverts
are full. That is when staff starts watching the creek. When the culverts go underwater the water goes
into the spillway and it is uncontrolled all the way. Councilmember Snelson said when the culverts are
full that is 700 CFS, which is an automatic stream gage. Councilmember Jensen said when water
approaches the spillway, the culverts are full. Councilmember Snelson said when the culverts are full
Mr. Bowman must take his bridge off. Director Stapley clarified that 700 CFS is a stream gauge number
staff use to monitor the creek with vigilance. If something gets hung up, the existing stream gauge might
not approach 700 CFS. Water will still back up. The stream gauge is not the full tell. Councilmember
Snelson said staff will monitor the creek.

Director Stapley said public works staff does not support this ordinance. Mr. Bowman said the
document says staff supports this ordinance. Attorney Penrod said the Planning Commission
recommended approval of the ordinance. Councilmember Packard said he will vote no on this ordinance
because it is a private bridge with no public use. He wants to limit the number of bridges across Hobble
Creek in Springville City. Councilmember Jensen noted that Councilmember Crandall is absent and
asked if this vote should be postponed. Councilmember Jensen is for the ordinance because the
Bowmans did so much due diligence. Councilmember Packard also complimented the Bowmans and

his objection is not about safety, but aesthetics. Councilmember Monney asked about purchasing a water monitor. Councilmember Jensen asked to remove that part of the ordinance. Councilmember Snelson agreed. Mayor Child asked the Council if they agreed. The Council agreed to remove the stream gage portion of the ordinance.

While Attorney Penrod changed the ordinance, Administrator Fitzgerald reported he spoke with Brady Brammer about the Utah Lake Authority (HB364) and there are positive changes to the bill that are more palatable, however currently there is no municipal representation from South Utah County. Representative Grammar is willing to consider alternatives; offering one or two seats at the board per city or having COG (Council of Governments) rotate members onto the board. City managers in the county proposed changes to the ordinance including adding a seat for Springville City to that board. Councilmember Packard clarified which cities will be included. Administrator Fitzgerald said the legislation that is taking away local government authority will pass. He explained innovative standing working committees concerning land use where cities and the development community come together to discuss upcoming legislation, but that cooperation is not happening in this legislative session. He concluded by explaining a proposed working committee with Spanish Fork, Springville, and developers to jointly plan our vision of the cities merging on 1600 South. Spanish Fork agreed to have Springville take the lead on the existing grant and project Director Yost is working on. Springville is the majority landowner in that area. Spanish Fork planners will participate in our process. Spanish Fork is advocating 1600 South should be state-owned.

COUNCILMEMBER JENSEN MOVED TO APPROVE ORDINANCE #05-2021 AMENDING SPRINGVILLE CITY CODE 11-6-130 PROTECTION OF CREEK CORRIDORS TO ALLOW PRIVATE BRIDGES TO CROSS HOBBLE CREEK. COUNCILMEMBER SNELSON SECONDED THE MOTION. THE VOTE IS RECORDED AS FOLLOWS:

COUNCILMEMBER JENSEN	AYE
COUNCILMEMBER MONNEY	AYE
COUNCILMEMBER PACKARD	NO
COUNCILMEMBER SNELSON	AYE
COUNCILMEMBER CRANDALL	ABSENT

ORDINANCE #05-2021 APPROVED

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

There were none.

CLOSED SESSION

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

There was none.



286 **ADJOURNMENT**

288 COUNCILMEMBER SNELSON MOVED TO ADJOURN THE REGULAR MEETING AT 8:20
290 P.M. COUNCILMEMBER PACKARD SECONDED THE MOTION. THE VOTE IS RECORDED AS
292 FOLLOWS:

290	COUNCILMEMBER JENSEN	AYE
	COUNCILMEMBER MONNEY	AYE
292	COUNCILMEMBER PACKARD	AYE
	COUNCILMEMBER SNELSON	AYE
294	COUNCILMEMBER CRANDALL	ABSENT

296

298

300 *This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, February 16, 2021,*
302 *Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy Recorder for Springville City, of Utah County, State*
304 *of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Tuesday,*
February 16, 2021.

306 DATE APPROVED: _____
308 _____
Jennifer Grigg
Deputy Recorder



STAFF REPORT

DATE: March 11, 2021

TO: Honorable Mayor and City Council

FROM: Kim Crane, City Recorder

SUBJECT: INTERLOCAL AGREEMENT BETWEEN UTAH COUNTY AND
SPRINGVILLE CITY FOR ADMINISTRATION OF THE 2021 MUNICIPAL
ELECTIONS

RECOMMENDED ACTION

MOTION TO APPROVE THE INTERLOCAL AGREEMENT BETWEEN UTAH COUNTY AND SPRINGVILLE CITY FOR THE ADMINISTRATION OF THE 2021 SPRINGVILLE CITY MUNICIPAL ELECTION.

SUMMARY OF ISSUES/FOCUS OF ACTION

Pursuant to the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated, 1953, the parties desire to work together through joint and cooperative action that will benefit the residents of Springville City by providing a more efficient and cost-effective municipal election.

On February 16, 2021, the Springville City Council voted to participate in the Municipal Alternative Voting Method Pilot Project and adopt instant runoff voting. Springville City in conjunction with the Utah County Elections office is equipped and has experience in administering Ranked Choice Voting.

FISCAL IMPACT

The County has provided a good faith estimate for budgeting purposes. Election costs are based upon the offices scheduled for election, the number of voters, and the number of jurisdictions participating. Because the election will be a Ranked Choice Voting method there will not be a need for a Primary election, thereby saving the city in total election costs. The City will be invoiced for its share of the actual costs of the election, which will not exceed the estimated rate.

There were an estimated 17566 active voters as of January 04, 2021. Active voters for billing purposes will be calculated 11-days before Election Day at a rate not to exceed \$2.25 per voter per election. With the number of active voters, the estimated total for the administration of the general election is \$39,523.50.00.

RESOLUTION #2021-XX

A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERLOCAL COOPERATION AGREEMENT BETWEEN UTAH COUNTY AND THE CITY OF SPRINGVILLE, UTAH REGARDING THE ADMINISTRATION OF THE 2021 MUNICIPAL ELECTION.

WHEREAS, municipal elections will be held in the City of Springville on November 03, 2021;

WHEREAS, the City has adopted and authorized a Ranked Choice Voting for the 2021 City Municipal elections, and ;

WHEREAS, it is the mutual benefit of both Utah County and Springville City to enter into an agreement providing for the parties' joint efforts to administer the 2021 Municipal Election, and;

WHEREAS, an Interlocal Cooperation Agreement, in the form attached hereto as **Exhibit A**, has been prepared to define the joint election administration and responsibilities.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Springville, Utah:

PART I:

The Interlocal Cooperation Agreement attached hereto as **Exhibit A** is hereby approved.

PART II:

The Mayor is hereby authorized to execute the Agreement in substantially the form attached hereto as **Exhibit A**, with such minor changes and modifications as may be recommended by the City's legal counsel.

This resolution shall take effect immediately, as allowed by law.

PASSED AND APPROVED this ___ day of March, 2021

Richard J. Child, Mayor

ATTEST:

Kim Crane, City Recorder

EXHIBIT A

Interlocal Cooperation Agreement between Utah County and Springville City
for the Administration of the 2021 Municipal Elections

**INTERLOCAL COOPERATION AGREEMENT BETWEEN UTAH COUNTY
AND SPRINGVILLE CITY
FOR THE ADMINISTRATION OF THE 2021 MUNICIPAL ELECTIONS**

THIS IS AN INTERLOCAL COOPERATION AGREEMENT (Agreement), made and entered into by and between Utah County, a political subdivision of the State of Utah, and Springville City a Utah municipality and political subdivision of the State of Utah, hereinafter referred to as CITY.

WITNESSETH:

WHEREAS, pursuant to the provisions of the Interlocal Cooperation Act (“Act”), Title 11, Chapter 13, Utah Code, public agencies, including political subdivisions of the State of Utah as therein defined, are authorized to enter into written agreements with one another for joint or cooperative action; and

WHEREAS, pursuant to the Act, the parties desire to work together through joint and cooperative action that will benefit the residents of both Utah County and CITY; and

WHEREAS, the parties to this Agreement are public agencies as defined in the Act; and

WHEREAS, Utah County and CITY desire to successfully conduct the 2021 CITY Municipal Primary (August 10) and General (November 2) Elections (collectively “2021 CITY Municipal Elections”); and

WHEREAS, it is to the mutual benefit of both Utah County and CITY to enter into an agreement providing for the parties’ joint efforts to administer the 2021 CITY Municipal Elections.

NOW, THEREFORE, the parties do mutually agree, pursuant to the terms and provisions of the Act, as follows:

Section 1. EFFECTIVE DATE; DURATION

This Agreement shall become effective and shall enter into force, within the meaning of the Act, upon the submission of this Agreement to, and the approval and execution thereof by Resolution of the governing bodies of each of the parties to this Agreement. The term of this Agreement shall be from the effective date hereof until the completion of the parties' responsibilities associated with the 2021 CITY Municipal Elections or until terminated but is no longer than 1 year from the date of this Agreement. This Agreement shall not become effective until it has been reviewed and approved as to form and compatibility with the laws of the State of Utah by the Utah County Attorney and the attorney for CITY. Prior to becoming effective, this Agreement shall be filed with the person who keeps the records of each of the parties hereto.

Section 2. ADMINISTRATION OF AGREEMENT

The parties to this Agreement do not contemplate nor intend to establish a separate legal entity under the terms of this Agreement. The parties hereto agree that, pursuant to Section 11-13-207, Utah Code, Utah County, by and through the Utah County Clerk/Auditor Elections Office, shall act as the administrator responsible for the administration of this Agreement. The parties further agree that this Agreement does not anticipate nor provide for any organizational changes in the parties. The administrator agrees to keep all books and records in such form and manner as Utah County shall specify and further agrees that said books shall be open for examination by the parties hereto at all reasonable times. The parties agree that they will not acquire, hold nor dispose of real or personal property pursuant to this Agreement during this joint undertaking.

Section 3. PURPOSES

This Agreement has been established and entered into between the parties for the purpose of administering the 2021 CITY Municipal Elections. This Agreement contemplates basic,

traditional primary and general elections (including RCV) for the 2021 CITY Municipal Elections. All other election-related services, including but not limited to services for special elections or elections for subsequent years, will need to be agreed to in a separate writing signed by both parties.

Section 4. RESPONSIBILITIES

The parties agree to fulfill the responsibilities and duties as contained in Exhibit A which is attached hereto and by this reference is incorporated herein for the 2021 CITY Municipal Elections.

CITY agrees to pay to Utah County the actual cost of County's administration of the 2021 CITY Municipal Elections which cost shall not exceed the estimated costs as contained in Exhibit B which is attached hereto and by this reference is incorporated herein. CITY agrees to pay to County the cost as contemplated herein within 30 days of receiving an invoice from County.

Section 5. METHOD OF TERMINATION

This Agreement will automatically terminate at the end of its term herein, pursuant to the provisions of paragraph one (1) of this Agreement. Prior to the automatic termination at the end of the term of this Agreement, any party to this Agreement may terminate the Agreement sixty days after providing written notice of termination to the other parties. Should the Agreement be terminated prior to the end of the stated term, CITY will be responsible for any costs incurred, including costs not then incurred but which are contemplated herein and irreversible at the time of termination such as return mailing costs, through the time of termination. The Parties to this Agreement agree to bring current, prior to termination, any financial obligation contained herein.

Section 6. INDEMNIFICATION

The parties to this Agreement are political subdivisions of the State of Utah. The parties

agree to indemnify and hold harmless the other for damages, claims, suits, and actions arising out of a negligent error or omission of its own officials or employees in connection with this Agreement. It is expressly agreed between the parties that the obligation to indemnify is limited to the dollar amounts set forth in the Governmental Immunity Act, Section 63G-7-604.

Section 7. FILING OF INTERLOCAL COOPERATION AGREEMENT

Executed copies of this Agreement shall be placed on file in the office of the County Clerk/Auditor of Utah County and with the official keeper of records of CITY, and shall remain on file for public inspection during the term of this Agreement.

Section 8. ADOPTION REQUIREMENTS

This Agreement shall be (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties (c) submitted to and approved by an Authorized Attorney of each of the parties, as required by Section 11-13-202.5, Utah Code, and (d) filed in the official records of each party.

Section 9. AMENDMENTS

This Agreement may not be amended, changed, modified or altered except by an instrument in writing which shall be (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties, (c) submitted to and approved by an Authorized Attorney of each of the parties, as required by Section 11-13-205.5, Utah Code, and (d) filed in the official records of each party.

Section 10. SEVERABILITY

If any term or provision of the Agreement or the application thereof shall to any extent be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable,

shall not be affected thereby, and shall be enforced to the extent permitted by law. To the extent permitted by applicable law, the parties hereby waive any provision of law which would render any of the terms of this Agreement unenforceable.

Section 11. NO PRESUMPTION

Should any provision of this Agreement require judicial interpretation, the Court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against the party, by reason of the rule of construction that a document is to be construed more strictly against the person who himself or through his agents prepared the same, it being acknowledged that each of the parties have participated in the preparation hereof.

Section 12. HEADINGS

Headings herein are for convenience of reference only and shall not be considered any interpretation of the Agreement.

Section 13. BINDING AGREEMENT

This Agreement shall be binding upon the heirs, successors, administrators, and assigns of each of the parties hereto.

Section 14. NOTICES

All notices, demands and other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been properly given if delivered by hand or by certified mail, return receipt requested, postage paid, to the parties at the addresses of the City Mayor or County Commission, or at such other addresses as may be designated by notice given hereunder.

Section 15. ASSIGNMENT

The parties to this Agreement shall not assign this Agreement, or any part hereof, without

the prior written consent of all other parties to this Agreement. No assignment shall relieve the original parties from any liability hereunder.

Section 16. GOVERNING LAW

All questions with respect to the construction of this Agreement, and the rights and liability of the parties hereto, shall be governed by the laws of the State of Utah.

IN WITNESS WHEREOF, the parties have signed and executed this Agreement, after resolutions duly and lawfully passed, on the dates listed below:

UTAH COUNTY

Authorized by Resolution No. 2021 - ____, authorized and passed on the ____ day of _____ 2021.

BOARD OF COUNTY COMMISSIONERS
UTAH COUNTY, UTAH

By: _____
WILLIAM C. LEE, Chairman

ATTEST: AMELIA A. POWERS
Utah County Clerk/Auditor

By: _____
Deputy

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH:
DAVID O. LEAVITT, Utah County Attorney

By: _____
Deputy County Attorney

CITY

Authorized by Resolution No. _____, authorized and passed on the _____ day of
_____ 2021.

Mayor, CITY

ATTEST:

NAME
CITY Recorder

APPROVED AS TO FORM AND COMPATIBILITY
WITH THE LAWS OF THE STATE OF UTAH
CITY Attorney

By: _____

Exhibit A
2021 Municipal Elections
Scope of Work for Election Services
Revised 09 February 2021

Services the City will provide include, but are not limited to:

- All administrative functions related to candidate filing.
- All administrative functions related to financial disclosure required by state code and/or city code.
- Publish Public Notices required by law. The City may work with the County to publish notices jointly with other jurisdictions.
- Accept responsibility to keep candidates and the public up to date and informed on all legal requirements governing candidates and campaigns.
- Thoroughly examine and proof all election programming done for the City Municipal Elections. Final approval of ballots and programming will rest with the City.
- Host on the official City web site: a link to or copy of the official reported results as hosted on the County Elections web page, the location of the county-owned ballot drop boxes, and a link to the website for citizens to opt-in to receive ballot alert texts.
- City will not change the format or otherwise alter the official reported results, only displaying them in the form and format as provided by the County.
- City will canvas the final elections results.

Annexations or other boundary changes impacting the administration of the elections need to be submitted to the County by June 1, 2021. Annexation changes submitted after June 1 will not be incorporated into this election.

The City acknowledges that this Interlocal Agreement relates to a municipal ballot and election and as required by state statute, the City Clerk/Recorder is the Election Officer.

The City will provide the County Clerk with information, decisions, and resolutions and will take appropriate actions required for the conduct of the election in a timely manner. The City agrees to consolidate all elections administration functions and decisions in the office of the County Clerk to ensure the successful conduct of multiple, simultaneous municipal elections.

In a consolidated election, decisions made by the County regarding resources, procedures and policies are based upon providing the same scope and level of service to all the participating jurisdictions and the City recognizes that such decisions, made for the benefit of the whole, may not be subject to review by the City.

Services the County will perform for the City include, but are not limited to:

- Ballot layout and design
- Ballot printing
- Ballot mailings
- Return postage
- Ballot processing
- Printing optical scan ballots
- Program and test voting equipment
- Program electronic voter register
- Poll Worker recruitment, training, and supervision
- Compensate vote center poll workers
- Delivery of supplies and equipment
- Tabulate and report election results on county website
- Provisional ballot verification
- Update voter history database
- Conduct audits (as required)
- Conduct recounts (as needed)
- Election day administrative support
- Operation of county wide vote centers.
- Provide final, canvass report of Official Election Results. The city is responsible to canvass their municipal election on the date designated by the county. Such results will constitute the final Official Results of the Election.
- Election security
- Ballot drop box services – maintain, lock and unlock boxes, and collect ballots.

The County will provide a good faith estimate for budgeting purposes. Election costs are based upon the offices scheduled for election, the number of voters, and the number of jurisdictions participating. The City will be invoiced for its share of the actual costs of the elections which will not exceed the estimated rate in Exhibit B.

In the event of a state or county special election being held in conjunction with a municipal election, the scope of services and associated costs, and the method of calculating those costs, will remain unchanged.

The City acknowledges that this Interlocal Agreement relates to a municipal ballot and election and as required by state statute, the City Clerk/Recorder is the Election Officer.

2021 Municipal Elections

Exhibit B

Active Voters for billing purposes, will be calculated 11 days before each Election Day

SPRINGVILLE

Election	1/4/2021	Not to exceed \$2.25 per voter per election	
Primary	17566	\$	39,523.50
General	17566	\$	39,523.50
Estimated Cost as of 2/22/2021		\$	79,047.00



STAFF REPORT

DATE: February 22, 2021
TO: Honorable Mayor and City Council
FROM: Josh Yost
SUBJECT: Fee Schedule Revisions

RECOMMENDED MOTION

Motion to adopt revisions to the Business Licensing and Planning and Zoning Fee Schedules

SUMMARY OF ISSUES/FOCUS OF ACTION

The focus of this action is to revise the fee schedule to accurately reflect the cost of providing services in the Community Development Department.

BACKGROUND

The Business License fees have not been updated for many years. The existing fee schedule does not accurately reflect our operations or the cost of providing these services. The analysis to determine the proposed fees was not complete in December when the entire fee schedule was revised. This analysis is now complete and presented for adoption.

Two new application types have been added to the Springville Code that need to be listed in the Planning and Zoning fee schedule. These are a Short Term Rental Permit and an Accessory Dwelling Unit Zoning Certificate.

DISCUSSION

Business Licensing

Each business license fee was analyzed to determine the 100% cost to the city of providing the related service. This analysis consisted of four steps. First, each step or process of each fee service was documented. Second, work time was listed for each employee who interfaces with the process. Third, the average fully burdened hourly cost for each employee was calculated and multiplied by the hours allocated in each process. Fourth, the total cost for all employees involved in the process was then multiplied by an overhead factor of 10% to yield a 100% cost of providing the service.

Staff chose to analyze the fees for new business licenses and renewals separately due to the substantial difference in staff time required. Previously there has been only one fee covering either a new license or a renewal. This yielded the biggest discovery from the analysis. For a standard business license, only 35% of the cost of issuing that license was being covered by the application fee, but for a standard license renewal, the fee was 284% of the city's cost.

Based on this analysis, staff recommends raising the fee for a new standard business license from \$80 to \$230 and reducing the fee for a renewal from \$80 to \$30. This will increase the cost for new business licenses by 188%, but will reduce the cost for existing business to renew their licenses by 63%. Although this increase exceeds the general maximum increase of 20%, staff contends that the increase is justified

by the fact that it decreases costs to existing business and eliminates the high subsidy they were paying to cover the costs of new license applications.

The proposed fee revisions would reduce overall projected business licensing revenue by \$30,407. This would decrease revenue from \$93,905 in FY 2020 to \$63,498 for a fiscal year with similar permit numbers. This decrease is due almost entirely to a decrease of \$23,700 in revenue for standard license renewals and \$16,060 for industrial business license renewals. These decreases are offset by a \$9,900 increase in new standard licenses.

The current 100% cost of providing the numbers of permits issued in fiscal 2020 is estimated as \$53,541 and the projected revenue from the proposed fees is \$51,527. The difference between cost and revenue can be primarily attributed to the calculated cost of \$15,524 assigned to police for responses to retail thefts at large retail businesses. Removing the Public Safety costs reduces the overall cost of service to \$38,016.51. Staff is not recommending that these Public Safety costs be captured in the business licensing fee as the proposed fees cover the direct costs of processing the application and issuing the license, but if desired, increasing the amount of this fee to include Public Safety costs could be justified.

The following table compares a few license categories among other Utah County cities.

	Springville	Orem	Provo	American Fork	Payson
New General Commercial License	230	210	125-800 + 37	200	100
Renewal	30	85	125-800 + 17	40	75
On Premise Beer Sales	300		350		350
Off Premise Beer Sales	600		350		350
Convenience Store	230 + 600	1000			

Note that Provo's general license fee is based on the number of employees at the business. While Springville's fee may be the highest for a new general commercial license (depending on the employee count in Provo), the total cumulative cost decreases compared to the other cities for each additional year of licensure as shown in the next table due to the amount of the proposed renewal fee.

Year of Licensure					
	1	2	3	4	5
Springville	\$ 230	\$ 260	\$ 290	\$ 320	\$ 350
Orem	\$ 210	\$ 295	\$ 380	\$ 465	\$ 550
Provo	\$ 162	\$ 304	\$ 446	\$ 588	\$ 730
American Fork	\$ 200	\$ 240	\$ 280	\$ 320	\$ 360
Payson	\$ 100	\$ 175	\$ 250	\$ 325	\$ 400

Planning Applications

The fees for the Short Term Rental Permit and Accessory Dwelling Unit Zoning Certificate are both proposed to be \$90. We anticipate that these processes will require the same amount of time as a Certificate of Nonconformity, which is a \$90 charge.

Attachments

Proposed Business License Fees
Business License Fees Analysis Spreadsheet
Proposed Planning Fees



RESOLUTION #2021-XX

**A RESOLUTION AMENDING THE COMPREHENSIVE FEE SCHEDULE
FOR THE CITY OF SPRINGVILLE, UTAH TO ADJUST FEES FOR
CERTAIN CITY SERVICES AS OUTLINED IN EXHIBIT A.**

WHEREAS, City staff has completed a cost of service analysis and compared current fees with the cost recovery levels set by the City Council; and,

WHEREAS, the City Council has received a recommendation from the Administration that the City should adopt the updated Springville City Comprehensive Fee Schedule attached hereto as Exhibit A; and,

WHEREAS, on March 2, 2021 the City Council convened its regularly scheduled meeting to ascertain the facts regarding this matter, which facts and comments are found in the hearing record; and,

WHEREAS, after considering the Administration's recommendation and facts and comments presented to the City Council, the Council finds the proposed fees reasonably further the health, safety, and general welfare of the citizens of Springville City.

NOW, THEREFORE, be it resolved by the City Council of Springville, Utah as follows:

PART I:

The Finance Director is hereby authorized and directed to amend the Comprehensive Fee Schedule for the City of Springville, Utah as outlined in Exhibit A.

PART II:

This resolution shall take effect immediately.

PASSED AND APPROVED this ___ day of March 2021.

Richard J. Child, Mayor

ATTEST:

Kim Crane, City Recorder

EXHIBIT A

**COMPREHENSIVE FEE SCHEDULE
RESOLUTION #2021-XX**

260	Business Licensing					
		Approved Fee	Proposed Fee	Additional Conditions	Reference	Cost Recovery Code
261	Standard License	80.00	230.00		Resolution No. 06-10	F
New 262	Standard License Renewal		30.00			F
263	Incidental Requests for City Services associated with Business Licenses	25.00	30.00		Resolution No. 2017-12	M
New 264	Relocation Fee		220.00			F
264	Seasonal License	Variable	Variable	Annual Standard Fee prorated for part of year	Resolution No. 06-10	F
265	Hotel/Motel	80.00	290.00			F
New 265	Hotel/Motel Renewal		30.00			F
266	Pawnbroker	250.00	290.00		Resolution No. 06-10	F
New 266	Pawnbroker Renewal		30.00			F
267	Mechanical Amusement Device	15.00	80.00	Plus \$16 Per device/yr. Cap \$350		F
268	On-Premise Beer License	600.00	Eliminate	Plus \$100 Application Fee	Resolution No. 06-10	F
269	Class B Beer License	300.00	Eliminate	Plus \$100 Application Fee	Resolution No. 2006-28	F
270	Class C Beer License	300.00	Eliminate	Plus \$100 Application Fee	Resolution No. 2006-28	F
New 270	On-Premise Beer Retailer		300.00			F
New 270	Off-Premise Beer Retailer		600.00			F
New 270	Bar Establishment		300.00			F
New 270	Beer Only Restaurant		300.00			F
New 270	Full Service Restaurant		300.00			F
New 270	Limited Service Restaurant		300.00			F
New 270	Master Full Service Restaurant		300.00			F
New 270	Master Limited Service Restaurant		300.00			F
New 270	Master Off-Premises Beer Retailer		600.00			F
New 270	On-Premise Banquet		300.00			F
New 270	Reception Center		300.00			F
New 270	Resort License		300.00			F
New 270	Tavern		300.00			F
271	Fireworks License - Outdoor Stand	120.00	100.00	Plus \$300 Cash Bond	Resolution No. 06-10	F
272	Fireworks License - In-store	120.00	80.00		Resolution No. 06-10	F
273	Itinerant Merchant	60.00	100.00	Plus \$300 Cash Bond	Resolution No. 06-10	F
274	25-Day Temporary Permit-Residential Solicitation	25.00	Eliminate		Resolution No. 2006-29	F
New 274	1 Year Permit-Residential Solicitation		15.00			F
275	Food Truck	100.00	30.00		Resolution No.	F
New 275	Food Truck Renewal		26.00			F
276	Food Truck - No Fire Inspection Required	50.00	Eliminate			F
277	Peddler/Solicitor	80.00	Eliminate		Resolution No. 06-10	F
278	Sexually Oriented Business	1,000.00	1,000.00	Plus \$25 Application Fee & \$500 per individual employee	Resolution No. 06-10	F
279	Entertainer and Escort Fee	500.00	500.00	Plus \$50 Application Fee & \$500 per individual employee	Resolution No. 06-10	F
280	Industrial	250.00	230.00			F
New 280	Industrial Renewal		30.00			F
281	General Retail - Under 15,000 Square Feet	80.00	230.00		Resolution No. 2006-30	F
New 281	General Retail - Under 15,000 Square Feet Renewal		30.00			F
282	General Retail - 15,001 to 60,000 Square Feet	200.00	230.00		Resolution No. 2006-30	F
New 282	General Retail - 15,001 to 60,000 Square Feet Renewal		230.00			F
283	General Retail - 60,001 to 120,000 Square Feet	750.00	750.00		Resolution No. 2006-30	F
New 283	General Retail - 60,001 to 120,000 Square Feet Renewal		750.00			F
284	General Retail - 120,001 to 200,000 Square Feet	1,500.00	1,500.00		Resolution No. 2006-30	F
New 284	General Retail - 120,001 to 200,000 Square Feet Renewal		1,500.00			F
285	General Retail - Over 200,000 Square Feet	2,500.00	2,500.00		Resolution No. 2006-30	F
New 285	General Retail - Over 200,000 Square Feet Renewal		2,500.00			F
286	Alcohol License "Local Consent" application fee	100.00	100.00			F
287	Business License Reinstatement Fee	Varies		Amount due (plus penalties) before inactivation (within one year of inactivity)		
288	Penalty Fee for operating without a business license	Varies		100% of license fee for first year plus pro rata portion of 125% penalty for actual time without license		
New 305	Home Office:		18.00			
305	Home Occupation:	25.00	45.00			
New 305	Home Occupation Renewal:		20.00			
New 305	Short Term Rental Business License		45.00			
New 305	Short Term Rental Renewal		20.00			

Springville Business Licensing Fees

Line #	Process	Current Fee	Unit	Staff Time (Hrs)	Staff Cost	10% Ovhd	100% Cost	Current Recovery Rate	Cost Recovery Range	Adopted Recovery Rate	Lower Fee Bound	Upper Fee Bound	Proposed Fee	% Change
263.1	Standard License:	\$ 80		5.66	\$ 207.63	\$ 20.76	\$ 228.39	35%	Full	85-100%	\$ 194	\$ 228	\$ 230.00	188%
263.2	Standard License Renewal:	\$ 80		1.4	\$ 25.60	\$ 2.56	\$ 28.16	284%	Full	85-100%	\$ 24	\$ 28	\$ 30.00	-63%
264	Incidental Requests for City Services associated with Business Licenses:	\$ 25		1.55	\$ 41.33	\$ 4.13	\$ 45.47	55%	Mid-level	30-70%	\$ 14	\$ 32	\$ 30.00	20%
New	Change Fee:	\$ 25		5.49	\$ 204.60	\$ 20.46	\$ 225.06	11%	Full	85-100%	\$ 191	\$ 225	\$ 220.00	780%
265	Seasonal License:	Prorated Amount of Standard License Fee		1.58	\$ 42.15	\$ 4.22	\$ 46.37	0%	Full	85-100%	\$ 39	\$ 46		
266.1	Hotel/Motel:	\$ 80		7.16	\$ 264.54	\$ 26.45	\$ 290.99	27%	Full	85-100%	\$ 247	\$ 291	\$ 290.00	263%
266.2	Hotel/Motel Renewal:	\$ 80		1.4	\$ 25.60	\$ 2.56	\$ 28.16	284%	Full	85-100%	\$ 24	\$ 28	\$ 30.00	-63%
267.1	Pawn Broker:	\$ 250		7.16	\$ 264.54	\$ 26.45	\$ 290.99	86%	Full	85-100%	\$ 247	\$ 291	\$ 290.00	16%
267.2	Pawn Broker Renewal:	\$ 250		1.4	\$ 25.60	\$ 2.56	\$ 28.16	888%	Full	85-100%	\$ 24	\$ 28	\$ 30.00	-88%
268.1	Mechanical Amusement Device:	\$ 15	per	0.8	\$ 14.90	\$ 1.49	\$ 16.39	92%	Full	85-100%	\$ 14	\$ 16	\$ 16.00	7%
269.1	On Premise Beer Retailer	\$ 300		3.23	\$ 133.05	\$ 13.30	\$ 146.35	205%	Full	85-100%	\$ 124	\$ 146	\$ 300.00	0%
269.2	On Premise Beer Retailer Renewal	\$ 300		1.37	\$ 25.07	\$ 2.51	\$ 27.57	1088%	Full	85-100%	\$ 23	\$ 28	\$ 300.00	0%
269.3	Off Premise Beer Retailer	\$ 600											\$ 600.00	0%
269.4	Off Premise Beer Retailer Renewal	\$ 600											\$ 600.00	0%
	Bar Establishment	\$ 300											\$ 300	0%
	Beer Only Restaurant	\$ 300											\$ 300	0%
	Full Service Restaurant	\$ 300											\$ 300	0%
	Limited Service Restaurant	\$ 300											\$ 300	0%
	Master Full Service Restaurant	\$ 300											\$ 300	0%
	Master Limited Service Restaurant	\$ 300											\$ 300	0%
	Master Off-Premises Beer Retailer	\$ 600											\$ 600	0%
	On-Premise Banquet	\$ 300											\$ 300	0%
	Reception Center	\$ 300											\$ 300	0%
	Resort License	\$ 300											\$ 300	0%
	Tavern	\$ 300											\$ 300	0%
272	Outdoor Fireworks:	\$ 120		2.9	\$ 88.80	\$ 8.88	\$ 97.68	123%	Full	85-100%	\$ 83	\$ 98	\$ 100.00	-17%
273	Indoor Fireworks:	\$ 120		2.59	\$ 72.00	\$ 7.20	\$ 79.20	152%	Full	85-100%	\$ 67	\$ 79	\$ 80.00	-33%
274	Itinerant Merchant:	\$ 60		2.9	\$ 88.80	\$ 8.88	\$ 97.68	61%	Full	85-100%	\$ 83	\$ 98	\$ 100.00	67%
275	25-Day Solicitor Permit:	\$ 25		0.7	\$ 13.12	\$ 1.31	\$ 14.43	173%	Full	85-100%	\$ 12	\$ 14	\$ 15.00	-40%
New	1 Year Solicitor Permit:	\$ 80		0.7	\$ 13.12	\$ 1.31	\$ 14.43	554%	Full	85-100%	\$ 12	\$ 14	\$ 15.00	-81%
276.1	Food Truck:	\$ 100		1.26	\$ 26.27	\$ 2.63	\$ 28.90	346%	Full	85-100%	\$ 25	\$ 29	\$ 30.00	-70%
276.2	Food Truck Renewal:	\$ 100		1.28	\$ 23.46	\$ 2.35	\$ 25.81	387%	Full	85-100%	\$ 22	\$ 26	\$ 26.00	-74%
277.1	Food Truck/No Fire Inspection Required/Licensed Elsewhere	\$ 50		1.26	\$ 26.27	\$ 2.63	\$ 28.90	173%	Full	85-100%	\$ 25	\$ 29	\$ 30.00	-40%
277.2	Food Truck/No Fire Inspection Required/Licensed Elsewhere Renewal	\$ 50		1.26	\$ 25.25	\$ 2.53	\$ 27.78	180%	Full	85-100%	\$ 24	\$ 28	\$ 28.00	-44%
278	Peddler/Solicitor	\$ 80		0	\$ -	\$ -	\$ -	0%	Full	85-100%	\$ -	\$ -	\$ 80.00	0%
279	Sexually Oriented Business:	\$1,000 + \$25 Application Fee and \$500 per employee		0	\$ -	\$ -	\$ -	0%	Full	85-100%	\$ -	\$ -		
280	Entertainer and Escort Fee:	\$500 + \$50 Application Fee and \$500 per employee		0	\$ -	\$ -	\$ -	0%	Full	85-100%	\$ -	\$ -		
281.1	Industrial:	\$ 250		5.66	\$ 207.63	\$ 20.76	\$ 228.39	109%	Full	85-100%	\$ 194	\$ 228	\$ 230.00	-8%
281.2	Industrial Renewal:	\$ 250		1.4	\$ 25.60	\$ 2.56	\$ 28.16	888%	Full	85-100%	\$ 24	\$ 28	\$ 30.00	-88%
282.1	General Retail-Under 15,000 sf:	\$ 80		5.66	\$ 207.63	\$ 20.76	\$ 228.39	35%	Full	85-100%	\$ 194	\$ 228	\$ 230.00	188%
282.2	General Retail-Under 15,000 sf Renewal:	\$ 80		1.4	\$ 25.60	\$ 2.56	\$ 28.16	284%	Full	85-100%	\$ 24	\$ 28	\$ 30.00	-63%
283.1	General Retail-15,001-60,000 sf:	\$ 200		33.7	\$ 1,415.51	\$ 141.55	\$ 1,557.06	13%	Full	85-100%	\$ 1,324	\$ 1,557	\$ 230.00	15%
283.2	General Retail-15,001-60,000 sf Renewal:	\$ 200		29.4	\$ 1,233.48	\$ 123.35	\$ 1,356.83	15%	Full	85-100%	\$ 1,153	\$ 1,357	\$ 230.00	15%
284.1	General Retail-60,001-120,000 sf:	\$ 750		5.66	\$ 207.63	\$ 20.76	\$ 228.39	328%	Full	85-100%	\$ 194	\$ 228	\$ 750.00	0%
284.2	General Retail-60,001-120,000 sf Renewal:	\$ 750		1.4	\$ 25.60	\$ 2.56	\$ 28.16	2663%	Full	85-100%	\$ 24	\$ 28	\$ 750.00	0%
285.1	General Retail-120,001-200,000 sf:	\$ 1,500		10.1	\$ 398.35	\$ 39.83	\$ 438.18	342%	Full	85-100%	\$ 372	\$ 438	\$ 1,500.00	0%
285.2	General Retail-120,001-200,000 sf Renewal:	\$ 1,500		5.83	\$ 216.32	\$ 21.63	\$ 237.95	630%	Full	85-100%	\$ 202	\$ 238	\$ 1,500.00	0%
286.1	General Retail-Over 200,000 sf:	\$ 2,500		221	\$ 9,489.25	\$ 948.92	\$ 10,438.17	24%	Full	85-100%	\$ 8,872	\$ 10,438	\$ 2,500.00	0%
286.2	General Retail-Over 200,000 sf Renewal:	\$ 2,500		217	\$ 9,307.22	\$ 930.72	\$ 10,237.94	24%	Full	85-100%	\$ 8,702	\$ 10,238	\$ 2,500.00	0%
287	Alcohol Local Consent Application Fee:	\$ 100		2.1	\$ 89.93	\$ 8.99	\$ 98.92	101%	Full	85-100%	\$ 84	\$ 99	\$ 100.00	0%
288	Business License Reinstatement Fee:	Amount due (within one year of inactivity)		0.58	\$ 15.23	\$ 1.52	\$ 16.75	0%	Full	85-100%	\$ 14	\$ 17	\$ 17.00	
289	Penalty Fee for operating without a business license:	100% of license fee for first year plus pro rate portion of 125% penalty for actual time without license		0	\$ -	\$ -	\$ -	0%	Full	85-100%	\$ -	\$ -		
BL-001	Home Office and Home Office Renewal:	\$ 25		0.85	\$ 15.79	\$ 1.58	\$ 17.37	144%	Full	85-100%	\$ 15	\$ 17	\$ 18.00	-28%
306	Home Occupation:	\$ 25		1.55	\$ 41.33	\$ 4.13	\$ 45.47	55%	Full	85-100%	\$ 39	\$ 45	\$ 45.00	80%
BL-003	Home Occupation Renewal:	\$ 45		0.97	\$ 17.93	\$ 1.79	\$ 19.73	228%	Full	85-100%	\$ 17	\$ 20	\$ 20.00	-56%

Planning & Zoning Fees

	Approved Fee	Proposed Fee	Additional Conditions	Reference	Cost Recovery Code
290					
291	Annexation - Planning Commission review	730.00		Resolution No. 03-11	F
292	Annexation - Policy Declaration	790.00	Plus \$50.00 if the City maps must be updated	Resolution No. 03-11	F
293	Review proposed changes to the Zoning Code	740.00		Resolution No. 03-11	F
294	General Plan text or map amendment	660.00	Plus \$50.00 if the City maps must be updated	Resolution No. 03-11	F
295	Review proposed amendment to Official Zoning Map	660.00		Resolution No. 03-11	F
296	Board of Adjustment application	315.00		Resolution No. 03-11	F
297	Certificate of Nonconformity	90.00		Resolution No. 03-03	F
New	Accessory Dwelling Unit Zoning Certificate	90.00			F
New	Short Term Rental Permit	90.00			F
298	Conditional Use Permit	575.00		Resolution No. 03-11	F
299	Condominium Plat - Preliminary (New)	955.00		Resolution No. 03-11	F
300	Condominium Plat - Preliminary (Conversion)	955.00		Resolution No. 03-11	F
301	Condominium Plat - Final (New)	878.00		Resolution No. 03-11	F
302	Condominium Plat - Final (Conversion)	878.00		Resolution No. 03-11	F
303	Condominium Plat - Amendment	620.00	Plus PW-Engineering time at the fully burdened hourly rate	Resolution No. 03-11	F
304	Fence Permit	15.00		Resolution No. 03-11	M
305	Home Occupation Application	35.00	Eliminate - Moved to Business License	Resolution No. 03-11	F
306	Site Plan Amendment - New Code	490.00	Plus PW-Engineering time at the fully burdened hourly rate	Resolution No. 03-11	F
307	Site Plan Amendment - Before New Code	483.00		Resolution No. 03-11	F
308	Deep Lot Development - Planning Commission	115.00	Drop DRC review under the Proposed Fee	Resolution No. 03-11	F
309	Minor Subdivision - Concept plus Preliminary Plan	450.00	Includes 2 reviews in Proposed Fee	Resolution No. 03-11	F
310	Subdivision (General City) - Concept Plan	290.00		Resolution No. 03-11	F
311	Subdivision (Westfields) - Concept Plan	300.00		Resolution No. 03-11	F
312	Subdivision (General City) - Preliminary Plan	825.00	First 5 lots included plus \$7.50 for each additional lot	Resolution No. 03-11	F
313			under Proposed Fee		
314	Subdivision (Westfields) - Preliminary Plan	900.00	First 5 lots included plus \$11.00 for each additional lot	Resolution No. 03-11	F
316	Subdivision - Final Plan	1,260.00	First 5 lots included plus \$11.00 for each additional lot	Resolution No. 03-11	F
317			under Proposed Fee. Includes 3 reviews		
318	Subdivision - Plan Amendment	630.00		Resolution No. 03-11	F
319	Temporary Use Permit - Administrative	40.00		Resolution No. 03-11	F
321	Site Plan Review	1,100.00	Includes 2 reviews in Proposed Fee	Resolution No. 03-11	F
322	Tree Installation in Subdivisions	350.00	Per Tree		F
323	Installation of LPG Underground Storage Tank Permit	250.00		Resolution No. 2008-21	F



STAFF REPORT

DATE: March 16, 2021
TO: Honorable Mayor and City Council
FROM: Shawn Black, Power Generation Superintendent
SUBJECT: 5 YEAR GAS HEDGE FOR WHITEHEAD POWERPLANT 2027-2032

RECOMMENDED MOTION

The Electric Department recommends approving a motion to hedge natural gas which will supply the Whitehead Powerplant during the years of 2027-2032 at a price not to exceed \$2.90 per MMBtu.

SUMMARY OF ISSUES/FOCUS OF ACTION

Staff has pursued the goal of removing volatility out of future energy prices while maintaining a predictable budget. Springville City has previously hedged all of the natural gas needed to fulfill most of Springville's needs at the Whitehead Powerplant up to the year of 2027. The recommended motion would solidify the price of power that the City pays for the years of 2027 until the Spring of 2032.

BACKGROUND

During 2016 Springville City entered into a natural gas hedge for the Whitehead Powerplant. This hedge supplied both the heating needs of the sewer plant and the projected summer burns at the Whitehead plant through 2026. Staff has been anxious to extend hedges out further in time while pricing is low to remove risk from market volatility in the future.

DISCUSSION

The Electric Department has been assessing the natural gas markets for the last couple of years with the intention of extending the low variable power pricing at the Whitehead Powerplant. This transaction would allow the plant to run at a variable fuel price of around \$26.10 per MW on the Caterpillar generators and around \$30.84 per MW on the Enterprise generators. This compares to the current pricing of \$32.40 per MW and \$37.56 per MW respectively. The financial liability for this transaction accounts for gas needed to supply the boiler and generators at the Whitehead Powerplant for 61 months at a cost of \$2,807,490 overall. Springville has been using larger amounts of gas than what was hedged in 2016 for the past few summers. This hedge will account for about 80% of what has been used recently.

ALTERNATIVES

Waiting to hedge at a different time, or supplying the fuel needed to fulfill Springville's Nebo needs with market available fuel as the time arrives.

FISCAL IMPACT

Approving the motion to hedge the fuel needed to supply the Whitehead Powerplant during the years of 2027-2032 is at lesser cost than previous hedge price Springville secured during 2016, remaining under budget.

CITY COUNCIL AGENDA

Meeting Date - March 16, 2021



STAFF REPORT

DATE: March 16, 2021
TO: Honorable Mayor and City Council
FROM: Shawn Black, Power Generation Superintendent
SUBJECT: 5 YEAR GAS HEDGE FOR NEBO POWERPLANT 2027-2032

RECOMMENDED MOTION

The Electric Department recommends approving a motion to hedge natural gas which will supply the Nebo Powerplant during the years of 2027-2032 at a price not to exceed \$3.00 per MMBtu.

SUMMARY OF ISSUES/FOCUS OF ACTION

Staff has pursued the goal of removing volatility out of future energy prices while maintaining a predictable budget. Springville City has previously hedged all of the natural gas needed to fulfill Springville's ownership allocation at the Nebo Powerplant up to the year of 2027. The recommended motion would solidify the price of power that the City pays for the years of 2027 until the Spring of 2032.

BACKGROUND

During 2019 Springville City completed three natural gas hedges for the Nebo Powerplant. These hedges will supply Nebo up until the end of 2026. Staff has been waiting to extend hedges out further in time to remove risk from market volatility in the future.

DISCUSSION

The Electric Department has been assessing the natural gas markets for the last couple of years with the intention of extending the low variable power pricing at Nebo. This transaction would allow Nebo to run at a variable fuel price of around \$25.5 per MW. This compares to a \$40.20 per MW run price for our shoulder months now. The financial liability for this transaction is for gas needed to supply the Nebo Powerplant for 61 months at a cost of \$15,716,152 overall.

ALTERNATIVES

Waiting to hedge at a different time, or supplying the fuel needed to fulfill Springville's Nebo needs with market available fuel as the time arrives.

FISCAL IMPACT

Approving the motion to hedge the fuel needed to supply the Nebo Powerplant during the years of 2027-2032 is in line with the hedge prices Springville secured during 2019, remaining under budget.



STAFF REPORT

DATE: March 16, 2021
TO: Honorable Mayor and City Council
FROM: Shawn Black, Power Generation Superintendent
SUBJECT: 5 YEAR GAS HEDGE FOR CLYDE RECREATION CENTER 2021-2026

RECOMMENDED MOTION

Staff recommends approving a motion to hedge natural gas which will supply the Clyde Recreation Center during the years of 2021-2026 at a price not to exceed \$3.20 per MMBtu.

SUMMARY OF ISSUES/FOCUS OF ACTION

Staff has pursued the goal of removing volatility out of future energy prices while maintaining a predictable budget. Springville City is being exposed to variable gas prices for use in heating the Clyde Recreation Center. Fixing the natural gas price removes market volatility and possible larger swings in the gas for budget certainty at the rec center.

BACKGROUND

The Clyde Recreation Center initially had a natural gas meter that was under Dominion Energy's GS Rate Schedule. Dominion's GS Rate Schedule fell under normal commercial rates which were much higher than was attainable with a TS Service Schedule. Staff used the GS Rate Schedule during the centers first year of operation to get access to substantial rebate credits payed as a result of installing high efficiency boilers and air handlers. During the following years of operation, the facility has been under the TS Service Schedule.

DISCUSSION

The Electric Department has been assessing the natural gas markets for the last couple of years with the intention of solidifying the natural gas prices used at both of the City's powerplants, but also the Clyde Recreation Center. Pricing has been favorable to let things "just float" for the last couple of years, but staff's anxiety to remove risk raised substantially during the events of last month. The extreme gas and power prices had impact across all the utilities in the U.S, not just Texas. The financial liability for this transaction is for gas needed to supply the Clyde Recreation Center for 60 months at a cost of \$227,200 overall.

ALTERNATIVES

Waiting to hedge at a different time, or supplying the fuel needed to fulfill Springville's Nebo needs with market available fuel as the time arrives.

FISCAL IMPACT

Approving the motion to hedge the fuel needed to supply the Clyde Recreation Center during the years of 2021-2026 will solidify the operating budget used to heat the pools and facilities at the Clyde Recreation Center.