



## PROVO MUNICIPAL COUNCIL

### Work Meeting

12:00 PM, Tuesday, March 16, 2021

Electronic meeting: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil)

### *Summary of Action*

#### Approval of Minutes

August 20, 2020 Special Meeting  
August 25, 2020 Special Meeting  
September 1, 2020 Work Meeting  
February 16, 2021 Work Meeting  
March 2, 2021 Work Meeting *Approved by unanimous consent.*

#### Business

1. A presentation regarding the Customer Service Department's fiscal year 2021-2022 budget. (21-015) *Presentation only.*
2. A presentation regarding the Fire Department's fiscal year 2021-2022 budget. (21-015) *Presentation only.*
3. A presentation regarding the Development Services' fiscal year 2021-2022 budget. (21-015) *Presentation only.*
4. A presentation regarding the Five-Year Capital Improvement Plan for fiscal year 2021-2022. (21-015) *Presentation only.*
5. A presentation regarding the Public Works' fiscal year 2021-2022 budget. (21-015) *Presentation only.*
6. A discussion regarding Parking Coordinator staffing options. (21-043) *A motion to request that the Administration move forward with hiring a full-time parking coordinator as illustrated in option 3 and to schedule the required appropriation for a Council Meeting as soon as is practicable was approved 7:0.*
7. A presentation regarding feedback from the Open City Hall survey on trails and a discussion regarding a resolution of support for the Forest Service implementing the trails plan and maintaining the land for public use. (21-040) *A motion to replace the exhibit with the revised version of the resolution was approved. This item was already scheduled for the Council Meeting on March 16, 2021.*

#### Closed Meeting

*A closed meeting was held.*

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.



## **PROVO MUNICIPAL COUNCIL**

### **Council Meeting Minutes**

5:30 PM, Thursday, August 20, 2020

Electronic meeting: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil)

### **Opening Ceremony ([0:00:00](#))**

#### **Roll Call**

The following elected officials participated:

Council Chair George Handley, conducting  
Councilor David Sewell  
Councilor Shannon Ellsworth  
Councilor Bill Fillmore  
Councilor Travis Hoban  
Councilor David Shipley  
Mayor Michelle Kaufusi

*Excused:* Council Vice-chair David Harding

#### **Prayer**

The prayer was offered by Tracie Kilcrease.

#### **Pledge of Allegiance**

Councilor Bill Fillmore led the pledge of allegiance.

#### **Action Agenda**

##### **1. Consideration of a resolution calling for increased efforts to mitigate the COVID-19 pandemic. (20-117) ([0:05:05](#))**

Council George Handley shared introductory remarks regarding the Council's responsibility toward the health and safety of the public. He cited statistics supporting the efficacy of mask-wearing as a means of reducing community spread of COVID-19. He noted the Council's desire to balance an important health-related commonsense measure, with not creating an additional burden with enforcement of such a provision. As the city anticipated the return of thousands of university students to the Provo area, it was critical that the City prepare for the possibility of increased infections in the community. The Council meant to use the best information available to proactively anticipate and minimize risk going forward, and to do so expeditiously.

Mr. Handley expressed gratitude to BYU for their proactive and thoughtful approach to implementing pandemic restrictions and precautions on campus. He indicated that the Council's interest was not a reflection of distrust in BYU's efforts; they have shown how important it is to

*Draft Minutes – Pending Approval*

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

plan carefully as a community to meet the challenges ahead. The Council felt that there was not enough of a plan in place as a City to complement BYU's plan. The living circumstances of student housing complexes presented high risks of the spreading of infection. The presence in Provo's broader community of students and others in the BYU sphere introduced high risks of community spread. Students and parents need and want assurances from the community about how the City is handling things; these factors and considerations are some of the contributing factors behind the Council's concerns. Mr. Handley expressed that the Council recognized and respected the City Administration's legitimate concerns and challenges about desirability of a mandate, all while being a proponent of an ongoing education campaign. The Council wanted to work in close collaboration with the Mayor no matter the results; the Council's consideration of a mask mandate was not meant to disregard their concerns or efforts. There were honest differences of opinion about what is best to do, but he expressed that the Council and Mayor were united in trying to do what is right and best for the community.

(0:14:17) Mayor Michelle Kaufusi shared her prepared comments. She emphasized several principles that have guided her decisions during the pandemic:

- Following guidance of health authorities in state and region; Provo does not have a health department and she is not a health expert, but there are many resources from state and local health agencies to monitor and provide guidance.
- Exercising respect for and partnership with community partners, including universities, non-profits, and elected officials in our area.
- A preference for persuasion and education over authority or mandates.
- Her esteem for the people in our city; not instituting a mandate sends a message of trust and keeps citizens on the level of equal partnership with government leaders in addressing the pandemic.
- Respect for the views of Provo's Police Chief, who was against any form of mandate.

Mayor Kaufusi hoped to continue education about self-regulation to incoming students. She appreciated the opportunity to share her views with the Council and Provo's citizens.

(0:18:26) Police Chief Rich Ferguson shared comments. He felt that the recommendations from the Governor and Mayor to wear a mask were wise and that all citizens should be following that guidance when in public. However, he did not feel that a mask mandate was appropriate. He echoed some of Mayor Kaufusi's reasoning and added that the use of armed officers to enforce health codes would increase problems and reduce trust. He felt this approach sent the wrong message and would result in hundreds of calls, typing up police and emergency response resources. He did not have resources to respond to calls that the City did not want to enforce in the first place and was therefore against a mandate.

(0:19:34) Cliff Strachan, Council Executive Director, presented background information and highlighted some of the broad concerns and considerations recently raised by the Council. Mr. Strachan also highlighted the public input that the Council has received in the form of phone calls, emails, and Open City Hall responses. He acknowledged that recommendations have changed as new data has become available to health officials.

(0:26:07) Karen Tapahe, Community Relations Coordinator, shared an overview and summary of the Open City Hall responses. This topic had a record number of participants—nearly 2700 responses in 26 hours. This was not a scientific sample but provided valuable feedback.

*Draft Minutes – Pending Approval*

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

(0:38:28) Mr. Strachan shared information from the COVID-19 studies from BYU. He then reviewed the proposed resolution and invited questions from the Council prior to opening the public comment period.

Council Chair George Handley observed that there was a disconnect between purported feelings on mask wearing versus the actual rate of compliance. This gap has been very concerning to him all along. Mr. Strachan agreed and noted that there may be a contingent of citizens that support mask-wearing but not a mask mandate.

(1:00:08) Councilor Shannon Ellsworth reiterated Mr. Strachan’s comments from the BYU studies. She asked what staff have gathered from other cities, counties, or states that have a mandate about enforcement or non-enforcement of that mandate. Mr. Strachan shared insight from the approach taken in other municipalities. Councilor Travis Hoban asked if staff could highlight the differences between a resolution and ordinance for the benefit of the public. Brian Jones, Councilor Attorney, shared background on this distinction. Based on the separation of powers associated with Provo’s form of government, the Council exercises legislative power. This is done through ordinances which change the city code. A resolution is a way for the Council to exercise the administrative powers that the Council has; Mr. Jones cited several examples of routine city business which the Council conducts via resolution. Resolutions can also be used by elected policymakers to state a position they have and call others to action. A resolution can also be used to set forth a policy direction that the Council wants for the City. Mr. Jones clarified that these solutions (by resolution) are non-binding and do not change the law, but just state what the Council’s definitive position is.

**(1:04:55) Public Comments**

The Council received call-in public comments. The comments are summarized below, with the speakers’ names and city of residence noted:

- Aaron Davidson, American Fork – He felt that most studies on mask wearing focused on clinical environments rather than everyday environments. He felt that many people wear masks incorrectly and that by touching, moving, taking off, etc. their masks, that they pose greater risks of spreading COVID-19.
- Kristen Koffman, Provo – She supports the resolution and appreciates the care being taken. Since COVID-19 is an aerosol pathogen, she felt that even improper mask-wearing was still an important precaution. She felt the city should err on the side of caution.
- Nicole Candie, Provo –She did not understand the focus on this deadly disease that has a 99% survival rate. She did not agree with the mandate and felt the city should trust citizens to make their own decisions.
- Jessica Johstoneaux, Provo – She appreciated the wording of mandate and felt that wearing masks would allow everyone more freedom during a pandemic.
- Jennifer Stringham, Provo – She felt the Open City Hall survey was not representative of the city and citizens’ feelings. She thought most people are already wearing masks.
- Chad Pritchard, Provo – He did not believe a mandate was needed. He thought an unenforced mandate weakens other laws and was concerned about having to enforce the mandate as a business owner who respected the choices of his patrons.
- Mike Preston, Orem – He uses Provo’s recreation center and was not in favor of a mandate. He thought the decision should be entrusted to the people and felt this was a civil right being taken away.

*Draft Minutes – Pending Approval*

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

- Devony Roberts, Provo – She thanked the Mayor for her position. She agreed with other comments that a mandate would cause problems. She felt that children were low risk and shouldn't be required to wear masks. She shared an anecdote of her daughter's experience wearing a mask in school.
- Carlyne Ambert, Highland – She felt that it was important to be discerning with risks. She was against a mask mandate.
- Alice Willow, Provo – She strongly supported a mask mandate. Evidence suggests that a mandate would improve mask wearing and decrease COVID-19 transmission. Wearing masks during a pandemic was incredibly important to the community's survival.
- Terri Mahaffee, Provo – She was totally against a mandate. Her family in California and Michigan have to wear masks but some have still contracted COVID-19. She didn't think it was as contagious as everyone makes it out to be. She also worried about sexual assault victims feeling suffocated by wearing a mask. She supported the Mayor's comments.
- Brigham Daniels, Provo – With the return of thousands of university students, Provo was very likely to experience community spread at a level we have not seen. He noted that it is well within the prerogative of government to limit people's freedom when there was a danger of hurting others. He felt that a mask mandate, while not fun, was the simplest thing our community could do to alleviate illness and suffering, and in some cases, death.
- Quinton Anderson, Provo – He is a UVU student and volunteers in schools as part of his program. He felt that the community needed to do the very best to protect life—wearing a mask is easy. Kids are getting used to wearing masks and don't have issues breathing; exceptions were rare. He noted the decrease in cases in Salt Lake County after a mandate was implemented. He felt that his freedom to live a healthy life was more important than the freedom of not wearing a mask in a literal pandemic. He felt the choice was an easy one when considering the value of a life.
- Angela Faulconer, Provo – She felt that adults needed to work with children to educate them about the importance of masks. It takes getting used to, but it is possible to breathe through a mask. She has seen the impact of a mandate play out at BYU, where there has been a dramatic improvement in mask compliance since requiring it.
- Matt Peterson, Provo – He was troubled by commenters' repeated appeals to the 99% survival rate; COVID-19 was an extremely serious disease. Mask-wearing can increase economic activity and make things safer. People will die in proportion to the degree we do not take adequate measures. He was very supportive of a mask mandate.
- Thad Brown, Provo – He felt that there should absolutely be a mandate; the scientific evidence is there and the arguments against doing a mandate were bogus and laughable.
- Peter Madsen, Provo – Mr. Madsen is a professor at BYU and supported a mandate. He felt that BYU and schools had great measures in place, but was much more comfortable about being part of the community if we are confident that other members of community wear masks. A mask mandate was a public health issue, not an issue of personal freedom. If masks are not required off-campus, many students won't voluntarily comply. A mask mandate was a necessary step at this unusual time in our history.
- Tara Bishop, Orem – She works in Provo and felt this community values preventative care. She appreciated the speed with which the Council was addressing this issue.
- Jerom Petritch, Provo – He works at BYU and was opposed to the mask mandate. He believes in the goodness of our community and felt that people can make their own choices. He worried about government overreach in the medical realm and personal

*Draft Minutes – Pending Approval*

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

sovereignty. He thought that local government was where the people had the most power to set positive or negative precedents for how government should behave. He was concerned with the long-term implications.

- Faith Buttrick, Syracuse – She felt she had the freedom to breathe as a free person in America. She thought that passing a mask mandate violated the Council’s oath to the Constitution. She referenced hundreds of studies affirming her views.
- [This commenter did not provide his name], Provo – He felt the mandate was invasive and that mandates were already in place at BYU and in most businesses.
- Jim Tracy, Provo – He felt that a mandate was basically worthless without enforcement. Enforcement through code enforcement for health not law enforcement.
- Austin Simcox, Provo – He is a high school teacher in Provo and fully supported a mask mandate. Data should prevail over emotion when making policy decisions; it was not appropriate to put entire community at higher risks because a few exceptions. We have been trying the good-decisions-on-their-on-own for months and it is not working. This is the best way to reopen the economy and more quickly return to normal.
- Eleanor Smith, Provo – She is a high school student in Provo and strongly supported a mandate. Asking people to wear masks was not enough; they needed a requirement and a consequence. Some people have argued that a mandate takes away liberties—but if we don’t have our health, what liberties do we really have? She did not want her loved ones or our community to suffer during the pandemic—it is better to be safe and responsible.
- Hannah Faulkner, Provo – She lives in campus housing at BYU and is already concerned about the urgency of this situation. She felt mask mandates were like other laws—we have speeding laws and a mask mandate was a similar type of law to help protect those around us. Many people have not complied with voluntary mask-wearing; but if there is a mandate and a compelling purpose behind it, compliance greatly increases.
- Blake Tierney, Provo – He thought that the survey results and calls have been interesting to hear but was concerned with the number of anecdotes and outright misinformation. The data is compelling behind the efficacy of mask wearing and the data from BYU and Salt Lake County support this as well. Masks have no impact on oxygenation levels—doctors and nurses wear masks all day every day. A 1% failure is not okay when talking about life and death. He knows two people who have died of COVID-19 who were friends of his. The Council can literally vote on this and save lives. It may not be perfect and it will be temporary, but it seems like an obvious call.
- Maren [did not provide surname], BYU student – She would be returning to campus soon. She supported a mask mandate and appreciated BYU’s efforts. Spread of the virus was very likely to happen off-campus with friends, social outings, housing—having a mask mandate with the same standards in all settings was so important and easy to do.
- Betsy Croft, Provo – She supported the mask mandate. We have passed the point of debating the science—mask-wearing protects others and is an act of compassion. She felt that trust needs to go both ways; Provo has given people plenty of chances and they have not met their end of the social bargain. With another dance party by Young/Dumb planned for September 4, this was the kind of activity that would continue without decisive action by City leadership.

**(2:12:09) Council Discussion**

Following the public comment period, the Council discussed the resolution. The Councilors’ comments are briefly highlighted and summarized below.

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

- Council Chair George Handley clarified that the present discussion was about the resolution, which was simply a call to action to the community to increase their compliance with mask recommendations. Mr. Handley hoped the Council would pass both the resolution and the ordinance, though the ordinance introduced the challenging issue of enforcement. Mr. Handley suggested the Council pass the resolution unanimously during the meeting, and then discuss the options for an ordinance.
- Councilor David Shipley supported the resolution and guidelines the state has put out, but that has not been enough to result in compliance so far. He felt that it made sense to align an ordinance to be consistent with the state, BYU, the Church of Jesus Christ of Latter-day Saints, and businesses, and he asked the City Administration to require masks in city buildings and facilities.
- Councilor David Sewell echoed Mr. Shipley's sentiments regarding setting an example of mask-wearing conduct within city facilities. He thanked all involved with the education and communication efforts on mask-wearing. He strongly supported the resolution. Mr. Sewell also expressed appreciation for the ongoing cooperative nature of the Council's relationship with the Mayor and hoped the cooperation would continue.
- Councilor Shannon Ellsworth supported the resolution but felt that much more was needed. She appreciated the work staff and Councilors have put into addressing the pandemic and public health measures.
- Councilor Travis Hoban registered his support for the resolution but expressed that he still had concerns about the ordinance.

**Motion:** Bill Fillmore moved to adopt the resolution. Seconded by David Sewell.  
**Vote:** Approved 6:0, with David Harding excused.

## **2. Consideration of an ordinance related to COVID-19 pandemic responses, including face coverings and public gatherings. (20-118) (2:29:20)**

Councilor Bill Fillmore thought that the ordinance needed further study, as well as input from schools, businesses, and an extended public survey.

**Motion:** Bill Fillmore moved to table the ordinance and to renew the discussion of an ordinance that was limited in scope, not a criminal offense, and would address only the most urgent of circumstances. Seconded by David Sewell.

Councilors discussed the motion. Council Chair George Handley supported tabling the ordinance until further study could be completed, but he disagreed with the scope Mr. Fillmore suggested in his motion. Councilor Shannon Ellsworth asked Mr. Fillmore about some of his comments, which Mr. Fillmore clarified to mean anecdotal arguments he has heard. Councilor David Sewell noted that in his experience, it can be challenging to amend an ordinance extensively on the dais and felt this required more time to better prepare for the discussion. He hoped to continue the dialogue with Mayor Kaufusi and Rich Ferguson, Police Chief, regarding their concerns and hoped to identify some middle ground in a proposal. Ms. Ellsworth suggested passing an ordinance that evening with a sunset provision, which would allow the Council time to reevaluate, but would still enact safety precautions in the meantime. Councilor Travis Hoban agreed with holding more discussion prior to a vote. He was interested in obtaining more information from BYU, as well as continuing the discussion with the City Administration about

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting. their concerns and how best to resolve those aspects. He agreed that the Council should quickly reach a decision regarding a mandate. Brian Jones, Council Attorney, clarified a point of order regarding Mr. Fillmore’s motion and the ensuing discussion.

Ms. Ellsworth shared comments on the Open City Hall (OCH) topic and whether it should be extended or not. Mr. Fillmore clarified that reopening the existing topic would allow more citizens a chance to respond to it. Cliff Strachan, Council Executive Director, clarified that OCH was not intended to be a scientific surveying tool; rather, it was a tool to help the Council receive comments and public input. He highlighted the tremendous response on this OCH topic and how staff had worked to summarize the results. Mr. Strachan advised that flexibility, rather than determining a meeting date to resume discussion of the ordinance at that time, would likely be helpful to the Council and staff as the proposal was revised.

**Amended Motion:** Bill Fillmore moved that the Council table a vote on an ordinance tonight, while still discussing the key issues; to seek additional input from businesses, schools, the City Administration, and Police Department; and to extend the Open City Hall topic. Seconded by David Sewell.

Councilors briefly discussed the reopening and extension of the OCH topic and discussed meeting dates for the next meeting. Mr. Handley called for a vote on the amended motion.

**Vote:** Approved 6:0, with David Harding excused.

Mr. Handley expressed concern about the high level of distrust and misunderstanding about the role of city government in our community. Mr. Fillmore felt the Council had the prerogative to act in the interest of health, safety, and welfare of the community. Ms. Ellsworth echoed these sentiments about the importance of the broader community’s health and safety.

Mr. Jones highlighted several specific policy questions and considerations for the discussion and drafting of the ordinance, including:

- Does the requirement apply only indoors? Or does it apply outdoors as well?
- Does it apply generally without regard to specific situations? (such as social distancing)

Councilors discussed these and other elements of a proposed ordinance. Mr. Jones suggested that Councilors speak up if they disagreed with a general principle, otherwise he would continue moving through the questions and discussion points.

Councilors’ general comments during this portion of the meeting are summarized briefly below:

- Mr. Handley suggested a greater focus on indoor settings (both for individuals and for groups/events) due to the nature of spread.
- Ms. Ellsworth felt outdoor worst-case scenarios should be contemplated, including scenarios typical of everyday life (not just special events or large gatherings).
- Mr. Hoban felt indoor settings were more problematic than outdoor. He also shared concerns about the nature of large events, regardless of social distancing.
- Councilor David Shipley agreed that indoor situations were riskier but worried that ignoring outdoor settings would simply cause problematic events to move outdoors.
- Mr. Sewell hoped to identify common ground with the City Administration; perhaps a limited mandate which targeted the most egregious situations would be suitable.

*Draft Minutes – Pending Approval*

Please Note – These minutes have been prepared with a time-stamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

- Mr. Fillmore preferred a limited mandate focused on groups, rather than individuals.
- Mr. Hoban echoed Mr. Sewell’s comments regarding the Administration and mentioned the importance of getting buy-in from local businesses as well. He was also interested in whether something less drastic than a mandate might still have the desired effect with regards to encouraging compliance.
- Several Councilors expressed that they did not want this ordinance to be criminal in nature, but perhaps it would escalate to an infraction or a citation. Councilors also did not want enforcement to be a burden on city law enforcement.
- The general discussion of large events was that they should not be banned, but that face coverings should be required. Mr. Jones asked several clarifying questions on this point. Mr. Jones also suggested that discussion may be more effective if Councilors would make a motion to gauge support for a certain provision, thereby working their way through the various elements of the ordinance. Cliff Strachan, Council Executive Director, suggested that another approach could be to distribute a survey to Councilors over the weekend to gauge general support of provisions to include or exclude. Mr. Jones appreciated the discussion about the logistics of enforcement, as that would be an important consideration as well.

## **Adjournment**

*Adjourned by unanimous consent.*

Please Note – These minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.



## **PROVO MUNICIPAL COUNCIL**

### **Regular Meeting Minutes**

5:30 PM, Tuesday, August 25, 2020

Electronic meeting: [youtube.com/provocitycouncil](https://youtube.com/provocitycouncil)

### **Roll Call (0:00:00)**

THE FOLLOWING ELECTED OFFICIALS PARTICIPATED IN THE MEETING:

Council Chair George Handley, conducting	Councilor Bill Fillmore
Council Vice-chair David Harding	Councilor Shannon Ellsworth
Councilor Travis Hoban	Councilor David Sewell
Councilor David Shipley	Mayor Michelle Kaufusi

### **Opening Ceremony**

#### **Prayer**

Councilor Shannon Ellsworth offered the prayer.

#### **Pledge of Allegiance**

Cliff Strachan, Council Executive Director, said the Pledge of Allegiance.

### **Action Agenda**

#### **1. Consideration of an ordinance related to COVID-19 pandemic responses, including face coverings and public gatherings. (20-118)**

Cliff Strachan, Council Executive Director, outlined how public comment would work during the meeting. Brian Jones, Council Attorney, shared the latest version of the ordinance proposal, which was essentially an amalgamation of Summit, Grand, and Salt Lake Counties' mandates.

Mr. Jones invited questions and comments from Councilors. Their remarks included:

- Councilor Travis Hoban asked about exemptions for family groups; Mr. Jones indicated that there was not currently an exemption.
- Councilor George Handley noted some distinctions between a large store, which might have more than 50 customers inside, versus a retail store holding an event specifically. Mr. Handley also commented on the guidelines for people from different households.
- Councilor Shannon Ellsworth asked what other communities have done regarding signs and whether they have provided a template.
- Mr. Hoban asked about the fines. Mr. Jones said that the \$500 fine was only for organizers of large gatherings; others were only subject to a \$55 fine.

Mr. Jones noted that this was the time for Councilors to seek clarification before the public comment period. Following public comments, the Council discussion should be focused on

debate of the ordinance's actual text and principles. Council Chair George Handley noted several issues which Councilors had raised and which they could resume a discussion of following the public comments, including family units and signage. Several Councilors noted that existing guidelines already addressed households and families. Mr. Jones explained that the state granted the Council police powers to enact ordinances that promoted the health and safety of the city.

Mr. Strachan shared an overview of the Open City Hall topic results and responses. He noted that this was not a scientific survey; rather, this was another method for gathering public input. Similar to the Council's receipt of emails, phone calls, and comments in public meetings, this was simply another method by which the public could share feedback and input on a particulate proposal. He noted that the public comment portion of the meeting that evening would be limited to 15 minutes, as the Council had received extensive public comments at the previous meeting. Mr. Strachan noted the additional responses received to the topic over the weekend and he summarized the types of comments and responses received.

### **Public Comment**

- Kevin McCluskey, Salt Lake City, UT, was a hockey player for the Provo River Blades. He was against a mandate and thought citizens should be able to make their own decisions and keep community facilities open.
- Aaron Davidson, American Fork, UT, worked in Provo and thought this mandate was akin to communism and it took away liberties and freedoms. He also thought that not wearing a mask was better than improperly wearing a mask and causing contamination.
- Blake Tierney, Provo, noted that the federal government has let states and governors decide how to handle the pandemic locally. Likewise, Governor Gary Herbert has let local municipalities in Utah decide how to approach the pandemic—this was absolutely the Council's prerogative to consider such a measure as a mask mandate. 73% of Provo residents who responded to the survey supported a mask mandate. He felt there was no doubt that a mask mandate would save lives.
- Mae Ling John, Provo, was a college student in Provo. Although we have rights as citizens, we also have a responsibility to society and ultimately peoples' lives are more important than social gatherings. She hoped the Council would pass a mandate, as it would undoubtedly save lives. The CDC and World Health Organization have recommended mask-wearing and she saw it as a way to be of service to the community. Selfishness should not be the motivating factor against a mandate; if the mask mandate saved even one person, that would be enough.
- Jared Curtis, Provo, was against a mandate. He did not think there were significant risks of the incoming student population overrunning the hospital capacity. He thought that higher spread of the disease did not necessarily mean more deaths; he said a lot of people who had died of COVID-19 had comorbidities or were elderly. He thought the elderly and people with comorbidities should stay home and that the community should reach herd immunity among healthy individuals.
- Richard Jaussi, Provo, supported any efforts in the community to entice people to wear masks so that BYU Football could still allow fans to participate.
- Trevor Hall, Provo, was a UVU student and against a mask mandate. He thought enforcement was problematic and that the mandate couldn't really be enforced.

Council Chair George Handley offered clarification on a few items. He noted that this ordinance would not ban public gatherings; rather, the ordinance would require compliance with health guidelines precisely so gatherings could take place safely (and similarly so that businesses and athletic events could operate safely). In response to a question from Councilor David Harding, Mr. Jones explained that the current draft ordinance applied to outdoor events only where social distancing was not possible, reasonable, or prudent. For indoor events, if a gathering of 50 or more people was taking place, masks must be worn even if social distancing was possible. This did not prohibit the gathering from taking place; Mr. Jones noted similarities between how many church congregations were currently meeting—they were typically requiring masks even though social distancing was also being practiced. Mr. Jones also clarified the differences between a civil infraction and fine for organizers or individuals.

**Motion:** David Sewell moved to incorporate an additional exemption for household groups. Seconded by George Handley.

**Vote:** Approved 7:0.

**Motion:** Shannon Ellsworth moved to remove lines 204-205 from Section 9.25.050(2). Seconded by Bill Fillmore.

Councilors briefly discussed the implications for removing this provision. To the degree that the City could help by providing a signage template, in order to promote uniformity and clarity on the message, and eliminate design burdens for local businesses, Councilors were supportive.

**Vote:** Approved 7:0.

Councilor Travis Hoban thanked the Council and staff for their countless hours and efforts. He shared that his dissenting view simply arose from concerns about the process by which the Council has arrived at this ordinance; he thought masks were effective and action of some kind was needed, but he had concerns about the rollout of the proposal. He was also concerned about the lack of support from the City Administration; he would prefer to spend more time in order to build consensus and obtain better information from community partners.

Council Chair George Handley shared some clarifications on the studies shared by BYU researchers Ben Abbott and Chantel Sloan; he noted that passing a mask ordinance was a base assumption of Dr. Sloan's modeling and metrics. Mr. Handley implored the community to treat each other with kindness and respect, during a situation which had created understandable fear and frustration. Mr. Handley highlighted the danger of misinformation in the community discourse. He affirmed the direction from public health experts regarding the efficacy of masks and the severity of COVID-19 beyond that of the common flu. A mask mandate was a significant precaution the Council could take to help ensure that BYU and businesses in Provo could continue to operate and remain open during the pandemic. Furthermore, the uniformity of the ordinance helped protect businesses. Mr. Handley called on the Council to pass this ordinance and he plead with the City Administration to put it into effect as soon as they could.

**Motion:** George Handley moved to pass the ordinance as amended. *No second received. Mr. Handley later withdrew this motion.*

Councilor Bill Fillmore expressed that he felt a need to support institutions in the city which had put comparable protections into place. He hoped a mask ordinance could better help protect everyone. He asked whether Councilor Travis Hoban had any suggestions with respect to a sunset provision. Councilor David Sewell also noted some other issues he hoped the Council could address. Mr. Jones noted that there was already an implied motion, but that a Councilor could make a motion to vote on the ordinance sooner. Mr. Handley withdrew his motion as he did not want to foreclose the further discussion.

**Motion:** Travis Hoban moved to change from a review to a sunset at the first meeting in October, with the option for the Council to renew the ordinance at that time. Seconded by Bill Fillmore.

Mr. Jones updated the draft ordinance text so that the provision would be terminated as of 11:59 PM on October 6, unless the expiry provision was repealed sooner. Councilors discussed the timeline for reviewing; some preferred a monthly review, whereas others thought the October date was arbitrary without any data to evaluate the appropriateness of a deadline. Mr. Hoban shared his thought process regarding the sunset provision.

**Amended motion:** Travis Hoban amended the motion to use October 20 for the sunset, and that every other month the Council review the sunset date, and that continuing the ordinance would require Council action. Seconded by Bill Fillmore.

Councilors discussed the motion. Mr. Sewell felt this could build community support, while still giving the Council discretion regarding its future applicability. Councilor Shannon Ellsworth supported the review element; she asked Mr. Hoban if he would vote for the ordinance if the Council approved the sunset provision. Mr. Hoban reiterated his previous concerns, but he felt that the motion improved upon the ordinance such that he could support it with this change.

**Vote:** Approved 7:0.

Mr. Bill Fillmore requested that Section 9.25.010 be amended to include “or working” within or visiting Provo. He also asked to add in lines 161-162, “where social distancing is not possible, reasonable, or prudent,” and add “indoor” to large gatherings. Mr. Jones made these changes.

**Motion:** Bill Fillmore moved to adopt the on-screen changes into the draft ordinance. Seconded by David Sewell.

**Vote:** Approved 6:0, with David Harding abstaining.

Mr. Fillmore was still concerned about not criminalizing non-wearing of masks. He was still uncomfortable with a fine associated with a civil infraction; he preferred to focus on groups rather than individual behavior. He did not want enforcement to burden the Police Department.

**Motion:** Bill Fillmore moved to insert a provision that before a citation could be issued, that the individual or group be given a warning. *No second was received. After further discussion, Mr. Fillmore withdrew the motion.*

Councilors discussed Mr. Fillmore’s proposal. Councilor Shannon Ellsworth was concerned about how to regulate outdoor gatherings. Councilor David Sewell asked Mr. Jones about the concept of introducing a sequence of fines or steps in enforcement, and whether this introduced any issues regarding the separation of powers. Mr. Jones explained the distinctions with the legislative powers versus the executive’s powers and discretion regarding enforcement. Mr. Fillmore asked several clarifying questions and Mr. Jones shared more details of the typical roles of the legislative and executive branches in this context. Mr. Fillmore withdrew the motion.

Mr. Jones asked for clarification on one element prior to moving on to different topics of discussion. Councilors discussed the nuances between stipulating family, immediate family, or individuals residing in the same household. Councilors also discussed the implications of the ordinance for indoor retail spaces. The intent was that even if social distancing were possible indoors, that indoor public spaces such as retail establishments, masks would be required regardless. Mr. Jones clarified that the current ordinance stipulated masks only if social distancing was not possible. Councilors discussed this nuance further; several Councilors were concerned that the nature of the language would unintentionally open a problematic loophole. The general consensus was that mask-wearing should be the consistent and preferred option for indoor settings, with certain exceptions noted.

**Motion:** David Harding moved to adjust the language of proposed ordinance so that there are no mandates for individuals outdoors in public spaces unless the gathering is over 25 individuals and where social distancing is not prudent, reasonable, or practical to maintain. Seconded by Bill Fillmore.

Councilors discussed the number and the settings in which group size should be restricted or not. There was some discussion of lowering the number to 10, but most Councilors preferred keeping the limit at 25 for more flexibility.

**Vote:** Approved 7:0.

Councilor David Sewell asked whether more time would allow the Council to find more consensus with the Mayor and City Administration. He was interested in hearing the Mayor’s comments. Councilor Bill Fillmore thanked the Mayor and City staff for their efforts in educating the public. He felt that the urgency of the situation required more than simply education and required action on the part of the Council. Mayor Michelle Kaufusi explained that she did not think they would reach consensus that quickly. Councilor George Handley echoed Mr. Fillmore’s comments about the urgency of the situation and the need to act quickly.

Mr. Jones proposed some edits to section 9.25.010 to better reflect the changes made in other sections of the ordinance.

**Motion:** David Harding moved to adopt the language on-screen in Section 9.25.010, Purpose, into the implied motion. Seconded by David Sewell.

**Vote:** Approved 7:0.

Mr. Jones then reviewed the expiration date provision and how this could be updated during future Council Meetings if the Council chose to extend the expiration date. Mr. Jones reviewed

all elements of the updated ordinance exhibit to which the implied motion would apply, noting the changes which had been made throughout.

**Motion:** George Handley moved that the exhibit on the screen is the version to which the implied motion applies. Seconded by David Harding.

**Vote:** Approved 7:0.

Councilor Shannon Ellsworth reiterated the main provisions of the ordinance. Mr. Jones noted that a grocery store did not constitute an indoor gathering; masks would be required in a grocery store if social distancing were not possible. Ms. Ellsworth was concerned if someone could theoretically go to the grocery store without wearing a mask. Mr. Jones clarified the legal nuances of the ordinance as written; in that situation, it was the possibility or improbability of social distancing that was the key factor. Councilor David Harding also commented on the ordinance, which he thought was intended to allow individuals a choice between masks or social distancing. The Council seemed somewhat split on this question. Council Chair George Handley was also concerned, but he suggested that the Council review this question further as they moved forward. He hoped that with the ordinance in place and signage posted throughout the City, that compliance would increase as well.

**Vote on the implied motion:** Approved 7:0.

Mayor Michelle Kaufusi shared her closing comments. She had the same end goal in sight as the Council; they simply differed in their approach of how to achieve that. She preferred the current path of encouraging self-regulation and educational efforts. She announced her intent to veto the mask ordinance. She wanted to make the announcement early so that the Council was aware of her position and intentions. She planned to act quickly in exercising the veto so that the Council could take whatever steps they felt were necessary in response.

Mr. Jones explained the process by which an ordinance is presented to the Mayor for her signature, and the timeline involved in the veto process. He outlined further details of how the Council could proceed with a reconsideration of the ordinance and vote to overturn the veto.

Mr. Sewell thanked the Mayor for her perspective and involvement in the process. He highlighted that the scientific evidence was strong that what the Council was doing would make a difference. Mr. Handley was disappointed with the Mayor's decision to veto; he was concerned that it would delay the effectiveness of the ordinance at a critical juncture.

## **Adjournment**

*Adjourned by unanimous consent.*

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.



## **PROVO MUNICIPAL COUNCIL**

### **Work Meeting Minutes**

1:30 PM, Tuesday, September 01, 2020

Electronic meeting: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil)

### **Agenda (0:00:00)**

#### **Roll Call**

The following elected officials participated:

Council Chair George Handley, conducting  
Council Vice-Chair David Harding  
Councilor Shannon Ellsworth  
Councilor David Sewell  
Councilor David Shipley  
Councilor Travis Hoban  
Councilor Bill Fillmore

*Excused:* Mayor Michelle Kaufusi

#### **Prayer**

Council Chair George Handley offered the prayer.

#### **Business**

##### **1. A discussion of possible amendments to Chapter 9.25 COVID-19 Response. (20-118) (0:12:12)**

Wayne Parker, CAO, presented on the City's mask education campaign. Councilors shared positive feedback, after which the Council discussed the proposed amendments to the ordinance. Councilor Bill Fillmore was still concerned with the individual mandate; Councilor Shannon Ellsworth noted that changing the penalty would not alleviate the concerns of residents who were angry about the ordinance. Several other Councilors agreed that the individual mandate was needed in order to render the ordinance effective. Councilor David Harding repeated some advice from Brian Jones, Council Attorney, regarding enforcement and the roles of the Council and City Administration. Mr. Harding thought it was important to have a penalty for violating the ordinance and he did not support removing the fine. He also highlighted the experience in Salt Lake County with their mask ordinance; it has not created an undue burden for the Police Department. Ms. Ellsworth hoped that more data would help the Council make better decisions as this continued to be a topic of discussion moving forward. Councilor David Sewell echoed Mr. Harding's comments, noting that removing the penalty would eviscerate the ordinance. He felt that the Council had the prerogative to set a penalty and that doing so would permit the City Administration to exercise discretion as to how they managed enforcement.

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

**Motion:** Bill Fillmore moved to delete the civil fine or infraction for individuals violating the ordinance. Seconded by Travis Hoban.

Councilor George Handley echoed earlier comments that it was problematic to remove the penalty from the ordinance. He was confident that the Administration and Chief of Police would be able to determine and prioritize the best means of enforcement. Mr. Fillmore disagreed that removing the penalty would negate the rest of the ordinance.

**Vote:** Failed 2:5, with George Handley, David Harding, Shannon Ellsworth, David Sewell, and David Shipley opposed.

**Motion:** Bill Fillmore moved to amend 9.25.030(2) from 25 to 50 individuals for outdoor gatherings. Seconded by David Shipley.

Councilors discussed this change and the distinctions between indoor and outdoor settings. Brian Jones, Council Attorney, noted that the difference between indoor and outdoor settings also factored the role of social distancing in the equation. Some worried that the nature of these changes would introduce more confusion. Several Councilors noted that outdoor settings were inherently less risky because of the air circulation. Councilor David Sewell expressed worry that this type of discussion could weaken the ordinance; he preferred discussing this type of question as part of the scheduled review of the ordinance in October.

**Vote:** Failed 3:4, with David Harding, Shannon Ellsworth, David Sewell, and George Handley opposed.

Councilors discussed whether some clarifications would be helpful, in order to better articulate the intent of the ordinance and avoid ambiguities.

**Motion:** Bill Fillmore moved to direct staff and Legal to prepare amendments to circulate to the Council, to prepare for a discussion and vote at the next Council Meeting, and to continue the item for the evening meeting. Seconded by David Sewell.

Mr. Jones noted that he had already incorporated the proposed changes to the Purposes section in order to make the ordinance more general. He suggested several other possible clarifications:

- Change the term public spaces to “publicly accessible areas”
- Add language referring to the exemptions section
- Clarify medical and athletic exemptions
- Clarify the signage requirement for businesses

Mr. Jones also sought direction regarding the questions of mayoral discretion regarding school activities and speakers at organized gatherings. He indicated that he could seek more feedback from the Council on those points offline.

**Vote:** Approved 7:0.

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

### **Administration**

#### **2. A presentation regarding the Fiscal 2020 3rd Quarter Financial Report. (20-220) ([1:28:35](#))**

John Borget, Administrative Services Director, presented. Mr. Borget reviewed the various revenue categories and how these had shifted during the onset of the pandemic. The Mayor, in collaboration with city departments, identified several areas of the budget which could be reallocated or adjusted in order to mitigate the revenue shortfalls resulting from the COVID-19 pandemic. In other areas, operational savings have helped close the gap between budgeted and actual figures. Councilor David Shipley expressed his admiration at the City's ability to quickly respond to these major budget upsets. He asked about the extent to which internet sales tax helped with these shortfalls; Mr. Borget explained that the recent introduction of internet sales tax to the City's revenue has had a significant impact (as one of the top-five sources of sales tax revenue), particularly as much economic activity has transitioned online during the pandemic.

Mr. Borget also clarified some general details about the internet sales tax retailers in response to a question from Councilor David Harding. Mr. Harding also asked about the impacts to the fiscal year 2020 fund balance. Mr. Borget noted that the fund balance was in a healthy place and would not be decreased by the pandemic, though they remained vigilant in preparing conservative estimates for budget carryovers. Councilor Shannon Ellsworth asked whether Finance had done any analysis regarding the potential impact of BYU classes moving online. Mr. Borget suggested it would likely have a negative impact but would be difficult to predict as circumstances could change very quickly. *Presentation only.*

#### **3. A presentation regarding an update on the Provo City Center Project and Redevelopment. (20-013) ([1:44:20](#))**

Scott Henderson, Project Manager, welcomed Brian McBeth of Layton Construction and Brent Tippets of VCBO Architecture. Mr. Henderson shared an update on the project status, beginning with Fire Station 2. He also shared an update on the city center construction, which was met with some unexpected surprises in the form of seven different structures' footings and foundations and underground tanks. He outlined the process for the environmental impact mitigation. Mr. McBeth shared more details of the project construction. Mr. Tippets shared renderings of the building interior and exterior features, as well as various areas of the building, noting their uses and significant features. Councilors shared feedback and comments. Councilor Shannon Ellsworth noted that the staircase configuration might not offer a discreet experience for certain attire, such as high heels or dresses/skirts. Mr. Tippets spoke to this question and indicated he could visit more with Councilor Ellsworth to ensure those concerns were appropriately considered. Councilor David Harding suggested this may be a good time to retire the term "Provo City Center" which seemed to invite confusion in the past. He also noted that this could provide a great opportunity to shift Center Street to a pedestrian area with more vehicular traffic diverted to 100 North. In response to a question regarding the reduction in square footage for the Customer Service Department, Mr. Henderson shared the number of workstations which have

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

been configured in the space. He noted that the design is more linear rather than going around the corner as in the current building and configuration. He noted that the Customer Service Department collaborated on the design of their area in the new facility.

David Walter, Redevelopment Agency Division Director, shared an update on the redevelopment of the balance of the blocks. He highlighted the results from an RFP, which has been narrowed from 8 proposals to 4 finalists who will further develop proposals. Mr. Walter hoped to bring more information to the Council for review in October. *Presentation only.*

#### **4. A resolution approving the Municipal Wastewater Planning Program Report for 2019 in accordance with the Utah Pollutant Discharge Elimination System Report. (20-119) ([2:25:48](#))**

Gary Calder, Water Resources Division Director, shared their annual report as required by State code. He noted that this self-assessment was conducted on an annual basis. Mr. Calder reviewed the state of the wastewater collection systems in the City. He also highlighted areas of concern in the report, many of which they were in the process of addressing with capital projects and improvements. He hoped that sharing this report with the Council would help to educate them about the current efforts of the division.

In response to a question from Councilor David Harding regarding a section of the report in which the responses had indicated that the department was not in compliance in certain areas, Mr. Calder clarified that these areas related to the loan that the City had requested and was likely to receive from the State. Those answers were an accurate reflection of the current status, which necessitated seeking a loan from the state, but which items would be addressed by the subsequent funding received. Mr. Harding also noted that a customer assistance program (as referenced in one question in the report) may be something the Council might wish to consider as a way to relieve the financial pressures on lower-income residents of the City. Mr. Calder noted that while no formal program exists at this time, that Public Works has been very flexible in helping customers who have raised concerns. *Presentation only.*

#### **5. A presentation from the Utah Transit Authority regarding the impact COVID-19 has had on their services. (20-221) ([2:38:00](#))**

Kent Millington, UTA Board Trustee, shared an update on the Utah Transit Authority's response to the COVID-19 pandemic and its impacts to their services. Ridership generally experienced a decrease at the onset of the pandemic, but as the local universities have reopened, ridership has also begun to increase again. Masks are now required on UTA transit and cleaning procedures have been expanded to ensure the continued safety of employees and riders. Mr. Millington noted that while UTA's fare box revenue has dropped somewhat along with decreased ridership, their sales tax increment revenue has remained fairly steady. Councilors shared comments and asked for clarification on several points of Mr. Millington's presentation. Councilor David Shipley asked about the net effect of the revenue impacts. Mr. Millington said the operational savings from decreased ridership have almost made up the shortfall. UTA has also been allocated \$187.5 million through the CARES Act, which would further mitigate the lost revenue. Councilor Shannon Ellsworth asked about a new UVX stop on 900 East. Mr. Millington shared

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting. factors in the process and Councilor George Handley suggested that UTA continue to involve the community in the discussions of an additional stop. ***Presentation only.***

- 6. A resolution to place a 0.207 acre parcel of vacant land at 1320 South and East of 1080 East on the Surplus Property List and to approve a Real Estate Purchase Contract for the sale of city property for a residential development. (20-221) ([2:55:40](#))**

Tara Riddle, Property Manager, shared an overview of the project, which would include some twin homes and eight single-family homes. Councilor David Shipley asked about the timeline for the purchase contract. Ms. Riddle indicated that the timing would depend on when the units were sold, but she anticipated that they would sell quickly. In response to a question from Councilor Bill Fillmore, Ms. Riddle explained that housing was doing very well in this area and she thought the offering of a new housing type would attract other types of homebuyers. ***Presentation only. This item was already scheduled for the Council Meeting on September 1, 2020.***

### **Policy Items Referred from the Planning Commission**

- 7. An ordinance amending the Zone Map classification of approximately 3.75 acres of real property, generally located at 1487 W 990 S, from Agricultural (A1) to One-Family (R1.10). Sunset Neighborhood. (PLRZ20200209) ([3:03:05](#))**

Aaron Ardmore, Planner, presented. Mr. Ardmore shared details of the Kelshaw Lane development. He noted that the proposed rezone was for the whole property, but they planned to only subdivide one buildable lot at this time. ***Presentation only. This item was already scheduled for the Council Meeting on September 1, 2020.***

- 8. \*\*\* CONTINUED\*\*\* An ordinance amending the Provo City General Plan map designation from commercial to residential for real property located at 1555 N Canyon Road. Carterville Neighborhood. (PLGPA20200062)**
- 9. \*\*\*CONTINUED\*\*\* An ordinance amending the Zone Map classification of approx. 1.91 acres of real property, located at 1555 N. Canyon Rd, from General Commercial (CG) to Campus Mixed Use (CMU). Carterville Neighborhood. (PLRZ20200085)**

### **Closed Meeting**

The Municipal Council or the Governing Board of the Redevelopment Agency will consider a motion to close the meeting for the purposes of holding a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, sale, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with 52-4-204 and 52-4-205 et. seq., Utah Code. ***None requested.***

### **Adjournment**

***Adjourned by unanimous consent.***

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.



### **PROVO MUNICIPAL COUNCIL**

#### **Work Meeting Minutes**

1:00 PM, Tuesday, February 16, 2021

Electronic meeting: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil)

#### **Agenda ([0:00:00](#))**

##### **Roll Call**

The following elected officials participated:

Council Chair David Sewell, conducting  
Council Vice-chair David Shipley  
Councilor George Handley  
Councilor Bill Fillmore  
Councilor Shannon Ellsworth, arrived 1:10 PM  
Councilor David Harding  
Councilor Travis Hoban  
Mayor Michelle Kaufusi, arrived 1:11 PM

##### **Prayer**

Councilor Bill Fillmore offered the prayer.

##### **Approval of Minutes**

August 27, 2020 Special Meeting

January 19, 2021 Work Meeting *Approved by unanimous consent.*

##### **Business**

#### **1. A presentation regarding the progress of the General Plan Update. (20-068) ([2:50:40](#))**

Robert Mills, Planner, highlighted milestones in the planning process thus far, including the results of a virtual open house in December. He shared a visual created based on feedback from the community, which highlighted sustainable, safe, family, friendly, and air quality as major areas of concern and priority to the community. Moving forward, the General Plan consultant would continue holding working groups and focus groups with different contingents of the community, with the intent of identifying the overall vision and values of the General Plan.

Alison Bourquin, Design Workshop, responded to questions and comments from Councilors about the General Plan drafting process. Councilor Shannon Ellsworth asked about the role of the Planning Commission with the General Plan. Ms. Bourquin indicated that Mr. Mills has been sharing regular updates with the Planning Commissioners during their study meetings. Mr. Mills

## *Pending minutes – awaiting approval*

also noted that Commissioner Brian Henrie was involved in the working group and had been providing feedback throughout the process in that context. Ms. Bourquin invited feedback on how to broadly engage the community during the next phase of community engagement. Ms. Ellsworth encouraged seeking the participation of Provo's younger residents; while current university students may move on, with two large universities in the Provo area, Provo's population will always skew younger and it was critical to capture input from them. She also thought that broad geographic perspectives from different areas of the city and an understanding of the significant racial and cultural needs of marginalized groups in the city would be important.

Councilor George Handley noted that it was easy to reach the people who are already tuned in and up to date with City issues; he hoped they could leverage the advantages of virtual meetings to reach members of the community who were not typically as involved but whose input was likewise important. Councilor David Harding agreed that seeking out the voices of those less eager to participate was important. Councilor Bill Fillmore asked where the average age statistic originated. Ms. Bourquin explained that though the in-depth Census was conducted every 10 years, that high-level statistics such as ages and demographics were collected and updated annually. The 2020 data has not yet been released, but Provo's median age of 24 was the 2019 statistic. She noted that this was a typical trend in a university town. Councilor David Sewell noted that the local universities' newspapers had very active reporters who were always looking for stories; he suggested that would be a great way to reach the university student population. He also suggested involving the Youth City Council with outreach efforts. *Presentation only.*

### **2. A presentation regarding Library Services' fiscal year 2021-2022 budget. (20-015) ([0:12:29](#))**

Gene Nelson, Provo Library Director, presented. Mr. Nelson shared highlights for the Provo Library in the upcoming budget year. The Library recently completed a new five-year strategic plan, which would guide their efforts over the next few years. Mr. Nelson reviewed the library's main budget categories, including staffing, books, bytes (or digital offerings), and building maintenance. Mr. Nelson highlighted several elements of the General Plan which are supported by the library's offerings. Revenues have remained fairly stable since last year; expenditures have also remained much the same since the last budget year. This year they hope to launch their outreach van program, which will take library resources out to daycares, senior homes, and other community gathering spaces to provide more programming to Provo citizens.

Councilor David Harding expressed appreciation for the Provo Library and its services. He noted that he had sent questions on the past year's budget to John Borget in the Finance division. Councilor David Shipley thanked Mr. Nelson and his staff for their creative solutions to respond to the shifts with the pandemic. Mr. Nelson thanked those who helped them to implement the appropriate safety measures to keep staff and library patrons safe. *Presentation only.*

### **3. A presentation regarding the Legal Department's fiscal year 2021-2022 budget. (20-015) ([0:28:26](#))**

Brian Jones, Acting City Attorney, presented. He highlighted the three main functions of the City's Legal Department: city legal services; claims, litigation, risk management; and criminal

## *Pending minutes – awaiting approval*

prosecution. He noted that 96% of the department's budget is related to personnel, with only 4% toward operating expenses. Mr. Jones highlighted the budget cuts Legal implemented in fiscal year 2021 to address shortfalls from the COVID-19 pandemic. He also noted the impacts of the hiring freeze on the department, along with the retirement of the last city attorney. Councilor George Handley asked whether their current level of staffing was adequate; Mr. Jones indicated that he felt it would be once they were back to fully staffed. Councilor David Harding expressed support for maintaining a training budget and opportunities, as this is an important element of a competent and productive workforce. Council Chair David Sewell thanked Mr. Jones for his presentation and the Legal Department's great example of efficiency. *Presentation only.*

#### **4. A presentation regarding the Council Office's fiscal year 2021-2022 budget. (20-015) (0:42:23)**

Cliff Strachan, Council Executive Director, highlighted the primary general plan goals supported by the Council, many of which relate to the facilitation of citizen and resident participation in local government processes. Mr. Strachan highlighted several other general plan goals within the purview of the Council which Councilors may wish to address in their work in the coming months. Similar to the Legal department, the Council's budget is primarily applied toward personnel, with other funds directed toward various programs and functions of the Council office. Mr. Strachan noted adjustments made to the current year's budget in an effort to mitigate the effects of the COVID-19 pandemic. He highlighted areas of significance within the proposed budget. Councilor David Harding asked for clarification regarding Mr. Strachan's comments on budget cuts during fiscal year 2021. Mr. Strachan clarified that due to the pandemic, a number of usual operating expenses were not really applicable and were consequently cut from the budget during that year in order to mitigate budget shortfalls throughout the City. He explained that he wished to make this distinction, as these funds were related to the Council's programs and functions which they would like to continue; he did not want these cuts to be seen as savings in the traditional sense, as they would continue or resume those programs after the pandemic. Council Chair David Sewell thanked Mr. Strachan for his great work as the Council Executive Director and the effective team he has brought together to serve the Council. *Presentation only.*

#### **5. An ordinance amending Provo City Code regarding the hold times for electronic signs and sign size limits. Citywide application. (19-102) (0:50:09)**

Hannah Salzl, Policy Analyst, presented. Ms. Salzl noted this would be an abbreviated version of the presentation, and she would present a more detailed review of the logic behind the proposals at the Council Meeting that evening. Ms. Salzl reviewed the proposed amendments to Provo's electronic sign regulation, highlighted the goals of the committee's proposals, and reviewed the supporting research. She shared a draft of the proposed changes and reviewed the various updates, which have been the result of the committee's work over the past year or so. The main revisions were to hold time locations, hold times and terminology used, sign size graphs updated to tables, and clarifications on the types of digital signs permitted.

Ms. Salzl responded to a question from Councilor David Harding regarding splitting the total permitted sign square footage into several smaller signs—this was already permitted and was not addressed in the current proposal. Ms. Salzl also shared the rationale behind the 15-second hold

## *Pending minutes – awaiting approval*

times for the SC3 zone. Due to the volume of businesses in this zone, this would allow the contents of digital signs to cycle more quickly for identification purposes (specifically for 20 or more businesses sharing a digital sign). This hold time was meant to balance the safety factors with those of business viability. Councilor David Sewell added that an additional consideration had been sign density—in the SC3 zone there would be one large sign representing many tenants, rather than many standalone digital signs, so the shorter hold time was permissible as there would be less competition between multiple digital signs in such areas.

**Motion:** Shannon Ellsworth moved to send the amendments to Titles 6 and 14 to the Planning Commission. Seconded by David Shipley.

**Vote:** Approved 7:0.

***Presentation only. This item had been scheduled for the Council Meeting that evening, but it was continued so the code amendments could be referred to the Planning Commission first.***

### **6. A presentation from the Zoning Committee regarding the work they have done over the past year. (21-030) ([1:04:00](#))**

Carrie Walls, Zoning Administrator, highlighted some areas of concern in code enforcement. During the pandemic, they have seen an increase in illegal accessory dwelling units in the form of trailers or RVs on private property. John Magness, Policy Analyst, presented on the Zoning Committee's work and focus on code enforcement. He noted that code enforcement officers are often the first in line in the "broken windows" theory and they also support neighborhoods by promoting compliance with codes relating to the built environment. The committee has proposed several solutions to help make the zoning division more effective, including branding (uniforms and vehicle branding), improving personnel retention by expanding training and advancement opportunities, and restoring the division to the full number of full-time equivalent employees.

Councilor David Harding was most concerned about employee retention. He asked whether the committee has analyzed Provo's retention compared to other cities. Mr. Magness shared details from several other municipalities with regards to their retention and pay scales. Councilor David Sewell agreed that retention was crucial and felt that the committee's proposals would all contribute toward achieving higher retention levels. ***Presentation only.***

### **7. A presentation regarding Council Handbook training. (21-032) ([1:41:09](#))**

Brian Jones, Council Attorney, presented. He noted that the Council Handbook stipulates regular updates every two years, though the last comprehensive update was adopted just over four years ago. Mr. Jones receives frequent questions about items in the Council Handbook and he had prepared some training on three topics: form of government, ethics rules, and rules and procedures for meetings. Mr. Jones reviewed the City's form of government, noting the powers of the Mayor and Council, respectively, as outlined in state statute. Throughout the presentation, Mr. Jones highlighted specific examples of appropriate and inappropriate conduct based on the roles and powers of the two branches of government. Mr. Jones noted an important distinction in state statute, which specifies permitted actions of the Council as a whole; these provisions did not apply to one Councilor acting as an individual. In response to a question from Councilor David Harding, Mr. Jones reiterated what constitutes the police powers granted to the Council by

## *Pending minutes – awaiting approval*

state code. Mr. Jones noted that cities relate to the state differently than the state relates to the federal government; as political subdivisions of the state, cities only have the powers that the state grants to them. Mr. Jones also highlighted several distinctions between the specific roles outlined in state versus city code. The Council’s principal responsibilities include:

- Pass ordinances
  - Making laws
  - Other administrative powers via resolution as defined by state law
- Appropriate funds
  - The budget is one of the Council’s strongest policy-making tools
- Oversight/Review municipal administration
  - Includes annual audit, financial reports, advice and consent, requests for information

Mr. Jones noted that the state definition of ‘governing body’ predates Provo’s form of government and has resulted in some ambiguity in the past, as it defines the governing body as the legislative and executive branches. He noted that this definition has not been reconciled by either the state legislature or state supreme court. Mr. Jones shared several quotes from former Utah State Supreme Court Justice Dallin H. Oaks on the separation of powers. Councilor David Sewell commented that Provo is a great example of institutional interdependence and reciprocity. Mr. Jones also highlighted the ethics rules applicable to the Council in state and city code. He noted specific examples of required ethics disclosures and noted that the Council had adopted an annual disclosure policy mirroring that of the City Administration. *Presentation only.*

### **8. A presentation regarding the Sales Tax Increment post performance payment with Woodside Capital Partners. (21-033) (2:24:18)**

Dixon Holmes, Deputy CAO, presented. Mr. Holmes shared background information on this tax incentive for the East Bay Shopping Center. Mr. Holmes noted several properties in the immediate area which are not owned by Woodside Capital Partners. He shared specifics of the payment based on the post-performance figures. In response to a question from Councilor David Harding, Mr. Holmes explained that the Council had already approved the tax increment incentive, but because it was based on post-performance, they needed to bring back the specific dollar amount as an appropriation for the Council to authorize. *Presentation only.*

### **9. A resolution accepting or denying an annexation petition for further consideration for approx. 6.4 acres of property at the intersections of Colorado Avenue, Bullock Lane, and 1860 South. East Bay Neighborhood. (PLANEX20210019) (2:30:33)**

Robert Mills, Planner, presented. Mr. Mills explained that this annexation proposal had been heard and approved by the Council last year. The applicant had not been able to submit the final plat in time to submit to the Lt. Governor’s office, so this request was brought back to the Council in order to complete the process. The site was not currently within city boundaries but was designated as a recommended annexation on the City’s annexation plan. Councilor David Harding asked for clarification about the area that was within City boundaries; Mr. Mills noted that other areas on the map were not within the City limits, but this application was limited to the applicant’s parcel for the storage unit project. *Presentation only. This item was already scheduled for Council Meeting on February 16, 2021.*

## *Pending minutes – awaiting approval*

### **Policy Items Referred from the Planning Commission**

10. **An ordinance amending the zone map classification of approximately 13.07 acres of real property, generally located at approximately 1400 West 890 South from Agricultural (A1.1) to Residential Agricultural (RA(A). Sunset Neighborhood. (PLRZ20200413) ([2:35:25](#))**

Aaron Ardmore, Planner, presented. Mr. Ardmore outlined the proposal. The rezone for the subject property is similar to another proposal which came to the Council last year. This would facilitate better integration of the property into the surrounding subdivision. *Presentation only. This item was already scheduled for Council Meeting on February 16, 2021.*

11. **An ordinance amending the Zone Map classification of approximately 8.5 acres, generally located at 1724 South State Street, from CM, RA, R1.6, R1.10, and A1.5 to the MDR Zone. Spring Creek Neighborhood. (PLRZ20190356) ([2:38:44](#))**

Brandon Larsen, Planner, presented. This proposal for 204 units, 40-50% of which would be owner-occupied, was in harmony with both the General Plan and Southeast Area Plan. The Planning Commission has recommended approval and approved the concept plan for the project. Brian Jones, Council Attorney, noted that the developer and Treeside Charter were currently embroiled in a legal dispute. He noted that the outcome of their legal dispute was irrelevant to the legality of City action on this proposal. He noted that there may be elements relevant to the policy questions before the Council, but it did not call into question the legality of the proposal to come before the Council. Mr. Larsen answered several questions about the project from Councilor Shannon Ellsworth regarding various components of the project. She commented that because the ‘townhome’ component of the project were essentially stacked condominiums, she was not sure that this really created more diversity in Provo’s housing stock. *Presentation only. This item was already scheduled for Council Meeting on February 16, 2021.*

### **Closed Meeting**

The Municipal Council or the Governing Board of the Redevelopment Agency will consider a motion to close the meeting for the purposes of holding a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, sale, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with 52-4-204 and 52-4-205 et. seq., Utah Code.

Brian Jones, Council Attorney, highlighted the statutory basis for the closed session, which was regarding the deployment of security personal, equipment, and strategies.

**Motion:** David Harding moved to close the meeting. Seconded by George Handley.

**Vote:** Approved 7:0.

### **Adjournment**

*Adjourned by unanimous consent.*

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.



## **PROVO MUNICIPAL COUNCIL**

### **Work Meeting Minutes**

12:00 PM, Tuesday, March 02, 2021

Electronic meeting: [youtube.com/provocitycouncil](https://www.youtube.com/provocitycouncil)

### **Agenda ([0:00:00](#))**

#### **Roll Call**

The following elected officials participated:

Council Chair David Sewell, conducting  
Council Vice-chair David Shipley  
Councilor George Handley  
Councilor Shannon Ellsworth  
Councilor David Harding  
Councilor Travis Hoban  
Councilor Bill Fillmore, arrived 1:00 PM  
Mayor Michelle Kaufusi, arrived 12:05 PM

#### **Prayer**

Councilor George Handley offered the prayer.

#### **Approval of Minutes**

August 13, 2020 Joint Meeting with Provo School District  
January 12, 2021 Joint Meeting with State Legislators  
February 2, 2021 Work Meeting  
*Approved by unanimous consent.*

#### **Business**

- 1. A presentation regarding Community & Neighborhood Services fiscal year 2021-2022 budget. (21-015) ([0:11:08](#))**

Gary McGinn, Community and Neighborhood Services Director, presented. Most of the functions of the department support quality of life throughout the city, including code compliance, long-range planning, and parking. Mr. McGinn shared statistics regarding code enforcement cases in the past year or so. In response to a question from Councilor Shannon Ellsworth, Mr. McGinn indicated that occupancy cases included illegal accessory dwelling units. Mr. McGinn also highlighted the current projects for the long-range planning division, including the general plan, updates to the southeast area plan, and the parking management plan. Many of the land use boards and commissions are closely linked with the department as well. The

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

Community Development Block Grants and HOME Consortium programs are also important department functions that provide benefits to residential areas of the city. Mr. McGinn highlighted several budget needs, including additional license plate readers, parking enforcement officers, administrative support staff, and replacement of handheld radios. ***Presentation only.***

### **2. A presentation regarding the Parks and Recreation Department's fiscal year 2021-2022 budget. (21-015) ([0:34:25](#))**

Scott Henderson, Parks and Recreation Director, and several department staff members presented. Mr. Henderson shared a video presentation highlighting the department's accomplishments with regard to the City's General Plan goals. The Parks and Recreation Department experiences a high rate of citizen participation in their services and offerings. Throughout the pandemic, their facilities have seen increased use as more people have taken their activities outside. Mr. Henderson noted that they were watching potential changes to the minimum wage by Congress as this would likely impact their operations.

Doug Robins, Parks and Recreation Assistant Director, shared details of some recent and forthcoming parks projects throughout the city. Recent projects included improvements to the Provo River Trail, the cemetery expansion project, pickleball courts in Grandview's Rotary Park, and the unlimited play center at North Park. These projects were facilitated continually by the exceptional talent and skill of department staff. Parks and Recreation also manages weed abatement for city properties and snow removal for city building parking lots and facilities, as well as the department's recreation sites. Mr. Robins noted that city and county residents increasingly continue to use the trail systems and sports programs. The forthcoming regional sports park will be a huge asset to the community as well, by further diversifying Parks and Recreation's offerings and incorporating neighborhood park elements into the design as well. Mr. Robins and Mr. Henderson noted that maintenance needs to be factored into the long-term costs for park facilities, including the maintenance cost estimates of landscaped elements.

Staff shared a map illustrating the level of service for parks facilities throughout the city. This was based on acres of public park land and 2020 population data. The accessibility of a park was gauged by identifying the radius of the surrounding area which was within a 10-minute walk. The mapping tool also accounts for geographic barriers, so it is very tailored to pedestrians.

Mr. Henderson highlighted the ways in which the department's special events functions have adapted during the pandemic and have been a continuing source of inspiration for other cities. He underscored the importance of continually investing in Parks and Recreation facilities such as the recreation center. The Peaks Ice Arena has continued to operate during the pandemic, with in-depth contact-tracing in place to mitigate the spread of disease. Mr. Henderson also noted the department's past efficiency and budget responsiveness during an uncharacteristic period with some lost revenue during the pandemic.

Councilor George Handley highlighted several areas which continued to activate community members, including the Rock Canyon master plan, Slate Canyon, and trail development. He wondered whether Parks and Recreation could formalize a community volunteer program in order to leverage community interest during key opportunities such as ecological restoration

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

projects or trail improvements. It seemed like an area of untapped, or simply underutilized, potential. Councilor David Shipley asked about the funding schedule of the regional sports park and its slated completion date—was the completion scheduled for 2026 because they still needed to secure additional funding or were the funding resources adequate and it would simply take that long for the completion. Mr. Robins indicated that the timeline was due in part to the time required for the turf to grow in before the park is operational. Mr. Henderson spoke to the funding plan; he indicated that a solid funding plan was in place, but there may be minor adjustments along the way. Mr. Shipley also commended the department for implementing the Triple Play program, which was innovative and a fantastic community asset. He wondered whether some of the Recreation Center’s Triple Play revenues were diverted to the golf course and ice arena to compensate those venues. Mr. Henderson explained that with the Triple Play program, the membership was administered by the Rec Center, but the program granted access to three facilities. A portion of the total revenues was remitted to the ice arena and golf course commensurate to the amenities and improvements made in those venues. Councilor David Harding asked about tree maintenance in the City; Mr. Robins explained that Provo Power only tended to trees under power lines, while the Parks and Recreation Department cares for over 400 trees on City parks and properties. Mr. Harding also shared observations concerning the parks level of service. Several Councilors shared comments and compliments on the Parks and Recreation Department’s operations. ***Presentation only.***

### **3. A presentation regarding Administrative Services for Finance, Justice Court, and Facilities for fiscal year 2021-2022 budget. (21-015) ([1:35:40](#))**

John Borget, Administrative Services Director, presented. Mr. Borget highlighted some of the impacts of COVID-19 on the current year’s budget, as well as the receipt of grant funds from various sources with various rules and guidelines, including CARES Act, airport CARES Act funds, and Federal Aviation Administration grants. Due to the pandemic, City departments had to make difficult decisions to properly prepare for the unexpected. He noted that while their current budget was adequate, they hoped to restore their training budget as ongoing training and professional development was critical for the Finance Division. Mr. Borget also noted that they did not receive funding for any supplemental requests in the current fiscal year. Mr. Borget highlighted several accomplishments in the past year regarding cybersecurity and continued changes the department would institute across the City to shore up cybersecurity protections.

ReAnnun Newton, Justice Court Administrator, highlighted the core functions of the Justice Court and noted the impacts of the pandemic to their operations. Due to the hiring freeze, they have not filled one position in the division, but will do so in the future when the hiring freeze has been lifted and it makes sense to do so. Ms. Newton also highlighted the transition plans for the different COVID-19 transmission levels, which would follow a step behind the Utah County level due to the restrictions on warrants and related concerns.

Dick Blackham, Facilities Services Manager, highlighted the division’s support of several General Plan goals with regards to sustainability and maintenance of city facilities, all made possible by their knowledgeable staff. Construction of the new city hall was slated for completion in mid-2022. The project will meet a high standard for energy efficiency, net zero status, creative design, community involvement, and cost consciousness. Councilor Shannon

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

Ellsworth asked whether there were any concerns with the budget for the new city hall construction. Scott Henderson, Project Manager, explained that the contractor's bid included a guaranteed maximum price and things were in good shape. With any project of this size or scale, they would continue to carefully evaluate progress and make any needed adjustments when it came to fixtures and furnishings. *Presentation only.*

### **4. A presentation regarding Fiscal Year 2022 General Fund Revenue Projections. (21-015) ([2:01:04](#))**

David Mortensen, Budget Officer, presented on general fund budget revenues and forecasts for the coming fiscal year. In the current fiscal year, Mr. Mortensen noted that actual revenues have been slightly above the projections. Sales tax growth has been steady, even as other revenue sources dipped due to the pandemic. Mr. Mortensen responded to several questions clarifying the projections and budgeted figures, noting that Finance follows a conservative budgeting process so as not to over-commit funds. While revenues are up, there are also already identified costs which will be critical to fund in the coming fiscal year; many of these relate to HR functions which were scaled back during the pandemic, as well as some capital expenses for the Recreation Center. In response to a question from Mr. Harding, Mr. Mortensen explained the distinction between merit increases and the annual pay grade market study. *Presentation only.*

### **Administration: Mayor's Update**

### **5. A presentation regarding the Legacy CIP funds and the future allocation of those funds. (21-037) ([2:31:05](#))**

Wayne Parker, CAO, presented. This item was the continuation of a previous discussion and Mr. Parker hoped to answer questions Councilors had raised about the process for selecting projects for the Legacy CIP. Mr. Parker noted that in addition to the level of service map previously shared by Mr. Robins, he had an interactive map illustrating other elements in the level of service calculations and considerations. Mr. Parker highlighted criteria which factored into the decision:

- Legacy: Will it make a difference in 25 years?
- Planned: Is it in the Capital Improvements Plan?
- Priority: Is it something the public tells us is important?
- Probability: Is it not likely to be funded in some other way?
- Broad benefit: Does it provide benefit to the city broadly and not just to one area?
- Economic Development: Does it improve economic vitality?

Councilors asked for clarification on aspects of the criteria and how projects were prioritized. Councilor Shannon Ellsworth questions why the Canyon Road Park had broad benefits, but other parks did not. Mr. Parker explained the gap left by the sale of Timp-Kiwanis Bounous Park as the reason. In response to a question from Councilor David Harding regarding the grocery store funding, Mr. Parker offered further clarification on how those funds would be used. Mr. Parker then shared an interactive map highlighting the level of service for city parks. This map expanded on that shared by Mr. Robins in the Parks and Recreation budget presentation, in that it had several different overlays and ways of visualizing the data. The map also illustrated in a

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting. different color the parks planned in future CIP development. One of the data overlays illustrated the source of recreation sports signups, many of which spilled over into Orem.

Councilors shared comments regarding the projects proposed for the Legacy CIP fund. Ms. Ellsworth suggested population density be factored into the level of service calculation for city parks. She noted the funds recently appropriated to two private parks in the Edgemont Neighborhood, as well as the presence of the Edgemont Stake Park belonging to the Church of Jesus Christ of Latter-day Saints. She wondered how these quasi-public/quasi-private parks should factor into the level of service considerations. Mr. Parker and Mr. Robins elaborated on this; because those other parks were privately owned, it is more difficult for the City to predict longevity and reliability of those facilities. Mr. Parker noted that in many cases, those parks provide minimal open space and a pavilion space; there is not the capacity for casual or organized sports play that a neighborhood park is better able to accommodate. Mr. Robins also noted that in recent years, the perspective regarding placing schools and parks in proximity has changed; the security issues become complicated as those parks are often inaccessible to the public during school days. In order to best and most appropriately plan for the City's parks, they have focused their calculations only on city-owned properties that are always publicly accessible.

Mr. Harding noted the impact of street design on walking distances and barriers. He also noted that BYU has a significant amount of green space on campus; Mr. Wayne assented that BYU does provide green space for on-campus residents through a combination of campus public spaces and intramural fields. Mr. Harding also shared comments about the process and commitments made during the sale of Bounous Park; part of his concern was that there seemed to be a significant gap between the sale price of Timp Kiwanis Bounous Park and the projected costs for the Canyon Road Park. The map tool was very helpful in illustrating gaps in the current amenities and for identifying how future parks can be geared toward providing great service where it was most needed. Councilor George Handley shared additional comments on the Timp Kiwanis Bounous Park sale, noting how it was an unprecedented action and he felt that expediting the Canyon Road Park was an important gesture to that area of the Provo community.

Council Chair David Sewell asked whether Councilors felt they now had enough information about the process by which projects were identified and selected for the Legacy CIP. He wondered whether the Council wished to have more time for discussion before scheduling a decision on the remaining items. Councilors appreciated the explanation behind the process and several indicated that they were satisfied with the further information they had received. There was some discussion on whether the last \$2 million needed additional time and study. Mr. Parker noted that as with any CIP budget, once funds are designated for a specific project, the City cannot use them for a different purpose without first returning to the Council for authorization. Any unutilized funds are returned to fund balance at the completion of a project. ***Presentation only. This item will be brought to a future Council Meeting.***

### **6. A presentation regarding a budget appropriation regarding the Sales Tax Increment reimbursement post performance payment to Days Market. (21-038) (3:16:07)**

Keith Morey, Economic Development Division Director, presented. He noted details from the post-performance reimbursement agreement with Day's Market to facilitate construction of

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting. improvements to the store, which has really opened up the space. Mr. Morey highlighted the details of the reimbursement amount, based on the performance of the store following construction. ***Presentation only. This item will be scheduled for a future Council Meeting.***

### **7. A presentation regarding the Small Cell Rate/Electric Vehicle Charging Stations. (21-034) ([3:18:40](#))**

Travis Ball, Provo Power Director, presented. In response to a question from Councilor George Handley, Mr. Ball explained that a small cell is used by telecommunications companies to provide 5G or broadband services for cell phone users. In response to a question from Councilor David Harding, Mr. Ball explained the logic behind charging a standard residential rate on electric vehicle charging stations. Councilor David Shipley asked whether charging stations would need to be retrofitted in order to accept payments; Mr. Ball indicated that they are free to use right now, but require an app. Integrating a payment system using the existing app will be simple to do. He noted that under the grant program used to install the charging stations, there are no fees associated with the program so they can charge the regular energy rate without the complications of merchant services fees. Councilors shared comments on the benefit of charging a nominal rate for use of the vehicle charging stations; free use of charging stations by residents monopolizes the resource and may prevent visitors from being able to charge their vehicles for their return trip to their point of origin. Setting the rate at the regular residential rate would encourage responsible use. ***Presentation only. This item will come to a future Council Meeting.***

### **8. A presentation regarding Provo City's Master Parking Plan. (21-035) ([3:27:35](#))**

Councilor David Harding presented and reviewed an earlier discussion on parking. He hoped to establish whether the Council was still supportive of the guiding documents which were in place regarding parking management in the City, and if so, to discuss the plans for implementation. Councilors discussed the parking policies and direction of the City's parking management. There was a general consensus of support for the existing policies and plan and a desire to expedite implementation of such. Several Councilors reiterated their support of hiring a fulltime parking administrator. Councilor George Handley shared concern about the structure of the position, which had previously split a fulltime equivalent to half parking administrator and half sustainability coordinator—he felt that the part-time nature of each role impeded the ability of that staff member to be effective in fulfilling both responsibilities successfully. Gary McGinn, Community and Neighborhood Services Director, highlighted how the position had operated and how the funding designated for that position was being used while the position was vacant.

Councilor David Shipley highlighted how the Parks and Recreation Department is cognizant of their department as a financial entity, not just as a part of the city. He felt that this was the intent of the guiding principle regarding financial viability of the parking management plan and was supportive of the steps needed to reach that goal. Councilor Shannon Ellsworth echoed these comments and hoped to see the necessary shifts in leadership and operating paradigm to enact the necessary change for parking in Provo. She hoped hiring a fulltime parking coordinator would not eliminate or negate the plans for a sustainability coordinator. She noted that during her campaign, many constituents touted parking and code enforcement as important issues. Isaac Paxman, Deputy Mayor, issued a stern warning with regards to budget programming and

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting.

important public safety needs that would be neglected by diverting funding to parking. Mr. Shipley clarified that he felt there were many important issues to budget toward, including public safety, but that by not making Provo's parking management sustainable, it would continue to cost the City more money each year to perpetuate and not solve the same issues. Councilor David Sewell agreed with Mr. Shipley's comments; he thought the vision of the parking management plan in treating parking as a public utility was a good one. He hoped that the City could overhaul its parking enforcement model to an economically viable revenue-neutral one.

Mr. McGinn explained that hiring a fulltime parking coordinator would require new funding because they are using the funding they have. Wayne Parker, CAO, expounded on this, explaining the redistribution of parking and sustainable responsibilities among the other fulltime planners. Hiring a fulltime parking coordinator would mean the department was down one-half a fulltime equivalent in planning. Mr. Parker also indicated that the Administration would like to share with the Council a more detailed review of the parking management plan and their accomplishments thus far relative to it.

**Motion:** David Harding moved that the Council reaffirm support for three documents (Strategic Parking Management Plan from 2015, Parking Vision and Guiding Principles from 2017, and the Downtown Parking Vision and Downtown Parking Policy adopted in 2019) discussed and support the Administration in moving forward with the implementation immediately. Seconded by Bill Fillmore.

**Vote:** Approved 7:0.

### **Policy Items Referred from the Planning Commission**

- 9. An ordinance amending the zone map classification of approximately .30 acres of real property, generally located at 619 N. 500 West, from Residential Conservation (RR) to Professional Office (PO) Zone. North Park Neighborhood. (PLRZ20210022) (4:09:19)**

Aaron Ardmore, Planner, presented. This rezone request is for an existing office building; the applicant has requested to rezone the property to the Professional Office zone to facilitate a small expansion of the building footprint. Councilor David Harding asked a question about the surrounding business properties, which Mr. Ardmore indicated he could answer in more detail later on during the Council Meeting. *Presentation only. This item was already scheduled for the Council Meeting on March 2, 2021.*

- 10. A presentation regarding Robert's Rules of Order. (21-036) (4:10:57)**

Brian Jones, Council Attorney, presented. Mr. Jones highlighted several key elements in the Council's rules of procedure, including reconsideration, rescission, and repeal. He noted the situation in which each of these procedures was applicable and noted distinctions between the three processes. The Council has adopted Robert's Rules of Order as their general rules of procedure, but the Council has also adopted a number of special rules outside of Robert's Rules

## *Pending minutes – awaiting approval*

Please note: these minutes have been prepared with a timestamp linking the agenda items to the video discussion. Electronic version of minutes will allow citizens to view discussion held during council meeting. of Order. Many of these special rules relate to the Provo City Council's specific procedure and protocol for meeting proceedings. All these rules can be found in the Council Handbook.

Council Chair David Sewell noted that the deliberative process works better if every Councilor has a chance to make their first comment before back-and-forth comments begin. He suggested that as the Chair, he would try to watch for this in the future and encourage that protocol as much as he can. Several other Councilors shared brief comments and agreed with Mr. Sewell's characterization of the benefits of that rule. *Presentation only.*

### **Closed Meeting**

The Municipal Council or the Governing Board of the Redevelopment Agency will consider a motion to close the meeting for the purposes of holding a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, sale, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance with 52-4-204 and 52-4-205 et. seq., Utah Code.

**Motion:** George Handley moved to close the meeting. Seconded by Bill Fillmore.

**Vote:** Approved 7:0.

### **Adjournment**

*Adjourned by unanimous consent.*

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** HSALZL  
**Department:** Council  
**Requested Meeting Date:** 03-16-2021

**SUBJECT:** A presentation regarding the Customer Service Department's fiscal year 2021-2022 budget. (20-015)

**RECOMMENDATION:** Presentation only. The information presented will inform future budget discussions. In the Work Meeting on April 20, 2021, the Council will give the Mayor a list of their budget priorities for consideration as Administration and Finance draft the fiscal year (FY) 2021-2022 budget.

**BACKGROUND:** In preparation for the drafting and approval of the FY 2021-2022 budget, each department has been asked to present to the Council. In addition to identifying their priorities, needs, wants, and potential costs, their presentations should address the following questions:

- What is your department/division doing to help the City achieve the goals listed in the General Plan Implementation section (Chapter 9 of the General Plan) or any other relevant goal of the department)?
- Are there Goals and Objectives in the General Plan where you feel like you could do more if given more budget? If so, what are they?
- Do you see important needs being unfunded or underfunded in your department currently?
- If you received supplemental money last year, what did you do with those dollars? How did those dollars make it easier to achieve your department/division goals? Alternatively, be prepared to discuss what might have been put on hold or cut back last year, and the impact that had on services/operations.
- Are there other requests related to the FY2022 budget you'd like to bring before the Council?

We will provide the Council with data from last year's adopted budgets.

It will be up to each department to discuss how much they want to involve their various division directors, but the Council does want to understand the needs of the divisions with the the department.

The department's budget for FY 2020-2021 is in the attached supporting documents. The full budget that was approved for Provo City for FY 2020-2021 can be found here: <https://www.provo.org/Home/ShowDocument?id=18366>

**FISCAL IMPACT:** None immediately, but the presentation is intended to inform budget discussions.

**PRESENTER'S NAME:** Karen Larsen, Director of Customer Service

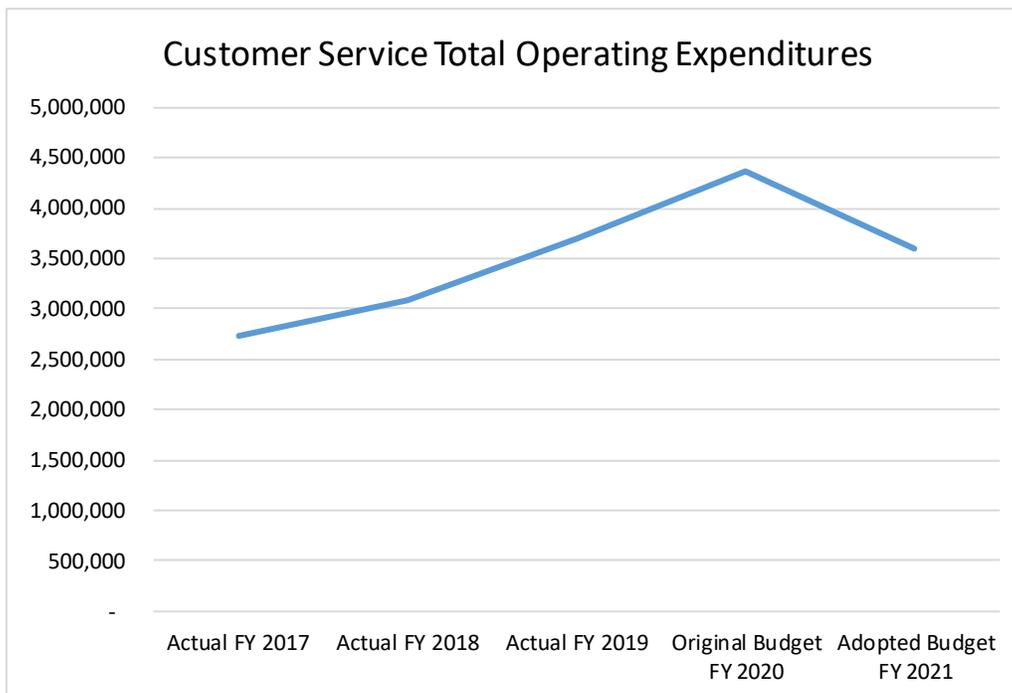
**REQUESTED DURATION OF PRESENTATION:** 30 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 20-015

# Customer Service

Customer Service	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue &amp; Transfer In</b>						
Chargeback	\$ 2,719,032	\$ 2,853,958	\$ 3,333,424	\$ 3,404,326	\$ 3,404,326	\$ 3,421,091
Miscellaneous	9,038	53,041	63,805	71,000	71,000	105,000
Interest Income	4,167	1,057	10,210	10,000	10,000	5,000
Transfer In	<u>93,889</u>	<u>101,176</u>	<u>328,358</u>	<u>591,313</u>	<u>591,313</u>	<u>75,000</u>
<b>Total Revenue &amp; Transfer In</b>	<b><u>2,826,126</u></b>	<b><u>3,009,232</u></b>	<b><u>3,735,798</u></b>	<b><u>4,076,639</u></b>	<b><u>4,076,639</u></b>	<b><u>3,606,091</u></b>
<b>Expenditure &amp; Transfer Out</b>						
Customer Service Administration	\$ 653,170	\$ 791,622	\$ 1,543,397	\$ 1,509,855	\$ 1,797,896	\$ 1,410,976
Billing	670,299	881,944	702,337	929,564	929,563	883,070
Customer Service-IT	256,911	443,039	309,366	363,992	363,992	242,790
Call Center	730,501	781,131	858,827	1,109,533	1,109,532	1,051,291
Business License	94,456	94,930	95,243	108,106	108,105	-
Parking Management	-	-	182,648	338,335	338,335	-
Field Services	162,904	36,578	-	-	-	-
Meter Reader	<u>158,900</u>	<u>53,938</u>	<u>4,027</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditure &amp; Transfer Out</b>	<b><u>2,727,141</u></b>	<b><u>3,083,181</u></b>	<b><u>3,695,845</u></b>	<b><u>4,359,385</u></b>	<b><u>4,647,423</u></b>	<b><u>3,588,127</u></b>
<b>Net Change in Fund Balance</b>	<b>98,985</b>	<b>(73,949)</b>	<b>39,952</b>	<b>(282,746)</b>	<b>(570,784)</b>	<b>17,964</b>
<b>Beginning Fund Balance</b>	<b>457,315</b>	<b>556,300</b>	<b>482,351</b>	<b>522,303</b>	<b>522,303</b>	<b>(48,481)</b>
<b>Ending Fund Balance</b>	<b>556,300</b>	<b>482,351</b>	<b>522,303</b>	<b>239,558</b>	<b>(48,481)</b>	<b>(30,517)</b>



## Department Function

- The Customer Service Department was first created as a division of the Mayor's Office in July of 2012 to provide quality centralized service to residents and businesses of Provo City. In 2017, it became its own department. The Customer Service Department is located in the Provo City Center building and is a 311 Call Center. Services offered by 311 are by phone, walk-ins, and online. Services provided include, utility billing, electronic fingerprinting, airport badging, licensing (animal, bicycle), special events, park reservations, street banner reservations, parking tickets, parking permits, centralized cashier, payments for police reports, general information and reports of city-related problems. Calls handled through the 311 Customer Service division average 98,000 per year. Walk-in traffic average 70,000 per year.

## Budget Highlights

- In FY 2021, business licensing and parking management functions were removed from Customer Service and added to Community & Neighborhood Services.

Priority	Goal	Performance Measure	Annual Totals					
			2018	2019		2020	2020	2021
			Actual	Actual	Target	Current	Target	Target
Safe City	Parking Utilization	Parking enforceemnt hours patrolled	6505	?	6750	*	7000	n/a
Community	Increased Customer Services	Passports issued	383	1140	1000	1013	1500	1700
		Fingerprints	4484	4753	5500	3679	5750	5800
Responsible Government	Cutomer Service	Call center average time to answer	77 sec	64 sec	30 sec	40 sec	25 sec	25 sec
		Call center abandon rate	6.50%	5.00%	5.00%	4.00%	5.00%	4.00%
		311 utilization (use of abbreviated dialing num.)	16.17%	16.00%	17.00%	17.00%	17.50%	18.00%
		Business license processing	2240	?	2400	*	2500	n/a
		311 Citizen service request response time	2.3	2.825	1	2.78	1	1

\* = no longer a Customer Service Department function.

# Provo City Customer Service

## 2022 Budget

### March 16, 2021



# Provo City 311 Customer Service Goal

Provo311 is committed to serving the public interest of all Provo City residents, business owners and visitors by providing efficient service delivery to all customers. 311 provides access to government resources while maintaining the highest possible level of quality service for all.

Ongoing enhancement efforts have strengthened the focus on availability and customer experience through a diverse range of access points to ensure consistent delivery and quality service.

311 continues to promote ease of access and transparency in making government services more available to all citizens and effectively serving the needs of all Provo residents and visitors.



# Agenda

- Services offered
- New / Proposed Enhancements
- Metrics
- Budget

# Services Provided by 3-1-1

- Provo311 opened March, 2012
- Customer Service is an Internal Service Department
- Hours: M-F, 8am – 6pm

## City Services

- 311 Call Center
- Utility billing – Electric, Water, Waste Water, Solid Waste, Storm Water, Security Lighting
- Licensing & Special Events (Applications & Payments)
- Airport Security Badging
- Parking Citations (Payments)
- Fingerprinting
- Passport Services
- Park Pavilion Reservations
- General City Information
- Non-emergency Service Requests

# Service Enhancements – My Usage



PROVO311 Government Departments City Services Community About Us I Want To...



## ONLINE PAYMENTS FOR CITY SERVICES

Provo311 Customer Service offers a wide variety of payment options for our customers including a Utility Account Center, a Licensing Portal, and online access for Parking Permits and Citations.

Through the Utility Account Center, you can sign up for paperless billing and set up automatic payments. To make a payment, click the link below.

You will need the account number and/or the meter number found on your bill.

There is no additional cost for recurring E-Check payments, however a one-time E-check payment will carry a \$2.95 processing fee.

All credit or debit card transactions have a processing fee of \$2.95 for residential and \$17.95 for commercial. If you have any issues, call Provo311 Customer Service for assistance.

[Utility Account Center](#)



### My Account Login

**User Name**

**Password**

Remember me

[Forgot your password?](#)  
[Forgot your User Name?](#)

[Login](#)

[Pay Your Bill Without Logging In](#)

### Don't have a User Name yet?

Creating a User Name gives you access to your account details and some great tools including:

- View your bills electronically
- Review your transaction and payment history
- View and download electricity and water consumption
- Compare usage to last year and other accounts in your neighborhood

Before you get started, please have your most recent bill handy to complete the registration form.

[Register Now](#)

**My Usage has been updated**  
 We have improved our My Usage site to service you better!

[Watch our video demo to see it in action](#)



**Charge Account** You are currently viewing account 305392-42474 [Refresh](#) [Logout](#)

**Home** **CSR Access:** Enter the User Name:  or Account Number: 305392-42474 [Switch Account](#)

**Account Details**  
 Address: 196 E CENTER ST, PROVO, UT 84606  
 Name: PROVO CITY CORP  
 Current Bill: \$47.92 due Mar 23, 2020  
 Current Balance: \$0.00

**My Current Bill**  
 Current Balance: \$0.00 due Mar 23, 2020 [Pay Bill](#)

**My Smart Meter Activity**  
 Electric Water  
 Current: \$47.92 kWh (34 days)  
 Predicted: \$28.75 kWh (32 days)  
 Last Bill: \$28.75 kWh (32 days)

**My Alerts**  
**My Recent Usage**  
 Electricity Water  
 You used 79.00 kWh Less electricity compared to your previous bill.  
 Usage on your current bill dated Feb 26, 2020 429.00 kWh  
 Usage on your previous bill dated Jan 26, 2020 508.00 kWh

**Why was your consumption less?**  
 There were 28 days in your current billing period compared with 32 days in your previous billing period. [Check out our electricity conservation tips to help you save!](#)

**View History**  
 See how you compared in previous billing periods

# Service Enhancements – New CIS

- ERP Phase 2 - **CIS** live on July 1<sup>st</sup> 2021
- Fully integrated to:
  - Payment Processing Vendor
  - Bill-print Vendor
  - Meters (Power and Water)
  - On-line Bill Pay (Bank integration)
  - Parking Citation Software
  - Licensing Software
  - Finance Software
  - Utility Service Order Automation

**CIS / ERP... LIVE!**

The logo for Cayenta, featuring the word "Cayenta" in a stylized, red, cursive font.

# Service Enhancements

## Meet the Howard Kiosk Family



### Self Service Kiosks | Howard Interactive

The uses of a self service kiosk are endless. They offer round-the-clock conveniences (24/7) with a full spectrum of ordering application and automation platforms that increase efficiency and profitability. From bill pay options and secure self service sales in unattended environments to information updates, wayfinding, scheduling and check-in processes; printing, ticketing, and much more, kiosks have taken center stage. Self service kiosks also deliver a level of privacy and promote adherence to social distancing guidelines. In general, kiosks offer advantages that traditional operations just cannot provide; they minimize staffing requirements and reduce operating and transaction costs.

- **All service payment kiosks – View your bill, Utility Payments, Licensing, Other City Invoicing, Parking Citations, etc.**
  - **After hour payment flexibility.**
  - **Future auto-reconnect when payment is made on a delinquent account.**
  - **Reduce traffic to payment counter.**
- **All payment types - Cash, check & credit card**

# Call Center Metrics

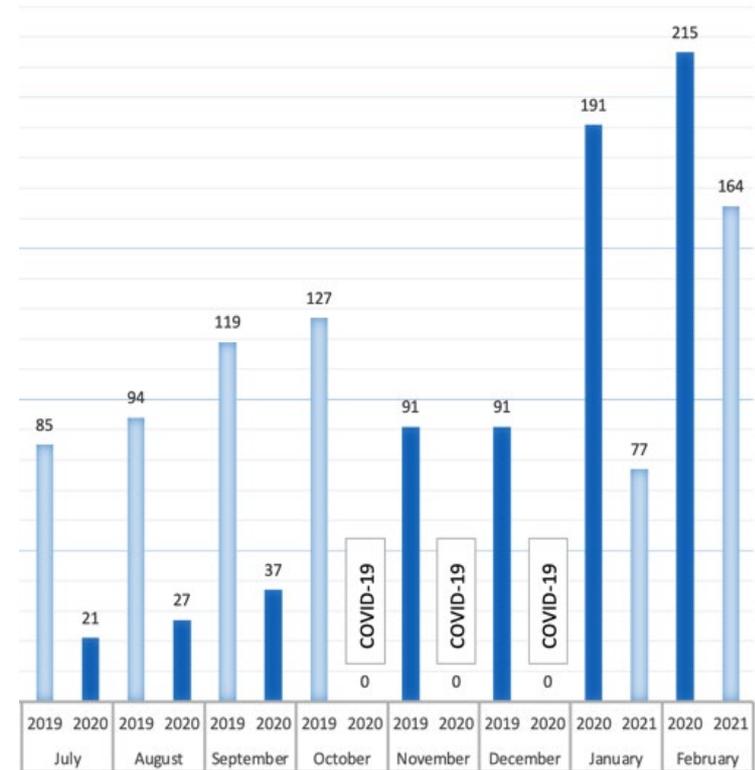
## PASSPORT SERVICES

(New service offered)

	FY2019		FY2020		FY2021	
	qty	\$	qty	\$	qty	\$
<b>Year Total</b>	1140	\$39,983	1172	\$41,071		
<b>July - Feb</b>	650	\$22,793	1013*	\$35,506	326**	\$11,450

**\* Increase in Service and Revenue of 57% from FY2019 to FY2020**  
(FY2020 Second year of new Pasport Services offered)

\*\* Services not available, resumed January 2021



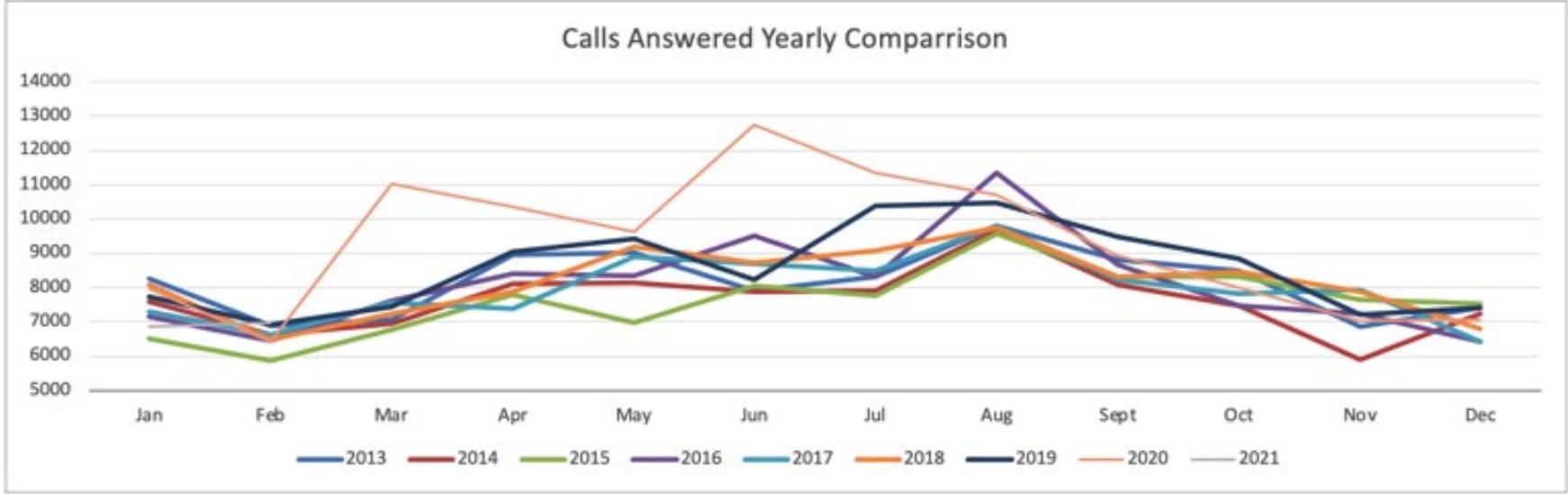
# Call Center Metrics

## Call Volume (Calls answered)

	Calendar Year				
	2017	2018	2019	2020	2021
Calls Answered	95,196	97,929	102,650	111,278	13,826
Increase		2.9%	4.8%	8.4%*	

\* Increase in calls due to utility rate increases, weather, Covid-19 and new billing system.

**Note:** Reason for calls average 75% utility related and 25% other.  
(Other = General City information, Licensing, Parking Tickets, Permitting, Sanitation, Parks, etc...)



# Budget

	Adopted FY 20-21	Proposed FY 21-22	
<b>Administration</b>	<b>\$1,409,832</b>	<b>\$1,141,472</b>	
Personel	\$379,973	\$377,973	
O&M	\$511,734	\$245,374	(ERP contract done)
Chage Backs	\$413,125	\$413,125	
Debt Service (ERP)	\$105,000	\$105,000	(Cayenta)
<b>Utility Billing</b>	<b>\$930,619</b>	<b>\$1,021,104</b>	
Personel	\$511,939	\$582,024	(Employee assigned to wrong area)
O&M	\$418,680	\$439,080	(Merchant fees)
<b>Information Technology</b>	<b>\$242,790</b>	<b>\$270,772</b>	
O&M	\$242,790	\$270,772	(Kiosk implementation)(Comp replace)
<b>Call Center</b>	<b>\$997,797</b>	<b>\$985,948</b>	
Personel	\$970,457	\$957,188	(Employee reassigned)(Market adj.)
O&M	\$27,340	\$28,760	
<b>TOTAL CUSTOMER SERVICE</b>	<b>\$3,581,038</b>	<b>\$3,419,296</b>	
<b>Increase / Decrease</b>		<b>(\$161,742)</b>	(Decrease)

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** HSALZL  
**Department:** Council  
**Requested Meeting Date:** 03-16-2021

**SUBJECT:** A presentation regarding the Fire Department budget for fiscal year 2021-2022 budget. (21-015)

**RECOMMENDATION:** Presentation only. The information presented will inform future budget discussions. In the Work Meeting on April 20, 2021, the Council will give the Mayor a list of their budget priorities for consideration as Administration and Finance draft the fiscal year (FY) 2021-2022 budget.

**BACKGROUND:** In preparation for the drafting and approval of the FY 2021-2022 budget, each department has been asked to present to the Council. In addition to identifying their priorities, needs, wants, and potential costs, their presentations should address the following questions:

- What is your department/division doing to help the City achieve the goals listed in the General Plan Implementation section (Chapter 9 of the General Plan) or any other relevant goal of the department)?
- Are there Goals and Objectives in the General Plan where you feel like you could do more if given more budget? If so, what are they?
- Do you see important needs being unfunded or underfunded in your department currently?
- If you received supplemental money last year, what did you do with those dollars? How did those dollars make it easier to achieve your department/division goals? Alternatively, be prepared to discuss what might have been put on hold or cut back last year, and the impact that had on services/operations.
- Are there other requests related to the FY2022 budget you'd like to bring before the Council?

We will provide the Council with data from last year's adopted budgets.

It will be up to each department to discuss how much they want to involve their various division directors, but the Council does want to understand the needs of the divisions with the the department.

The department's budget for FY 2020-2021 is in the attached supporting documents. The full budget that was approved for Provo City for FY 2020-2021 can be found here: <https://www.provo.org/Home/ShowDocument?id=18366>

**FISCAL IMPACT:** None immediately, but the presentation is intended to inform budget discussions.

**PRESENTER'S NAME:** TBD

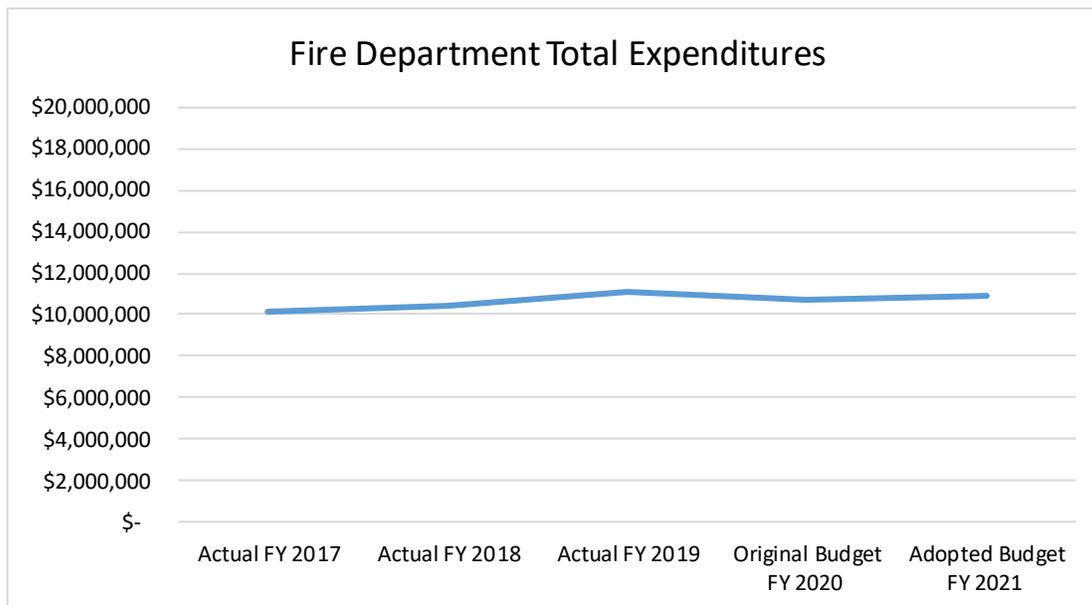
**REQUESTED DURATION OF PRESENTATION:** 60 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 21-015

# Fire Department

Fire Department	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue</b>						
Fees	\$ 1,392,686	\$ 1,426,279	\$ 1,689,056	\$ 1,450,000	\$ 1,450,000	\$ 1,920,000
Grants/Intergovernmental	148,462	379,825	114,323	-	-	-
Miscellaneous	75,952	96,450	648,453	-	-	-
<b>Total Revenue</b>	<b>1,617,100</b>	<b>1,902,554</b>	<b>2,451,832</b>	<b>1,450,000</b>	<b>1,450,000</b>	<b>1,920,000</b>
<b>Expenditure</b>						
Fire Dept. Administration	1,496,820	1,504,652	1,425,619	1,624,770	1,835,511	1,476,828
Emergency Fire Response	8,449,279	8,729,580	8,942,165	8,021,180	8,046,249	8,318,475
Fire Prevention	-	17,334	19,961	469,013	475,013	409,489
Training	-	8,434	19,555	310,610	314,690	457,514
Emergency Management	-	18,959	20,684	117,757	145,865	127,639
Emergency Medical Response	99,435	130,240	115,039	99,669	114,309	99,669
Airport	-	18,006	61,911	60,452	60,452	60,452
Fire Reimbursable O/T	64,509	-	42,092	-	-	-
Fire Grants	63,505	-	-	-	-	-
Wildfire Response	-	-	422,796	-	117,250	-
<b>Total Expenditures</b>	<b>\$ 10,173,548</b>	<b>\$ 10,427,205</b>	<b>\$ 11,069,823</b>	<b>\$ 10,703,452</b>	<b>\$ 11,109,339</b>	<b>\$ 10,950,067</b>



## Department Function

- The Fire Department is responsible for providing emergency fire response, fire prevention, and emergency medical response services throughout the City.

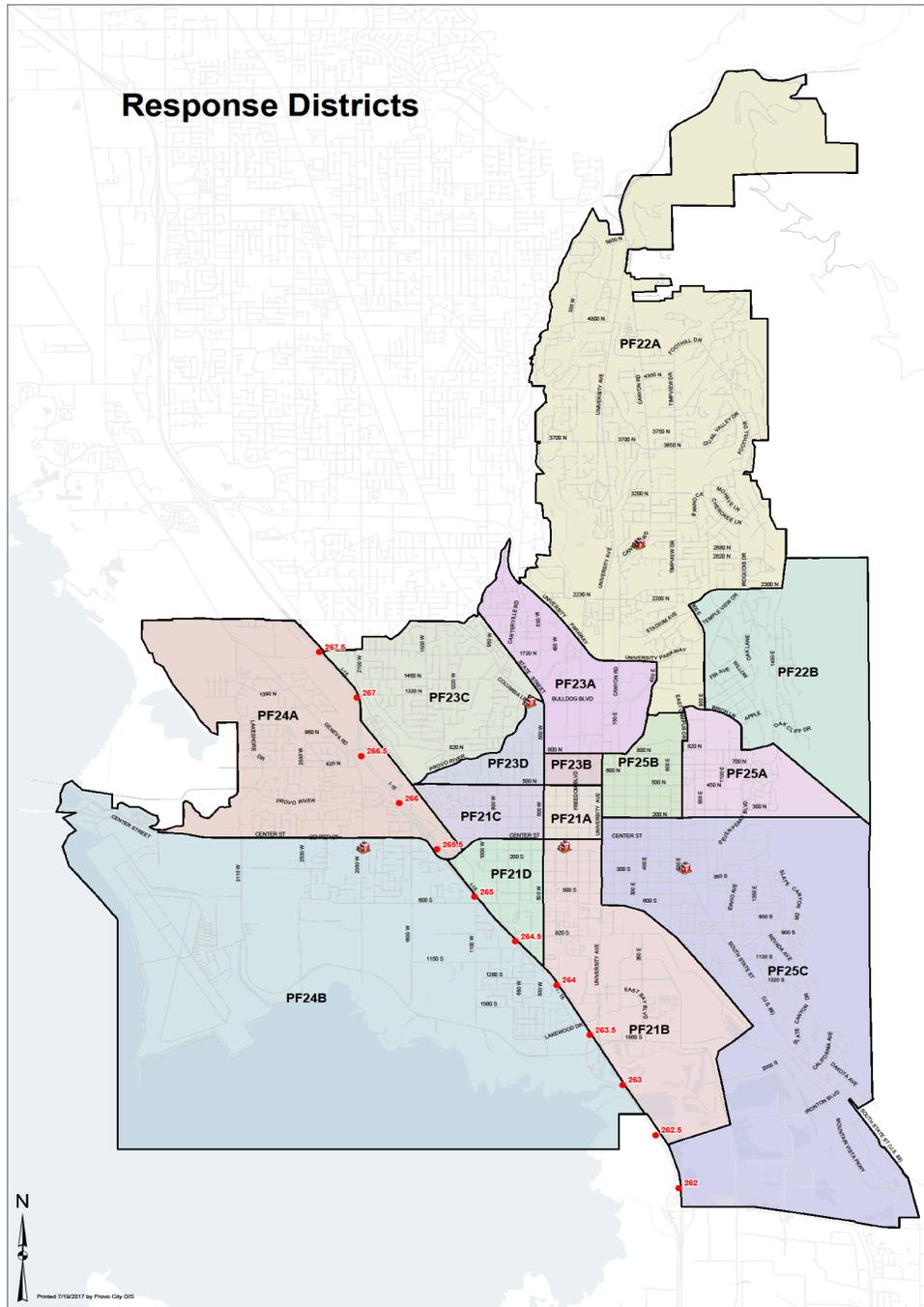
Priority	Goal	Performance Measure	Annual Totals				
			2018	2019	2020	2020	2021
			Actual	Actual	Current	Target	Target
Safe City	Wildland-Urban Interface	Homes participating in Community Risk Reduction Program	N/A	25%	25%	35%	50%
Community	Participate in Community Events	Provide Fire Education Training	85	92	11	25	100
Business & Economic Vitality	New Construction Inspections	Within 48 hours (in percentage)	95%	95%	98%	98%	98%
Responsible Government	Reduce Job-Related Injuries	Time loss injuries	-	2	-	-	-

# CITY COUNCIL BUDGET BRIEFING - FY2022

Provo Fire-Rescue

March 16, 2021





# ABOUT THE DEPARTMENT

84 FTE's

- 80 Safety
- 4 Support
- 5 Fire Stations
  - 19 minimum daily staffing
  - 2019- 11,757 calls for service
  - Training, events, programs, special projects



Printed 7/16/2017 by Provo City GIS

# Fire Department Functions

- ▶ Fire Administration

- ▶ Policies, budget, purchasing, personnel, support.
- ▶ Training

- ▶ Fire Prevention

- ▶ Community Development
- ▶ Life Safety (Infrastructure)
- ▶ Fire Investigation
- ▶ Public Education, PIO
- ▶ Community Risk Reduction



# ▶ Emergency Operations

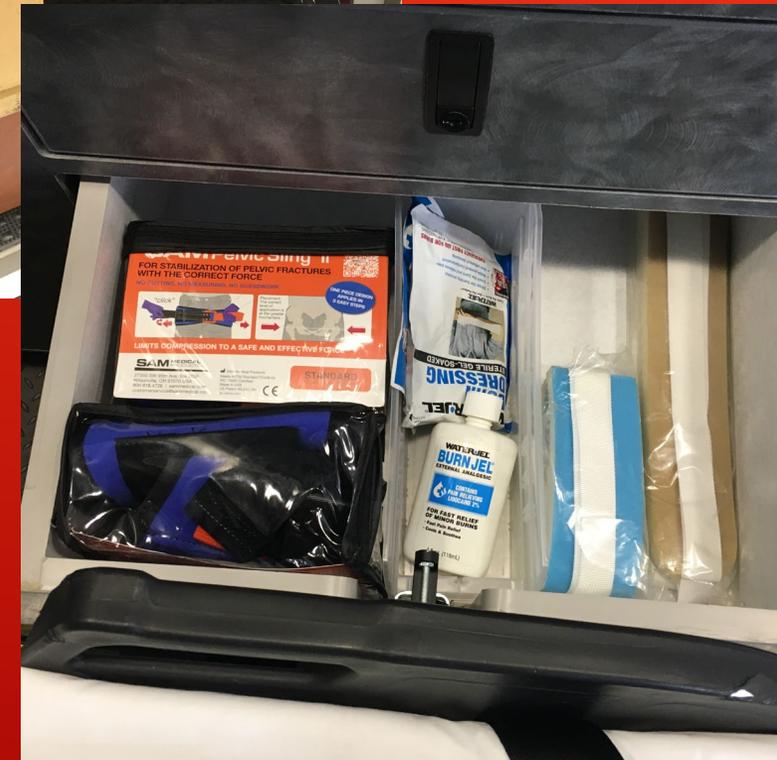
- ▶ Fire Suppression
- ▶ Hazardous Materials
- ▶ Rescue
  - ▶ Auto
  - ▶ Water
  - ▶ Mountain
  - ▶ Other
- ▶ Service



# Emergency Medical Services

- ▶ Advanced Life Support
- ▶ Transport Services
- ▶ Training/ Certifications
- ▶ State Regulations

Revenue: \$2 Million Annually



# Emergency Preparedness

- ▶ Community Education
- ▶ CERT
- ▶ Mass Notification
- ▶ City-wide Training
- ▶ Emergency Operations Center





## Orem and Provo CERT Training Fall 2019



**What is CERT?**  
The Community Emergency Response Team (CERT) Program educates people about disaster preparedness for hazards that may impact their area, and trains them in basic disaster response skills. These skills include fire suppression, search and rescue, team organization, and disaster medical operations.  
Using the training learned in the classroom and during CERT exercises, members can assist their family, community, or workplace following an emergency event when professional responders are not immediately available to help.



**GET PREPARED TODAY!  
YOU CAN MAKE A DIFFERENCE IN  
YOUR COMMUNITY!**



**How to Register for the Training**  
Register Online @ [psclass.orem.org](http://psclass.orem.org) or Call: 801-229-7076 (Credit Card Payment)

**Classroom Dates and Times**  
6.30 p.m. - 9.30 p.m.  
on  
**Tuesday Evenings**  
for Hands-On Skills Practice  
August 20th  
September 3rd  
September 10th  
September 17th  
and  
**Saturday Morning CERT Exercise**  
September 21st

**Class and Material Fee**  
\$35.00  
(Training, CERT Pack, Helmet, Vest, Gloves)

**Location**  
Provo Recreation Center  
320 West 500 North, Provo

For more CERT information visit:  
<http://www.orem.org/emergency-management/> <http://www.provo.org/city-services/fire-rescue/emergency-management/>

Please remove this flyer/footer after August 27, 2019. THANK YOU!



# ▶ Provo Emergency Communications (911)

- ▶ New Communications Manager
- ▶ 26 Full Time Positions – All Positions Full
- ▶ 3 Part time employees
- ▶ Stand Alone Budget
- ▶ Right size support budget, overtime

# Fire Department General Plan Goals



## 5.4.4.2 – Staffing Ratios, National Standards system approach

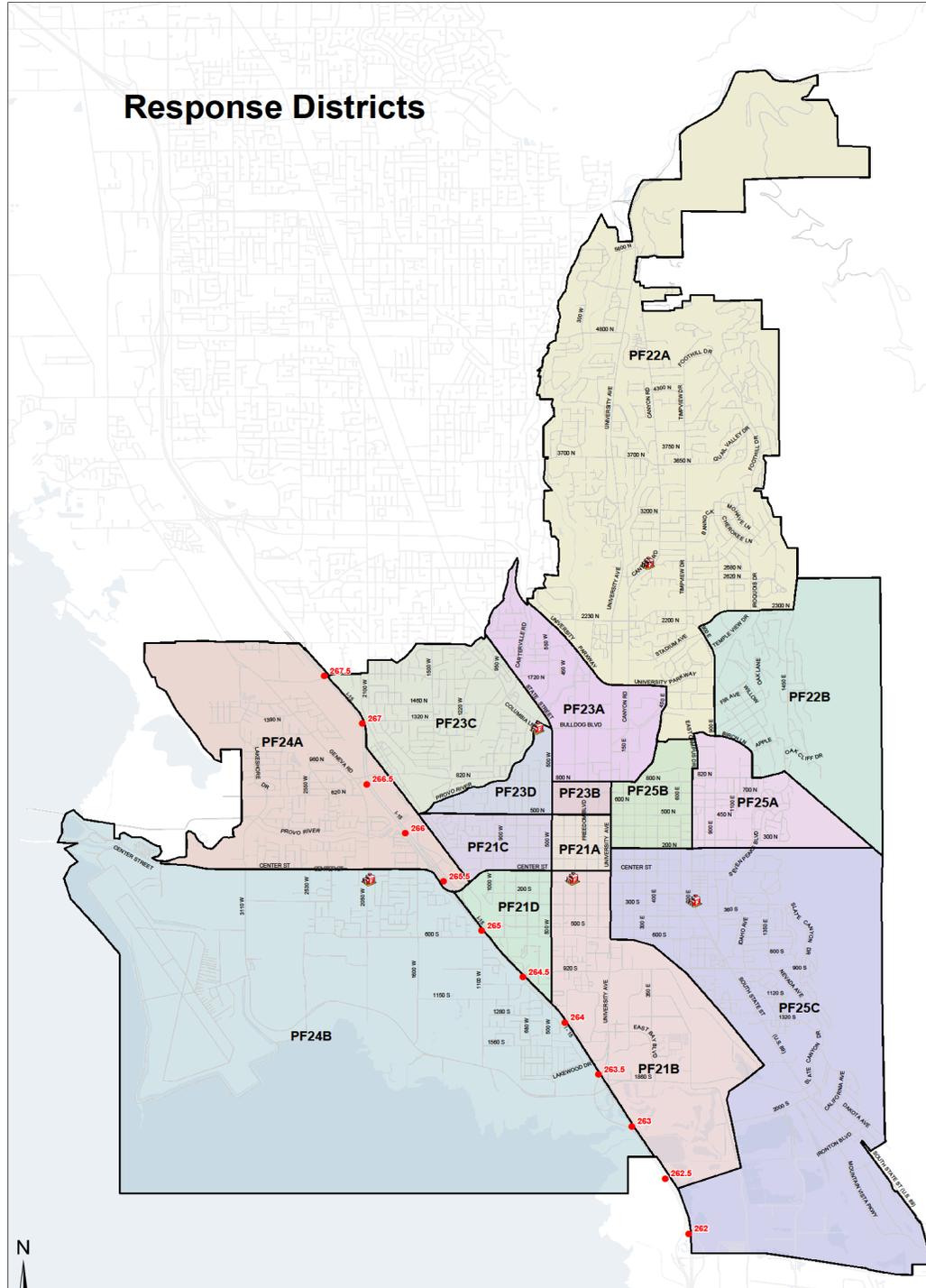
- ▶ 15 firefighters
- ▶ 1 command officer
- ▶ 1<sup>st</sup> unit in 5 minutes or less
- ▶ All units in 9 minutes
- ▶ Station location and calls for service = System Reliability
- ▶ EMS
- ▶ Mutual, Automatic Aid

## 5.4.4.1 – Emergency Management (EOC)

- ▶ Activations – Protests, Earthquake, Pandemic
- ▶ Public Information Coordination
- ▶ Pandemic PPE, Testing and Vaccinations
- ▶ Emergency Management Performance Grant \$25,000
- ▶ Continuity of Operations (COOP)
- ▶ City-wide EOC training



## Response Districts



# FIRE DEPARTMENT MASTER PLAN PROJECT

- Draft Completed
- Committee and Administrative Review
- Council Presentation
- Questions To Be Answered:

## 5.4.4.5 – Facility Replacement

### 5.4.4.4 Fire Station Locations

- ▶ Location, staffing of Station 1.
- ▶ Need for, location and Staffing of Station 6.
- ▶ Location of Station 4 at build out.
- ▶ Airport Fire Protection recommendations.



# Success Stories

- ▶ Pandemic Response
- ▶ Wildland Urban Interface Program
- ▶ Mental Wellness Initiative



# Fire Department Supplemental Budget Requests

- Public Safety Mental Wellness Contract (\$86,000)
- Community Risk Reduction Program (\$45,000)
- Pro QA Medical Dispatch System (\$111,336)
- Capital Equipment Replacement Fund (\$62,000 ongoing)
- 911 Center budget adjustment (TBD)
- Paramedic School Tuition 4 Students (\$32,000)
- Airport Staffing to meet New demand (TBD)



Thank you!

**pr****vo**  
**FIRE & RESCUE**



# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** HSALZL  
**Department:** Council  
**Requested Meeting Date:** 03-16-2021

**SUBJECT:** A presentation regarding the Development Services budget for fiscal year 2021-2022 budget. (21-015)

**RECOMMENDATION:** Presentation only. The information presented will inform future budget discussions. In the Work Meeting on April 20, 2021, the Council will give the Mayor a list of their budget priorities for consideration as Administration and Finance draft the fiscal year (FY) 2021-2022 budget.

**BACKGROUND:** In preparation for the drafting and approval of the FY 2021-2022 budget, each department has been asked to present to the Council. In addition to identifying their priorities, needs, wants, and potential costs, their presentations should address the following questions:

- What is your department/division doing to help the City achieve the goals listed in the General Plan Implementation section (Chapter 9 of the General Plan) or any other relevant goal of the department)?
- Are there Goals and Objectives in the General Plan where you feel like you could do more if given more budget? If so, what are they?
- Do you see important needs being unfunded or underfunded in your department currently?
- If you received supplemental money last year, what did you do with those dollars? How did those dollars make it easier to achieve your department/division goals? Alternatively, be prepared to discuss what might have been put on hold or cut back last year, and the impact that had on services/operations.
- Are there other requests related to the FY2022 budget you'd like to bring before the Council?

We will provide the Council with data from last year's adopted budgets.

It will be up to each department to discuss how much they want to involve their various division directors, but the Council does want to understand the needs of the divisions with the the department.

The department's budget for FY 2020-2021 is in the attached supporting documents. The full budget that was approved for Provo City for FY 2020-2021 can be found here: <https://www.provo.org/Home/ShowDocument?id=18366>

**FISCAL IMPACT:** None immediately, but the presentation is intended to inform budget discussions.

**PRESENTER'S NAME:** TBD Mortensen, Provo City Budget Officer

**REQUESTED DURATION OF PRESENTATION:** 60 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 21-015

# Development Services

Development Services	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue</b>						
Miscellaneous	\$ -	\$ -	\$ -	\$ 1,335,000	\$ -	\$ -
<b>Total Revenue</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,335,000</u>	<u>-</u>	<u>-</u>
<b>Expense</b>						
Development Services Admin	-	-	-	316,826	348,628	387,977
Current Planning	-	-	-	297,828	446,026	464,489
Building Inspection	-	-	-	622,669	672,668	718,030
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,237,323</u>	<u>\$ 1,467,322</u>	<u>\$ 1,570,496</u>

## Division Function

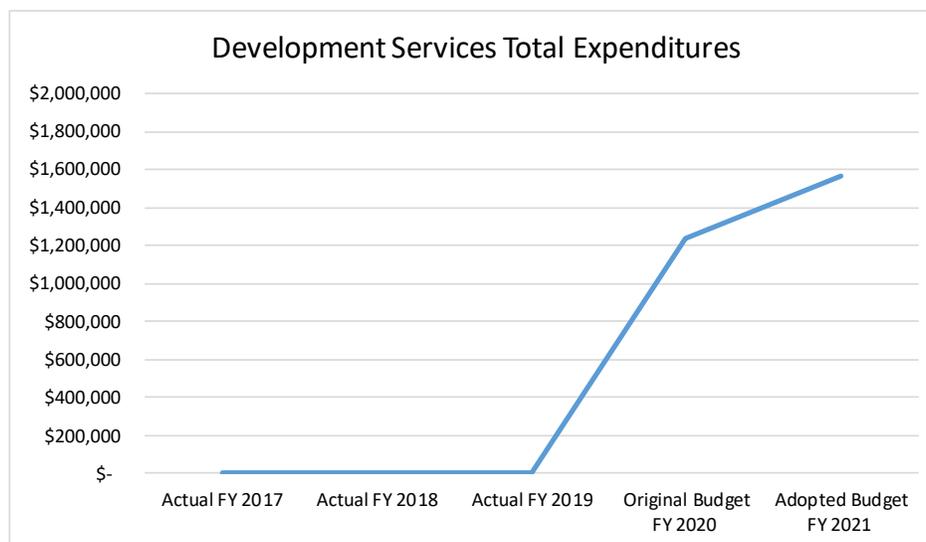
- The Development Services Department was a new addition in the FY 2020 budget, intended to address needs of developers within Provo City. The Development Services Division (housed within the Development Services Department) takes elements from what has historically been part of Community Development including short-term planning and building inspection as well as synergizing efforts from Engineering, Fire, and other aspects of the development process. This division is responsible for reviewing construction plans and the systematically inspecting of all new structures, remodels, and existing structures as required. The board of Building Code of Appeals falls under Development Services as well.

## Fiscal Year 2020 Accomplishments

- Reorganized staff to make Development Services functional
- Outsourced building plan reviews to eliminate overtime expenditures
- Established the one-stop shop
- Issued 1,164 building permits
- Preserved the Amanda Knight Hall

## Budget Highlights

- Development Services plans to remain revenue neutral through outsourced building plan review



# Economic Development

Economic Development	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue</b>						
Miscellaneous	\$ 7,493	\$ 133,777	\$ 1,577	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<u>7,493</u>	<u>133,777</u>	<u>1,577</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expense</b>						
Economic Development	725,723	420,433	461,461	274,082	371,661	270,572
Downtown Vibrancy	-	64,936	81,971	176,357	292,393	75,000
Business Development	-	1,532	18,291	116,307	86,308	27,400
Community Promotion	-	18,000	173,280	104,050	174,532	104,050
<b>Total Expenditures</b>	<u>\$ 725,723</u>	<u>\$ 504,902</u>	<u>\$ 735,003</u>	<u>\$ 670,796</u>	<u>\$ 924,894</u>	<u>\$ 477,022</u>

## Division Function

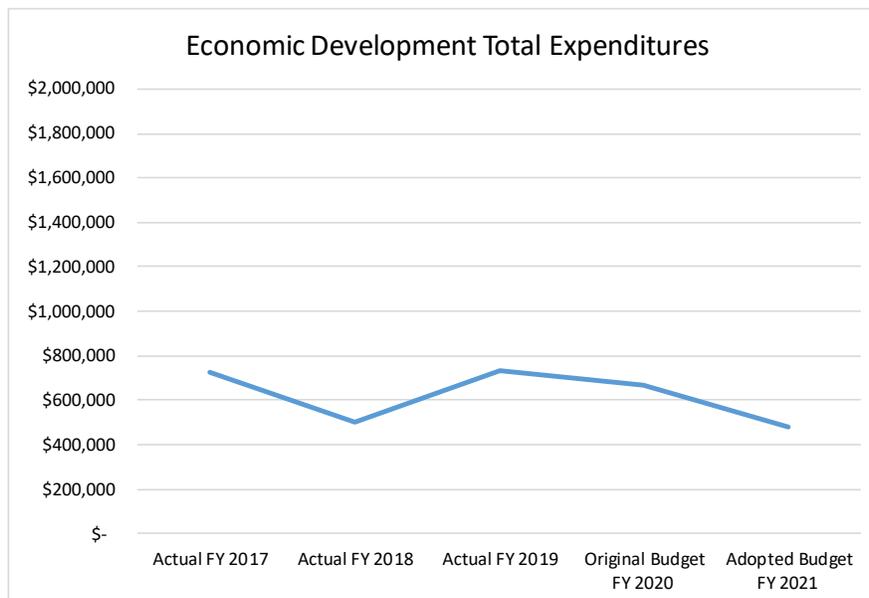
- The Economic Development Division used to be included in the Mayor's Office Department, but in FY 2020, it became a part of the newly created Development Services Department. Economic Development is responsible for the development and execution of programs that facilitate economic activity in Provo City. Included within the office are responsibilities related to the following activities: business retention and attraction, business liaison, downtown and citywide retail growth, workforce and startup promotion with an emphasis in underserved populations, and development and implementation of the citywide economic development strategic plan.

## Fiscal Year 2020 Accomplishments

- Applied for and received an EDA grant for construction of Sierra Vista road in Mountain Vista Business Park
- Sold 64 acres in Mountain Vista Business Park to Scannell Industries
- Facilitated a sewer improvement plan for The Mix redevelopment project
- Created a Community Development Project Area for The Mix
- Created a Community Development Project Area for the Medical School housing

## Budget Highlights

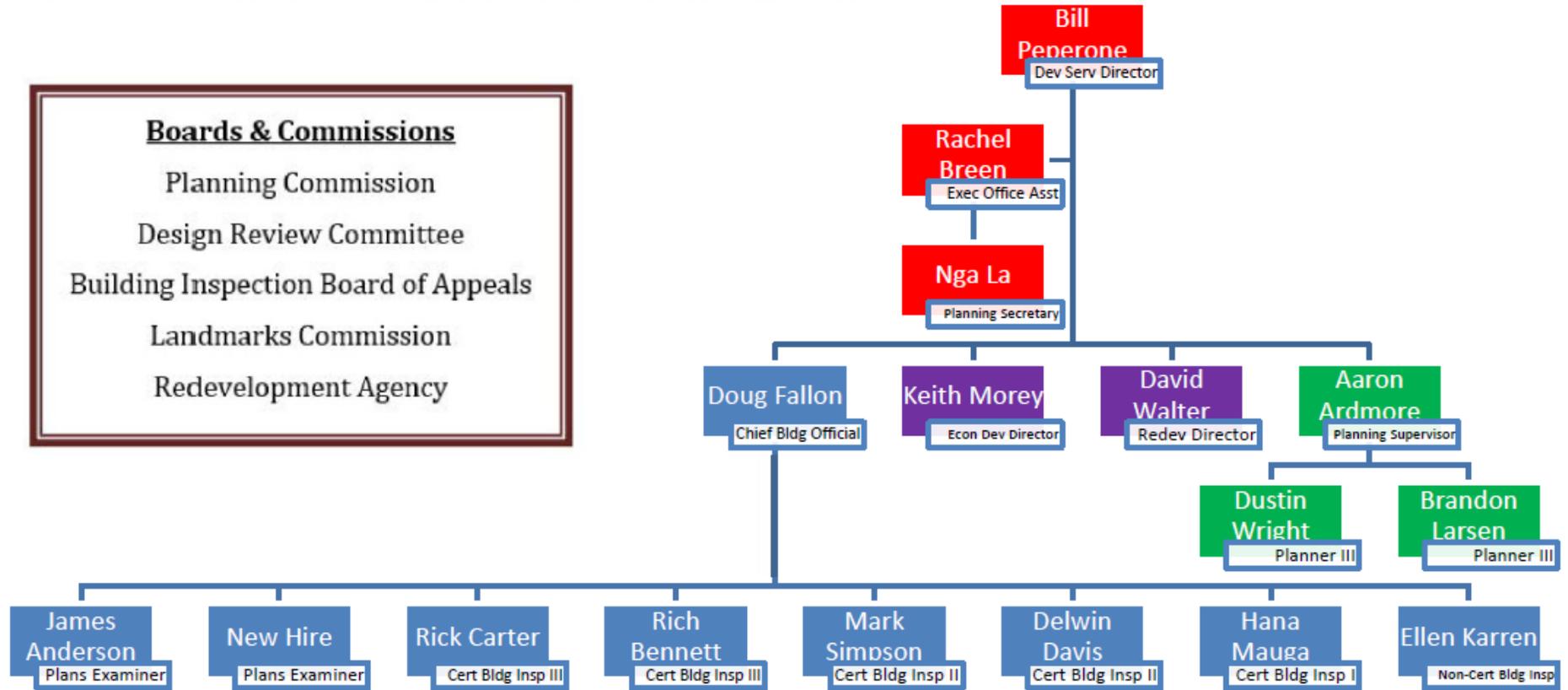
- Funding for two full-time employee positions has been postponed in the FY2021 budget until future funding can be secured.





# DEVELOPMENT SERVICES

- Boards & Commissions**
- Planning Commission
  - Design Review Committee
  - Building Inspection Board of Appeals
  - Landmarks Commission
  - Redevelopment Agency



- ▶ Planning Applications 2019      180
- ▶ Planning Applications 2020      200
- ▶ Primary duties, responsibilities
  - ▶ Development Review (14-day turnaround. All major issues must be identified in the first two reviews)
  - ▶ Writing staff reports
  - ▶ Helping the public at the front counter and on the phone

## DEVELOPMENT SERVICES

- ▶ Building Permits 2019 1,176
- ▶ Building Permits 2020 1,327
- ▶ Residential Plan Review
  - ▶ 14-day turnaround (mandated by State law)
  - ▶ 28 residential plans due in one day
  - ▶ Goal is to be one week ahead of deadlines
  - ▶ Additional unfunded mandates on building departments are debated by the legislature every year

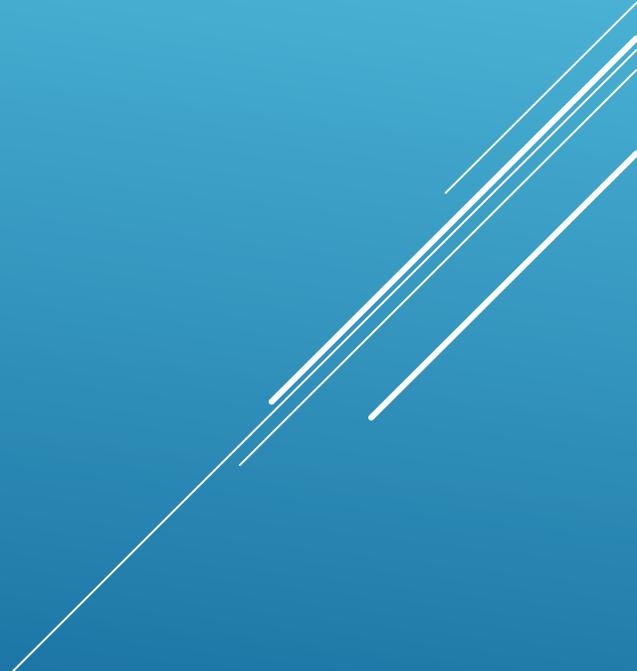
DEVELOPMENT SERVICES

- ▶ Building Valuation 2019 125,245,918.29
- ▶ Building Valuation 2020 273,089,902.94
  
- ▶ 2020 Expenditures \$2,328,892.26
- ▶ 2020 Revenue \$3,336,996.84

## DEVELOPMENT SERVICES

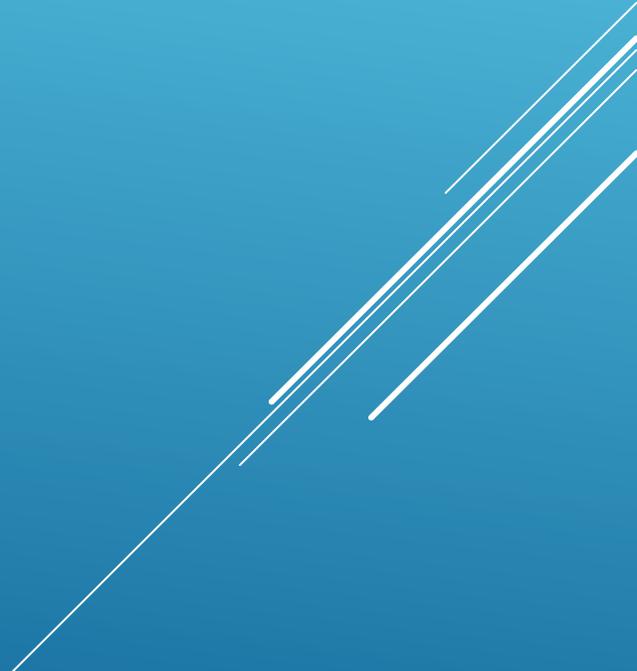
- ▶ Economic Development/Redevelopment Agency
  - ▶ Downtown
    - ▶ City Hall Redevelopment
    - ▶ Provo Towne Square
  - ▶ The Mix
  - ▶ The Mall
  - ▶ Mountain Vista
  - ▶ West side grocery store
  - ▶ East Bay
  - ▶ I-15 and Lakeview Parkway
  - ▶ Riverwoods
  - ▶ South State Street

DEVELOPMENT SERVICES



- ▶ What do we see on the horizon? Where are we going from here?
  - ▶ Housing shortage has created a sellers market (20-40 offers per property, selling for 20% above asking price, no contingencies)
  - ▶ West side infrastructure and land development
  - ▶ Amending adopted neighborhood plans
  - ▶ Residential Design Standards

DEVELOPMENT SERVICES



# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** HSALZL  
**Department:** Council  
**Requested Meeting Date:** 03-16-20210

**SUBJECT:** A presentation regarding the Five-Year Capital Improvement Plan budget for fiscal year 2021-2022 budget. (21-015)

**RECOMMENDATION:** Presentation only. The information presented will inform future budget discussions. In the Work Meeting on April 20, 2021, the Council will give the Mayor a list of their budget priorities for consideration as Administration and Finance draft the fiscal year (FY) 2021-2022 budget.

**BACKGROUND:** The full Five-Year Capital Improvement Plan (CIP) is too long to attach and can be found at this link:  
<https://www.provo.org/Home/ShowDocument?id=18098>

Links to past CIP documents can be found in the attachments to this item.

In preparation for the drafting and approval of the FY 2021-2022 budget, each department has been asked to present to the Council. In addition to identifying their priorities, needs, wants, and potential costs, their presentations should address the following questions:

- What is your department/division doing to help the City achieve the goals listed in the General Plan Implementation section (Chapter 9 of the General Plan) or any other relevant goal of the department)?
- Are there Goals and Objectives in the General Plan where you feel like you could do more if given more budget? If so, what are they?
- Do you see important needs being unfunded or underfunded in your department currently?
- If you received supplemental money last year, what did you do with those dollars? How did those dollars make it easier to achieve your department/division goals? Alternatively, be prepared to discuss what might have been put on hold or cut back last year, and the impact that had on services/operations.
- Are there other requests related to the FY2022 budget you'd like to bring before the Council?

We will provide the Council with data from last year's adopted budgets.

It will be up to each department to discuss how much they want to involve their various division directors, but the Council does want to understand the needs of the divisions with the the department.

The department's budget for FY 2020-2021 is in the attached supporting documents. The full budget that was approved for Provo City for FY 2020-2021 can be found here: <https://www.provo.org/Home/ShowDocument?id=18366>

**FISCAL IMPACT:** None immediately, but the presentation is intended to inform budget discussions.

**PRESENTER'S NAME:** David Mortensen, Budget Officer

**REQUESTED DURATION OF PRESENTATION:** 60 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 21-015



# Five-Year Capital Improvement Plan

Provo City, Fiscal Year Ended June 30, 2022

Prepared by the Provo City Finance Division

# Provo City Five-Year Capital Improvement Plan FY 2022

## TABLE OF CONTENTS

AIRPORT .....	4
ECONOMIC DEVELOPMENT .....	13
ENERGY .....	15
ENGINEERING .....	35
GENERAL CAPITAL IMPROVEMENTS .....	49
LEGACY FUND .....	53
PARKS & RECREATION .....	57
ROADS (B&C) .....	74
SANITATION .....	97
STORMWATER .....	100
UTILITY TRANSPORTATION FUND .....	114
VEHICLE REPLACEMENT .....	117
WASTEWATER .....	118
WATER .....	131

## Using This Document

This document is intended for use to communicate the future Capital Improvement Projects (CIP) for departments of Provo City. The summaries for each department are included at the beginning of each section followed by detail on each project. Summaries are presented with three funding statuses:

**Funded** – projects in this summary can be funded using current revenue sources or fund balances and will be included in the FY 2022 budget process.

**Partially Funded** – these projects have only a portion of their funding identified and will not be included in the FY 2022 budget unless the remainder becomes identified.

**Unfunded** – these projects have no reasonably identified funding sources and this summary is used to communicate potential future needs or requests based on department priorities.

To aid in this communication, multiple codes are employed to identify two statuses: priority levels and operating budget impact.

Priority codes and their explanations are as follows:

1. **Critical Health and Safety:** these projects are the highest priority and represent those projects that would create significant issues were they not completed.
2. **Necessary Infrastructure:** these projects are next in priority and represent those projects that are prudent to be constructed. Additionally, two sub-statuses are used to communicate projects which are prudent, but their completion relies on outside influences.
  - 2c. These projects have conditional funding that is secured. Usually this is the result of a grant award.
  - 2d. These projects depend on outside funding and would only be completed if that outside funding is secured.
3. **Aspirational Projects:** these projects are ones that departments would prefer to complete given appropriate funding but don't have the urgency of higher priority projects.

Operating impact codes are used because the operating impact of a given usually don't represent direct costs but rather indirect costs that can be negligible or difficult to quantify. Operating impact codes and their explanations are as follows:

- A. **Potential decrease:** These projects have a reasonable expectation to reduce operating budgets through increased efficiencies or other means.
- B. **Little to no impact:** These projects have little to no impact on operating budgets as they represent standard practices for departments and aren't expected to impact operating budgets as a result.
- C. **Potential increase:** These projects have the potential to increase operating budgets but in indirect or manageable ways. Some may be for construction of new infrastructure that will require employee time but not necessarily additional direct costs. "C" projects do not require current budget increases but over time may have upward pressure on department budgets in the future.
- D. **Current increase needed:** These projects require additional funding in the current operating budget to accommodate the new asset. Significant construction or expansion of infrastructure can require direct costs in the form of additional staff, maintenance expenses, or other needs.

# Airport Capital Improvement Fund Summary

**Funded Projects**

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	5,600,000	3,400,000	2,000,000	5,548,000	16,548,000
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ -</b>	<b>\$ 5,600,000</b>	<b>\$ 3,400,000</b>	<b>\$ 2,000,000</b>	<b>\$ 5,548,000</b>	<b>\$ 16,548,000</b>

**Project Costs**

	<u>Project Description</u>	<u>Priority Level</u>	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total	<u>Operating Impact</u>
PSAC	1-Rehab Air Carrier Movement Areas	2d	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ 2,000,000	A
PSAC	2-Reconstruct Alpha North Taxiway	2d	-	5,600,000	-	-	-	5,600,000	A
PSAC	3-Reconstruct North Apron	2d	-	-	3,400,000	-	-	3,400,000	A
PSAC	4-Snow Removal Building	2d	-	-	-	-	5,048,000	5,048,000	C
PSAC	5-New Taxilane Construction	2d	-	-	-	-	500,000	500,000	C
<b>Total Project Costs</b>			<b>\$ -</b>	<b>\$ 5,600,000</b>	<b>\$ 3,400,000</b>	<b>\$ 2,000,000</b>	<b>\$ 5,548,000</b>	<b>\$ 16,548,000</b>	

**Priority Levels: 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects**  
**2c - Projects with conditional funding 2d - Projects depending on outside funding**

**Operating Impact: A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed**

# Airport Capital Improvement Fund Summary

**Unfunded Projects**

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget-Unfunded	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ -</b>	<b>\$ -</b>				

**Project Costs**

	<u>Project Description</u>	<u>Priority Level</u>						<u>Operating Impact</u>
PSAC	6-Taxilane Maintenance	2d	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	A
PSAC	7-Delta Restoration Wildlife Monitoring System	2d	5,000,000	-	-	-	5,000,000	C
<b>Total Project Costs</b>			<b>\$ 5,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500,000</b>	

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
 2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

## Economic Development Capital Improvement Fund Summary

### Funded Projects

		FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	Total
		Estimate	Estimate	Estimate	Estimate	Estimate	
<b>Funding Sources</b>							
Transfers		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants		-	-	-	-	-	-
Impact Fees		-	-	-	-	-	-
City Labor		-	-	-	-	-	-
Prior Year Carryover		100,000	-	-	-	-	100,000
CIP Fund Balance		-	-	-	-	-	-
New Year Budget		-	-	-	-	-	-
<b>Total Funding Sources</b>		<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>Project Costs</b>							
<b>Project Description</b>	<b>Priority Level</b>						<b>Operating Impact</b>
West Side Grocery Store Incentive*		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<b>Total Project Costs</b>		<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

\*New CIP project or project has significantly changed

## Energy Capital Improvement Fund Summary

### Funded Projects

Funding Sources	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-
City Labor	1,101,000	951,000	951,000	776,000	776,000	4,555,000
Impact Fees	-	-	-	-	-	-
Bonds	-	-	-	-	-	-
Prior Year Carryover	2,476,667	200,000	300,000	400,000	10,000	3,386,667
CIP Fund Balance	3,037,500	300,000	700,000	480,000	300,000	4,817,500
New Year Budget	5,024,671	9,174,907	4,216,830	3,707,052	7,490,593	29,665,155
<b>Total Funding Sources</b>	<b>\$ 11,639,838</b>	<b>\$ 10,625,907</b>	<b>\$ 6,167,830</b>	<b>\$ 5,363,052</b>	<b>\$ 8,576,593</b>	<b>\$ 42,373,220</b>

### Project Costs

Project Description	Priority Level							Operating Impact
9001.01 - Distribution - New & Replacement Meters	2	\$ 329,238	\$ 300,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,379,238	B
9001.02 - Distribution - New Development Materials and Supplies	2	500,000	500,000	500,000	500,000	500,000	2,500,000	B
9001.03 - Distribution - Distribution Upgrade	2	1,804,000	1,476,700	1,346,750	1,529,000	1,394,000	7,550,450	B
9001.04 - Distribution - Pole Treatment Program	2	10,000	10,000	10,000	10,000	10,000	50,000	B
9001.05 - Distribution - Distribution Automation	2	275,000	275,000	275,000	275,000	275,000	1,375,000	B
9001.06 - Distribution - Electric Service Connections	2	135,000	135,000	135,000	135,000	135,000	675,000	B
9002.01 - Transmission System - RTU System	2	35,000	35,000	35,000	35,000	35,000	175,000	B
9002.02 - Transmission System - Rebuild & Upgrade System	2	251,000	651,000	151,000	151,000	151,000	1,355,000	B
9003.01 - Substation Construction - Transmission	2	4,292,000	3,402,000	272,000	142,000	4,012,000	13,912,000	B
9003.02 - Substation Construction - Distribution	2	1,037,500	1,212,500	912,500	192,500	132,500	3,487,500	B
9004.01 - City Projects - Street Lights	2	130,000	130,000	130,000	130,000	130,000	650,000	B
9004.02 - City Projects - Designated City Projects	2	1,100,000	850,000	550,000	325,000	325,000	3,150,000	B
9005.01 - SCADA Software	2	200,000	300,000	400,000	500,000	10,000	1,410,000	B
9006.01 - Administrative - Buildings - Administrative Improvements	2	30,000	10,000	10,000	10,000	10,000	70,000	B
9006.02 - Administrative - Engineering Software	2	60,000	10,000	10,000	10,000	10,000	100,000	B
9006.03 - Administrative - Appropriated Contingency	2	300,000	300,000	300,000	300,000	300,000	1,500,000	B
9006.04 - Administrative - Major Computer System Replacement	2	149,600	138,207	71,080	123,552	142,093	700,449	B
9006.05 - Administrative - New and Replacement Equip. - Non-vehicle	2	91,500	50,500	19,500	5,000	5,000	222,602	B
9006.06 - Administrative - New and Replacement Vehicles	2	910,000	840,000	790,000	740,000	750,000	4,030,000	B
<b>Total Project Costs</b>		<b>\$ 11,639,838</b>	<b>\$ 10,625,907</b>	<b>\$ 6,167,830</b>	<b>\$ 5,363,052</b>	<b>\$ 8,576,593</b>	<b>\$ 42,373,220</b>	

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

## Engineering Capital Improvement Fund Summary

### Funded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	4,260,870	-	-	-	-	4,260,870
Impact Fees	250,000	250,000	250,000	250,000	250,000	1,250,000
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	1,675,000	1,675,000	75,000	75,000	875,000	4,375,000
<b>Total Funding Sources</b>	<b>6,185,870</b>	<b>\$ 1,925,000</b>	<b>\$ 325,000</b>	<b>\$ 325,000</b>	<b>\$ 1,125,000</b>	<b>\$ 9,885,870</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>						<u>Operating Impact</u>	
1-1064-Geological Study	1	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000	B
2-1193-Street Cuts	2	50,000	50,000	50,000	50,000	50,000	250,000	A
3-1237-Traffic Impact Fee	2	250,000	250,000	250,000	250,000	250,000	1,250,000	C
5-3900 North – Canyon Rd to Timpview Dr	2	-	600,000	-	-	-	600,000	C
6- 3133 - Lakeview Parkway and Trail	1	1,000,000	1,000,000	-	-	-	2,000,000	C
7-Lakeview Parkway Phase 4 - Center Street to 620 North	1	4,260,870	-	-	-	-	4,260,870	C
9-500 North - 700 East to 900 East	2	-	-	-	-	800,000	800,000	C
10-Lakeview Parkway - Mike Jense to 2470 West*	1	600,000	-	-	-	-	600,000	C
14-Pedestrian Bridge 100 W 600 S*	2d	-	1,000,000	-	-	-	1,000,000	B
<b>Total Project Costs</b>		<b>\$ 6,185,870</b>	<b>\$ 2,925,000</b>	<b>\$ 325,000</b>	<b>\$ 325,000</b>	<b>\$ 1,125,000</b>	<b>\$ 10,885,870</b>	

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

\*New CIP project or project has significantly changed

## Engineering Capital Improvement Fund Summary

### Unfunded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources</b>						
Transfers	-	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget-Unfunded	-	2,800,000	2,000,000	-	-	4,800,000
<b>Total Funding Sources</b>	<b>\$ -</b>	<b>\$ 2,800,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,800,000</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total	<u>Operating Impact</u>
11-Canyon Road-University Intersection Improvements	1	-	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	B
12-Regional Sports Park Phase 1 - 2470 West	2	-	2,500,000	-	-	-	2,500,000	C
13-Regional Sports Park Phase 2 - 1050 South	2	-	-	2,000,000	-	-	2,000,000	C
<b>Total Project Costs</b>		<b>\$ -</b>	<b>\$ 2,800,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,800,000</b>	

**Priority Levels: 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects**  
**2c - Projects with conditional funding 2d - Projects depending on outside funding**

**Operating Impact: A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed**

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
Lakeview Parkway - Mike Jense to 2470 West  
Job ID - NEW**

Department: Public Works - Engineering	Job Group Number:
Project Contact: Shane Winters	Neighborhood: Provo Bay
Description and Justification: This project will widen Lakeview Parkway from Mike Jense Pkwy to 2470 West needed for the Airport expansion and Provo Region Sports Complex.	Location Map or Description: 

**PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN**

	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
Proposed Funding Sources:							Fund Balance
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	600,000	-	-	-	-	600,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000</b>
Cost Elements:							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	600,000	-	-	-	-	600,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000</b>
Status:	Funded	Priority:	1. Critical Health and Safety				
Annual Operating Budget Impact:	How project relates to adopted plans and/or policies: How project relates to adopted plans and/or policies: How project relates to adopted plans and/or policies: Goal 1.1 Improve neighborhood connectivity. Goal 9.7 Ensure that all modes of transportation to, from and within Provo are safe and efficient. Goal 11.4 Ensure a safe travel environment for all modes of transportation and carry out strategies and programs that will maintain this environment. Goal 12.2 Prioritize and preserve the existing multi-modal transportation system. 12.4: Create walkable areas throughout he city. Walkable areas should be attractive, providing adequate lighting, a sense of safety, appropriate crossings, and social nodes						
Code:	C. Potential increase	Impact Explanation: This will result in less than a lane mile of road that will need to be maintained going forward. Estimated all-inclusive maintenance cost is about \$3,300 per lane mile, but this is not an incremental cost.					

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
Pedestrian Bridge - 100 W 600 S  
Job ID - NEW**

Department: Public Works - Engineering	Job Group Number:
Project Contact: Casey Serr	Neighborhood: Downtown/East Bay
Description and Justification: In 2016 UTA was awarded a Federal TIGER grant to construct a pedestrian bridge over the Frontrunner rail lines at about 100 W 600 S with Provo City as a grant co-sponsor. Current cost estimates indicate additional funding may be needed to complete the project as currently scoped.	Location Map or Description: 

**PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN**

	Cost-To-Date	FY 2020-2021 Estimate	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	-	1,000,000	-	-	-	1,000,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>
Status:	Unfunded		Priority:	2d. Projects depending on outside funding			
Annual Operating Budget Impact:	How project relates to adopted plans and/or policies: How project relates to adopted plans and/or policies: Goal 1.1 Improve neighborhood connectivity. Goal 9.7 Ensure that all modes of transportation to, from and within Provo are safe and efficient. Goal 11.4 Ensure a safe travel environment for all modes of transportation and carry out strategies and programs that will maintain this environment. Goal 12.2 Prioritize and preserve the existing multi-modal transportation system. 12.4: Create walkable areas throughout he city. Walkable areas should be attractive, providing adequate lighting, a sense of safety, appropiate crossings, and social nodes.						
Code:	B. Little to no impact						
Impact Explanation:	Provo City will be responsible for long-term maintenance of the bridge which will fit within existing CIP Bridge Repair funding.						

## General Capital Improvement Fund Summary

<b>Funded Projects</b>		<b>FY 2021-2022</b>	<b>FY 2022-2023</b>	<b>FY 2023-2024</b>	<b>FY 2024-2025</b>	<b>FY 2025-2026</b>	<b>Total</b>	
<b>Funding Sources</b>		<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>		
Transfers		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Grants		-	-	-	-	-	-	
Bonds		38,729,726	-	-	-	-	38,729,726	
Impact Fees		-	-	-	-	-	-	
City Labor		-	-	-	-	-	-	
Prior Year Carryover		-	-	-	-	-	-	
CIP Fund Balance		-	-	-	-	-	-	
New Year Budget		-	-	-	-	-	-	
<b>Total Funding Sources</b>		<b>\$ 38,729,726</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,729,726</b>	
<b>Project Costs</b>								
<u>Project Description</u>	<u>Priority Level</u>							<u>Operating Impact</u>
1 - Replace Public Safety and City Hall Buildings	1	\$ 38,729,726	\$ -	\$ -	\$ -	\$ -	\$ 38,729,726	A
<b>Total Project Costs</b>		<b>\$ 38,729,726</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,729,726</b>	

**Priority Levels: 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects**  
**2c - Projects with conditional funding 2d - Projects depending on outside funding**

**Operating Impact: A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed**

## General Capital Improvement Fund Summary

### Unfunded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Bonds	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ -</b>	<b>\$ -</b>				

<b>Project Costs</b>							<b>Operating Impact</b>	
<b>Project Description</b>	<b>Priority Level</b>							
2 - Replace Police Comm Van Building & New Incinerator*	2	627,960	-	-	-	-	627,960	D
<b>Total Project Costs</b>		<b>\$ 627,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 627,960</b>	

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
 2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

\*New CIP project or project has significantly changed

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
 Replace Police Comm Van Metal Building & New Incinerator  
 Job ID - 2**

Department: Administrative Services / Facilities Div	Job Group Number: 2
Project Contact: Dick Blackham / Brian Wolken	Neighborhood: East Bay
Description and Justification: Public Works has asked that this existing building be relocated for future parking area. Also, this project replaces Police Comm Van building due to need for additional storage and expansion room for the Police Communication Van. New metal building estimate is <b>\$385,510</b> and the incinerator estimate is <b>\$42,450</b> . Total <b>\$427,960.00</b>	Location Map or Description: 494 East 1325 South 

**PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN**

	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	38,517	\$ -	\$ -	\$ -	\$ -	38,517
Land Acquisition	-	200,000	-	-	-	-	200,000
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	42,450	-	-	-	-	42,450
Construction	-	205,766	-	-	-	-	205,766
Labor	-	141,227	-	-	-	-	141,227
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 627,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 627,960</b>

Status: D | Unfunded      Priority: 2. Necessary Infrastructure

Annual Operating Budget Impact:	How project relates to adopted plans and/or policies:
Code: D. Current increase needed	This project will provide an effective environment for Police employees to do their jobs and safely respond to City emergencies.
Impact Explanation: Existing building needs to be moved and new facility will be more efficient and provide needed space for Police operations.	

**NEW**

## Legacy Fund Capital Improvement Fund Summary

<b>Funded Projects</b>		<b>FY 2021-2022</b>	<b>FY 2022-2023</b>	<b>FY 2023-2024</b>	<b>FY 2024-2025</b>	<b>FY 2025-2026</b>	<b>Total</b>
<b>Funding Sources</b>		<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	
Transfers		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants		-	-	-	-	-	-
Impact Fees		-	-	-	-	-	-
City Labor		-	-	-	-	-	-
Prior Year Carryover		3,900,000	-	-	-	-	3,900,000
CIP Fund Balance		3,879,285	-	-	-	-	3,879,285
New Year Budget		-	-	-	-	-	-
<b>Total Funding Sources</b>		<b>\$ 7,779,285</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,779,285</b>
<b>Project Costs</b>							
<b>Project Description</b>	<b>Priority Level</b>						<b>Operating Impact</b>
1 - Fire Station I*	1	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000
2 - Airport Terminal Changes*	2	400,000	-	-	-	-	400,000
3 - Future Projects*	3	3,879,285	-	-	-	-	3,879,285
<b>Total Project Costs</b>		<b>\$ 7,779,285</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,779,285</b>

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
 2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

\*New CIP project or project has significantly changed

## Parks and Recreation Capital Improvement Fund Summary

### Funded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ 1,000,000	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 3,500,000
Grants	4,310,399	3,938,800	2,872,029	-	-	11,121,227
Impact Fees	3,350,496	1,300,496	1,000,496	-	-	5,651,488
Rap Tax	1,400,000	800,000	1,800,000	650,000	650,000	5,300,000
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	10,781,535	-	-	-	-	10,781,535
New Year Budget	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 20,842,429</b>	<b>\$ 8,539,296</b>	<b>\$ 5,672,525</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 36,354,250</b>

### Project Costs

Project Description	Priority Level						Operating Impact
PRDGPK - Delta Gateway Park*	2d	\$ 1,316,399	\$ 438,800	\$ 372,029	\$ -	\$ -	\$ 2,127,227 B
3120 - Canyon Road Park	2	4,650,000	-	-	-	-	4,650,000 B
3112 - Rotary Park Court Complex	1	100,000	-	-	-	-	100,000 B
3107 - Unlimited Play Center	1	28,620	-	-	-	-	28,620 B
3128 - Covey Center/Arts Projects	2	410,414	150,000	150,000	-	-	710,414 B
3108 - Regional Sports Park (EPIC 100)*	2c	9,100,496	7,300,496	4,500,496	-	-	20,901,488 C
22-001 - Fort Utah Field Enhancements	2	600,000	-	-	-	-	600,000 B
22-002 - Playground Replacements	2	150,000	150,000	150,000	150,000	150,000	750,000 B
22-003 - Park Restroom Replacements	2	500,000	500,000	500,000	500,000	500,000	2,500,000 B
6050 - Provo River Parkway Trail - PRT 2230 North	2	3,295,700	-	-	-	-	3,295,700 B
3121 - 300 South University Park Plaza*	2d	690,800	-	-	-	-	690,800 B
<b>Total Project Costs</b>		<b>\$ 20,842,429</b>	<b>\$ 8,539,296</b>	<b>\$ 5,672,525</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 36,354,250</b>

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

\*New CIP project or project that has significantly changed.

## Parks and Recreation Capital Improvement Fund Summary

### Unfunded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
RAP Tax	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget-Unfunded	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ -</b>	<b>\$ -</b>				

<b>Project Costs</b>									<b>Operating Impact</b>
<u>Project Description</u>	<u>Priority Level</u>								
3076 - Slate Canyon Park	3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,392,000		B
3106 - Stutz Park*	3	-	-	-	-	-	2,952,000		B
21-004 - Rock Canyon Trailhead	2	-	-	-	-	-	2,825,466		B
6049 - Provo River Parkway Trail - North	2d	-	-	-	-	-	3,000,000		B
<b>Total Project Costs</b>		<b>\$ -</b>	<b>\$ 16,169,466</b>						

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
 2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

\*New CIP project or project that has significantly changed.

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022**  
**Delta Gateway Park**  
**Job ID - PRDGPK**

Department: Parks and Recreation	Job Group Number:
Project Contact: John Bunderson	Neighborhood:
Description and Justification: Over many years, Provo City has coordinated with Mitigation Commission efforts to restore the Provo River delta to protect the threatened June Sucker fish. A community input effort conducted by the Commission called for a small City park to provide access to the trails and recreational amenities that are planned for the new river delta. Through careful negotiation, the design costs of \$77,000 were paid by the Commission. Parks and Recreation has further negotiated a 3.5 acre land transfer valued at \$615,000, as well as the complete construction and development costs of approximately \$2,127,227 for the new park. This will result in a new Provo City neighborhood park, offering extended outdoor recreation opportunities at no local cost other than the coordination by management staff.	Location Map or Description:  <p align="center">Provo River Delta Gateway Park</p>

**PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN**

	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ 77,093	\$ 1,316,399	\$ 438,800	\$ 372,029	\$ -	\$ -	\$ 2,204,320
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
RAP Tax	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 77,093</b>	<b>\$ 1,316,399</b>	<b>\$ 438,800</b>	<b>\$ 372,029</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,204,320</b>
<b>Cost Elements:</b>							
Planning & Design	\$ 77,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,093
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	1,316,399	438,800	372,029	-	-	2,127,227
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ 77,093</b>	<b>\$ 1,316,399</b>	<b>\$ 438,800</b>	<b>\$ 372,029</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,204,320</b>

Status: **Funded**      Priority: **2d. Projects depending on outside funding**

Annual Operating Budget Impact:	How project relates to adopted plans and/or policies:
Code: <b>B. Little to no impact</b>	Vision 2030 Plan: This project meets Goal 3.9 - Develop a new city recreation facility and park complex which will: Develop a sense of community; Foster a healthy lifestyle and wellness; Enhance civic pride; Be versatile and adaptable to meet the needs of all elements of the community. City Council Priorities: Vision 2050/General Plan - Desired Outcomes: Obtain buy-in from neighborhoods, community groups and city administration.
Impact Explanation: Parks and Recreation will utilize external financial resources and internal management staff to minimize impacts to operating budget. Mitigation Commission will reimburse all costs to deliver this project. Operational costs would be justified in a supplemental funding request in the year the park is completed.	



**UPDATED**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
Regional Sports Park (EPIC 100)  
Job ID - PR3108**

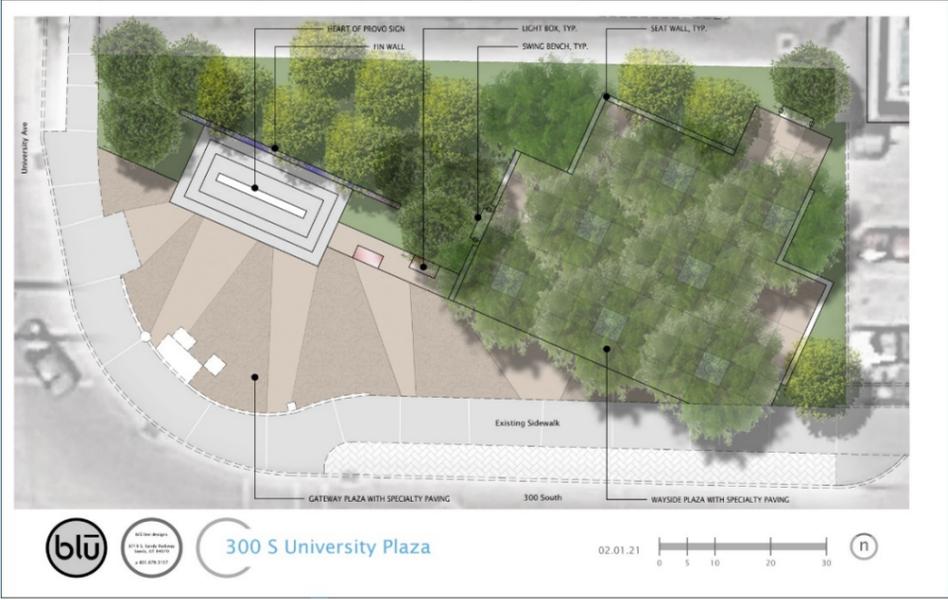
Department: Parks and Recreation	Job Group Number:
Project Contact: Doug Robins	Neighborhood: Provo Bay
<p>Description and Justification: The Epic 100 regional sports park was designated as a visionary project in the Provo Parks and Recreation Master Plan. Currently, over 300 local teams are competing for very limited field space in Provo, with the largest site accommodating 5 fields. As a result of a LWCF conversion of park property next to Timpview High School, 100 acres were purchased in 2019. This site is situated along the new Lakeview Parkway and Provo Airport, which will provide excellent access to 22 competition fields and support facilities. This facility will be the largest in the region and will meet the needs of not only local community with neighborhood park amenities, but will provide needed sports fields for local recreation programs. At full capacity this site will provide regional economic benefits by serving as host to regional sports tournaments. Future local spending in lodging, restaurants, entertainment and retail are estimated to be \$30 million annually.</p>	<p>Location Map or Description:</p> <p align="center"><b>PROVO REGIONAL SPORTS PARK MASTER PLAN</b> 11.20.20</p>

PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ 2,500,000	\$ 3,500,000	\$ 2,500,000	\$ -	\$ -	\$ 8,500,000
Transfers	-	-	2,500,000	-	-	-	2,500,000
City Labor	-	-	-	-	-	-	-
Impact Fees	2,850,271	1,100,496	1,300,496	1,000,496	-	-	6,251,759
RAP Tax	-	-	-	1,000,000	-	-	1,000,000
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	5,500,000	-	-	-	-	5,500,000
New Year Budget	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 2,850,271</b>	<b>\$ 9,100,496</b>	<b>\$ 7,300,496</b>	<b>\$ 4,500,496</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,751,759</b>
<b>Cost Elements:</b>							
Planning & Design	\$ 194,068	\$ 85,932	\$ -	\$ -	\$ -	\$ -	\$ 280,000
Land Acquisition	2,656,203	300,496	300,496	300,496	-	-	3,557,691
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	8,714,068	7,000,000	4,200,000	-	-	19,914,068
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ 2,850,271</b>	<b>\$ 9,100,496</b>	<b>\$ 7,300,496</b>	<b>\$ 4,500,496</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,751,759</b>
Status:	Funded	Priority:	2c. Conditional funding secured				
Annual Operating Budget Impact:	How project relates to adopted plans and/or policies: Vision 2030 Plan - Goal 3.1 - Establish a system of attractive parks that will provide a complete range of activities for all age groups. 2013 Parks and Recreation Master Plan - Visionary Project - develop new sports fields. Create economic drivers for the community.						
Code:	B. Little to no impact						
Impact Explanation:	The Department will develop a maintenance and operation plan that would utilize existing labor and equipment resources as effectively as possible. The RSP revenues are expected to cover all operation costs, resulting in a zero impact to General Fund resources.						



**UPDATED**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
300 South University Park Plaza  
Job ID - PR3121**

Department: Parks and Recreation	Job Group Number:
Project Contact: John Bunderson	Neighborhood: Central Business District
Description and Justification: With increased residential development in downtown Provo, the Parks and Recreation Department has identified an available space for an urban pocket park. A .25 acre remnant parcel has been transferred to Provo following a recent UDOT right-of-way project. The design includes attractive landscaping in raised planters creating a buffer to the busy intersection, textured paving, some small seating areas, and an iconic art piece that is unique to Provo. Located at the northeast corner of University Ave./300 South, this site may contribute to an improved identity of the downtown district. Parks Impact Fee funding would be supplemented with a CDBG grant to complete the project in FY 22.	Location Map or Description: 

**PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN**

	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ 494,000	\$ -	\$ -	\$ -	\$ -	\$ 494,000
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	3,200	100,000	-	-	-	-	103,200
RAP Tax	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	96,800	-	-	-	-	96,800
New Year Budget	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ 3,200</b>	<b>\$ 690,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 694,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ 3,200	\$ 6,680	\$ -	\$ -	\$ -	\$ -	\$ 9,880
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	684,120	-	-	-	-	684,120
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ 3,200</b>	<b>\$ 690,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 694,000</b>
Status:	Funded	Priority:	2d. Projects depending on outside funding				
Annual Operating Budget Impact:		How project relates to adopted plans and/or policies: Vision 2030 Plan: This plan aligns well with the objectives of the Provo Parks and Recreation Master Plan and Downtown Master Plan, sections 4 and 5 calling for gathering spaces, pocket parks, trails, streetscapes and pedestrian connections.					
Code:	B. Little to no impact	Impact Explanation: Parks and Recreation will utilize existing resources and consider internal strategies to minimize impacts to operating budgets.					

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022**

**Stutz Park  
Job ID - PR3106**

Department: Park and Recreation	Job Group Number:
Project Contact: John Bunderson	Neighborhood: Riverside
Description and Justification: Provo City purchased 5 acres of property at the City western boundary at 3700 North with the intent to develop a neighborhood park. Parks and Recreation worked with a design committee of neighborhood residents to design the site with park amenities and access to the Provo River. Several of the mature trees that were originally planed by the former owner - botanist Howard Stutz - will be preserved in this design.	Location Map or Description: 

PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
RAP Tax	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,952,000</b>
Status:	Unfunded		Priority:	3. Aspirational Project			
Annual Operating Budget Impact:	How project relates to adopted plans and/or policies: Goal 3.1 - Establish a system of attractive parks and recreational facilities that will provide a complete range of activities for all age groups; Goal 1.2 - Capitalize on local natural resources and neighborhood amenities; Objective 4.2.2 Improve public access to and use of the Provo River. This request is congruent with the 10 Year CIP Plan developed by the Parks and Recreation Department, Administration and Municipal Council as part of the successful RAP Tax initiative passed by the citizens of Provo in November 2015.						
Code:	B. Little to no impact						
Impact Explanation:	Parks and Recreation will utilize existing resources and consider internal strategies to minimize impacts to operating budgets. Any needs would be justified in a supplemental funding request in the year the park is completed.						

## B and C Capital Improvement Fund Summary

### Funded Projects

#### Funding Sources

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	2,840,000	2,840,000	2,840,000	2,840,000	2,840,000	14,200,000
<b>Total Funding Sources</b>	<b>\$ 2,840,000</b>	<b>\$ 14,200,000</b>				

#### Project Costs

<u>Project Description</u>	<u>Priority Level</u>							<u>Operating Impact</u>
1-1083-Miscellaneous Projects	2	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	B
2-1087-Intersection Modifications	1	150,000	150,000	150,000	150,000	150,000	750,000	B
3-1148-Bridge Repair	1	100,000	100,000	100,000	100,000	100,000	500,000	A
4-3032-Sidewalk Replacement	1	500,000	500,000	500,000	500,000	500,000	2,500,000	B
5-3116-Wetland Monitoring – PWC	2	25,000	25,000	25,000	25,000	25,000	125,000	B
6-2022 Street Overlay	2	465,000	-	-	-	-	465,000	A
7-2023 Street Overlay	2	-	465,000	-	-	-	465,000	A
8-2024 Street Overlay	2	-	-	465,000	-	-	465,000	A
9-2025 Street Overlay	2	-	-	-	465,000	-	465,000	A
10- 2026 Street Overlay	2	-	-	-	-	465,000	465,000	A
11-3144-Lakeview Parkway and Trail	1	1,500,000	1,500,000	-	-	-	3,000,000	C
12-Independence Avenue - 1100 North to 1700 North	2	-	-	750,000	-	-	750,000	C
13-1500 West - 1920 North to 2000 North	1	-	-	-	150,000	-	150,000	B
14-500 North - 700 East to 900 East	1	-	-	750,000	1,350,000	1,500,000	3,600,000	C
<b>Total Project Costs</b>		<b>\$ 2,840,000</b>	<b>\$ 14,200,000</b>					

**Priority Levels: 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects**  
**2c - Projects with conditional funding 2d - Projects depending on outside funding**

**Operating Impact: A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed**

## B and C Capital Improvement Fund Summary

### Unfunded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget-Unfunded	3,250,000	-	2,500,000	-	-	5,750,000
<b>Total Funding Sources</b>	<b>\$ 3,250,000</b>	<b>\$ -</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,750,000</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>						<u>Operating Impact</u>	
15-Center Street Improvements	1	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000	B
16-Slate Canyon Street Improvement	1	500,000	-	-	-	-	500,000	B
17-Draper Lane - 500 South to 600 South	2	-	-	2,500,000	-	-	2,500,000	C
18-Canyon Rd Sidewalk - 4380 N to Foothill Dr	2	250,000	-	-	-	-	250,000	B
19-Canyon Rd Sidewalk - 3450 N to 3540 N	2	250,000	-	-	-	-	250,000	B
20-600 S Sidewalk - 1100 W to 1600 W	2	1,000,000	-	-	-	-	1,000,000	B
21-2230 N at 250 E	2	1,000,000	-	-	-	-	1,000,000	B
<b>Total Project Costs</b>		<b>\$ 3,250,000</b>	<b>\$ -</b>	<b>\$ 2,500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,750,000</b>	

**Priority Levels: 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects**  
**2c - Projects with conditional funding 2d - Projects depending on outside funding**

**Operating Impact: A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed**

## Sanitation Capital Improvement Fund Summary

### Funded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	210,000	180,000	180,000	180,000	180,000	930,000
<b>Total Funding Sources</b>	<b>\$ 210,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 930,000</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>							<u>Operating Impact</u>
1-8002-Public Works Facilities Improvements	2	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000	C
2-Vehicle Replacement	2	60,000	30,000	30,000	30,000	30,000	180,000	A
<b>Total Project Costs</b>		<b>\$ 210,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 930,000</b>	

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
 2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

## Stormwater Capital Improvement Fund Summary

### Funded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	350,000	350,000	350,000	350,000	350,000	1,750,000
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	1,850,000	1,850,000	2,050,000	2,050,000	1,875,000	9,675,000
<b>Total Funding Sources</b>	<b>\$ 2,200,000</b>	<b>\$ 2,200,000</b>	<b>\$ 2,400,000</b>	<b>\$ 2,400,000</b>	<b>\$ 2,225,000</b>	<b>\$ 11,425,000</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total	<u>Operating Impact</u>
1-1030-Miscellaneous Storm Drain Projects	2	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000	B
2-1226-Contingency	2	50,000	50,000	50,000	50,000	50,000	250,000	B
3-1033-Vehicle Replacement	2	125,000	125,000	125,000	125,000	125,000	625,000	B
4-1034-Stormwater Pipe Upsizing	2	50,000	50,000	50,000	50,000	50,000	250,000	B
5-1035-Impact Fee Projects	2	350,000	350,000	350,000	350,000	350,000	1,750,000	C
6-1031-West Central Storm Drain/Franklin Detention Basin	2	-	1,050,000	-	-	-	1,050,000	C
7-1298-Public Works Facilities Improvements	2	150,000	150,000	150,000	150,000	150,000	750,000	C
8-North Canyon Road Storm Drain/Detention Basin	2	-	325,000	1,575,000	-	-	1,900,000	C
9-Carterville Storm Drain Outfall	2	-	-	-	1,200,000	-	1,200,000	C
10-300 West Downtown Storm Drain, Phase I	2	-	-	-	375,000	1,400,000	1,775,000	C
11-Airport Moat Piping and Pump*	2	875,000	-	-	-	-	875,000	B
12-2470 West Outfall*	2	350,000	-	-	-	-	350,000	C
13-2800 West Outfall*	2	150,000	-	-	-	-	150,000	C
<b>Total Project Costs</b>		<b>\$ 2,200,000</b>	<b>\$ 2,200,000</b>	<b>\$ 2,400,000</b>	<b>\$ 2,400,000</b>	<b>\$ 2,225,000</b>	<b>\$ 11,425,000</b>	

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

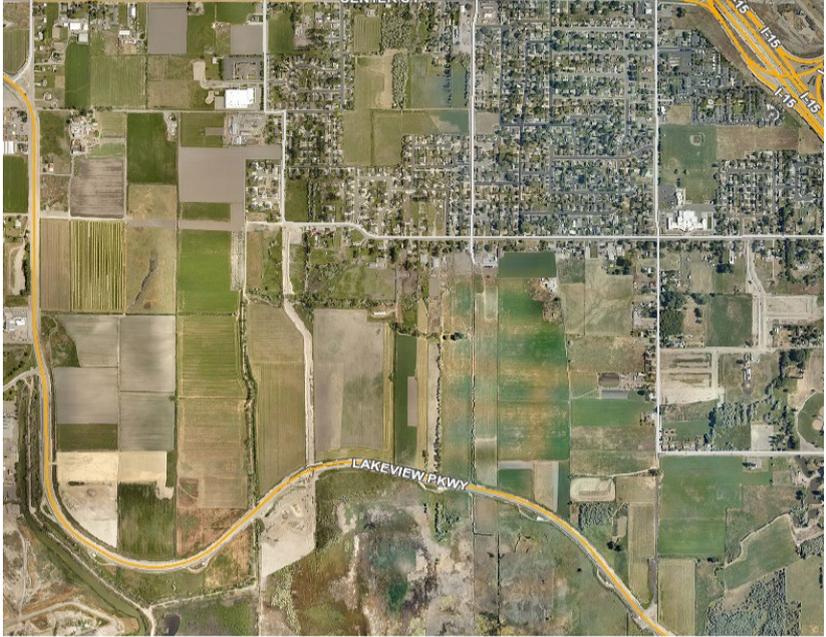
\*New CIP project or project has significantly changed

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022**  
**Airport Moat Piping**  
**Job ID - NEW**

Department: Stormwater		Job Group Number:		PSSC			
Project Contact: Brian Torgersen		Neighborhood: Airport					
Description and Justification: This funds the piping and covering of part of the Airport moat between the new terminal entrance and exit.		Location Map or Description: 					
PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	875,000	-	-	-	-	875,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 875,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 875,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	875,000	-	-	-	-	875,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 875,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 875,000</b>
Status:	Funded		Priority:	2. Necessary Infrastructure			
Annual Operating Budget Impact:		How project relates to adopted plans and/or policies: Vision 2030 Goal 14.2- Create and maintain balanced and sustainable financial plans and government budgets that keep taxes and utilities fair and competitive while still maintaining quality services and cost-effective management of our community's infrastructure.					
Code:	B. Little to no impact		Impact Explanation: The relatively short length of pipe being installed will have negligible impact on operating costs				

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
2470 West Outfall  
Job ID - NEW**

Department: Stormwater		Job Group Number:		PSSC			
Project Contact: Brian Torgersen		Neighborhood: Provo Bay					
Description and Justification: Stormwater Outfall on 2470 in preparation for regional sports park and other future west side development.		Location Map or Description: 					
PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	350,000	-	-	-	-	350,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	350,000	-	-	-	-	350,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>
Status:	Funded		Priority:	2. Necessary Infrastructure			
Annual Operating Budget Impact:		How project relates to adopted plans and/or policies: Vision 2030 Goal 14.2- Create and maintain balanced and sustainable financial plans and government budgets that keep taxes and utilities fair and competitive while still maintaining quality services and cost-effective management of our community's infrastructure.					
Code:	C. Potential increase		Impact Explanation: This will result in additional storm drain lines that will need to be maintained going forward. Estimated all-inclusive maintenance cost is about \$10,500 per mile of pipe, but this is not an incremental cost.				

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
2800 West Outfall  
Job ID - NEW**

Department: Stormwater		Job Group Number:		PSSC			
Project Contact: Brian Torgersen		Neighborhood: Provo Bay					
Description and Justification: Stormwater Outfall on 2800 in preparation for regional sports park and other future west side development.		Location Map or Description: 					
PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	150,000	-	-	-	-	150,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	150,000	-	-	-	-	150,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
Status:	Funded		Priority:	2. Necessary Infrastructure			
Annual Operating Budget Impact:		How project relates to adopted plans and/or policies: Vision 2030 Goal 14.2- Create and maintain balanced and sustainable financial plans and government budgets that keep taxes and utilities fair and competitive while still maintaining quality services and cost-effective management of our community's infrastructure.					
Code:	C. Potential increase		Impact Explanation: This will result in additional storm drain lines that will need to be maintained going forward. Estimated all-inclusive maintenance cost is about \$10,500 per mile of pipe, but this is not an incremental cost.				

## Utility Transportation Fund Capital Improvement Fund Summary

### Funded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	2,140,000	2,140,000	2,140,000	10,700,000	-	17,120,000
<b>Total Funding Sources</b>	<b>\$ 2,140,000</b>	<b>\$ 2,140,000</b>	<b>\$ 2,140,000</b>	<b>\$ 10,700,000</b>	<b>\$ -</b>	<b>\$ 17,120,000</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>						<u>Operating Impact</u>	
1-Overlay Expenses	2	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 10,000,000	B
2-Crack Seal	2	140,000	140,000	140,000	140,000	140,000	700,000	B
<b>Total Project Costs</b>		<b>\$ 2,140,000</b>	<b>\$ 10,700,000</b>					

**Priority Levels:** **1** - Critical Health and Safety **2** - Necessary Infrastructure **3** - Aspirational Projects  
**2c** - Projects with conditional funding **2d** - Projects depending on outside funding

**Operating Impact:** **A** - Potential decrease **B** - Little to no impact **C** - Potential increase **D** - Current Budget increase needed

## Vehicle Replacement Capital Improvement Fund Summary

### Partially Funded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources*</b>						
Transfers	\$ 629,219	\$ 629,219	\$ 629,219	\$ 629,219	\$ 474,569	\$ 2,991,445
Grants	-	-	-	-	-	-
Vehicle Loan Payments	2,229,971	2,587,237	2,952,761	3,136,823	3,004,968	13,911,760
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-
<b>Total Funding Sources</b>	<b>\$ 2,859,190</b>	<b>\$ 3,216,456</b>	<b>\$ 3,581,980</b>	<b>\$ 3,766,042</b>	<b>\$ 3,479,537</b>	<b>\$ 16,903,205</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>						<u>Operating Impact</u>	
City Pool Vehicles	2	\$ 74,000	\$ 36,400	\$ -	\$ -	\$ -	\$ 110,400	A
Community/Neighborhood Services	2	35,000	40,560	35,693	-	-	111,253	A
Development Services	2	66,000	34,320	42,940	-	-	143,260	A
Engineering	2	209,700	41,288	42,940	-	-	293,928	A
Fire	2	429,800	587,184	935,584	673,794	29,246	2,655,608	A
Parking Enforcement	2	-	-	122,437	-	-	122,437	A
Parks	2	421,150	435,620	369,372	452,811	396,337	2,075,290	A
Police	2	987,100	1,162,200	1,084,845	1,058,722	1,252,334	5,545,201	A
Streets	2	580,650	564,850	874,021	561,439	487,747	3,068,707	A
<b>Total Project Costs</b>		<b>\$ 2,803,400</b>	<b>\$ 2,902,422</b>	<b>\$ 3,507,832</b>	<b>\$ 2,746,766</b>	<b>\$ 2,165,664</b>	<b>\$ 14,126,084</b>	

**Priority Levels:** 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects  
2c - Projects with conditional funding 2d - Projects depending on outside funding

**Operating Impact:** A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed

\* The Funding Sources shown reflect the amount of transfers and loan payments that would come into the Vehicle Replacement Fund from the General Fund over the next five years if the amount of vehicle replacements requested is approved. When the amount required from the General Fund is increasing from one year to the next year, the vehicle replacements are considered partially funded.

## Wastewater Capital Improvement Fund Summary

### Funded Projects

	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Funding Sources</b>						
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Loan	28,000,000	20,000,000	7,800,000	-	-	55,800,000
Impact Fees	800,000	800,000	800,000	800,000	800,000	4,000,000
City Labor	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-
New Year Budget	6,606,000	21,332,000	16,228,333	15,313,333	16,668,333	76,147,999
<b>Total Funding Sources</b>	<b>\$ 35,406,000</b>	<b>\$ 42,132,000</b>	<b>\$ 24,828,333</b>	<b>\$ 16,113,333</b>	<b>\$ 17,468,333</b>	<b>\$ 135,947,999</b>

### Project Costs

<u>Project Description</u>	<u>Priority Level</u>							<u>Operating Impact</u>
1-4566 New Reclamation Plant Projects	1	\$ 28,020,000	\$ 33,780,000	\$ 15,610,000	\$ 4,645,000	\$ 5,000,000	\$ 87,055,000	C
2-4516 Collection System Rehabilitation	1	60,000	2,000,000	1,000,000	1,500,000	2,000,000	6,560,000	A
3-4569 Existing Reclamation Plant Maintenance	2	200,000	200,000	200,000	200,000	200,000	1,000,000	B
4-4571 Inflow and Infiltration Projects	2	500,000	500,000	500,000	500,000	500,000	2,500,000	A
5-4549 West Side Sewer Lines	2	4,300,000	4,728,000	6,128,333	8,378,333	8,878,333	32,412,999	C
6-4508 Sewer Main Oversizing	2	100,000	100,000	100,000	100,000	100,000	500,000	B
7-4514 Capital Equipment	2	25,000	25,000	25,000	25,000	25,000	125,000	B
8-4523 Contingency	2	100,000	100,000	100,000	100,000	100,000	500,000	B
9-4542 Vehicle Replacement	2	567,000	49,000	515,000	15,000	15,000	1,161,000	B
10-4553 Lift Station Projects	2	500,000	500,000	500,000	500,000	500,000	2,500,000	A
11-4561 Public Works Facilities Improvements	2	150,000	150,000	150,000	150,000	150,000	750,000	C
12-Regional Sports Park Sewer*	2	884,000	-	-	-	-	884,000	C
<b>Total Project Costs</b>		<b>\$ 35,406,000</b>	<b>\$ 42,132,000</b>	<b>\$ 24,828,333</b>	<b>\$ 16,113,333</b>	<b>\$ 17,468,333</b>	<b>\$ 135,947,999</b>	

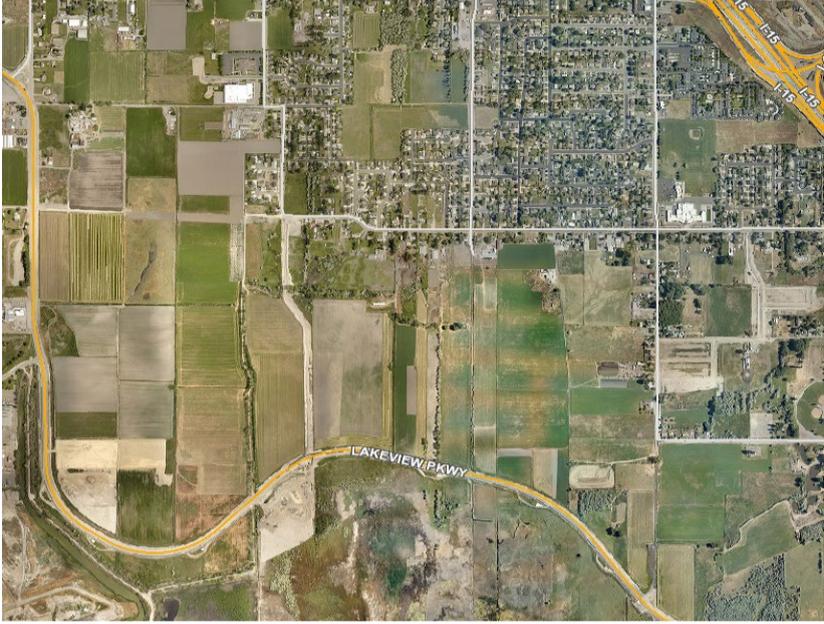
**Priority Levels: 1** - Critical Health and Safety **2** - Necessary Infrastructure **3** - Aspirational Projects  
**2c** - Projects with conditional funding **2d** - Projects depending on outside funding

**Operating Impact: A** - Potential decrease **B** - Little to no impact **C** - Potential increase **D** - Current Budget increase needed

\*New CIP project or project has significantly changed

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
Regional Sports Park Sewer  
Job ID - New**

Department: Public Works - Wastewater	Job Group Number:	WWCR
Project Contact: Gary Calder	Neighborhood: East Bay	
Description and Justification: Sewer line installation within the regional sports park site which needs to be in place before the sports park is completed.	Location Map or Description:	
		

**PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN**

	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	884,000	-	-	-	-	884,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 884,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 884,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	884,000	-	-	-	-	884,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 884,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 884,000</b>
Status:	Funded		Priority:	2. Necessary Infrastructure			
Annual Operating Budget Impact:			How project relates to adopted plans and/or policies: Vision 2030 Goal 14.2- Create and maintain balanced and sustainable financial plans and government budgets that keep taxes and utilities fair and competitive while still maintaining quality services and cost-effective management of our community's infrastructure.				
Code:	C. Potential increase						
Impact Explanation: This will result in additional sewer lines that will need to be maintained going forward. Estimated all-inclusive maintenance cost is about \$2,700 per mile of pipe, but this is not an incremental cost.							

## Water Capital Improvement Fund Summary

<b>Funded Projects</b>		<b>FY 2021-2022</b>	<b>FY 2022-2023</b>	<b>FY 2023-2024</b>	<b>FY 2024-2025</b>	<b>FY 2025-2026</b>	<b>Total</b>	
<b>Funding Sources</b>		<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>	<b>Estimate</b>		
Transfers		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Grants		30,000,000	-	-	-	-	30,000,000.00	
Impact Fees		1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	6,000,000	-
City Labor		-	-	-	-	-	-	
Prior Year Carryover		-	-	-	-	-	-	
CIP Fund Balance		-	-	-	-	-	-	
New Year Budget		5,930,000	7,830,000	8,280,000	7,080,000	6,930,000	36,050,000	
<b>Total Funding Sources</b>		<b>\$ 37,130,000</b>	<b>\$ 9,030,000</b>	<b>\$ 9,480,000</b>	<b>\$ 8,280,000</b>	<b>\$ 8,130,000</b>	<b>\$ 72,050,000</b>	
<b>Project Costs</b>								<b>Operating Impact</b>
<b>Project Description</b>	<b>Priority Level</b>							
1-4021-Wells	1	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 5,000,000	C
2-4045-48-inch Transmission Line/Canyon 36"	1	1,075,000	1,075,000	1,075,000	1,075,000	1,075,000	5,375,000	C
3-4046-Reservoir Replacement	1	-	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000	A
4-4052-Spring Rehabilitation	1	300,000	700,000	200,000	50,000	200,000	1,450,000	A
5-4059-Emergency Backup Power	1	250,000	250,000	250,000	250,000	250,000	1,250,000	C
6-4008-Water Distribution System Improvements	2	250,000	1,250,000	1,250,000	1,250,000	1,250,000	5,250,000	C
7-4010-Misc. Capital Items	2	30,000	30,000	30,000	30,000	30,000	150,000	B
8-4013-Water Main Oversizing	2	350,000	350,000	350,000	350,000	350,000	1,750,000	B
9-4036-Contingency	2	125,000	125,000	125,000	125,000	125,000	625,000	B
10-4048-New Meter Installation	2	50,000	50,000	50,000	50,000	50,000	250,000	B
11-4062-Well House Rehabilitation	2	50,000	50,000	50,000	50,000	50,000	250,000	A
12-4050-Public Works Facilities Improvements	2	150,000	150,000	150,000	150,000	150,000	750,000	C
13-800 North Waterline Replacement 300 West to 500 West	2	-	-	750,000	-	-	750,000	B
14-700 East - 900 North to 800 N (20 in. 700 ft)	2	-	-	-	300,000	-	300,000	B
15-500 W - 1560 S to 920 S (12 in. 3200 ft)	2	-	-	600,000	-	-	600,000	B
16-4055-West Side Master Plan Projects	2	450,000	450,000	450,000	450,000	450,000	2,250,000	C
17-4063-South Fork 24" Concrete Pipe Replacement/Lining	2	200,000	200,000	200,000	200,000	200,000	1,000,000	A
18-24" Transmission Line 1730 N 1500 W to 1680 N Geneva	2	-	700,000	700,000	700,000	700,000	2,800,000	B
19-4060-Millrace Repair - 800 N to 500 N	2	200,000	-	-	-	-	200,000	B
20-4037-Vehicle Replacement	2	-	400,000	-	-	-	400,000	A
21-4058-Aquifer Storage and Recovery Projects**	2	250,000	1,250,000	1,250,000	1,250,000	1,250,000	5,250,000	B
22-Treatment Plant Diversion Design and Construction*	2	2,400,000	-	-	-	-	2,400,000	C
23-Water Treatment Plant*	2d	30,000,000	-	-	-	-	30,000,000	C
<b>Total Project Costs</b>		<b>\$ 37,130,000</b>	<b>\$ 9,030,000</b>	<b>\$ 9,480,000</b>	<b>\$ 8,280,000</b>	<b>\$ 8,130,000</b>	<b>\$ 72,050,000</b>	

**Priority Levels: 1 - Critical Health and Safety 2 - Necessary Infrastructure 3 - Aspirational Projects**  
**2c - Projects with conditional funding 2d - Projects depending on outside funding**

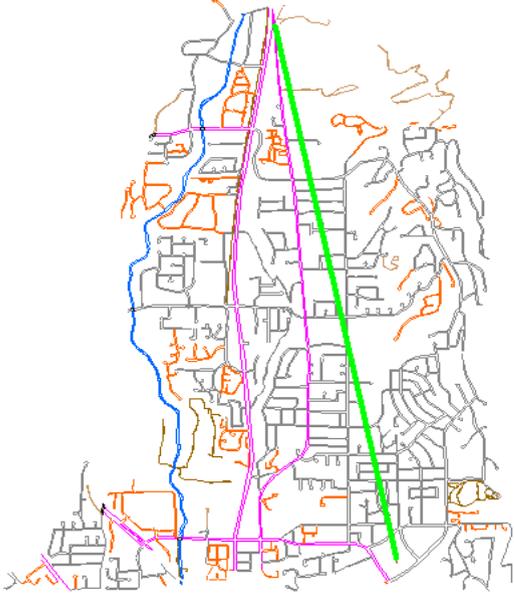
**Operating Impact: A - Potential decrease B - Little to no impact C - Potential increase D - Current Budget increase needed**

\*New CIP project or project has significantly changed



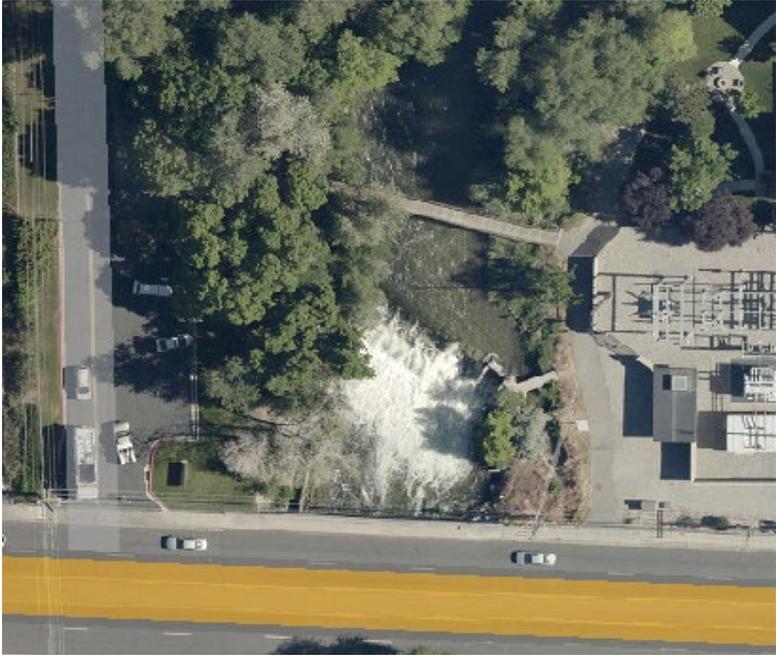
**UPDATED**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
Aquifer Storage and Recovery Projects  
Job ID - NEW**

Department: Public Works - Water		Job Group Number:		WACS			
Project Contact: Gary Calder		Neighborhood: Citywide					
Description and Justification: Aquifer recharging projects that will help us utilize water rights more effectively.		Location Map or Description: 					
PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	250,000	1,250,000	1,250,000	1,250,000	1,250,000	5,250,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 5,250,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	250,000	1,250,000	1,250,000	1,250,000	1,250,000	5,250,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 1,250,000</b>	<b>\$ 5,250,000</b>
Status:	Funded		Priority:	2. Necessary Infrastructure			
Annual Operating Budget Impact:		How project relates to adopted plans and/or policies: Goal 14.2 of Vision 2030 seeks to create and maintain balanced and sustainable financial plans while maintaining cost-effective management of our community's infrastructure.					
Code:	B. Little to no impact						
Impact Explanation: New ASR infrastructure will have minimal impact on operating costs.							

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
Treatment Plant Diversion Design and Construction  
Job ID - NEW**

Department: Public Works - Water		Job Group Number:		WACS			
Project Contact: Gary Calder		Neighborhood: Carterville					
Description and Justification: Design and construction of a diversion on the Provo River to create opportunities for future utilization of existing water rights.		Location Map or Description: 					
PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
<b>Proposed Funding Sources:</b>							
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	2,400,000	-	-	-	-	2,400,000
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>
<b>Cost Elements:</b>							
Planning & Design	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	2,000,000	-	-	-	-	2,000,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,400,000</b>
Status:	Funded		Priority:	2. Necessary Infrastructure			
Annual Operating Budget Impact:		How project relates to adopted plans and/or policies: Goal 14.2 of Vision 2030 seeks to create and maintain balanced and sustainable financial plans while maintaining cost-effective management of our community's infrastructure.					
Code:	C. Potential increase						
Impact Explanation: The diversion will require some maintenance but will not have a major impact on short term operating budgets.							

**NEW**

**PROVO CITY CAPITAL IMPROVEMENT PLAN FY 2021/2022  
Water Treatment Plant  
Job ID - NEW**

Department: Public Works - Water		Job Group Number:		WACS			
Project Contact: Gary Calder		Neighborhood: Carterville					
Description and Justification: Construction of a Water Treatment plant to treat river water to culinary quality. This will help the City more fully utilize existing water rights.		Location Map or Description:					
PROJECT SCHEDULE, BUDGET, AND FIVE YEAR CIP PLAN							
	Cost-To-Date	FY 2021-2022 Estimate	FY 2022-2023 Estimate	FY 2023-2024 Estimate	FY 2024-2025 Estimate	FY 2025-2026 Estimate	Total
Proposed Funding Sources:							
Grants	\$ -	\$ 30,000,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000,000
Transfers	-	-	-	-	-	-	-
City Labor	-	-	-	-	-	-	-
Impact Fees	-	-	-	-	-	-	-
Bonds	-	-	-	-	-	-	-
Prior Year Carryover	-	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
New Year Budget	-	-	-	-	-	-	-
<b>TOTAL FUNDING</b>	<b>\$ -</b>	<b>\$ 30,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000,000</b>
Cost Elements:							
Planning & Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Acquisition	-	-	-	-	-	-	-
Site Improvements	-	-	-	-	-	-	-
Equipment/Furniture	-	-	-	-	-	-	-
Construction	-	30,000,000	-	-	-	-	30,000,000
Labor	-	-	-	-	-	-	-
<b>TOTAL COSTS</b>	<b>\$ -</b>	<b>\$ 30,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000,000</b>
Status:	Funded		Priority:	2d. Projects depending on outside funding			
Annual Operating Budget Impact:		How project relates to adopted plans and/or policies: Goal 14.2 of Vision 2030 seeks to create and maintain balanced and sustainable financial plans while maintaining cost-effective management of our community's infrastructure.					
Code:	C. Potential increase						
Impact Explanation: When complete, this 10 MGD treatment plant is anticipated to increase operating costs by \$500,000 annually.							

## **LINKS TO THE CAPITAL IMPROVEMENT PLAN**

The full Five-Year Capital Improvement Plan (CIP) is too long to attach and can be found at this link:

<https://www.provo.org/Home/ShowDocument?id=18098>

The CIPs for the past two fiscal years can be found at the following links:

Fiscal year ended June 30, 2020

<https://www.provo.org/Home/ShowDocument?id=15173>

Fiscal year ended June 30, 2019

<https://www.provo.org/Home/ShowDocument?id=13289>

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** HSALZL  
**Department:** Council  
**Requested Meeting Date:** 03-16-2021

**SUBJECT:** A presentation regarding the Public Works budget for fiscal year 2021-2022 budget. (21-015)

**RECOMMENDATION:** Presentation only. The information presented will inform future budget discussions. In the Work Meeting on April 20, 2021, the Council will give the Mayor a list of their budget priorities for consideration as Administration and Finance draft the fiscal year (FY) 2021-2022 budget.

**BACKGROUND:** In preparation for the drafting and approval of the FY 2021-2022 budget, each department has been asked to present to the Council. In addition to identifying their priorities, needs, wants, and potential costs, their presentations should address the following questions:

- What is your department/division doing to help the City achieve the goals listed in the General Plan Implementation section (Chapter 9 of the General Plan) or any other relevant goal of the department)?
- Are there Goals and Objectives in the General Plan where you feel like you could do more if given more budget? If so, what are they?
- Do you see important needs being unfunded or underfunded in your department currently?
- If you received supplemental money last year, what did you do with those dollars? How did those dollars make it easier to achieve your department/division goals? Alternatively, be prepared to discuss what might have been put on hold or cut back last year, and the impact that had on services/operations.
- Are there other requests related to the FY2022 budget you'd like to bring before the Council?

We will provide the Council with data from last year's adopted budgets.

It will be up to each department to discuss how much they want to involve their various division directors, but the Council does want to understand the needs of the divisions with the the department.

The department's budget for FY 2020-2021 is in the attached supporting documents. The full budget that was approved for Provo City for FY 2020-2021 can be found here: <https://www.provo.org/Home/ShowDocument?id=18366>

**FISCAL IMPACT:** None immediately, but the presentation is intended to inform budget discussions.

**PRESENTER'S NAME:** TBD

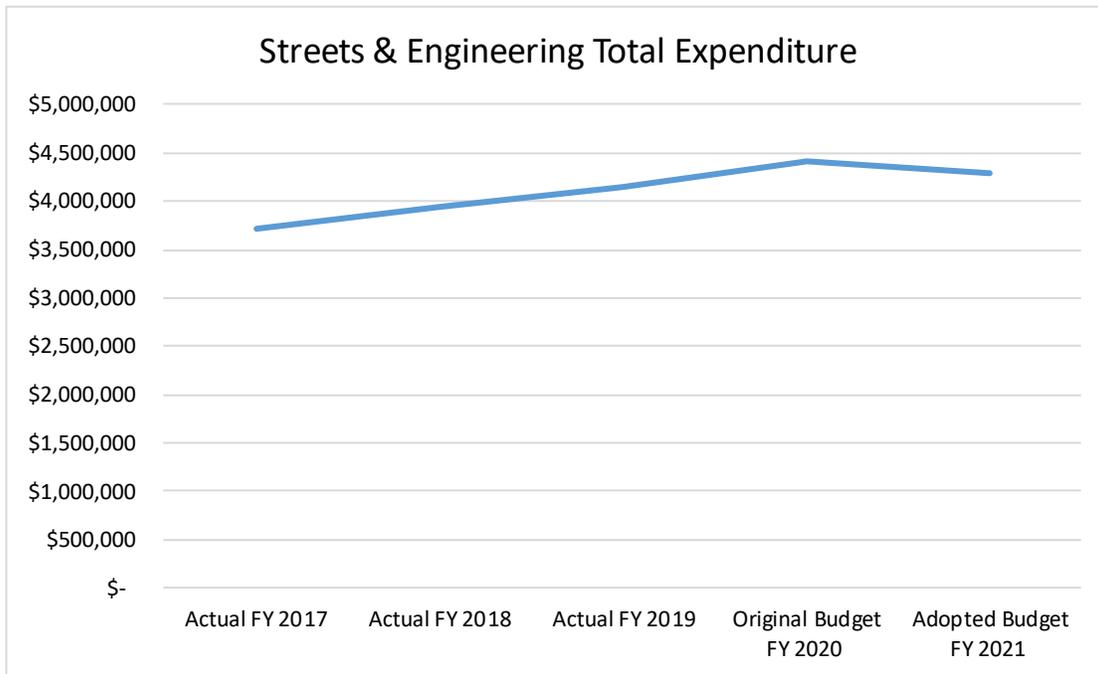
**REQUESTED DURATION OF PRESENTATION:** 60 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 21-015

# Streets & Engineering Divisions

Streets & Engineering	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue</b>						
Fees	\$ 705,382	\$ 1,055,556	\$ 499,309	\$ 681,000	\$ 681,000	\$ 650,000
Miscellaneous	5,371	7,448	1,751	-	-	-
<b>Total Revenue</b>	<b>710,753</b>	<b>1,063,004</b>	<b>501,060</b>	<b>681,000</b>	<b>681,000</b>	<b>650,000</b>
<b>Expenditure</b>						
Streets & Maintenance	2,031,118	2,017,280	1,923,200	2,086,991	2,266,014	2,131,726
<b>Engineering</b>						
Engineering Administration	554,609	537,266	570,064	677,843	762,933	669,528
Design General Engineering	922,183	1,128,638	1,369,557	1,369,272	1,369,272	1,206,146
Traffic General Engineering	207,195	265,629	279,712	275,119	275,291	288,529
Engineering Total	1,683,987	1,931,534	2,219,333	2,322,234	2,407,496	2,164,203
<b>Total Expenditures</b>	<b>\$ 3,715,105</b>	<b>\$ 3,948,814</b>	<b>\$ 4,142,533</b>	<b>\$ 4,409,225</b>	<b>\$ 4,673,510</b>	<b>\$ 4,295,929</b>



Division	Priority	Goal	Performance Measure	Annual Totals				
				2018	2019	2020		2021
				Actual	Actual	Current	Target	Target
Engineering	Business and Economic Vitality	Enable Development	Number of Permits Issued	964	1030	252	900	900
Streets	Healthy, Inviting Environment	Replace Street Name Signs	Number of Street Name Signs replaced with new Provo Logo	325	431	329	250	250

# Streets Division

## Division Function

- The Streets Maintenance Division is part of the Public Works Department of Provo City. This division is responsible for year-round street maintenance, which includes asphalt repairs, crack sealing, road rehabilitation preparation, road shoulder maintenance (grading), sidewalk replacement, weed abatement on streets right-of-way, street sweeping, and snow removal during winter months. Traffic safety functions are also performed by the Streets Division, including street painting (lane lines, crosswalks, stop bars, road symbols and parking stalls), sign fabrication and installation. This division also manages the City's gravel pit in the mouth of Provo Canyon.

## Budget Highlights

- No major changes in the FY21 budget.

# Engineering Division

## Department Function

- The Engineering Division of the Public Works Department provides professional engineering support (design, survey, drafting, traffic engineering development review, records maintenance, utility permits and inspection and public information) to the City Administration, the Municipal Council, the Planning Commission, other City departments, and the public. The Engineering Division also provides administration, design, inspection, and construction management of Public Works capital improvement projects, professional transportation, engineering services, and traffic signal operations for the City.

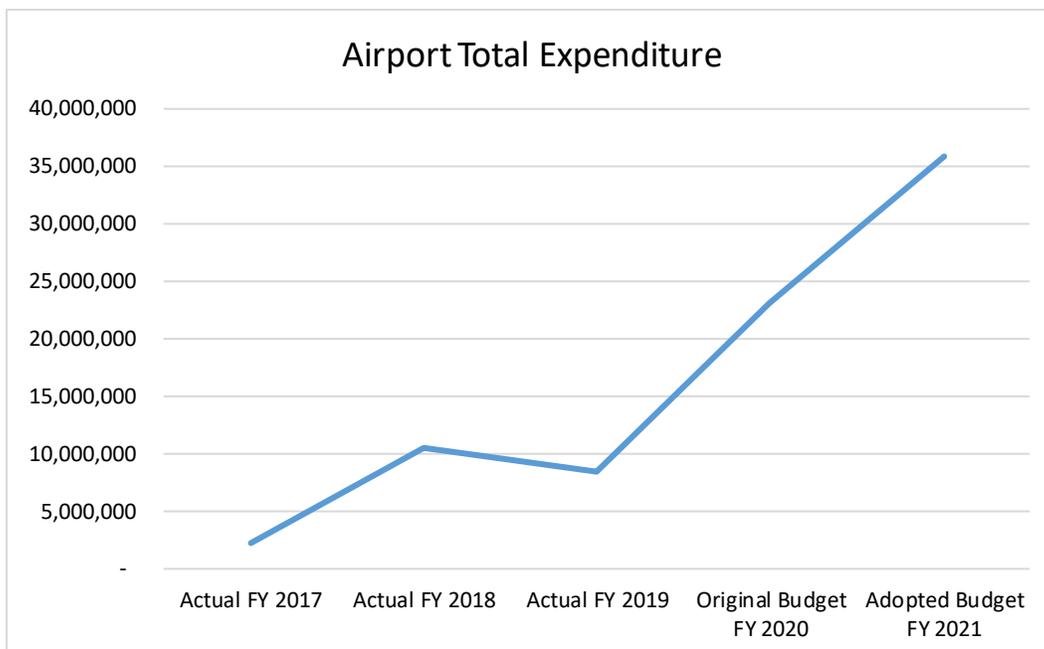
## Budget Highlights

- Due to the uncertain economic conditions due to COVID-19-related, two vacant full-time engineer positions are not funded in the FY21 budget.
- A part-time position in previous budgets has been moved to a full-time position.



# Airport

	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue &amp; Transfer In</b>						
Fees	\$ 375,614	\$ 362,253	\$ 605,020	\$ 465,000	\$ 465,000	\$ 465,000
Property tax revenue				228,238	228,238	464,975
Grants	917,460	4,111,354	5,352,165	21,500,000	21,500,000	34,300,000
Lease	-	-	610,476	250,000	250,000	392,000
Miscellaneous	41,148	213,121	272,100	25,000	25,000	25,000
Fuel Tax	54,898	79,434	42,448	37,000	37,000	37,000
Bond Proceeds	-	5,528,952	-	-	-	-
Interest Income	5,108	58,793	49,954	40,000	40,000	500
Transfer In	231,705	558,960	91,230	89,308	2,589,308	141,411
<b>Total Revenue &amp; Transfer In</b>	<b>1,625,933</b>	<b>10,912,866</b>	<b>7,023,393</b>	<b>22,634,546</b>	<b>25,134,546</b>	<b>35,825,886</b>
<b>Operation Expenditures</b>						
Airport Operations	\$ 777,770	\$ 757,080	\$ 1,026,394	\$ 1,188,799	\$ 1,221,474	\$ 1,495,245
Airport Tower	27,313	27,264	20,540	30,573	21,218	30,642
<b>Total Operating Expenditures</b>	<b>805,083</b>	<b>784,344</b>	<b>1,046,934</b>	<b>1,219,372</b>	<b>1,242,692</b>	<b>1,525,886</b>
<b>Capital Expenditures</b>						
Airport CIP	\$ 1,381,041	\$ 2,288,656	\$ 4,399,015	\$ 21,780,000	\$ 30,115,973	\$ 34,300,000
Infrastructure Improvements	-	844,792	2,081,040	-	1,424,902	-
Taxiway Improvements	-	6,544,328	916,366	-	1,161,688	-
<b>Total Capital Expenditures</b>	<b>1,381,041</b>	<b>9,677,775</b>	<b>7,396,421</b>	<b>21,780,000</b>	<b>32,702,563</b>	<b>34,300,000</b>
<b>Total Airport Revenues</b>	<b>1,625,933</b>	<b>10,912,866</b>	<b>7,023,393</b>	<b>22,634,546</b>	<b>25,134,546</b>	<b>35,825,886</b>
<b>Total Airport Expenditures</b>	<b>(2,186,124)</b>	<b>(10,462,119)</b>	<b>(8,443,355)</b>	<b>(22,999,372)</b>	<b>(33,945,255)</b>	<b>(35,825,886)</b>
<b>Net Increase (Decrease)</b>	<b>(560,191)</b>	<b>450,748</b>	<b>(1,419,962)</b>	<b>(364,826)</b>	<b>-</b>	<b>-</b>
<b>Beginning Fund Balance</b>	<b>764,076</b>	<b>203,885</b>	<b>654,633</b>	<b>(765,329)</b>	<b>(1,130,155)</b>	<b>(1,130,155)</b>
<b>Assigned Fund Balance</b>	<b>808,495</b>	<b>248,304</b>	<b>654,633</b>	<b>(765,329)</b>	<b>(765,329)</b>	<b>-</b>
<b>Unassigned Fund Balance</b>	<b>(604,610)</b>	<b>406,329</b>	<b>(1,419,962)</b>	<b>(364,826)</b>	<b>(364,826)</b>	<b>(1,130,155)</b>
<b>Ending Fund Balance</b>	<b>203,885</b>	<b>654,633</b>	<b>(765,329)</b>	<b>(1,130,155)</b>	<b>(1,130,155)</b>	<b>(1,130,155)</b>



## Division Function

- The Airport and Airport CIP funds are a division of the Public Works Department. The purpose of the Airport Division is to operate and maintain the airport for the greatest benefit to the citizens of Provo. Some of its responsibilities include a) maintaining safe operations as airport use increases to include scheduled air passenger commercial service; b) minimizing potential impacts on surrounding neighborhoods through consistent enforcement of policies; c) maintaining compliance with FAA grant assurances; d) protecting the Provo taxpayers' investment in the airport; and e) assuring continued FAA funding. The Airport CIP tracks all major renovations at the Airport, along with runway maintenance and other capital projects. The main source of funding for the CIP fund is the FAA.

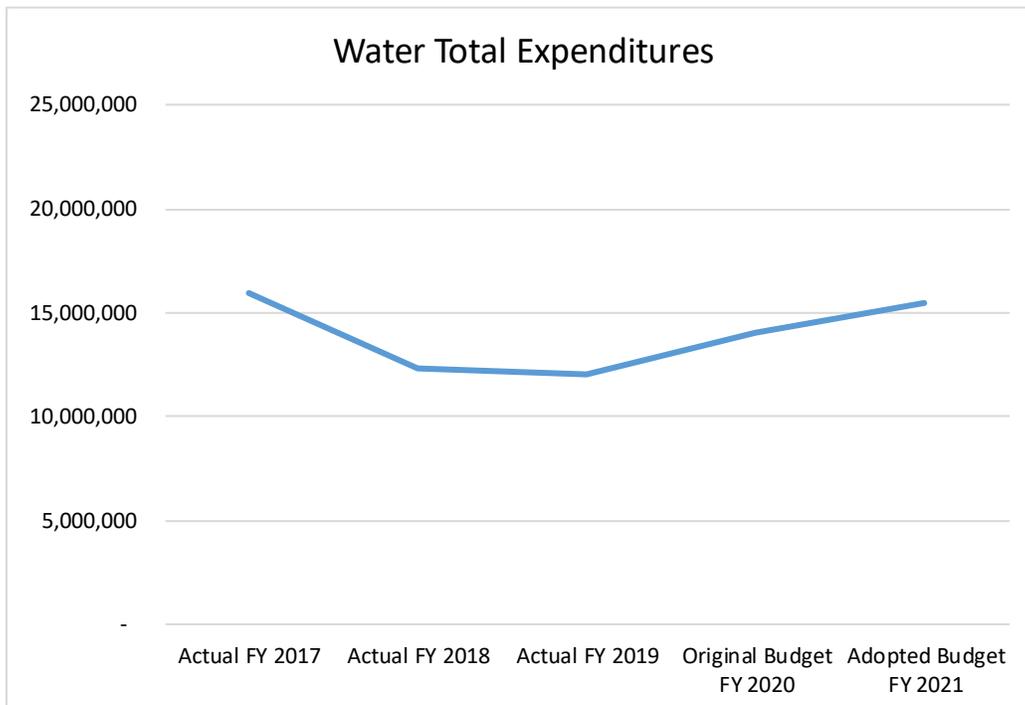
## Budget Highlights

- Significant construction on the new Airport Terminal will occur in FY21.
- The FY21 Budget includes funding for a new Airport Security Specialist position that will enable the City to separate maintenance and security duties. This will help the Airport meet TSA and FAA mandates for adequate staffing and prepare for enhanced operations when the new terminal is completed.



# Water

Water	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue</b>						
Utility Sales	\$ 13,006,917	\$ 14,025,637	\$ 14,356,667	\$ 14,416,000	\$ 14,396,000	\$ 15,182,600
Miscellaneous	319,905	598,506	79,925	50,000	70,000	50,000
Fees	353,793	254,776	459,159	36,800	668,802	1,235,000
Interest Income	178,379	97,517	202,167	100,000	100,000	100,000
Transfer In	<u>583,820</u>	<u>583,820</u>	<u>583,820</u>	<u>-</u>	<u>-</u>	<u>583,820</u>
Total Revenue & Transfer In	<u>14,442,814</u>	<u>15,560,257</u>	<u>15,681,738</u>	<u>14,602,800</u>	<u>15,234,802</u>	<u>17,151,420</u>
<b>Operations Expenditure</b>						
Public Works Administration	\$ -	\$ 436	\$ 336,687	\$ 409,879	\$ 409,879	\$ 519,464
Water Administration	3,844,296	4,138,982	4,183,994	4,265,612	4,379,123	4,410,699
Water Sources	2,117,628	2,194,378	2,425,296	2,814,867	2,821,148	2,753,827
Water Distribution	1,428,206	1,488,740	1,517,268	1,543,069	1,547,891	1,688,131
Water Inventory	<u>(122,455)</u>	<u>129,644</u>	<u>22,944</u>	<u>-</u>	<u>1,000</u>	<u>-</u>
Total Operating Expenditure	<u>7,267,675</u>	<u>7,952,180</u>	<u>8,486,189</u>	<u>9,033,427</u>	<u>9,159,041</u>	<u>9,372,121</u>
<b>Capital Expenditure</b>						
Water Capital	\$ 8,679,622	\$ 4,368,683	\$ 3,546,767	\$ 5,030,000	\$ 14,216,599	\$ 6,080,000
Total Capital Expenditure	<u>8,679,622</u>	<u>4,368,683</u>	<u>3,546,767</u>	<u>5,030,000</u>	<u>14,216,599</u>	<u>6,080,000</u>
Transfer Out	<u>\$ 1,718,756</u>	<u>\$ 1,791,892</u>	<u>\$ 1,657,204</u>	<u>\$ 1,734,187</u>	<u>\$ 1,734,187</u>	<u>\$ 1,856,458</u>
Total Water Revenues	14,442,814	15,560,257	15,681,738	14,602,800	15,234,802	17,151,420
Total Water Expenditure & Transfer Out	<u>(17,666,053)</u>	<u>(14,112,755)</u>	<u>(13,690,159)</u>	<u>(15,797,614)</u>	<u>(25,109,827)</u>	<u>(17,308,579)</u>
Net Change in Fund Balance	(3,223,239)	1,447,502	1,991,579	(1,194,814)	(9,875,025)	(157,159)
Beginning Fund Balance	9,321,542	6,098,303	7,545,805	9,537,384	9,537,384	(337,641)
Assigned Fund Balance	5,569,367	3,759,340	4,471,860	4,471,860	-	-
Unassigned Fund Balance	<u>528,936</u>	<u>3,786,465</u>	<u>5,065,524</u>	<u>3,870,710</u>	<u>(337,641)</u>	<u>(494,800)</u>
Ending Fund Balance	<u>6,098,303</u>	<u>7,545,805</u>	<u>9,537,384</u>	<u>8,342,570</u>	<u>(337,641)</u>	<u>(494,800)</u>



## Department Function

- The Water Distribution and Water Sources Sections of the Water Resources Division are included in the Public Works Department. The mission of these sections is to protect the community's health and welfare by providing an abundant supply of high quality water in a way which exceeds federal and state water quality standards at a competitive price. These sections provide comprehensive culinary water services to the community utilizing water service sales, connection fees, and minor miscellaneous revenues.

## Budget Highlights

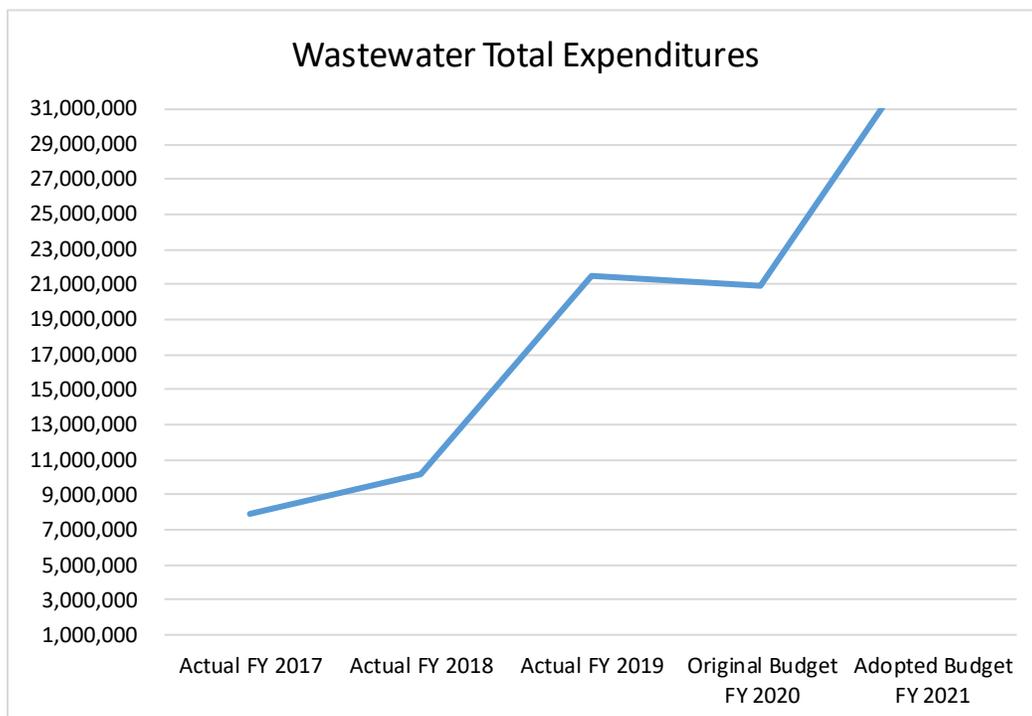
- In FY20, Water completed a four million gallon and a six million gallon water tank. In addition, the Water Division installed almost two-and-a-half miles of 36-inch and 24-inch transmission line with appurtenant valves and SCADA equipment to create a new Westside Pressure Zone from the railroad tracks to Utah Lake.
- Also in FY20, Water designed and bid on infrastructure for Duncan Aviation expansion project.
- In FY21, Water utility rates will increase by 5%.

Priority	Goal	Performance Measure	Annual Totals				
			2018	2019	2020		2021
			Actual	Actual	Current	Target	Target
Safe City	Safe Water	Bacteriological Samples Taken	1365	1402	351	1350	1400
		Water Usage (Billion Gallons)	9.4	8.4	1.2	9	9



# Wastewater

Wastewater	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue</b>						
Utility Sales	\$ 9,468,269	\$ 11,253,400	\$ 14,812,212	\$ 16,905,000	\$ 16,905,000	\$ 21,131,250
Miscellaneous	64,185	369,659	945,152	15,000	15,000	15,000
Fees	449,777	-	93,614	1,016,500	1,016,500	1,016,500
Loan	-	-	-	10,000,000	10,000,000	15,000,000
Grants	-	-	-	-	-	-
Interest Income	213,933	248,985	364,224	300,000	300,000	200,000
<b>Total Revenue</b>	<b>10,196,164</b>	<b>11,872,044</b>	<b>16,215,202</b>	<b>28,236,500</b>	<b>28,236,500</b>	<b>37,362,750</b>
<b>Operations Expenditure</b>						
Wastewater Reclamation	\$ 3,913,933	\$ 4,058,998	\$ 4,197,392	\$ 4,783,367	\$ 4,806,345	\$ 4,992,066
Wastewater Collection	1,061,193	1,034,474	1,069,210	852,941	863,736	865,140
<b>Total Operating Expenditure</b>	<b>4,975,127</b>	<b>5,093,473</b>	<b>5,266,602</b>	<b>5,636,308</b>	<b>5,670,081</b>	<b>5,857,206</b>
<b>Capital Expenditure</b>						
Wastewater Capital	\$ 2,956,970	\$ 5,061,496	\$ 16,158,506	\$ 15,270,000	\$ 26,132,186	\$ 29,321,500
<b>Total Capital Expenditure</b>	<b>2,956,970</b>	<b>5,061,496</b>	<b>16,158,506</b>	<b>15,270,000</b>	<b>26,132,186</b>	<b>29,321,500</b>
Transfer Out	1,873,972	1,907,936	1,905,556	1,954,050	1,954,050	3,026,565
<b>Total Wastewater Revenue</b>	<b>10,196,164</b>	<b>11,872,044</b>	<b>16,215,202</b>	<b>28,236,500</b>	<b>28,236,500</b>	<b>37,362,750</b>
<b>Total Wastewater Expenditures</b>	<b>(9,806,069)</b>	<b>(12,062,904)</b>	<b>(23,330,664)</b>	<b>(22,860,358)</b>	<b>(33,756,317)</b>	<b>(38,205,271)</b>
<b>Net Change in Fund Balance</b>	<b>390,095</b>	<b>(190,860)</b>	<b>(7,115,461)</b>	<b>5,376,142</b>	<b>(5,519,817)</b>	<b>(842,521)</b>
Beginning Fund Balance	13,874,779	14,264,874	14,074,014	6,958,553	6,958,553	1,438,736
Assigned Fund Balance	10,365,691	11,238,930	10,809,978	10,809,978	-	-
Unassigned Fund Balance	3,899,183	2,835,084	(3,851,425)	1,524,717	1,438,736	596,215
<b>Ending Fund Balance</b>	<b>14,264,874</b>	<b>14,074,014</b>	<b>6,958,553</b>	<b>12,334,695</b>	<b>1,438,736</b>	<b>596,215</b>



## Department Function

- Wastewater is composed of two sections (Wastewater Collections and Water Reclamation) within the Water Resources Division of the Public Works Department. These sections provide comprehensive sanitary wastewater collection and treatment services to the community. These sections operate a fully delegated Industrial Pre-treatment Program to control the discharge of toxic, harmful or untreatable wastes to the sewer system. Funding for operation, maintenance, and capital wastewater needs are provided by sewer rates and minor miscellaneous revenues.

## Budget Highlights

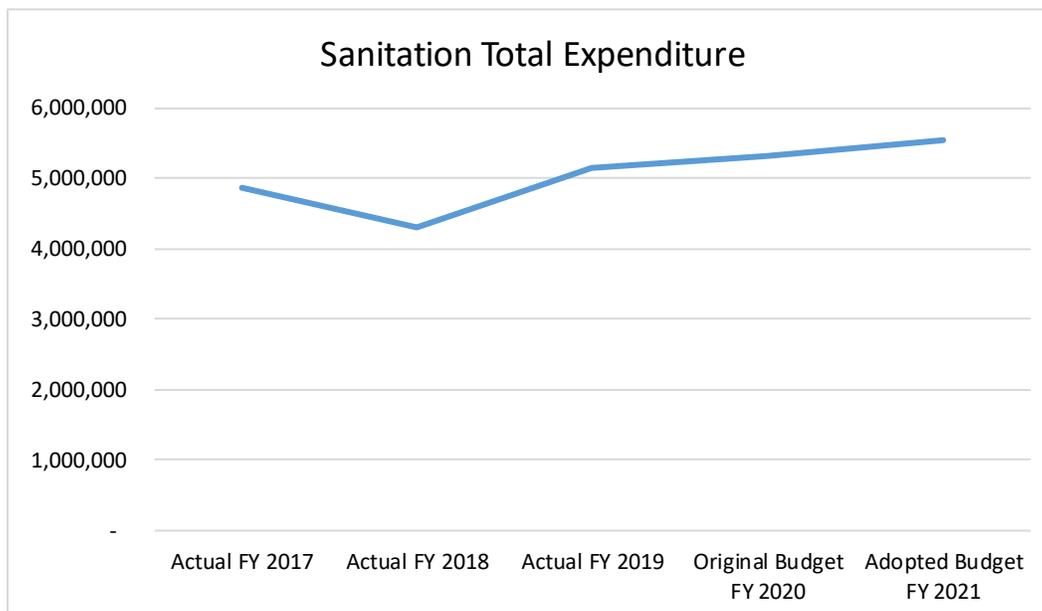
- In FY20, Wastewater initiated the first of its kind, comprehensive sewer metering project with 33 sewer meters installed throughout the city over a period of several months in order to quantify and model sewer flows, identify infiltration and inflow (I & I), and master plan for growth. Significant reduction in infiltration was documented as repairs to the sewer were made.
- In FY21, the anticipated increase in Wastewater’s fund balance is due to a 25% rate increase which is intended to help build fund balance in order to pay for a new wastewater treatment plant and infrastructure.

Priority	Goal	Performance Measure	Annual Totals				
			2018	2019	2020		2021
			Actual	Actual	Current	Target	Target
Safe City	Healthy Waterways	Billions of gallons of sewage treated (Calendar	4.04	4.23	0.66	4.4	4.0



# Sanitation

	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Sanitation</b>						
<b>Revenue</b>						
Utility Sales	\$ 4,600,433	\$ 4,348,741	\$ 4,840,247	\$ 5,921,850	\$ 5,921,850	\$ 6,073,850
Miscellaneous	(3,415)	55,664	28,482	60,500	60,500	60,500
Fees	33,525	783,237	924,014	241,000	241,000	241,000
Interest Income	8,964	7,983	15,814	10,000	10,000	10,000
<b>Total Revenue</b>	<b>4,639,507</b>	<b>5,195,625</b>	<b>5,808,557</b>	<b>6,233,350</b>	<b>6,233,350</b>	<b>6,385,350</b>
<b>Operating Expenditures</b>						
Sanitation Collections	\$ 4,460,607	\$ 4,208,059	\$ 4,754,397	\$ 5,175,564	\$ 5,201,815	\$ 5,397,467
Green Waste	-	-	-	-	-	-
<b>Total Operating Expenditures</b>	<b>4,460,607</b>	<b>4,208,059</b>	<b>4,754,397</b>	<b>5,175,564</b>	<b>5,201,815</b>	<b>5,397,467</b>
<b>Capital Expenditures</b>						
Sanitation Projects	\$ 398,707	\$ 107,565	\$ 383,982	\$ 150,000	\$ 275,066	\$ 150,000
<b>Total Capital Expenditure</b>	<b>398,707</b>	<b>107,565</b>	<b>383,982</b>	<b>150,000</b>	<b>275,066</b>	<b>150,000</b>
Transfers Out	809,613	606,615	669,257	717,904	717,904	751,377
<b>Total Sanitation Revenues</b>	<b>4,639,507</b>	<b>5,195,625</b>	<b>5,808,557</b>	<b>6,233,350</b>	<b>6,233,350</b>	<b>6,385,350</b>
<b>Total Sanitation Expenses</b>	<b>(5,668,927)</b>	<b>(4,922,239)</b>	<b>(5,807,636)</b>	<b>(6,043,468)</b>	<b>(6,194,785)</b>	<b>(6,298,844)</b>
<b>Net Change in Fund Balance</b>	<b>(1,029,420)</b>	<b>273,386</b>	<b>921</b>	<b>189,882</b>	<b>38,565</b>	<b>86,506</b>
Beginning Fund Balance	1,258,513	229,093	502,479	503,400	503,400	541,965
Assigned Fund Balance	391,120	16,612	159,048	-	-	-
Unassigned Fund Balance	(162,027)	485,867	344,352	693,282	541,965	628,471
<b>Ending Fund Balance</b>	<b>229,093</b>	<b>502,479</b>	<b>503,400</b>	<b>693,282</b>	<b>541,965</b>	<b>628,471</b>



## Division Function

- Sanitation is a division within the Public Works Department. This division provides automated residential refuse (black can) collection, recyclable (blue can) collection, and green waste (green can) recycling. Sanitation also manages neighborhood-oriented cleanup programs in the spring and fall of each year.

## Budget Highlights

- **Compost**
  - Received 5077 tons of green waste
  - Sold 7614 cubic yards of compost
  - Shipped out 0 yards of green waste for disposal
- **Trash and recycle**
  - Picked up 21,150 tons of trash
  - Picked up 2586 tons of recycle
- **Serviced**
  - Trash accounts - 18,017, up from 17,773 last year
  - Trash containers - 21,593, up from 21,317 last year
  - Recycle accounts - 10,474, up from 10,392 last year
  - Recycle containers - 10,655, up from 10,591 last year
  - Yard Waste accounts - 6,247, up from 6000 last year
  - Yard Waste containers - 6,415, up from 6,165 last year



# Stormwater Service District

Storm Drain	Actual FY 2017	Actual FY 2018	Actual FY 2019	Original Budget FY 2020	Adjusted Budget FY 2020	Adopted Budget FY 2021
<b>Revenue</b>						
Utility Sales	\$ 4,525,754	\$ 4,852,442	\$ 5,290,194	\$ 5,616,000	\$ 5,616,000	\$ 5,616,000
Miscellaneous	53,019	503,962	301,727	56,783	56,783	56,783
Fees	324,016	9,740	418,604	21,000	21,000	421,000
Interest Income	21,189	30,613	58,250	15,000	15,000	15,000
Total Revenue	<u>4,923,978</u>	<u>5,396,758</u>	<u>6,068,775</u>	<u>5,708,783</u>	<u>5,708,783</u>	<u>6,108,783</u>
<b>Operation Expenditure</b>						
Storm Drain	\$ 2,740,669	\$ 2,381,071	\$ 2,482,405	\$ 2,732,563	\$ 2,796,257	\$ 2,819,839
Total Expenditure	<u>2,740,669</u>	<u>2,381,071</u>	<u>2,482,405</u>	<u>2,732,563</u>	<u>2,796,257</u>	<u>2,819,839</u>
<b>Capital Expenditure</b>						
Storm Drain CIP	\$ 1,197,651	\$ 3,008,050	\$ 1,943,452	\$ 2,390,000	\$ 3,577,782	\$ 3,885,000
Total Expenditure	<u>1,197,651</u>	<u>3,008,050</u>	<u>1,943,452</u>	<u>2,390,000</u>	<u>3,577,782</u>	<u>3,885,000</u>
Total Revenues	4,923,978	5,396,758	6,068,775	5,708,783	5,708,783	6,108,783
Total Expenditures	(3,938,320)	(5,389,121)	(4,425,857)	(5,122,563)	(6,374,039)	(6,704,839)
Transfer Out	(650,801)	(575,954)	(581,109)	(663,260)	(663,260)	(674,723)
Net Change in Fund Balance	334,857	(568,317)	1,061,809	(77,040)	(1,328,516)	(1,270,779)
Beginning Fund Balance	1,806,192	2,141,049	1,572,732	2,634,541	2,634,541	1,306,025
Assigned Fund Balance	641,249	1,597,545	523,325	-	-	-
Unassigned Fund Balance	<u>1,499,800</u>	<u>(24,813)</u>	<u>2,111,216</u>	<u>2,557,501</u>	<u>1,306,025</u>	<u>35,246</u>
Ending Fund Balance	2,141,049	1,572,732	2,634,541	2,557,501	1,306,025	35,246

## Department Function

- The Stormwater Division of the Public Works Department is responsible for protecting property from flooding and preventing the public street system from being encumbered with flood water during rainstorms and spring snow melt runoff. This division also builds, operates, and maintains a storm drainage system such that citizens, property owners, business people, and even Stormwater employees can rest comfortably during runoff events. The division complies with new federal storm water quality regulations. Irrigation water is delivered to customers along the City irrigation ditches in the central and southwest areas of the City.

## Budget Highlights

- In FY20, Stormwater completed construction of City's first regional detention ponds (Kiwanis Park / Wasatch Elementary)
- Partnered with Accena Group for better tracking of storm water quality permitting and inspections in FY20.
- Maintenance - Completed 35.2 out of 53 miles of maintenance in FY20, and plan to complete 53 miles next year.
- IDDE Training - Completed 171 trainings out of 330 in FY20.

Priority	Goal	Performance Measure	Annual Totals				
			2018	2019	2020		2021
			Actual	Actual	Current	Target	Target
Education	Stormwater pollution training	Number of employees completing the state-mandated training for Illicit Discharge Detection & Elimination (IDDE)	283	336	0	330	350
Responsible Government	Well-maintained Public Infrastructure	Miles of Storm Drain inspected and maintained					13.5

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** WAYNEP  
**Department:** Mayor Office  
**Requested Meeting Date:** 03-16-2021

**SUBJECT:** A discussion regarding Parking Coordinator staffing options. (21-043)

**RECOMMENDATION:** Review the options provided by the Administration for accelerating the hiring of a full-time parking coordinator, select one, and schedule a public hearing/appropriation for March 30, 2021.

**BACKGROUND:** In the Council Meeting on March 2, 2021, the Council reaffirmed their policies related to parking management. Part of the City's Strategic Parking Plan involves having a full-time parking coordinator. Several years ago, that position was reduced to half-time and was matched with the part-time sustainability coordinator due to budget constraints. The Council expressed an interest in restoring the parking coordinator role to full-time. The Administration has worked with the Council's Parking Committee to evaluate options for accelerating the decision to restore the parking coordinator role to full-time.

**FISCAL IMPACT:** The selected option will likely require an appropriation from General Fund balance for FY 2021 and the approval of a supplemental request for FY 2022.

**PRESENTER'S NAME:** Isaac Paxman, Deputy Mayor

**REQUESTED DURATION OF PRESENTATION:** 20 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:** A full-time parking coordinator position is included in the City's Strategic Parking Plan, which was adopted by the Council in 2017.

**CITYVIEW OR ISSUE FILE NUMBER:** 21-043



## MEMORANDUM

TO: Members of the Municipal Council  
FROM: Wayne Parker, CAO  
DATE: March 11, 2021  
SUBJECT: Parking Coordinator Options

### **Background**

**Policy:** In December 2017, the Provo Municipal Council adopted Resolution 2017-58 which approved the City's Strategic Parking Management Plan as City Policy. Subsequently, the Council also adopted as city policy a recommendation from Downtown Provo, Inc. related to needed actions to address parking challenges specific to the downtown area. On March 2, 2021, the Municipal Council restated their policy direction to implement both of these documents as city policy.

**Staffing:** In May 2017, the City hired Matthew Taylor its first full-time parking coordinator. Mr. Taylor left the City's employ in mid-2018. Subsequently, the City determined to combine the parking coordinator and sustainability coordinator roles, and Austin Taylor was hired to fill the combined role. In November 2020, Mr. Taylor left the City's employ, and the roles of parking coordinator and sustainability coordinator were assigned to two long range planners in the Community and Neighborhood Services Department, and the City began the process of recruiting a planner to fill Mr. Taylor's previous position. During the March 2, 2021 Council action, a clear legislative intent was communicated to the City Administration that the Municipal Council would like a full-time parking coordinator to be hired to serve the City's parking management needs. Given that the current parking coordinator role has been a part-time role since 2018, there is not sufficient funding in the City's general fund budget to convert the role from part-time to full-time without making other changes in the workload and corollary assignments of existing staff.

Currently, the Long Range Planning Division in the Community and Neighborhood Services Department has four authorized planning positions. These positions include:

- Planning Supervisor Robert Mills, who also has the assignment of sustainability coordinator (Planner A)
- Senior Planner Javin Weaver, who also has the assignment of parking coordinator (Planner B)
- Management Analyst Melissa McNally, who is assigned as a planner (Planner C)
- A currently vacant planner position (Planner D). This position was the position vacated by Austin Taylor and was in the process of being filled when the Council determined to move ahead with the full-time parking coordinator position.

### **Options for Further Action**

The Administration has developed the following three options responding to the Council's intent to create the full-time parking coordinator position for the balance of FY 2021 and for FY 2022. These options will be presented to the Council's Parking Standing Committee on March 11 for their consideration and recommendation for action by the full Council at a subsequent date. In considering these options, it is important to note that there are significant demands on the time and workload of the planning division with the current general plan review and update, the desire for a revisit of the Southeast Provo Area Plan and the creation of a Foothills and Open Space Plan.

**Option 1:** No change to current operations. This option would leave the current structure in place for the time being, including filling of the vacant planner D position with a planner. This would allow a determination to be made of when and how to create a new full-time parking coordinator position in FY 2022, and to determine how this position is prioritized by the Council in light of other pressing needs for FY 2022.

**Option 2:** This option would eliminate the currently vacant Planner D position and replace it with the full-time parking coordinator position. This would free up the time of the Planner B position by reassigning the parking coordinator role but would leave the planning functions short-handed by 0.5 FTE. It would also retain the 0.5 FTE sustainability coordinator functions as currently provided. Under this option, the Administration would recommend an appropriation of \$60,000 in professional services to allow the outsourcing of the development of the Southeast Area Plan and the Foothills and Open Space Plan, thus continuing progress on these important council priorities. Total cost of this option would be \$9,500 in FY 2021 and \$60,000 in FY 2022.

**Option 3:** This option would create a net new full-time parking coordinator position in the department. This would free up the time of the Planner B position by reassigning the parking coordinator role, increasing long range planning services by 0.5 FTE from current levels, and would contemplate filling the vacant Planner D position with a planner. It would also retain the 0.5 FTE sustainability coordinator functions as currently provided. This would be optimal from the standpoint of providing strong personnel support for other planning priorities of the Municipal Council requiring this support. The total cost of this option would be \$18,750 in FY 2021 and \$112,280 in FY 2022.

Implementing either Option 2 or Option 3 would require an appropriation from General Fund balance in FY 2021, which would require noticing and a public hearing at the March 30 Council Meeting. Additionally, whichever arrangement is selected would become part of the City's base budget for FY 2022, reducing flexibility to meet other needs the Council might identify as priorities in their budget deliberations.

Based on a comparative analysis of this new position with the only other parking coordinator in Utah (at Park City Municipal Corporation), the position is proposed to be set at a Grade 31. The cost estimates cited above assume placement of the new employee at mid-range in Grade 31.

If option 2 or 3 is selected, the Administration will also consider what additional staff support might be needed in FY 2022, as well as consider any other organizational or structural financial changes that might be advisable. Recommendations from the Administration will be included in the Mayor's Proposed FY 2022 Budget.

We hope this information is helpful to the Council's Parking Standing Committee and to the full Council in your deliberations. Please let us know if we can answer any additional questions as you discuss these options further.

cc Mayor Michelle Kaufusi  
Deputy Mayor Isaac Paxman  
Gary McGinn, Director of Community and Neighborhood Services

# PROVO MUNICIPAL COUNCIL STAFF REPORT



**Submitter:** HSALZL  
**Department:** Council  
**Requested Meeting Date:** 03-16-2021

**SUBJECT:** A presentation regarding feedback from the Open City Hall survey on trails and a discussion regarding a resolution of support for the Forest Service implementing the plan and maintaining the land for public use. (20-040)

**RECOMMENDATION:** Information only. This item is scheduled to be heard in the Council Meeting this evening.

**BACKGROUND:** The Foothills Protection Committee would like to thank the public for their enthusiastic participation in the Open City Hall Provo Area Trails Plan survey. The survey received 438 visitors and 122 responses. Support for the trails plan as proposed by Utah Valley Trails Association was almost unanimous. Based on these responses, there seems to be broad community support for preserving Provo's natural spaces while making portions of them more accessible to a wide variety of recreational activities.

A full summary of the responses can be found in the attachments for this item.

The Foothills Protection Committee would also like to propose a joint resolution of support for the Forest Service's continued ownership and preservation of sensitive lands in Provo's canyons and foothills. This resolution is also scheduled to be heard in the Council Meeting this evening. The text of the resolution will be made available as soon as possible.

**FISCAL IMPACT:** None anticipated

**PRESENTER'S NAME:** Councilor George Handley

**REQUESTED DURATION OF PRESENTATION:** 15 minutes

**COMPATIBILITY WITH GENERAL PLAN POLICIES, GOALS, AND OBJECTIVES:**

**CITYVIEW OR ISSUE FILE NUMBER:** 20-040

1 RESOLUTION 2021-  
2

3 A RESOLUTION OF THE PROVO CITY MUNICIPAL COUNCIL OUTLINING  
4 SUPPORT FOR THE CONTINUED OWNERSHIP AND PRESERVATION OF  
5 SENSITIVE LANDS IN THE FOOTHILLS AND CANYONS BY THE FOREST  
6 SERVICE. (21-040)  
7

8 WHEREAS, the Municipal Council wishes to express our strong and unanimous support  
9 for the continued oversight and stewardship by the Forest Service of the lands to the south of Route  
10 189 in Provo Canyon, including Pole Canyon, and other areas for the purpose of open space and  
11 recreational opportunities; and  
12

13 WHEREAS, we believe that any potential transfers of this land from current Forest Service  
14 ownership should only be to another governmental entity for continued preservation for public  
15 value and use.; and  
16

17 WHEREAS, in recent months, we have passed the Critical Hillside Overlay Zone  
18 (CHOZ), which imposes more rigorous standards for development in the foothills and encourages  
19 more open space, and we have also created and placed a new Open Space and Recreation Zone  
20 (OSPR) on all city properties that we would like to keep in perpetuity as open space, which  
21 legislation includes language that would rezone any property considered for annexation as OSPR  
22 upon annexation so as to minimize development in the foothills and canyons that are adjacent to  
23 the city; and  
24

25 WHEREAS, the council and the community are currently engaged in the development of  
26 a long-term plan for preserving open space and recreational opportunities for all the foothills and  
27 canyons surrounding Provo; and  
28

29 WHEREAS, during the plan development process, we have seen increased citizen interest  
30 in protecting the foothills and canyons for open space and recreation and in using trails; and  
31

32 WHEREAS, in February 2021, Utah Valley Trails Alliance (UVTA) presented a draft of a  
33 proposed plan for all trails in the foothills and canyons in the vicinity of Provo City, which has  
34 been well received by the Council and the general public; and  
35

36 WHEREAS, the Council hosted a virtual comment period for more than a mont and  
37 received 437 visitors and 73 comments where respondents' feedback was unanimously in favor of  
38 the general outlines of the plan, and all but one supported the idea that Provo City, UVTA, and the  
39 Forest Service should collaborate and ensure continued access and improved conditions, including  
40 more clearly designated signage and usage, for all trails; and

41           WHEREAS, we are committed to finding agreements with the Forest Service that would  
42 help protect these areas and guarantee recreational opportunities for generations to come; and

43  
44           WHEREAS, the Council, and many concerned citizens strongly believe these lands should  
45 remain in the public domain and not be sold for private ownership, and we urge the Forest Service  
46 to take all necessary steps to protect and preserve these lands.

47  
48           NOW, THEREFORE, be it resolved that we, the members of the Provo City Municipal  
49 Council, express our support for these sensitive lands to continue in stewardship and ownership  
50 by governmental entities and to be preserved for open space and recreation.

51  
52   END OF RESOLUTION.

# Summary of the Feedback Received from the Open City Halls Provo Area Trails Plan

## TABLE OF CONTENTS:

Basic Statistics: .....	1
Conclusion .....	1
Registered Response Breakdown by Neighborhood: .....	2
Question 1 .....	3
Registered Respondents .....	3
Unregistered Respondents.....	8
Question 2 .....	10
Registered Respondents .....	10
Unregistered Respondents.....	13

## BASIC STATISTICS:

Total visits: 438

Comments: 122 (73 registered, 49 unregistered)

Open: February 3, 2021-March 3, 2021

### Notes:

One person responded as a registered and unregistered respondent with the same comments. Their responses are summarized here only in the registered respondent sections.

Many unregistered respondents did not provide any comments.

## CONCLUSION:

Support for the proposal was nearly universal. Many comments simply expressed support for the plan and a desire to preserve some of Provo's most beautiful resources, and several respondents also offered to volunteer to help with trail construction and maintenance. Those comments have not been included in this summary, which instead focuses on suggestions from respondents or points of the plan for which they expressed direct support.

The proposal for which the most respondents expressed support were:

- Bonneville Shoreline Trail extension/connections (15 respondents)
- Mountain bike trail suggestions at Pole Canyon (7 respondents)
- Trailhead improvements, added parking, added signage/maps, toilets open through winter (6 respondents)
- Increasing the number of trails (especially downhill only trails) in Pole Canyon (6 respondents)

The most common suggestions were to:

- Keep the free ride trails below the Y trail head/ make the free ride trails below the Y trailhead a community-built mountain bike park (16 respondents)
- Rename trails with offensive names (8 respondents)
- Keep the trails raw and rocky, not too polished and flat (4 respondents)

In conclusion, based on these responses, there seems to be broad community support for preserving Provo's natural spaces while making portions of them more accessible to a wide variety of recreational activities.

#### **REGISTERED RESPONSE BREAKDOWN BY NEIGHBORHOOD:**

*Outside Provo: 15*

Dixon: 1	North Timpview: 7
Downtown: 2	Oak Hills: 3
Edgemont: 1	Pleasant View: 2
Foothills: 1	Provost: 3
Franklin: 2	Provost South: 4
Grandview South: 1	Riverbottoms: 1
Indian Hills: 1	Riverside: 3
Joaquin: 4	Rock Canyon: 1
Lakeview South: 1	Sherwood Hill: 2
Lakewood: 2	University: 5
Maeser: 1	Wasatch: 7
North Park: 2	

## QUESTION 1

Please share your feedback on the Cascade Foothills Area.

In your feedback, please be specific about the exact location to which you are referring, and be constructive by offering alternative proposals where you disagree with the plan.

### Registered Respondents

General support was universal. Respondents also offered several suggestions.

#### Things Respondents Liked

11 - Like the Bonneville Shoreline Trail extension/connections

7 - Like the mountain bike trail suggestions at Pole Canyon

6 - Like trailhead improvements, added parking, added signage/maps, toilets open through winter

2 - Like the mountain biking trails

Like repurposing the gravel pit for archery, paintball, or disc golf

Like the rerouting of winding biking trails from Orem overlook down to the shoreline trail

Like the additional downhill biking trails for varying levels

Like separating horse from mountain bike trails

#### Specifically for Mountain Biking

6 - Keep the free ride trails below the Y trail head; Make the free ride trails below the Y trailhead a community-built mountain bike park.

2 - Improve town to trail access points for mountain biking

2 - Downhill biking trails are a must, but you don't need 3-4 in the same area (Corner Canyon and PCMR ideal)

Cut back foliage to increase visibility around corners for mountain bikers

Make multi-use trails wider

Multi-use trails can be single lane, don't have to be wide

Majority of trails should be multi-directional and designated to all users with exception of a few MTB downhill only trails. Once more trails are created, more directional designations could be added.

No dogs on downhill biking trails

Level off the few spots that are too steep for even intermediate riders on the Bonneville Shoreline foothills

Keep the current mountain bike trails in the Cascade Foothills area

Changing the Pole Canyon Trail to 3 downhill bike only trails is very disappointing for people who hike it regularly

Having a bike only trail is not realistic. The traffic is light enough that everyone should be able to share the trails.

Consider education, especially for mountain bikers on hiking trails

### **Maintenance**

2 - Concerned whether we have funding and personnel to commit to maintenance

Those who use the trails should play a role in maintaining them

Planning on donations and public help is unreliable. Hold off until we have the resources.

Principle and head coach of the Provo MTB Cycling Club, Inc. offered continued help maintaining local trails

Maintaining downhill mountain biking trails is costly, and the money could be put into maintaining existing trails and extending the Bonneville Shoreline Trail

### **Renaming Trails**

6 - Rename trails with offensive names

2 - Keep the names; people are going to call them what they've always called them

### **Priorities**

Prioritize finishing connecting trails that aren't finished yet (e.g., Bonneville Shoreline) and then go to areas that have too many trails and need to be consolidated

Prioritize connecting the intermittent trails above the residential property lines north and south of Rock Canyon

Prioritize developing the front side of the foothills near town first, then develop Cascade foothills

## **Motorized Vehicles**

Concerned about lack of accessibility for motorcycle users (could be seasonal to help clear brush)

Need more ATV trails and trailheads. Pouring this much money and effort into only the hiking and biking groups is very prejudiced against the less physically abled

Ban motorized vehicles in The Meadow

Discourage off-road motorcycling to minimize wildlife disturbance

## **Miscellaneous**

3 - Keep the trails raw and rocky

2- Spell out abbreviations and clearly mark places on the maps for future proposals

Will the new trails be documented and made available online? What will be done to prevent social reconstruction of the unofficial trails?

Want bridge and access trail from Timpanogos Park to these trails

Climb from SPORA to BST needs to be more workable

Climb from BST up Lacey's Loops to the first meadows could use a couple of switchbacks. Hiking only at Indian Hill makes sense up those switchbacks if we can get bike access as this plan suggests on other places around Squaw Peak road.

If these trails will have a leash law for dogs, clearly post it at every trailhead and main junction and enforce them with fines

Address areas that need extra biological attention (e.g., addressing erosion)

Create a delineation of the Bonneville Shoreline Trail from Squaw Peak to both Little and Big Rock Canyons, and block off the partial trails so they can re-vegetate

Promote high-traffic trails and block off "faint" trails in sensitive areas

Keep the area northeast of the Indian Road Trailhead for recreation, not development

Preserve foot trail access wherever possible

More parking is needed for Little Rock Canyon

A warning sign for challenging terrain at Little Rock Canyon would be good

Little Rock Bench should be restricted to foot and horse traffic

Need more focus on East Lawn's Bonneville Shoreline Trail

Multi-use trails on the east bench would be great

What is the plan for electric bikes?

Focus on bigger problems, like watershed, instead of just more recreation

On Indian Road, designate current switchback as hiking only

Make a hiking trail built that connects Little Rock Canyon to the Squaw Peak pinnacle trail

Grow UVTA or start a membership paid not-for-profit organization to apply for grants, collaborate with IMBA and partner with other organizations. Fund trail building, signage, maintenance and access efforts. Survey membership to secure commitment for volunteer trail building / maintenance days. Once we are safely post-pandemic, host fund-raising events.

The Ellendell trail adjacent to the Orem overlook needs to be re-routed. Too many loops.

### **Respondents' Feedback That Was Too Thorough to Break Up Well**

BST TO EAGLE RANCH: (low Priority) in favor of widening/flatten upper northeast but pretty good as is.

BRIDESMAID FALLS: (Low Priority) Not in favor. Both these falls are water source for Smith Ditch Co and Provo City in Winter. (I'm a member of the Smith Ditch Co. Board) They will resist trails being designated or created. More people visiting these falls, especially the east falls creates increase chance of vandalism and damage to their existing water systems.

AQUEDUCT & SPRINGDELL: (Medium Priority) in favor.

JUNGLE LOVE: (Low Priority) No issues with current name.

POLE CANYON BIKE PARK and BST ACCESS: (High Priority) multidirectional beginner loops needed from SPORA parking lot, also less steep up-hill connector trail to BST from this trail head. DH directional trail ok as long as other multi-directional trails created first. Restroom at SPORA Trail head needed (Vault toilet works)

LUNA'S: (Medium Priority) no Downhill only, keep multi-directional, reroute lower end would be good.

KING WHOOPS: (Medium Priority) Agree

LACEY'S/ERINDELL/ELLEDELL/LITTLE ROCK CANYON: (Medium priority) Good as is. Keep multi-directional. not sure what is meant by single spine trail or location of, could not identify on maps. Some minor reroute would be good, connector to Orem Overlook parking good also.

LACEY'S LOOPS: (High priority): Good as is. No to directional. These are XC type trails that are good both ways. Multi-direction provides varied without building more trails.

POLE CANYON RUNS: (Medium Priority): Agree, would be great!

POLE CANYON: (Medium Priority): Agree

CASCADE RAMPARTS: (Medium Priority): Agree

INDIAN ROAD: (low priority): Agree, keep switchback section as all users

LOOKOUT POINT: (low priority): Agree, no current official name that I'm aware of.

BST EASTLAWN TO EAGLE RIDGE RANCH: (low priority): Good as is.

CACTUS HILL: (low priority): Agree, reroute not needed.

SQUAW PEAK ROAD TO EAGLE RIDGE RANCH? SAME AS SQUAW PEAK DH?: (low priority): good as is, upper end reroute would be good. Keep as all trail users.

RIDGELINE: (medium priority): Lower end is, strait down DH trail. Not sure needed if Pole runs are built.

LITTLE ROCK-POLE CONNECTOR: (Medium priority) agree

THE GRAEL PIT: (priority?) not sure which gravel pit referring too

THE MEADOW, BUFFALO PEAK: (medium priority): agree

BST EAGLE RIDGE TO LITTLE ROCK CANYON TO ROCK CANYON (medium priority) agree

1. BST from bridal veil to Archery Range Road (and particularly below the switchback) is one of the best MTB trails in the area. It often has hikers as well, which is fine, but I would discourage making this trail too accessible and "flat." It's already pretty well used and much more traffic will make it hazardous for combined bicycle and foot traffic. I personally would love it to be MTB only, but it's probably too popular to do that.

2. The area is lacking a decent bike park connected to a trail system. There is the start of one across the canyon at Timpanogos Park, but this area should have something that is at least comparable to the Draper Cycle Park or the Trailside Bike Park near Round Valley. The area indicated here for a bike park maybe a good place for that, but I would encourage something that has loops, technical features, jumps, drops, etc. for ALL skill levels.

3. Generally I am a big fan of one-way MTB trails. I would encourage as many MTB trails as possible and make as many as possible one way. This is a safety issue and an enjoyment issue.

4. (Pole Canyon Runs) A good uphill trail is MUST have. I don't know if one would be enough, but at least one.

5. (Pole Canyon Runs) I LOVE the idea of several MTB only downhill trails of varying difficulties. You have the ability to put in a great flow trail or two in these areas as well.

6. (Pole Canyon) In this area, please provide a MTB connector to the campgrounds.

7. (BST from Eastlawn Cemetery up to Eagle Ridge Ranch) There is currently no good way to get from the south end of this section of the BST without going up Eastlawn Cemetery...and of course no good way to get back without coming down this same trail. This trail is TOO steep for MTB up. PLEASE provide a way to connect to these sections from the neighborhoods around Timpview Dr. without going through the cemetery.
8. (Cactus Hill and general) Technical obstacles make MTB trails more fun and interesting. It's good to have a ride around, but please don't eliminate technical elements of these trails.
9. (Ridgeline) If you plan to make sections of trails NOT for MTB, please provide a ride around.
10. General comment: It is very difficult to make trails horse and MTB compatible. UNLESS you could have horses stay off wet/muddy trails. Otherwise, provide separately trails for each.
11. (BST between Rock Canyon and area above Eastlawn Cemetery) There is a big gap in the BST that appears to be addressed in this plan. Please connect from Rock Canyon to the north. It would be great to be able to ride from Rock Canyon to Bridal Veil falls without going through the neighborhoods.
12. When you make improvements to what is now Squaw Peak Road, please do something for traffic calming. The drivers on this road DO NOT pay close attention to other users and drive too fast.

### **Unregistered Respondents**

Unregistered respondents were generally very enthusiastic about the trails and offered fewer specific suggestions than registered respondents.

#### **Things Respondents Liked**

6 - Like increasing the number of trails, especially downhill only trails, in Pole Canyon

Like the Bonneville Shoreline Trail extension/connections

Like more terrain for mountain biking, would support even more

Like formalizing "social trails"

#### **Specifically for Mountain Biking**

Keep the free ride trails below the Y trail head; Make the free ride trails below the Y trailhead a community-built mountain bike park.

Consider education, especially for mountain bikers on hiking trails

## **Maintenance**

How much more will this cost in property taxes? They're already high.

## **Renaming Trails**

2 - Rename trails with offensive names

## **Motorized Vehicles**

Off-highway vehicles are nasty to trails and might not mix well with pedestrian trails. If we do add trails for motorized vehicles, do not make them multi-use.

## **Miscellaneous**

Do it all! More trails!

Government needs to back out and let the citizens develop and maintain needed trails without using tax money.

There needs to be a multi-use access from the East Lawn trailhead, which is currently marked as bike up only on the maps. Most people who use this trail hike or run it.

The fence blocking the Bonneville Shoreline Trail at 3418 Piute Drive should be removed if it is not permitted to be there. If it is permitted, how high on the mountain is it allowed to go?

Have an on/off schedule for hiking, trail running, etc. vs. mountain biking

Leave the area open to the public

More handicapped access to trail networks

Please give preference to hikers within the canyons. Bikes and motorized vehicles should be discouraged.

Add more hiking trails

Make sure the trails are well marked with good signage to discourage trailblazing

Promote high-traffic trails and block off "faint" trails in sensitive areas

Incentives from city and forest service in working with private landowners would be maybe be a good idea. Has this been done in the past? I would love to see the focus of implementing all these trails as opposed to allowing land swaps and housing development.

## QUESTION 2

Please share your feedback on the Provo Mountains area.

In your feedback, please be specific about the exact location to which you are referring, and be constructive by offering alternative proposals where you disagree with the plan.

### Registered Respondents

General support was universal. As in question 1, respondents offered several suggestions. Many repeated their comments from question 1. Where they could also be specific enough to apply to both areas (e.g., no motorized vehicles), these duplicate comments have been included.

#### Things Respondents Liked

4 - Like the Bonneville Shoreline Trail extension/connections

2 - Like the educational displays in Rock and Slate Canyons

Like the trails for varied skill levels

Like the expansion of the Maple Flat route

Like the work in the area of First Right Fork Trail that connects Rock Canyon Trail to Slide Canyon

Like the trails connecting the canyons west of Squaw Peak Road

Like the connection to Buffalo Peak

Like making the Y Mountain trail hike/run only

#### Things Respondents Disliked

Disliked extending the trail towards Maple Flat and Maple Summit (more trails means more crowds)

#### Specifically for Mountain Biking

10 - Keep the free ride trails below the Y trail head; Make the free ride trails below the Y trailhead a community-built mountain bike park

There is a lot of room below established trails that could be a good spot to build some intermediate trails to complement the advanced trails further up on the mountain

Slate Canyon Trailhead and mountain bike park - This area has some really great opportunities to expand the minimal bike park start. Some of the most interesting mountain bike portion of

the Bonneville Shoreline Trail are just south of this trailhead. Could be a good opportunity to build a bike/skills park and some short mountain bike loops of varying difficulty

Make multi-use trails wider

Have a few loop rides close to town

### **Maintenance**

Concerned whether we have funding and personnel to commit to maintenance

It's important to designate and maintain the trail to the summit of Squaw Peak

Concerned about homeless camps and trash

### **Priorities**

2 - Prioritize connecting sections of the Bonneville Shoreline Trail, along with connectors to neighborhoods on the east bench

Mouth of Slate Canyon should be high priority for all uses

### **Motorized Vehicles**

BST from Slate Canyon south needs a trailhead monument and identifying signs along the single track as well

I am glad to see some designation for ATV users. Although this is not something our family participates in, given the culture and tradition of the area residents, this shows respect and a meaningful way to incorporate this type of recreation into the plan

Need more ATV trails and trailheads. Pouring this much money and effort into only the hiking and biking groups is very prejudiced against the less physically abled

Discourage off-road motorcycling to minimize wildlife disturbance

Generally averse to ATVs (largely because their noise ruins the experience of getting away from the city for me) but am totally fine sharing trails with bikes and horses (so long as the trail is wide enough for me to step to the side and still have space)

### **Miscellaneous**

2 - More trails in this area will take pressure off very popular trails including the Bonneville Shoreline Trail and the Rock Canyon Trail

Keep the trails raw and rocky

The Bonneville Shoreline Trail from Slate Canyon south needs a trailhead monument and identifying signs along the single track as well

New trails to the tops of Maple Flat and Maple Mountain will also be popular and enjoyable

Multi-use trails should be encouraged

Need better maps and signs

Need a way to park and hike up Provo Peak without scratching the car against branches

I tend to think of this area as geared toward less intensive uses, i.e. hiking, wildlife watching, etc. (with some exceptions for the ATV trail that comes down from Cascade Saddle and Squaw Peak Rd)

Build/renew the 2nd right fork out of Rock Canyon and extend the Maple Flat trail and Maple Summit trails. Boardman Spring trail disappears in bulldozed and overgrown scrubble, but a trail through to Knight Spring would be fantastic.

Clean up and future proof the trails south of Slate Canyon

Part of the trail going southward from Slate Canyon is dangerously narrow and should be developed more

It would be wonderful if a park with a playground could be put by the roadway up to Slate Canyon

When the water storage tanks were put in, the city promised they'd put tennis courts on top of them, and this has never happened

### **Respondents' Feedback That Was Too Thorough to Break Up Well**

If you want a designated trail up Maple Mountain, I think using the existing trail coming out of Maple Flats along the Northwest ridge would be a more enjoyable and logical choice. It would get much more use rather than having to go all the way to the East side of Maple Mountain before using the old exploratory ski road that is currently a mess.

I don't think the BST shortcut in Slate Canyon is unsustainable. It is obviously preferred by almost all users of the trail even though the upper trail is easier. Making a third trail would only add to the confusion of BST alternatives. I think you will have a really hard time removing the current use trail.

The BST after Slate Canyon is a mess. I think the best alternative is to go as high as possible. Stay out of the foothills and the current/future development that is going to happen there. The high trail that already exists is the most enjoyable. It requires some effort to get on it, but with a little bit of work it could be very accessible. Currently it dies out above the state streets, but

adding to the upper trail and clearly designating it as the BST would make it first class as opposed to wandering in the shrubs, without a view, in the backyards of the neighborhood.

1. Complete the BST end-to-end through the Utah Valley. Again, this is goal best supported by a membership funded MTB organization like UVTA in partnership with the town / county.
2. Improve / develop single track bike routes along the BST corridor in Provo to reduce bike vs hike/runner pressure on the main trail and make climbing / descending more interesting and accessible to geared mortals.
3. Add proposal for Foothills Park (Provo) >60 acres adjacent to BST with city funds earmarked for park development.
4. Select / build a designated uphill trail to access BST from the city center/ BYU.
5. Sanction expert 'freeride zone' near Y-Mountain trailhead.
6. Develop 2-3 looping flow trails to separate MTB traffic from hiking trails.

### **Unregistered Respondents**

As in question 1, unregistered respondents were generally very enthusiastic about the trails and offered fewer specific suggestions than registered respondents. Many repeated their comments from question 1. Where they could also be specific enough to apply to both areas (e.g., no motorized vehicles), these duplicate comments have been included.

#### **Things Respondents Liked**

Like formalizing "social trails"

Like making the Squaw Peak Trail official

#### **Specifically for Mountain Biking**

2 - Keep the free ride trails below the Y trail head; Make the free ride trails below the Y trailhead a community-built mountain bike park

Some of the best mountain biking on the Bonneville Shoreline Trail is south of Slate Canyon. These trails could really be improved and made more accessible for multiple users. They already get a lot of use and could be more sustainably managed.

## **Maintenance**

The trails need to be built to stand up to the amount of traffic on them now and as the population doubles in our valley in the next ten years. Build to last, built to be safe.

How much more will this cost in property taxes? They're already high.

## **Priorities**

Prioritize the construction/improvement sections of the Bonneville Shoreline Trail

## **Miscellaneous**

2 - Want sturdy, well-placed signs

Please do everything possible to work with city, county and Forest Service to keep the trails open and accessible to all of us!

Incentives from city and forest service in working with private landowners would be maybe be a good idea. Has this been done in the past? I would love to see the focus of implementing all these trails as opposed to allowing land swaps and housing development.

Have an on/off schedule for hiking, trail running, etc. vs. mountain biking

Have more adopt a trail areas and camping spots.

Leave the area open to the public

More handicapped access to trail networks

Please make more investment in the Slate Canyon area and acquire the easements or ROWs south of Slate Canyon to connect the BST going south to Springville

Strongly encourage further development and improvement of the section of the trail south of Slate Canyon

1 RESOLUTION 2021-  
2

3 A JOINT RESOLUTION FROM THE PROVO CITY MAYOR AND  
4 MUNICIPAL COUNCIL OUTLINING SUPPORT FOR THE CONTINUED  
5 OWNERSHIP AND PRESERVATION OF SENSITIVE LANDS IN THE  
6 FOOTHILLS AND CANYONS BY THE FOREST SERVICE. (21-040)  
7

8 WHEREAS, Provo City Mayor and Municipal Council wishes to express their strong and  
9 unanimous support for the continued oversight and stewardship by the Forest Service of the lands  
10 to the south of Route 189 in Provo Canyon, including Pole Canyon, and other areas for the purpose  
11 of open space and recreational opportunities; and  
12

13 WHEREAS, we believe that any potential transfers of this land from current Forest Service  
14 ownership should only be to another governmental entity for continued preservation for public  
15 value and use.; and  
16

17 WHEREAS, in recent months, Provo City has passed the Critical Hillside Overlay Zone  
18 (CHOZ), which imposes more rigorous standards for development in the foothills and encourages  
19 more open space, and we have also created and placed a new Open Space and Recreation Zone  
20 (OSPR) on all city properties that we would like to keep in perpetuity as open space, which  
21 legislation includes language that would rezone any property considered for annexation as OSPR  
22 upon annexation so as to minimize development in the foothills and canyons that are adjacent to  
23 the city; and  
24

25 WHEREAS, the Mayor, Council and the community are currently engaged in the  
26 development of a long-term plan for preserving open space and recreational opportunities for all  
27 the foothills and canyons surrounding Provo; and  
28

29 WHEREAS, during the plan development process, we have seen increased citizen interest  
30 in protecting the foothills and canyons for open space and recreation and in using trails; and  
31

32 WHEREAS, in February 2021, Utah Valley Trails Alliance (UVTA) presented a draft of a  
33 proposed plan for all trails in the foothills and canyons in the vicinity of Provo City, which has  
34 been well received by the Mayor, Council and the general public; and  
35

36 WHEREAS, Provo City hosted a virtual comment period for more than a month and  
37 received 437 visitors and 73 comments where respondents' feedback was unanimously in favor of  
38 the general outlines of the plan, and all but one supported the idea that Provo City, UVTA, and the  
39 Forest Service should collaborate and ensure continued access and improved conditions, including  
40 more clearly designated signage and usage, for all trails; and

41           WHEREAS, we are committed to finding agreements with the Forest Service that would  
42 help protect these areas and guarantee recreational opportunities for generations to come; and

43  
44           WHEREAS, the Mayor, Council, and many concerned citizens strongly believe these lands  
45 should remain in the public domain and not be sold for private ownership, and we urge the Forest  
46 Service to take all necessary steps to protect and preserve these lands.

47  
48           NOW, THEREFORE, be it resolved that we, the Provo City Mayor and the Municipal  
49 Council, express our support for these sensitive lands to continue in stewardship and ownership  
50 by governmental entities and to be preserved for open space and recreation.

51  
52   END OF RESOLUTION.