



MINUTES

Springville City Council Work/Study Meeting - JANUARY 10, 2023

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, JANUARY 10, 2023, AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Presiding and Conducting: Mayor Matt Packard

Elected Officials in Attendance: Liz Crandall
Craig Jensen
Jason Miller
Mike Snelson
Chris Sorensen

City Staff in Attendance: City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, Hollie Wilkinson City Accountant, City Recorder Kim Crane, Deputy Recorder Jennifer Grigg, City Treasurer Heather Penni, Community Development Director Josh Yost, Public Works Director Brad Stapley, Golf Pro Craig Norman, Public Safety Director Lance Haight, Fire Chief Hank Clinton, Library Director Dan Mickelson, Library Supervisor Kim Christensen, Power Director Shawn Black, Administration Director Patrick Monney, Parks Recreation Director Stacey Child and Museum of Art Director Emily Larsen.

CALL TO ORDER

Mayor Packard welcomed everyone and called the meeting to order at 5:32 p.m.

COUNCIL BUSINESS

1. Calendar
 - Jan 16 - City Offices Closed in Observance of MLK Jr. Day (Monday)
 - Jan 17 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
 - Jan 31 - Budget Planning Meeting 5:00 p.m.

2. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Packard welcomed Representative Whyte and Representative Thurston and thanked them for attending. He said they are the best representatives and want to hear from Springville residents. Councilmembers expressed appreciation for them, complimented them, and thanked them. Councilmember Sorensen said he has never seen both state elected officials in a council work meeting. Mayor Packard rearranged the agenda and turned the time over to the library.

a) Library

Director Mickelson thanked the state representatives for attending and recognized his attending library board members. He started his presentation by listing how success is measured

in the library including patron reviews and survey results; citywide citizen survey; internal department goals and measures (City); and the benchmarks to earn the Quality Library Designation from the Utah State Library.

He showed the benchmarks the state library has set and how Springville matches up against other libraries across the state. Councilmember Snelson asked about the cost of digital items in our collection. Director Mickelson explained libraries are charged more per digital book because libraries serve the public. Mayor Packard asked about digital book donations. Director Mickelson answered digital items are managed through Overdrive, a digital book platform, so donations are not accepted. He continued noting successful benchmarks.

He turned the time over to Library Supervisor Christensen who explained library programs and the connections patrons are creating. As an example, the ukulele group has met weekly for seven years. Program attendance at the Springville Library is in the 95th percentile across the state. She continued by stating education and connecting our community to experts is a large component of the program service at the Springville Library. She listed examples of programs featuring experts including sourdough, beekeeping, garden pests, and the Y-Serve (<https://yserve.byu.edu/>) group from BYU. She explained there is increased library use nationally, especially among economically impacted patrons. Springville Library programs are free. She stated that 81% of economically impacted Americans have a library card and are 50% more likely to visit their library weekly. Increased library use is substantially higher than any other lifestyle changes measured and is credited with relaxation, education, entertainment, and stress relief, she explained that the library discovery kits have everything from video games to sewing machines, anything you can think of. At the Springville Library in the year 2020, there were 1193 programs with about 50,000 participants. The Springville Library mentors other libraries by passing on the goal that programs provide connections for niche groups of library patrons and try to touch on many interest points including the Dog Halloween Party and the Puzzle Race activity.

The Springville is truly an all-ages library with programs beyond children and early education including games, tweens, after-school programs, chess club, and coding classes for high school-aged patrons. She concluded by saying *big and small we work for all*. Springville Library has found a workflow formula that works and believes the library experiences matter. There is a possibility for growth in some of the programs and strengths. Councilmember Snelson asked about advertising the programs. He wondered how the word is getting out and he confessed he is not a library attender. Supervisor Christensen answered programs are promoted on social media and by word of mouth as well as the online calendar and email lists. Some patrons check the calendar every day. With the digital divide, she pondered how to get ahold of people who don't use computers. Director Mickelson noted an anecdotal story and then continued showing performance measures. He complimented the passion of his staff and the board that supports the library. Mayor Packard noted the numbers are great and asked the meeting to imagine the impact if this could be duplicated across the country. He complimented Director Mickelson, the staff, board and said Springville City is proud of what you do. Councilmember Sorensen asked about *Friends of the Library*. Director Mickelson answered that donated funds are matched through an endowment program, which doubles the donation amount and the investment in the library.

b) Community Board Update - Mayor Packard/Councilmember Crandall

Mayor Packard turned the time over to Councilmember Crandall who reported the 15 members of the Community Board love our community and are reading the whole general plan and learning about it. The board meets twice a month and is working through the former general plan to formulate thoughts and ideas to update this general plan. She read from the former general



plan because it validates her personal views of what is valuable in Springville especially the views and vistas of the mountains and the farmland. This has been in the general plan since 2010.

Springville is blessed with a distinct setting between the Wasatch Mountains and Utah Lake which provides important views and vistas. From the east bench of the community, there are magnificent views of Utah Lake, while from the west the views of the mountains provide a magnificent backdrop to the city. The mountain views are most dramatic to the east and south and to some extent to the north. These expansive views and enframed vistas are an important contributor to the public's perception of what makes Springville beautiful and desirable. It will be important for the community to determine which of these views and vistas are important and what might be done to protect or enhance them. Both the natural and built environments affect views and vistas. Approaches for enhancing these corridors have included things as simple as trimming trees and vegetation to ordinances restricting building and sign height. In cases of ridgelines, many communities have required that any building be setback from the ridgeline to protect the appearance of the ridgeline as a natural feature. Springville currently lacks specific measures, that protect the views and vistas that are part of the value of the identity.

She continued by stating preserving the open space, vistas, and agriculture is her priority. She concluded by saying that the general plan will include the mechanics to run our city so it can thrive and be the community we have always been. The mountain vistas have attracted beautiful and talented people. Mayor Packard confirmed with Director Yost the timing of the update to the general plan.

Councilmember Sorensen added a citizen approached him unhappy about the dissolvement of the water board and asked Councilmember Crandall if the consolidation of boards is working and if councilmembers are getting the input needed. Councilmember Crandall said the reorganized boards give us more perspective to help us make better decisions. Mayor Packard added these boards are realizing the power they have. Director Monney explained this Community Board has been educated in community planning and general plans which helps the members learn the purpose of their board and has changed their perspective. The board has become more productive as these meetings have centered on education and what is realistic and what is not. Councilmember Sorensen asked for the textbook that the Community Board is reading.

c) Public Safety

Mayor Packard turned the time over to Public Safety Director Haight who turned the time over to Chief Clinton who reported on the applications for the new full-time firefighter positions. Chief Haight said the response is awesome in a tough job market. Administrator Fitzgerald said that number will grow and is fantastic. Mayor Packard said it is a compliment to the city. Chief Haight said the department is growing and increasing the professionals in our ranks. Councilmember Sorensen asked about EMT/firefighter. Administrator Fitzgerald said these positions are for applicants at all levels of training and experience. Chief Haight said they are receiving great responses on social media to find a porch pirate by using ring videos from residents and the license plate reader.

Chief Haight noted the police department is fully staffed and he has assigned one officer to special enforcement including drug search warrants. It is good experience for Officer Sampson, who is an exceptional officer. Chief Haight said he is reimplementing the peer support program started by Chief Martinez and looking for a grant. Councilmember Jensen asked about peer-to-peer support between with neighbor cities. Chief Haight introduced Karl Spencer who runs a



nonprofit organization and is a Springville resident who feeds the night staff brisket and smoked chicken twice a month. There is also interest in a chaplain/non-denominational program which Karl is interested in. A new Baptist minister is also interested and Chief Haight thinks it could benefit the department. Mayor Packard complimented Karl's volunteerism.

Chief Haight continued to list year-end statistics including low property and violent crime rates for the year. He turned the time over to Chief Clinton who listed staffing numbers and explained bid shifts. He stated the additional full-time staff has solved nighttime staffing. There were 10 structure fires this year. The goal for staffing a structure fire is 15 firefighters and the department struggled to muster that number at each structure fire. The fire attack standard goal is within 2 minutes of arrival. The successful statistics for confining fire are due to good fire codes and enforcement. Springville's average calls day and night are near the national average. On-duty response time averages 7.5 minutes and 11.6 minutes for reserves response from home. The Fire Marshall will do about 750 inspections this year. Chief Haight said adding professional full-time staff will improve those numbers. Councilmember Miller asked about reapplying for the grant. Chief Haight said we have already funded the added staffing. Chief Clinton said there are only 6 beds for on-duty overnight staff. Administrator Fitzgerald added that impact fees are set up for staff increases. Applications for the Safer Grant are only to fund additional staffing. Chief Hanks said Springville hired the most successful grant writer. Administrator Fitzgerald said only 40% win on the grant so it is not guaranteed. Mayor Packard thanked the chiefs.

d) Community Development

Director Yost started his presentation by showing the utilization of building inspectors. Staff is anticipating additional building projects but so far that is not resulting in building permits so those anticipating projects are sitting in the queue. All inspectors are fully certified in residential inspection and are progressing toward commercial certification. Councilmember Snelson clarified there are four building inspectors and a chief building official. Director Yost confirmed the value of building permits so far, this fiscal year is flat and revenue is low. Councilmember Snelson asked for attribution to which Director Yost answered the housing industry slow-down; the city has received minimal residential building permits. Administrator Fitzgerald added the development community reported they were anticipating submitting hundreds of building permits for projects that were approved in 2021. so, the staff was aggressive in budgeting for additional staff two years ago. With current economics, developers have yet to submit for those permits.

Director Yost moved on to explaining planning projects including the Reframing Downtown project and the Station Area Planning project. Both projects are in the midst of data gathering and making sure the entitlements are in line with the council's direction. He will release an RFP (Request for Proposal) to update the general plan on January 16, 2023. After the Community Board completes a review of the current general plan staff will develop a scope of work and public engagement plan for the new general plan. Springville is invited to apply for a MAGTAG (Mountainland Association of Governments Technical Assistance to Governments) funding that will be announced in the spring for a forward-looking comprehensive plan for Main Street from 400 North to 1400 North. Councilmember Sorensen and Councilmember Snelson asked about building projects.

e) Finance

Director Riddle started his presentation on investments and turned the time over to Treasurer Penni who stated that a year ago the council allowed staff to take a small slice of the city's savings out of PTIF (Utah Public Treasurers' Investment Fund.) FHN (Financial Main Street Advisors) took our \$10 million and diversified our portfolio by investing in five investment vehicles.



Mayor Packard asked if the advisors invested in corporate note funds, treasury coupon funds, federal agency funds, or the actual instruments. Treasurer Penni answered the advisors bought both and some are callable (maturity) and some are actual funds. Mayor Packard explained buying a fund versus buying the actual investment instrument. Treasurer Penni said our principle is guaranteed back if we hold till par (the value of a bond's certificate at maturity.) She described the financial crashes in 2008 with Springville City's investment with PTIF and in 2020 during COVID. After COVID, growth in 2021 was unprecedented. She compared the remaining PTIF investment and the new FHN investment and stated that the diversification of our portfolio will give Springville City a steadier revenue stream going forward. Both investment advisors are governed under the State Money Management Act. The companies are similar, but PTIF has a philosophy of next-day liquidity; shorter maturity. Mayor Packard asked for the average maturity date of the investment vehicles. Treasurer Penni said 2-5 years. Mayor Packard said this is typical of any money in the market depending on going long or not. Councilmember Miller complimented Treasurer Penni on her presentation. Councilmember Sorensen asked about the cost to administer our account. Councilmember Jensen said he likes not having all our all eggs in the same basket. Director Riddle agreed. Councilmember Miller asked for a fact sheet. Mayor Packard complimented Treasurer Penni for explaining a difficult subject and encouraged staff to understand the investments and only invest money into things they understand. Treasurer Penni added no investment purchase is completed without two sets of eyes.

Mayor Packard introduced Director Emily Larsen as the new Museum Director and said the council is grateful for her vision and initiative. Director Larsen thanked Mayor Packard and stated she is excited and asked for input from anyone in the meeting.

CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION

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

There was none.

ADJOURNMENT

Motion: Councilmember Jensen moved to adjourn the work/study meeting at 6:58 p.m. **Councilmember Snelson seconded** the motion. **Voting Yes:** Councilmember Crandall, Councilmember Jensen, Councilmember Miller, Councilmember Snelson, and Councilmember Sorensen. The motion **Passed Unanimously; 5-0.**

This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, January 10, 2023.

I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Tuesday, January 10, 2023.

DATE APPROVED: _____

Jennifer Grigg
Deputy Recorder

