



**WORK/STUDY AGENDA
SPRINGVILLE CITY COUNCIL MEETING
APRIL 17, 2018 AT 5:30 P.M.**

City Council Chambers
110 South Main Street
Springville, Utah 84663

MAYOR AND COUNCIL DINNER – 5:00 P.M.

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

**CALL TO ORDER- 5:30 P.M.
COUNCIL BUSINESS**

1. Calendar

- Apr 25 – Springville Museum of Art Spring Salon Opening Reception 6:00 – 8:00 p.m.
- May 01 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- May 08 – Work/Study Meeting 5:30 p.m.
- May 15 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- May 19 – Bike with the Mayor 9:30 a.m.
- May 28 – Memorial Day Observed (City Offices Closed)

2. **DISCUSSION ON THIS EVENING’S REGULAR MEETING AGENDA ITEMS**

- a) Invocation – Councilmember Creer
- b) Pledge of Allegiance – Councilmember Miller
- c) Consent Agenda
 1. Approval of City purchase orders required to be signed per Springville City Purchasing Code.
 2. Approval of the minutes for the Work/Study meetings held on January 16, February 06, February 20, March 06, and March 13, 2018
 3. Approval of the Mayor’s re-appointment of Chantel Daines to the Library Board
 4. Approval of the Mayor’s re-appointment of Bill Charles and Dan Evans to the Hardship Committee
 5. Approval of the Mayor’s appointments of Deborah Hall and Grant Sumsion to the Parks and Recreation Board
 6. Approval of the amendment to the Springville Fire and Service Contract with Utah County – Scott Finlayson, Public Safety Director

3. **DISCUSSIONS/PRESENTATIONS**

- a) Discussion regarding Eldorado Drive – Brad Stapley, Public Works Director
- b) Presentation on City Power Resources Portfolio – Leon Fredrickson, Power Director
- c) Discussion of Bartholomew Park policies – Brad Neel, Building and Grounds Director

4. MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

5. CLOSED SESSION

The Springville City Council may temporarily recess the regular meeting and convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated Section 52-4-205.

6. ADJOURNMENT

CERTIFICATE OF POSTING

This meeting was noticed in compliance with Utah Code 52-4-202 on April 12, 2018. Agendas and minutes are accessible through the Springville City website at www.springville.org/agendasminutes. Council Meeting agendas are available through the Utah Public Meeting Notice website at <http://www.utah.gov/pmn/index.html>. Email subscriptions to Utah Public Meeting Notices are available through their website.

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

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

s/s - Kim Rayburn, CMC, City Recorder



**REGULAR AGENDA
SPRINGVILLE CITY COUNCIL MEETING
APRIL 17, 2018 AT 7:00 P.M.**
City Council Chambers
110 South Main Street
Springville, Utah 84663

CALL TO ORDER

- INVOCATION AND PLEDGE**
- APPROVAL OF THE MEETING'S AGENDA**
- MAYOR'S COMMENTS**

PUBLIC COMMENT

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

CONSENT AGENDA

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

1. Approval of City purchase orders required to be signed per Springville City Purchasing Code.
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3. Approval of the Mayor's re-appointment of Chantel Daines to the Library Board
4. Approval of the Mayor's re-appointment of Bill Charles and Dan Evans to the Hardship Committee
5. Approval of the Mayor's appointments of Deborah Hall and Grant Sumsion to the Parks and Recreation Board
6. Approval of the amendment to the Springville Fire and Service Contract with Utah County – Scott Finlayson, Public Safety Director

REGULAR AGENDA

7. Consideration of the approval of a Resolution regarding Street Banners – Bradley Neel, Building and Grounds Director

MAYOR, COUNCIL AND ADMINISTRATIVE REPORTS

CLOSED SESSION

8. The Springville City Council may temporarily recess the regular meeting and convene in a closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as provided by Utah Code Annotated Section 52-4-205.

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MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL
HELD ON TUESDAY, JANUARY 16, 2018 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH
MAIN STREET, SPRINGVILLE, UTAH.

Mayor Richard J. Child presided. In addition to Mayor Child, the following were present:
Councilmember Christopher Creer, Councilmember Craig Jensen, Councilmember Jason Miller,
Councilmember Brett Nelson, Councilmember Michael Snelson, City Administrator Troy Fitzgerald,
Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director
Bruce Riddle and City Recorder Kim Rayburn.

Also present were: Lieutenant Warren Foster, Power Director Leon Fredrickson, Public Works
Director Brad Stapley, Recreation Director Corey Merideth, Building and Grounds Director Brad Neel,
Community Development Director Glen Goins, Golf Pro Craig Norman, Library Director Dan
Mickelson, Museum of Art Director Rita Wright, and Operations Manager Rod Oldroyd.

CALL TO ORDER

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

Brett Nelson was sworn in as the newly appointed Councilmember, filling the vacancy of
Richard J. Child who was elected Mayor.

COUNCIL BUSINESS

1. Calendar

- Jan 24 – ULCT 2018 Local Officials Day at the Legislature
- Feb 06 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- Feb 13 – Work/Study Meeting 5:30 p.m.
- Feb 19 – Presidents Day Observed (City Offices Closed)
- Feb 20 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.

Mayor Child asked if there were any calendar items up for discussion. Administrator Fitzgerald
asked the Council for dates of availability for a Council Budget Retreat. Consensus was February 15,
2018 at 1:00 pm. It was noted the Chamber of Commerce installation banquet will be held on January
24, 2018 and a Chamber networking lunch, February 06, 2018 at noon. The Mayor and Council were
invited to attend each event.

2. Discussion on this evening's Regular Meeting agenda items

- a) **Invocation – Councilmember Jensen**
- b) **Pledge of Allegiance – Councilmember Creer**
- c) **Consent Agenda**

3. Approval of City purchase orders required to be signed per Springville City Purchasing Code.

DISCUSSIONS/PRESENTATIONS

42 d) Basic Water System Overview – Brad Stapley, Public Works Director 9:35

44 Director Stapley provided an overview of the City’s water system and covered details regarding
the various city water sources. Most cities in this area have three types of sources of water, surface,
wells and springs. He explained Springville does not use surface water, which requires filtration, for
46 culinary water, but in fact uses deep wells and natural underground springs. The various water sources
were reviewed including Bartholomew Canyon, Spring Creek Canyon, Konold Springs and Burt
48 Springs. We have six wells drilled in the City. The Evergreen Well needs treatment for iron and
manganese, so it is not used much, but it is 500 gallons of water per minute in reserve. He listed some
50 water connections in Hobble Creek Canyon and noted Jolley’s Park is a separate water system owned by
the City and will be covered in an upcoming meeting.

52 He explained that wells are a more reliable source of water than springs. In the wells, Springville
City has about 11,420 gallons per minute capacity. Bartholomew Springs can vary from 700 gallons per
54 minute to 7000 gallons per minute. Konold Springs is actually an old mineshaft cut through fractures
and fault lines. Spring Creek Spring peaks later in the year. Burt Springs is above the PI (Bartholomew)
56 pond. In water planning, we use the capacity of the springs during a drought year instead of high water
years for calculations. In a long-term drought, the springs can be greatly affected. Our source capacity is
58 13,500 gallons per minute. Right now, peak demand is 13,404 gallons per minute with full culinary use.
Because of the integration of the PI system, with about 1000 hookups in the Westfield’s area, the
60 projected growth in the area will not have as big of an impact on the culinary system even though there
is only 86 gallons per minute surplus during peak capacity. The new well will produce 3500 gallons per
62 minute. Water tanks are used to help with peak usage and are not considered for long-term storage of
water. Mayor Child added that tanks provide water pressure. 50-110 psi is the pressure the City wants to
64 maintain. There is 550-foot elevation difference between the East and West side of town, which is a
difference of 238 psi.

66 Councilmember Miller asked if any water tanks are in need of replacement. Director Stapley
reported the Bartholomew tank needs to be replaced this year /with a cement tank that is smaller. The
68 RFP is already going out. Councilmember Snelson asked if water is pumped into Bartholomew tanks.
Director Stapley answered, no; the water comes from the springs above. We have the ability to pump
70 water up to Rotary tank. The current steel tank will remain in service and will be adjacent to the new
tank. The old tank will be used for storage until it is no longer viable. The extra tank could be used in the
72 event of a fire up the canyon.

Springville used 2.5 billion gallons of water in 2017. The pressurized irrigation system used 124
74 million gallons with approximately 1000 homes connected to system and decreased the usage of
culinary water. Councilmember Snelson asked about Nestle. Director Stapley answered Nestle uses
76 750,000 gallons per day. After they use the water, it is treated in the wastewater treatment plant.
Administrator Fitzgerald added Nestle pays for the water, the wastewater treatment and the power to
78 treat it. Director Stapley stated this plant is the most efficient Nestle plant. All of their water comes from
the Spring Creek spring.

80 Councilmember Nelson asked about the plan during drought years. Administrator Fitzgerald
stated that in the past, residential water restrictions caused water hording. Now the plan is to scale back
82 on water in the parks, schools and churches before asking residents to alternate days or limit lawn
watering. The City Council would be consulted in a drought situation. Director Stapley stated that there
84 is no plan to implement pressurized irrigation on the East side.

86 He said there are 34 million gallons used in Hobble Creek Canyon by people who are not
87 Springville City residents. Administrator Fitzgerald added that growth up the Canyon is not controlled
88 by Springville City zoning laws, so Council needs to weigh whether to grant more water connections in
89 the Canyon. In the past, Councils allowed water hook ups without calculating the cost to the City.
90 Discussions regarding new development and water usage in Hobble Creek Canyon will be brought to the
91 council in a future meeting. Councilmember Snelson asked about the history of granting water in the
92 canyon. Administrator Fitzgerald explained that in the last 20 years, very few connections were granted.
93 Before that, the Council felt “neighborly” and allowed water hook ups without calculating the cost to the
94 City. Some property owners connected directly to the Penstock and one home can drain water to
95 thousands of homes down here. Penstock is very high pressure and extremely dangerous. Director
96 Stapley stated staff has taken over the maintenance and the City is charging \$15 to those connections.

97 Administrator Fitzgerald stated we have added chlorination, which is expensive. He reported that
98 of the 150 connections in the canyon, he personally has to deal with them, by far much more than the
99 11,000 connections in Springville City. Canyon residents tend to be long time Springville residents who
100 have moved out of the City and up the Canyon, but consider themselves residents without paying our
101 taxes. The rates we charge them are the same. They get a benefit because they are first in line for the
102 water that does not need to be pumped. Councilmember Jensen clarified that the Canyon connections
103 pay an extra charge along with the same rate scale as City residents. Administrator Fitzgerald added the
104 extra charge solely covers the pressure reducing systems at each connection because the pressure is
105 dangerous

106 Councilmember Jensen said if the Canyon water connections truly take more time, document
107 that time and charge those more. He asked if we should invest in pressurized irrigation. Administrator
108 Fitzgerald answered the Council chose the most cost effective areas to install the pressurized irrigation.
109 Councilmember Nelson asked if the canyon water connections use more than the valley. Director
110 Stapley answered no; they use less because most cabins do not have a lawn. He added there was a ranch
111 owner that used culinary water to irrigate a pasture and the City received that income. Councilmember
112 Nelson asked about a plan to look at the water policy up the Canyon. Director Stapley stated he will
113 bring a plan back to the Council because developers need a water source in the Canyon. Administrator
114 Fitzgerald added Public Works will ask the Council what the policy is for connections in the Canyon.
115 Director Stapley added once the worth of the water in the Canyon is decided by adjudication, staff will
116 create a policy to present to the Council. There are 34 million gallons used in the canyon every year.

117 Director Stapley described the system and 14 employees maintaining lines and wells. A well has
118 a pump and motor and our system can handle a catastrophic event. A single motor for a single well can
119 cost \$40,000 dollars. Superintendent Barker tests the water and Springville has a great rating with the
120 State. The operations budget for culinary is \$1.8 million and \$250,000 for pressurized irrigations there is
121 a twenty year plan that is a living breathing document with changes expected. Administrator Fitzgerald
122 advised there are many aging pipes and staff is working to make sure the City is prepared to replace and
123 repair them. Some of the pipes are 80-110 years old. Councilmember Nelson asked if replacement is in
124 the 20-year plan. Director Stapley stated yes and there is room for rate increases in the document.
125 Administrator Fitzgerald answered pipes installed at different times last longer. There is concern of a
126 possible bubble when numerous pipes going bad at the same time. Councilmember Snelson asked if
127 there is a rotation plan to replace the pipes. Director Stapley answered staff is tracking where the breaks
128 occur to move projects around according to what is breaking. Paving streets is coordinating to digging
up streets.

130 Administrator Fitzgerald showed the Council a great resource system in the GIS mapping
system, which is online at Springville.org, the Springville City E-map. Councilmember Jensen
complimented the map.

132

e) Discussion Regarding Cemetery Plots – Brad Neel, Building and Grounds Director

134 Director Neel provided information on cemetery operations. The Buildings and Grounds staff,
including Paul Defa, the Cemetery Sexton, is focusing on communication and customer service. The
136 City Cemetery had its first burial in 1851 and the Evergreen Cemetery in 1883. A review of fees for
Springville and other cities was completed. Director Neel explained there is no transfer of property; the
138 City still owns the property. Councilmember Nelson asked if there is a one-time fee or ongoing sextant
fees. Director Neel stated the fees are spread out over the first year.

140 Administrator Fitzgerald added that part of the fees are set aside for perpetual care and as of late,
has not covered all expenses incurred, depending on interest rates. In addition, City Councils, in distant
142 times past, have used some of the funds, but it has been restored. Director Neel stated that currently
there is 1.2 million dollars in that fund. The income from the resale of unused plots is required to go into
144 that perpetual care fund by State code. He reported the number of burials per year and predicted this
year will be higher than average. The current plots unsold in both cemeteries totals 3826, of which 25%
146 are infant plots. He continued by reporting that staff is working with Mike Philps, the GIS Analyst, on
a mapping system that will pull up each plot and will coincide with the current system to manage the
148 burial records for both cemeteries. There is area for development and expansion at Evergreen Cemetery.
Policy has been reviewed and revised including tree removal, planting vegetation and decoration policy.
150 Staff is also conducting a review of the resale of cemetery plots. The old City Cemetery has over 200
plots beyond the 60 plus years of no activity by reviewing State code concerning the resale of the plots.

152 Councilmember Miller asked about prohibiting Mylar balloons. Director Frederickson said staff
is looking at solutions including educating the public about the danger to powerlines caused by Mylar
154 balloons.

**f) Discussion Regarding the Spanish Fork/Springville Airport – Bruce Riddle,
Assistant City Administrator/Finance Director**

156 Directory Riddle addressed Spanish Fork/Springville Airport operations and capital
improvements required by the FAA, some FAA sponsored and others, City sponsored. The operations of
160 the airport provide enough revenue to breakeven with a periodic surplus of about \$8,000 to \$10,000 per
year. Because of changes in the match required for FAA grants, the two cities' portions of the capital
162 improvements usually exceeds the surplus in revenue from operating the airport, therefore the cities are
subsidizing the airport improvement projects. The airport manager is asking for more funds for
164 improvements without FAA or State funding. An airport management team surveyed improvements
needed which came to a little over one million dollars over a five year period. Director Riddle provided
166 the pros and cons discussed last year regarding the airport and staying involved or not. In 2017, a
Memorandum of Understanding, (MOU) was initiated with everything shifting to Spanish Fork. There is
168 a need for a more formal agreement for longer-term arrangement between the cities to be completed by
April of this year.

170 Mayor Child asked if the land was jointly owned. Attorney Penrod explained there are one or
two smaller parcels in Spanish Fork's name, the majority is jointly held. Administrator Fitzgerald added
172 that our name is still on the title.

174 **g) Open Meetings, Simplified Roberts Rules Training – John Penrod, Assistant City**
176 **Administrator/City Attorney**

176 Attorney Penrod reviewed the Open Meeting Law according to Utah State Law. He covered the
178 definitions of a public body, public meeting, quorum, convening a meeting, electronic meetings and
180 communications, public comment and closed meetings. He will follow with a review of simplified
182 Robert Rules of Order in the next training.

184 **5:30 p.m. Swearing in of Councilmember Brett Nelson** – The swearing in occurred at the
186 beginning of the meeting to accommodate his family.

184 **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

186 Mayor Child asked for any other comments. There were none.

186 **CLOSED SESSION**

188 *The Springville City Council may temporarily recess the regular meeting and convene in a closed*
190 *session to discuss the character, professional competence, or physical or mental health of an individual,*
192 *pending or reasonably imminent litigation, and the purchase, exchange, or lease of real property, as*
194 *provided by Utah Code Annotated Section 52-4-205*

196 There was none.

194 **ADJOURNMENT**

196 COUNCILMEMBER CREER MOVED TO ADJOURN THE WORK/STUDY MEETING OF
198 THE SPRINGVILLE CITY COUNCIL AT 6:55P.M.

198 COUNCILMEMBER SNELSON SECONDED THE MOTION, ALL VOTED AYE.

200 *This document constitutes the official minutes for the Springville City Council Work/Study*
202 *meeting held on Tuesday, January 16, 2018.*

202 *I, Jennifer Grigg do hereby certify that I am the duly appointed, qualified, and acting Deputy*
204 *City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing*
206 *minutes represent a true and accurate, and complete record of this meeting held on Tuesday, January*
208 *16, 2018.*

Jennifer Grigg
Deputy City Recorder



MINUTES
Springville City Council Work/Study Meeting – FEBRUARY 06, 2018

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, FEBRUARY 06, 2018 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Mayor Richard J. Child presided. In addition to Mayor Child, the following were present: Councilmember Christopher Creer, Councilmember Craig Jensen, Councilmember Jason Miller, Councilmember Brett Nelson, Councilmember Michael Snelson, City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle and City Recorder Kim Rayburn.

Also present were: Public Safety Director Scott Finlayson, Power Director Leon Fredrickson, Public Works Director Brad Stapley, Recreation Director Corey Merideth, Community Development Director Glen Goins, Library Director Dan Mickelson, Museum of Art Director Rita Wright, Building Official Jason Van Ausdal and Operations Manager Rod Oldroyd.

CALL TO ORDER

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

COUNCIL BUSINESS

1. Calendar

- Feb 13 – Work/Study Meeting 5:30 p.m.
- Feb 15 – City Council Budget Retreat 1:00 p.m.
- Feb 19 – Presidents Day Observed (City Offices Closed)
- Feb 20 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.

Mayor Child asked if there were any calendar items up for discussion. There were none.

2. Discussion on this evening's Regular Meeting agenda items

a) Invocation – Councilmember Creer

b) Pledge of Allegiance – Councilmember Miller

c) Consent Agenda

- i. Approval of City purchase orders required to be signed per Springville City Purchasing Code.
- ii. Approval of the minutes for the Work/Session meetings held on November 14, 21 and December 12, 2017 and the Work Session held on January 09, 2018.
- iii. Approval of the appointment of Annette Sorensen and re-appointment of Jose´ Inclan and Michael Barker to the Board of Adjustments
- iv. Approval of the purchase of exercise equipment from Advanced Exercise for the Clyde Recreation Center in the amount of \$297,963.70 – Corey Merideth, Recreation Director

- v. Approval of a Class A Beer License to Springville One Stop, Inc. located at 410 South 400 East, Springville, Utah – Heather Bakker, Business Licensing Official

DISCUSSIONS/PRESENTATIONS

d) Presentation regarding the Base Floor Elevation Study – Jason Van Ausdal, City Building Official

Mr. Van Ausdal presented information regarding base floor elevation study. He started his presentation by saying any property west of 400 West has a high water table. Springville City code restrictions in that area eliminate basements. In the past, developers tried to create drainage systems around the foundations and attempted to waterproof the basements. The Council and staff decided against allowing that in future residential developments. Recent amendments to code extended the basement restriction to the entire projection of 400 West through the City. Commercial projects with basements currently going through the approval process are technically in violation of our base floor elevation criteria.

Mr. Van Ausdal surveyed some of the lots currently proposed for development and he feels the City could have some challenges making these commercial projects work. In commercial developments, he is concerned with surface drainage. He described how surface drainage can work on commercial locations such as parking lots in the future by ordinance. Currently, by our standards, parking lots are designed to take water off the surface and discharge it to another location like a detention or retention basin. A current site plan will be challenged to meet our current code. The current standard requires a 12-inch minimum difference in elevation. Drainage can be solved and if it crosses another property, it can be granted by easement. A professional civil engineer can create a drainage plan that will solve the surface water problem by shaping the surface flow by gravity, not mechanical device. Councilmember Jensen noted the design will not have a sump pump. Councilmember Snelson asked if the current ordinance protects the property owner. We need to amend our code to allow commercial development to build and create surface water plans.

Mr. Van Ausdal stated the ordinance is primarily aimed to protect residential property owners. Utah homeowners want basements. Currently, some areas in Camelot have crawl spaces, less than 30 inched in the ground, that are now constantly filled with water. Councilmember Jensen added that Jessie's Brook has the same problem. Mr. Van Ausdal agreed that the geotechnical engineers for the Jessie's Brook developer confirmed basements were possible stating there were no water problems. The engineers agreed to very specific criteria that all the basements would be four feet above the water table with no more than four feet below back curb. There were very specific stipulations the developers were required to meet when the basements were built and now those homeowners have water in their basements. Councilmember Snelson asked if that is ground water or surface water. Mr. Van Ausdal answered it is a combination of both. He said if the foundation of the house is between the water and its natural collection spot, water collects around the footings and gets into the basement. Staff is currently looking for options to accommodate commercial development. An ordinance change may be necessary for commercial developers to utilize these lots.

Mr. Van Ausdal, while working with the City Engineering department created some wording for a proposed ordinance. A commercial developer could design for surface water on a multi-family or commercial project. If the Council directs, staff can look at updating the residential portion of the ordinance. An example would be in Meadow Walk, where several of the lots need to be built up to meet code. Developers south of Meadowbrook School are bringing in tons of import to build those sites up to meet our current ordinance. If the City does not want to open the door to allow basements, staff would

like direction from Council on how to deal with this. Each site would need to be designed to discharge the water. There should be no standing water on any of these building sites. Creating a drainage easement through several lots causes saturated grass. The owner will build up the lot and cut off the drainage easement. Mr. Van Ausdal suggested a hard surface waterway, such as a concrete ditch, or build infrastructure underground. Councilmember Nelson asked if there is a cost to the City to change this ordinance. Mr. Van Ausdal stated the cost is all on the development. It can be solved with preplanning or infrastructure, but they might save money in the end. If the City does not deal with this now, the developer will be gone in a year or two and the future homeowners will have water in their basement and call the City complaining about why the City allowed this to happen. Mayor Child asked how it would be enforced. Mr. Van Ausdal answered it will need to be approved in the development review process. Mayor Child asked if the inspector will do a survey. Mr. Van Ausdal stated inspectors will do an infrastructure inspection.

Mayor Child stated the elevation changes have to work or there will be a pond in the backyard. Mr. Van Ausdal suggested a concrete surface overflow or an underground infrastructure. Councilmember Snelson asked whose responsibility the maintenance of the infrastructure would be. Mr. Van Ausdal stated an underground infrastructure will need to be maintained by the property owner. Councilmember Snelson continued his question by asking if the property owner would understand when they buy the property. Mr. Van Ausdal answered not until they called the City and he explained it to them. The Council agreed that would be a problem. Mr. Van Ausdal agreed and suggested that the ordinance amendment to this ordinance only apply to multi-family and commercial developments. In multi-family and commercial development, the problem of surface water is required to be addressed professionally in the site plan.

Councilmember Nelson asked if it would be more of a burden on staff. Mr. Van Ausdal said staff already does a site plan review on the commercial and multi-family developments. There are commercial engineers drawing the site plans. This could also solve some administration problems on the back end. Councilmember Jensen stated it gives the developer a chance to use the property. Councilmember Jensen would be very cautious to open it up on the residential side.

e) Presentation and overview of Solid Waste Recycling – Brad Stapley, Public Works Director

Director Stapley reported on municipal solid waste recycling and collection. The private sector collects multi-family and commercial solid waste. The City collects, at curbside, 12,500 tons per year of residential solid waste and 460 tons per year of recycling. The private sector, including Waste Management, Republic and Allied, pick up 21,500 tons per year within Springville City. Commercial businesses can use private recycle companies. Springville has 8,809 residences with one can and 1,524 residences with two cans. The City also provides hundreds of trashcans during school, park and City functions and events at no charge. There are 2,391 residential recycle cans. Councilmember Snelson asked about the cans that we are not paid for. Director Stapley answered it includes all City and Canyon parks, Art City Days and the school cans, which are part of the interlocal agreement. He compared our rates (\$12.50, first can, \$9.50 second, \$7.25 recycle) with other cities and stated all cities are subsidizing recycling.

Administrator Fitzgerald added that the City provided commercial, roll off and residential solid waste services until 18 years ago when staff decided to allow the private sector to take the multifamily and commercial while continuing residential solid waste service. Spanish Fork bills for solid waste, but

outsources to the private sector. Other cities are not in the solid waste business, leaving it to the private sector. It is rare, but some cities have competition between solid waste businesses. Most cities offer a franchise agreement to one business. This presentation is to show the Council their flexibility in providing these services. Staff has conducted rate studies and sent out to bid to the private sector to see if they can offer the service at a lower rate. There was about \$50,000 in potential savings. Part of the cost is the solid waste truck drivers were at the top of the pay scale, which more than accounted for that difference. The Council is in control of how we offer this business. Councilmember Jensen asked when the City started recycling. Director Stapley answered May of 2013.

He continued by describing the fleet. The City has four active trucks and one backup truck. A single truck costs \$248,000. They are the hardest working most heavily maintained vehicles in the City fleet. Councilmember Snelson asked how long does a truck last. Director Stapley answered there is a seven-year rotation. City vehicles are tracked by age, yearly and lifetime maintenance costs. Younger trucks have less maintenance cost. Administrator Fitzgerald added that the Council has given the direction to completely use up our vehicles. Some cities turn vehicles over in one year. The resale value is 10% or less when we surplus them. Seven years is the age when our garbage trucks are used up. Staff is still collecting data to adjust that age.

Director Stapley continued by stating the awesome mechanics keep our fleet going. Friday is set aside to service garbage trucks every week. Three trucks run 12 routes, Monday through Thursday, 10 hours per day, picking up 800-1000 cans per day per truck. The maximum a truck can do is 950 cans, based on our experience. Can counters will show that some residents do not always set their cans out weekly, so the amount per week can fluctuate. Some will have their can picked up twice. The trucks have cameras that show when people put their can out on both sides of the street. Some days, the truck/driver pick up more cans than recommended. There are six recycling routes and it is growing by about 23 cans per month. By tracking the routes, staff will determine when to add another truck and driver at the cost of \$248,000 for the truck plus \$62,000 for the driver per year.

Director Stapley continued by stating the garbage and recycle schedules are available online. The recycle routes are harder on the trucks because of the longer distance travelled between cans. There were 759 cans when we started recycling in 2013. Cardboard and plastic prices were high. In the past, the City received \$10 per ton for recycling. Now the City pays \$36 per ton, the same price as garbage, for recycling. Staff is looking at growth and cost of recycling. In 2018, there are 2339 recycling customers, growing by about 23 cans per month. Eventually, it will get to a point where one truck and driver will not be able to cover the recycling route. Recycling routes are also not as efficient, because there are less customers, recycling does not compact as well so it need more trips to the transfer station. Director Stapley explained a cost wall will be reached in 2023, when the City needs to decide if it stays in the recycle business. If we do, when enough people join recycling, the City will need to add another truck and driver at the cost of \$248,000 for the truck plus \$62,000 for the driver per year. Solid waste will need that new truck anyway at about the same time, if growth continues. Continuing in recycling will depend on the world market for recycled waste.

Councilmember Nelson asked if the City has outsourced and privatizing and are other cities subsidizing. Director Stapley stated the garbage trucks get 8 miles to the gallon and the department spends \$38,000 on fuel per year. Fixed costs come down with more customers. Administrator Fitzgerald added a city's business units should be breaking even or making money, so he doubts other cities are subsidizing recycling. Provo also has deeper policies, charging inner departments for services. Provo has a higher density, which lower infrastructure costs. Administrator Fitzgerald said In addition to Provo,

Springville compares itself Mapleton and Spanish Fork because they are close to the same size as Springville for information and density rates. Director Stapley said a new truck will be needed for municipal solid waste. Councilmember Nelson asked if Spanish Fork is saving money because it is privatized. Administrator Fitzgerald noted the recycling contract is a five-year contract and the private sector might be losing money because of the changes in world recycling prices. Past Councils priced recycling to slow down the growth before the City needs to buy a new truck. When the recycling marketplace changes, maybe this Council can lower the rate. The City makes some money on recycling, but the rate was designed to send a message to the market. Director Stapley agreed and stated it worked; growth has slowed.

Director Stapley continued by saying when recycling leaves Springville it is and is not recycled. The Solid Waste District will review each load. If it is dirty, it will not go to recycling. It goes in the landfill. If it is a clean load, they will take it to recycling. Councilmember Nelson added there is manual labor involved in sorting the recycling. He asked if we can work with the citizens of Springville to be more proactive and be conscientious of what they throw away. Director Stapley said the City could do more education in newsletters and social media. Councilmember Snelson asked why Springville recycles. Director Stapley answered because we are saving the planet.

Administrator Fitzgerald added if Council closes recycling, citizens will come to talk to the Council. If the Council looks at it as a solid waste business, it does not make sense because it costs the same for solid waste as recycling. The Council will decide and tell staff what to do. Councilmember Jensen stated citizens can take it as their responsibility. Administrator Fitzgerald described past decisions concerning opt in/opt out, public outcry to force recycling and looking at it from a business angle. Councilmember Creer stated that if the City looks at recycling from a business side only, there would be trouble understanding other City services. Director Stapley continued by adding the industry of recycling is changing and improving. Councilmember Miller noted that if we get out of recycling, we got in at the high point and we will be getting out at the low point. He suggested hanging on while it improves. He asked if municipal solid waste (MSW) is profitable. Administrator Fitzgerald answered yes, with a profit of about \$60,000 per year.

Director Riddle added the composting service is embedded in the solid waste fees. Administrator Fitzgerald added staff is looking at expenses in administration and manpower coming up in different areas of the City. An example would be dividing costs of billing between the different public works departments. Councilmember Miller asked about re-tasking the recycling trucks to MSW. Director Stapley and Administrator Fitzgerald answered with growth that truck will be absorbed into MSW. Director Stapley concluded by stating SUVSWD pays Springville a 6% franchising fee because it is located in our city limits. Councilmember Snelson listed the options as buying a new truck in a few years, outsource or allow residents to handle their own recycling. Councilmember Miller asked if the preference is to keep all the business units we can. Administrator Fitzgerald answered there are manpower walls are in other departments, like legal and bill collecting. As units grow, more manpower is needed.

f) Commercial Design Standards – Glen Goins, Community Development Director

Director Goins reported currently Springville does not have a commercial development design standard in place. As far as the look of a building, the City has no input. In the future, staff asks the Planning Commission and the Council to think about and include what they would like to see in design standards for the City. Some considerations would be articulation, entryway, sustainability, site and

building considerations, parking and setbacks, landscaping, connectivity and lighting. Fred Aegerter started this process and Director Goins intends to add to it. Instead of policy related design standards, he is proposing requirements for development, answering the questions the developer should answer like safety, character, compatibility, enhancing the economy and quality of construction. One good development can really push a community to improved standards and services. Springville has assets to protect. As a development ages, will it be timeless? Is the lighting night sky friendly? Are the flat walls articulated? This builds in costs for the developer.

Councilmember Snelson asked about fenestration. Director Goins answered the percentage of wall surface with windows. Parking and setbacks apply to big box development and historic downtown with landscaping incorporated. Staff can incorporate a survey to ask what the citizens like. He described more design standards and some lost opportunities in the past. He noted Chief Finlayson will caution us concerning safety in design. Fred Aegerter used the idea of framing a corner in a lot to create a gateway to the City. He suggested this idea for the Allen's property with the parking in the west. Design standards can include wall surface and examples of "This, Not This." Not every piece of a development needs to be mandated. Identifying the entrance of a development is a good standard.

Director Goins said the Planning Commission asked the Council to pursue design standards regarding commercial buildings. Community Development staff will bring ideas and put that Springville touch on things. Springville has elements that make it unique and identifiable, like the Civic Center, the Library and the HT Reynolds building. Design standards help Developers know our requirements. When we give suggestions without code, developers will take the easy road. It is not about creativity, it is changing the building mentality. Small details, when combined, create a great aesthetic.

Attorney Penrod added that the last Planning Commission meeting approved a motion to get the Council's blessing to establish commercial design standards. Councilmember Jensen feels this item is not about multi-family it is more of a design standard issue, not a use standard. Director Goins considered it a time out and using the ordinance tools we can. Councilmember Miller stated it is a good idea and need to focus on areas in current need.

g) Training – John Penrod, Assistant City Administrator/City Attorney

Attorney Penrod reported a city up north received a GRAMA request for text messages sent during a council meeting. He reminded the Council and Mayor that in an open meeting, all communication is subject to GRAMA laws.

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Child asked for any other comments. There was none.

3. CLOSED SESSION

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

There was none.

ADJOURNMENT

COUNCILMEMBER JENSEN MOVED TO ADJOURN THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:52 P.M.

COUNCILMEMBER SNELSON SECONDED THE MOTION, ALL VOTED AYE.

This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, February 06, 2018.

I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Tuesday, February 06, 2018.

Jennifer Grigg
Deputy City Recorder



MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL
HELD ON TUESDAY, FEBRUARY 20, 2018 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH
MAIN STREET, SPRINGVILLE, UTAH.

Mayor Richard J. Child presided. In addition to Mayor Child, the following were present:
Councilmember Christopher Creer, Councilmember Craig Jensen, Councilmember Jason Miller,
Councilmember Michael Snelson, City Administrator Troy Fitzgerald, Assistant City Administrator/City
Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle and City Recorder
Kim Rayburn.

Also present were: Public Safety Director Scott Finlayson, Power Director Leon Fredrickson,
Recreation Director Corey Merideth, Building and Grounds Director Brad Neel, Community
Development Director Glen Goins, Golf Pro Craig Norman, Library Director Dan Mickelson, and
Museum of Art Director Rita Wright. Excused from the meeting Councilmember Brett Nelson.

CALL TO ORDER

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

COUNCIL BUSINESS

1. Calendar

- Mar 06 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- Mar 11 – Daylight Savings
- Mar 13 – Work/Study Meeting 5:30 p.m.
- Mar 20 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- Apr 1 – Easter Sunday
- April 3 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.

Mayor Child asked if there were any calendar items up for discussion. There were none.

2. Discussion on this evening’s Regular Meeting agenda items

- a) Invocation – Councilmember Miller
- b) Pledge of Allegiance – Councilmember Snelson
- c) Consent Agenda

- 3. Approval of City purchase orders required to be signed per Springville City Purchasing Code.
- 4. Approval of the Mayor’s appointment of Karen Ellingson as an alternate to the Board of Adjustments
- 5. Approval of an Ordinance establishing the Hobble Creek Golf Course Committee – Craig Norman, Golf Pro

40 Councilmember Creer asked about having a Planning Commission member on the Board of
Adjustment. Mayor Child answered it is fine because they only meet occasionally and if there was a
42 conflict, another member would serve.

Administrator Fitzgerald asked to remove item #5 and #6 from the regular agenda in order for
44 staff to work through some questions. The City purchased a flashing beacon for the Main Street crossing
at 100 North. The former Council was concerned with the large width of the crosswalk, potentially inner
46 lanes would stop and outer lanes would not. The new beacon would be placed in the middle concrete
ribbon after the left turn pocket is filled in. UDOT will complete part of the project and the City will
48 clean up the landscaping. Councilmember Jensen asked if the low bid was significant. Administrator
Fitzgerald answered the contract to install it went out for bid twice. There is still separation between
50 funding and the actual bid. Staff believes they can get it completed within the next couple of weeks and
staff can approve and complete paperwork internally. Councilmember Jensen stated it is a good idea
52 because of the Splash Pad. Mayor Child added it is needed for Halloween. Councilmember Snelson
asked if it will be in the middle. Administrator Fitzgerald stated the beacons are safety enhancements.
54 As someone who used the crosswalk, he stated you do not need to be a kid to be put at jeopardy. It is a
long way to cross.

56

DISCUSSIONS/PRESENTATIONS

d) Library Annual Report – Dan Mickelson, Library Director

Chantel Daines, with the Library Board, presented the 2017 annual review of the Library. She
60 reported the new Director Dan Mickelson has been able to see the gaps in the process with patrons and
employees. They appreciate what he has done with the Library. The new discovery kits, including a
62 drone and a sewing machine, have been very popular. Councilmember Snelson asked Ms. Daines if she
has seen progress since being on the Board. Ms. Daines answered yes and they work with Friends of the
64 Library, using funds from book sales to benefit the library. In addition, programming has increased.

Director Mickelson reported he is fortunate to have a great staff. Last year, he focused on five
66 areas. He decided to forgo attending national conferences to allow employees to attend closer
workshops. Staff is working to make the Library welcoming to all. Last year was the busiest summer
68 and year. The collection is vast and staff works to provide what patrons would like. Our circulation
ranks number two in the state, per capita. Our visitation ranks number four. This library is well used by
70 our community. It won Best of State and Best Library in Utah valley and 2nd Best Cool Teen Hangout
in the Daily Herald Best of Utah contest last year.

72

e) Discussion regarding banners across Main Street – Brad Neel, Building and Grounds 74 Director

Director Neel reviewed the resolutions regarding street banners for placement and required fees.
76 UDOT has requirements because they overhang UDOT roadways. Average time for a banner is three
weeks. He reviewed other municipalities and banner uses. Revenue coming in from fees has been
78 minimal. Staff labor hours and equipment are approximately \$300 plus per banner. Total cost to the City
far outweighs the revenue received.

80 We have several options—

- keep the policy as it is and allow it to go on
- 82 • increase fees to cover costs
- increase fees to generate revenue

84 Staff recommends doing away with street banners, with the exception of City functions, which averages three to five banners per year.

86 Councilmember Snelson said he hates to see them go away but he can see the potential for damage if they are falling down. Councilmember Creer asked could there be other solutions to the ropes. 88 Attorney Penrod added there is the freedom of speech issue. The banners open up a forum, so if some are allowed and others are not, the City will get in a sticky situation. Councilmember Snelson asked if an 90 increased fee schedule will lower the amount of users. Administrator Fitzgerald added that electronic signs have been discussed in years past. Budget dollars would be needed. Councilmember Snelson asked 92 how staff came about with the recommendation. Director Neel answered staff looked at liability and cost. Councilmember Snelson agreed that other organizations could find other ways to advertise. 94 Administrator Fitzgerald said some grants for arts type of group may be an option. Mayor Child noted it is a tradition we will lose. We will be the bad guys, but on the other hand, it is a liability. The Council 96 would like to see other options for those using the banners. Attorney Penrod stated we have had very few claims, but a large claim is possible. He is most concerned with free speech. Administrator 98 Fitzgerald stated staff will come back with changes and a resolution and accommodate the recommendations of the Council. Councilmember Jensen stated staff should look at option two, 100 adjusting the fees, if no other recommendations.

102 **f) Discussion regarding the Solid Waste District – Troy Fitzgerald, City Administrator**

Administrator Fitzgerald reported on the South Utah Valley Solid Waste District. He said it 104 started in 1990 with a conditional use permit. It is a special district including, Springville, Provo, Salem, Spanish Fork Woodland Hills, Mapleton and Goshen. Today, it is handling far more solid waste than the 106 originally planned for 250 tons per day. The Solid Waste District owns approximately 20 acres around the facility. From 2000 to 2015 as it continued to accept more solid waste, the Council held a continuous 108 position that when it came time to rebuild, the District should move because it is a prime commercial corner for the City. The District was not following requirements for the conditional use permit including 110 keeping all garbage indoors by the end of each day, landscaping requirements and clean up from the trucks along 400 South. The City has representation on the board and technical committee. Property has 112 sold and options have expired after the Spanish Fork City Council declined to rezone property for a new transfer station. In 2015, a letter was sent from the Council to the District that they could relocate subject 114 to requirements. The District never responded to that letter. The District recently contacted him about the letter, confirming if it is still the Council’s position. The letter required the District to pay penalties 116 and enter into a host city agreement. Councilmember Snelson asked why other cities would disagree with penalties. Administrator Fitzgerald answered they are not interested in paying penalties that benefit 118 Springville, not them. The previous Spanish Fork City Manager acknowledged having this facility on a prime commercial has significant financial impact against Springville City. He continued by stating if 120 the District builds a new building, the transfer of trash must be fully contained all inside. Mayor Clyde stipulated that the new building be sized to meet 40-year growth projections. The District must adjust 122 schedules to balance load. A lot of cities collect trash on the same day, which causes a large backlog. The District must pay a host fee, of \$2 per ton, which was recommended from the District originally. It 124 would have netted \$325,000 in 2017, if it had been charged. Nationally, there are examples of why the host fee should be charged. A transfer station impacts the host city, it impacts other commercial 126 development, and it is a nonprofit business not contributing to the City. Other cities do not want to pay the host fee; claiming having it in our town keeps our costs down and they host other services without a

128 host fee. Another stipulation for the rebuilding would be no composting on site and no green waste
129 would be allowed. In addition, a final stipulation of first right of refusal to the City on property owned
130 by the District around the facility. Staff is recommending a version of the letter be in effect with
131 recommendation of moving the facility back, allowing for good commercial use of property and other
132 changes. Staff is open to other solutions.

133 Administrator Fitzgerald is asking the Council what feedback; they want staff to give to the
134 District. Councilmember Miller clarified that originally they promised landscaping, would we want to
135 include that. In addition, it has taken two years since the letter; we need to put some expectation in
136 place. Councilmember Snelson is there a way to measure the impact, should they stay, versus a
137 commercial entity going in its place. Administrator Fitzgerald explained the host fee had some of that
138 included. A commercial development, depending on what it is, could bring the City \$300,000 - \$800,000
139 in sales tax and \$40,000-\$80,000 in property tax per year.

140 Councilmember Snelson asked what about what the City would have to pay to transfer solid
141 waste to another location outside of the City. Administrator Fitzgerald stated the impact will depend on
142 the distance to the new location, approaching \$20,000-\$30,000. Councilmember Jensen complimented
143 the out of the box thinking. He asked if the Solid Waste District were a business, we are part owner of
144 an organization we are not happy with how it is operating. He has noticed the transfer station has not
145 been maintained, as it should be. We should implement a process. The Council would like staff to send a
146 modified letter. Mayor Child asked if they are building for the 40-year growth. He stated Springville
147 City has not been happy for the last 30 years, so this letter declares we want to get what the District says
148 we are going to get. Councilmember Snelson said to add a deadline for a response.

150 **g) Training – John Penrod, Assistant City Administrator/City Attorney**

151 There was none.

152

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

153 Mayor Child asked for any other comments. Director Goins reviewed the Mapleton City
154 annexation for the Sunrise Ranch Development, bordering Springville. He expressed concern about the
155 traffic that will feed in the morning and afternoon peak travel times, with limited access through a
156 Springville neighborhood. He asked the Mapleton Community Development about the fire code. They
157 answered they were asking for another traffic access point. After discussing with Mapleton staff, a
158 couple of options were discussed. There could be a five-year window depending on the phase's
159 completion. Another option would be eliminating the road or blocking the road while the neighborhood
160 develops. It seems that the best option would be delaying phases nine and ten, blocking the road to allow
161 for another access road to be developed. Administrator Fitzgerald provided a background of discussions
162 regarding a railroad crossing that they need and would also benefit Springville. Councilmember Jensen
163 agreed with staff about the option of directing the traffic away from 400 South. This is a very large
164 subdivision. Chief Finlayson expressed his concern with the traffic. Councilmember Jensen noted there
165 was a pedestrian death in that area recently. Administrator Fitzgerald said it is a residential road with
166 parking on both sides of the road. New traffic will travel to wherever it is fastest. Councilmember Jensen
167 stated it is through a Springville subdivision, not a Mapleton subdivision. Administrator Fitzgerald said
168 staff can write a letter with the Council concerns.

170

172 4) **CLOSED SESSION**

174 *The Springville City Council may temporarily recess the regular meeting and convene in a*
176 *closed session to discuss the character, professional competence, or physical or mental health of an*
individual, pending or reasonably imminent litigation, and the purchase, exchange, or lease of real
property, as provided by Utah Code Annotated Section 52-4-205

There was none.

178

ADJOURNMENT

180 COUNCILMEMBER CREER MOVED TO ADJOURN THE WORK/STUDY MEETING OF
THE SPRINGVILLE CITY COUNCIL AT 6:54 P.M.

182 COUNCILMEMBER JENSEN SECONDED THE MOTION, ALL VOTED AYE.

184 *This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday,*
February 20, 2018.

186 *I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy City Recorder for*
188 *Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate,*
and complete record of this meeting held on Tuesday, February 20, 2018.

190

192

Jennifer Grigg
Deputy City Recorder



MINUTES
Springville City Council Work/Study Meeting – MARCH 06, 2018

MINUTES OF THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, MARCH 06, 2018 AT 5:30 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

Mayor Richard J. Child presided. In addition to Mayor Child, the following were present: Councilmember Christopher Creer, Councilmember Craig Jensen, Councilmember Jason Miller, Councilmember Brett Nelson, Councilmember Michael Snelson, City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney John Penrod, Assistant City Administrator/Finance Director Bruce Riddle and City Recorder Kim Rayburn.

Also present were: Public Safety Director Scott Finlayson, Power Director Leon Fredrickson, Generation Superintendent Shawn Black, Recreation Director Corey Merideth, Public Works Director Brad Stapley, City Engineer Jeff Anderson, Building and Grounds Director Brad Neel, Community Development Director Glen Goins, Building Official Jason Van Ausdal, Library Director Dan Mickelson, and Museum of Art Director Rita Wright.

CALL TO ORDER

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

COUNCIL BUSINESS

1. Calendar

- Mar 11 – Daylight Savings
- Mar 13 – Work/Study Meeting 5:30 p.m.
- Mar 20 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- Apr 1 – Easter Sunday
- April 3 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.

Mayor Child asked if there were any calendar items up for discussion. Administrator Fitzgerald introduced the Pleasant Grove City to City Golf Tournament and asked if the Council is interested in participating, Friday June 1, 2018.

2. Discussion on this evening's Regular Meeting agenda items

a) Invocation – Councilmember Nelson

b) Pledge of Allegiance – Councilmember Snelson

c) Consent Agenda

- i. Approval of City purchase orders required to be signed per Springville City Purchasing Code.
- ii. Approval of the minutes for the Regular meeting held on December 05, 2017 and the work session held on February 13, 2018.
- iii. Approval of the appointment of Annette Sorensen as Advisor to the Youth City Council
- iv. Approval of surplus property and authorizing its disposal according to the Surplus Property Policy – Leon Fredrickson, Power Department Director

Mayor Child asked if there were any comments on the Consent Agenda. There was none.

DISCUSSIONS/PRESENTATIONS

d) Public outreach information regarding the upcoming UDOT Widening Project on 400 South from I15 to 2600 West – UDOT Representative Muriel Xochimtl

Ms. Xochimtl is part of the public involvement team for the 400 South project and I-15 interchange. The project will extend the widening from the interchange to 2600 West. An 8-ft sound wall will be installed next to the residential area on the south side of 400 South, including installation of sidewalk. The hope is to improve mobility and improve traffic flow. The project is set to start Sunday, March 11, 2018 and expected to be completed by August 2018. UDOT notified residents with door hangars and is working with various stakeholders, businesses and residents. Emails will go out weekly with an update on the project. A website will have updated information and pictures of the project. Once completed, UDOT will make sure landscaping is fixed up.

e) City wide roadway condition survey – Brad Stapley, Public Works Director
Postponed to March 20, 2018 meeting.

f) Discussion of Commercial Customer Owned Generation – Shawn Black, Generation Superintendent

Superintendent Black stated the ordinance left the word residential in, but should have been commercial. He gave an overview to the Council on buying power during peak times. The price changes every hour. We match the loads in the City to our resources and plan ten years ahead. We fill the void with commercial power providers. Staff has researched purchasing solar, but there was a rush for residential solar installation. Staff is recommending a review of neighboring states and UAMPs showing how projected loads and solar are affecting the market. Nationally, renewable energy production has passed nuclear energy production. A few commercial customers would like to install solar. He explained the proposed program. With the landmass and roof, space of commercial, staff is looking at billing them the same as when the City purchases power from a large-scale solar farm.

Councilmember Snelson asked if the City is promoting solar installation to our customers. Superintendent Black answered it was problematic with net metering, when solar customers were shifting costs to non-solar customers. Mayor Child clarified that commercial will be about the same as residential because commercial customers will be big producers. Councilmember Jensen asked if the City has customers that are wind producers. Director Frederickson answered yes and they are net metering so far. Superintendent Black stated staff will adjust as new technologies come along. Administrator Fitzgerald questioned the change in the ordinance and the policy. He stated the ordinance states that on the residential side, they get full credit. Superintendent Black clarified the meter on commercial is on the production side and residential customers are wired behind the revenue meter. He stated the billing is completely different and covered in the language in the ordinance.

Superintendent Black explained the difference is residential solar customers are generating and using a little power that the City does not see and getting a better bang for their buck. Commercial solar customers have a revenue meter and a production meter. If they are a

large customer, they could have a zero bill. Administrator Fitzgerald clarified that on a residential bill they get full retail value of generating and using while getting a small fee back from the City for what they send to use beyond what they are instantly using. Commercial solar customers will be billed 100% of what a business uses and the City will give them a smaller amount back. Administrator Fitzgerald stated we are insuring we are charging enough for infrastructure and covering for those not using solar. Administrator Fitzgerald stated the City will make sure rates are properly balanced.

Councilmember Nelson asked if this pushes back a problem that we will have in the future, on the residential side. Administrator Fitzgerald stated yes, the language is the same, with a technical difference concerning how the meters are wired. The general concept is very sound bringing fairness to our non-solar customers and giving solar customers a benefit for their installation. Councilmember Nelson asked if other cities have this solved in the nation. Superintendent Black stated Springville City has a more complicated policy that is very fair compared to other cities. With commercial customers, the return is very fair. Administrator Fitzgerald said solar sales people need to be more honest.

g) Discussion of an Internet Utility – Troy Fitzgerald, City Administrator

Administrator Fitzgerald provided a history of internet in Springville from Springville Power, and then to Airswitch, which is now out of business. The City received grants for training on internet connectivity. Airswitch dug and installed coax through backyards as well as installed fiber optic around town. Spanish Fork and Provo worked toward providing internet until the legislature put restrictions in place. Springville City purchased infrastructure fiber from Airswitch for about \$30,000. There is almost a double ring of fiber in the City. The City uses some of the fiber for communications among city facilities including the ne Clyde Recreation Center. A new internet entity named UTOPIA was created to provide cities infrastructure. They required sales tax and bonded and refinanced, but failed to deliver promised services to several cities around Springville including Payson and Orem. The City's position has been to watch UTOPIA. In 2001, UTOPIA had gigantic debt, new debt and asked other cities to sign up for their services and assist in paying their debt. Springville City's current policy is to let the private sector handle the internet industry.

Administrator Fitzgerald stated citizens are saying that high-speed internet was important and they want the City to provided options. One option would be the City could try and do it on their own. There are many steps to go through for approval. This is a millions of dollars of infrastructure industry that requires studies and public hearings. Another option is to partner with UTOPIA. That involves bonding for initial construction and receiving revenue for the distribution for service, including infrastructure. This option is a break-even example and has risks. Councilmember Nelson asked about the timeline. Administrator Fitzgerald answered it could be up next year. Once a city gets above 35% of the population signed up, the City has no risk. So far, the staff is not interested in asking for a \$5 million bond while building the Clyde Recreation Center, which is coming to an end. Some private entities propose cherry picking some neighborhoods at first then expand to bring internet to the whole City. Administrator Fitzgerald stated his neighborhood has Comcast after waiting 14 years.

Administrator Fitzgerald added there is some impact to roadways when they cross the road. Councilmember Nelson clarified what the options are. Administrator Fitzgerald answered

waiting for the private sector or carrying a debt burden to entice the private sector, like UTOPIA. Councilmember Nelson asked about the internet in the Canyon. Administrator Fitzgerald answered the Council approved a contract. There is a company looking to connect services to the golf course. Chief Finlayson stated he is not in a Comcast area and he believes there will be a point when the larger companies should be required to provide to all residents. Attorney Penrod stated nationally, there are no franchise agreements except cable that include providing internet to all residents. The legislature took away city rights to right of way. Small cell towers will take over services.

Attorney Penrod stated other states have harsher statutes. Councilmember Miller stated some states get lower pole attachment rates. Administrator Fitzgerald stated Senator Bramble claims the citizens demand this service and the City is losing the right to control what happens in our right of way. Councilmember Snelson asked about pressure from the citizens for internet. Administrator Fitzgerald stated the City Survey is showing a high demand from citizens for high-speed internet service. Councilmember Snelson asked if 35% of the residents are pressuring the City to meet that required rate. Councilmember Jensen stated the technology changes so much, making it a risky business. Administrator Fitzgerald noted Spanish Fork paid for coaxial cable and is bonding to change to fiber.

Councilmember Creer asked when fiber will be outdated. Administrator Fitzgerald noted that small cell tower; wireless mesh is the next version of wireless. It does not need to get faster. Technology is making the data more efficient. Councilmember Miller asked if there are any new cities signing up for UTOPIA. Some answers were Lehi and some towns in Idaho and down in Southern Utah. Administrator Fitzgerald concluded that staff can schedule a presentation from UTOPIA if council is interested. Director Riddle stated Springville is positioned well to get UTOPIA to compete with GOOGLE FIBER. Administrator Fitzgerald added Spanish Fork City Internet would compete as well. The Council voiced an interest in keeping an eye on other options without debt and staying on top of technology.

h) Discussion of flood plain maps – Jeff Anderson, City Engineer; Brad Stapley, Public Works Director

Engineer Anderson reviewed the process ongoing regarding the FEMA Flood Map Amendments that started back a few years. A meeting is scheduled on March 20 for community officials and an open house is scheduled here at the City on March 21. Staff will contact residents about attending. There is a 90-day window to give a technical appeal. It can take 2.5 years to finalize maps. Funds will be needed for a “technical consultant.” Councilmember Miller stated it will affect hundreds of homes coming out of the flood plain and other homes being added to the flood plain. Internally, staff has addressed some issues. Because of the changes, it is problematic. The consultant will look at options and take into consideration what has been done with the realignment of Hobble Creek with the June Sucker program.

i) Training – John Penrod, Assistant City Administrator/City Attorney

There was none

MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS

Mayor Child asked for any other comments. There was none.

CLOSED SESSION

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

There was none.

ADJOURNMENT

COUNCILMEMBER NELSON MOVED TO ADJOURN THE WORK/STUDY MEETING OF THE SPRINGVILLE CITY COUNCIL AT 6:53 P.M.

COUNCILMEMBER CREER SECONDED THE MOTION, ALL VOTED AYE.

This document constitutes the official minutes for the Springville City Council Work/Study meeting held on Tuesday, March 06, 2018.

I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true and accurate, and complete record of this meeting held on Tuesday, March 06, 2018.

Jennifer Grigg
Deputy City Recorder



Springville City Council Work/Study Meeting –March 13, 2018

Minutes of the Work/Study Meeting of the Springville City Council held on March 13, 2018, at 5:30 p.m. in the Multipurpose Room at the Civic Center, 110 South Main Street, Springville, Utah.

Mayor Richard J. Child presided. In addition to Mayor Child, the following were present: Councilmember Christopher Creer, Councilmember Craig Jensen, Councilmember Jason Miller, Councilmember Brett Nelson, Councilmember Mike Snelson, City Administrator Troy Fitzgerald, Assistant City Administrator/Legal Director John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, Deputy City Recorder Jennifer Grigg and City Recorder Kim Rayburn.

Also present were: Administrative Services Manager Rod Oldroyd, Power Director Leon Fredrickson, Public Safety Director Scott Finlayson, Community Development Director Glen Goins, Public Works Director Brad Stapley, Golf Pro Craig Norman, Museum of Art Director Dr. Rita Wright, Library Director Dan Mickelson, and Buildings and Grounds Director Brad Neel.

Excused: Recreation Director Corey Merideth.

CALL TO ORDER- 5:30 P.M.

COUNCIL BUSINESS

1. Calendar

- Mar 20 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- Apr 1 – Easter Sunday
- Apr 3 – Work/Study Meeting 5:30 p.m./City Council 7:00 p.m.
- Apr 10 – Work/Study Meeting 5:30 p.m.

Administrator Fitzgerald asked the Council if they wanted to consolidate the meetings on March 20, 2018 because the political caucus meetings are that night as well. The Council decided to meet at 5:30 p.m. for the Regular Agenda, with dinner at 5:00 pm. Work Session items will be moved to a later date. In addition, State law requires the Council to adopt a preliminary budget by May 1, 2018. The Council agreed to schedule the Budget Retreat for April 10, 2018. Staff will notice the meeting and prepare an agenda.

2. DISCUSSION/PRESENTATIONS

a) Citywide roadway condition survey – Brad Stapley, Public Works Director

Director Stapley reported he brought on some BYU people to do a study on our roadways here in Springville. Another roadway study for Salt Lake City showed that of the 600 miles of Salt Lake City roadway, 63% rated poor. It will cost \$20 million dollars over the next ten years to bring SLC roads up to a fair to good status. Director Stapley said that proportionally, Salt Lake City does not spend as much

38 on road maintenance as we do here in Springville. While driving through Ogden, Kaysville and other
40 communities, he feels good about Springville roadways. Dr. Spencer Guthrie and two of his students,
42 Robert Stevens, and Tenli Waters, conducted a study that they are presenting tonight. Sometime next
44 year, Public Works will ask for money to create a plan for the future of our roads. Councilmember
Nelson asked based on the fact our roadways are pretty good, is our current strategy not appropriate for
the future. Director Stapley stated most roads were built in the 80s and are coming to an end of their
replacement cycle. Councilmember Nelson asked about complete replacement and clarified that today's
strategy will not work for the future.

46 Director Stapley introduced Dr. Guthrie and his students. Dr. Guthrie recognized Director
48 Stapley and Engineer Jeff Anderson as leaders in this area. The study includes a pavement inventory, the
current and future pavement conditions, and the effects of preservation actions, an action plan and
funding needs, while following this mantra, "Application of the right treatment to the right road at the
right time."

50 He described pavement treatments include maintenance, rehabilitation and reconstruction. The
52 pavement network is an asset owned by the City that our economy rides on. The road inventory is
divided into Commercial, Collector and Residential. The Springville City road inventory has an average
age of 23 years. To reconstruct all roads would cost \$77.5 million dollars, which becomes the value of
54 this asset. Because developers paid for the roads in the 80s and 90s, the city has only provided
maintenance. Therefore, it is becoming time for the City to pay for new streets.

56 Dr. Guthrie continued by explaining national standards of road pavement quality, found in the
58 ASTM manuals (American Society for Testing and Materials) which designate quantitative conditions
called PCI (Pavement Condition Index.) He showed photographs of Springville streets in different states
of condition. He and his students conducted a formal computer randomization to collect a sample of
60 Springville City's pavement network and found average PCI scores of:

- 62 • Commercial 72
- Minor Collector 75
- Residential 76

64 The goal is to keep pavements satisfactory, which is 70-85.

66 He explained that a road deteriorates with traffic and weathering which progresses from
transverse and longitudinal cracking, to alligator cracking and finally potholes. Potholes indicate
68 structural pavement failure, high reconstruction costs, unacceptable ride quality and higher fuel and
vehicle repair costs. Collector streets last longer with maintenance. As age wears on, deterioration
speeds up. The PCI value is very responsive to an investment in maintenance. Applying a "mill and fill"
70 can bring a road back to a 100 PCI. Allowing a road to deteriorate to a PCI of 0 means the road is
impassable. A responsible threshold is a PCI of 25. It is an eventuality that all roads will fail.
72 Intervention when a PCI of 25 is observed would occur at a road age of about 43 years. Waiting to pay
for maintenance like a chip seal at a PCI of 40 adds only 3 to 5 years to the life of a road, while applying
74 the same chip seal when the road PCI is observed at 80 will add a life extension of 7 to 9 years to the
road. Application of preventive maintenance is more cost effective than letting the road completely
76 deteriorate. Maintenance costs range from crack seal at the low end, to chip seal, micro surfacing and the
highest cost, mill and fill. The Federal Highway Administration says "Good Roads Cost Less."
78 Application of preventative maintenance is more cost effective early in the inevitable deterioration of the
road. A "Do Nothing Scenario" indicates complete reconstruction every 25 years, which is an annual

80 cost of 65 cents per square yard and an average PCI of 72 and a total pavement service life of 50 years.
81 The “Preservation Scenario” with crack seals, chip seals and mill and fill strategically applied, costs 50
82 cents per square yard, which is 23% less expensive, with an average PCI of 83, which is 15% better and
83 a pavement service life of 100 years. Preservation pays off in a cost perspective as well as higher
84 average pavement condition. There is nothing to lose with pavement preservation.

85 Based on the current observed pavement condition, he and his students can predict the future
86 pavement condition. The automated spreadsheet analysis includes funding predictions from all sources.
87 The “Do Nothing” Scenario causes two million dollars per year loss in asset value with an average PCI
88 value of 4. Maintaining the current Springville funding levels 34% of the roads will have an average PCI
89 of 54 and be terminal over the analysis period. Adding a \$6 per billing unit per month road utility fee
90 would provide \$792,000 per year would leave only 18% of the roads in terminal condition with an
91 average PCI of 69. Doubling to a \$12 fee would bring the average PCI to 81 and only 6% of the roads
92 would be in a terminal condition. Dr. Guthrie and his students do not recommend creating a raining day
93 fund because spending that money on maintenance would be more cost effective. He recommends
94 educating the public, through social media and the newsletter about keeping good roads in good
95 condition.

96 This means maintaining good pavement before failed pavement, which means some nicer roads,
97 will be fixed before poor roads. Good roads cost less. If we take care of good roads first, we will
98 eventually have more money to take care of the poor roads later. In addition, Dr. Guthrie suggested
99 using social media to educate the public, giving this campaign more visibility. In addition, the Council
100 should support the efforts of the Public Works staff and engineers; allowing for proactive budgets
101 instead of reactive budgets.

102 Councilmembers Snelson stated that chip seal is terrible, but obviously, it needs to be done to
103 maintain a good road. He asked why chip seal is applied to perfectly glass smooth new pavement six
104 months later. Director Stapley explained that the current directive from the previous Council is to apply
105 chip seal only on collector roads like Center Street, 400 South and 400 East. The former City Council
106 approved a map of allowed roads to use chip seal. Serious injuries occur when children fall on chip seal
107 on residential roads. Road staff in Springville does not use chip seal on residential roads any more.
108 Councilmember Jensen added that the recent debacle of poor pavement makes this a touchy subject.

109 Councilmember Snelson stated the slurry seal he has seen in Springville is very rough. Director
110 Stapley clarified that situation was a Type II micro surfacing, not a chip seal and the problem was the
111 supplier of the faulty emulsion. The City of Salem, the Clyde Company and most of the state of Utah
112 also received that faulty emulsion. That was an isolated issue last year, not a fault of Type II micro
113 surfacing in general. The contractor is replacing that pavement because of the faulty emulsion. Director
114 Stapley explained chip seal is an aggregate laid down on top of an emulsion, which is different from a
115 slurry seal, which is squeegeed on emulsion only. Councilmember Snelson continued his question by
116 repeating that our roads are very rough, not like the slurry seal he has seen in other places. Director
117 Stapley stated the reason is we use Type II aggregate (½ inch to ¾-inch diameter asphalt mix,) which
118 allows better traction including winter traction. Type I aggregate is used in parking lots to make them
119 smooth. Type I aggregate is small and smooth, but does not wear well in road use and will not last as
120 long.

121 Councilmember Snelson asked about when a perfect new road is repaved with aggregate.
122 Director Stapley described balancing choices between available funding and the actual condition of the

new road after use. Councilmember Snelson asked how long before a brand new road gets chip seal.
124 Director Stapley explained staff inspects a new road and determines wear and traffic, then resurfaces
that new road before it wears down to extend the PCI (Pavement Condition Index) of the road.
126 Councilmember Snelson stated time varies and clarified it is based on observations by staff.

Mayor Child stated if you wait too long, it does no good. Every road wears differently, based on
128 the type of vehicles, water and drainage. This preventive treatment rejuvenates the asphalt and keeps the
road from degrading to alligator cracks.

130 Dr. Guthrie said the multi-billion dollar asphalt industry has national recommendations based on
observations. Preservation treatments on asphalt roads deliver an excellent average condition of the road
132 over time at a lower price. Overboard treatment of road surfaces does not increase the life of the road.
There is an optimum time, to apply preservation treatments based on decades of experience and
134 observations.

Director Stapley described the chip seal planned for the summer of 2019 on 400 East. It will be
136 rougher, but will wear better and the road will last longer. He continued by explaining the condition of
Salt Lake City roads is costing the average driver \$600 in tire wear and maintenance costs. Springville
138 citizens and businesses can save money with proper road maintenance. He attributed the quality of
roadways in Springville to current and past street superintendents, like Bill Child, who applied chip seal
140 to many roads. Canyon Road received the first mill and fill in 2004 with a chip seal later. The older
roadways are scheduled for maintenance because pavement does not last forever, but preservation saves
142 taxpayers money. Councilmember Nelson stated this strategy makes sense and he is comfortable with it.
He clarified that this is the plan that will be executed.

144 Administrator Fitzgerald added that the State legislature is addressing transportation funding
because other communities have worse roadway conditions. Through the budget process, staff will take
146 into account state funding, gas tax as well as other funding and present a palette of suggestions to the
Council to make a decision about fees, taxing and funding to address the road conditions. Springville has
148 better road conditions than our surrounding communities, so we are ahead of the curve. Mayor Child
thanked Dr. Guthrie for the study.

150 ~~b) Training—John Penrod, Assistant City Administrator/City Attorney postponed~~

152 3. MAYOR, COUNCIL, ADMINISTRATIVE REPORTS

154 c) Discussion with Department Directors

154 Chief Finlayson reported he is working on budget numbers for the Budget Retreat.

Director Michelson reported staff is gearing up for Summer Reading. The Council is welcome to
156 order Summer Reading shirts. Staff meetings include training in customer service and user experience
including clear signage, clean floors, and interactive stations for children and adults like Sudoku, a dress
158 up station and a yarn wall. Staff is also working to make the website easy to use. He is thankful for the
changes to the website and they are looking to create tabs for a better user experience.

160 Director Goins handed out information on the design guidelines for the mixed use of the
Community Commercial Zone (CC) and the Town Center (TC). The Council recently removed mixed
162 use from the CC and the Town Center and staff is proposing to bring them back. He explained design
guidelines take more than a quick month or two of analysis and preparation. The issue is bringing the
164 code back on the CC zone in the Town Center, establish a conditional mixed use and add guidelines.
Once that is codified, we will come back to the Council with more expansive guidelines, which will be a

166 citywide document. He stated that Councilmember Jensen advised to look at what we can get approved
and where we want it. The current code lists permitted uses, indicated with a (P) which needs a site plan
168 before the Planning Commission. Conditional use (C) requires an application approval before the
Planning Commission and blanks in the code are where we can change the code. An example is multi-
170 family dwelling is currently stricken from the TC Zone.

Mayor Child stated commercial design standards will take quite a while. Director Goins agreed
172 stating there is an April deadline for codification of design guidelines. Councilmember Jensen asked if
the Town Center only extends to 300 South. Director Goins stated it is a hard zone and Mr. Oldroyd has
174 reached out to the Allen family to get an idea what thinking without property owners consent

Councilmember Jensen clarified that the Town Center Zone is 300 South to Center Street.

176 Director Riddle stated that finance staff changed the shut off date for utility nonpayment to
improve the customer experience in the fall. Before this change, current bills were due the same day as
178 cut off, which doubled the foot traffic at the Finance windows. Shut off is moved back a week which
makes the customer experience better. Staff anticipated problems with the typical shut off customers, but
180 now they are becoming accustomed to the new policy. February was better than January with decreased
shut offs. More importantly, the customer experience for both shut off customers and current bill payers
182 is improved with more capacity at the windows for customer service. In conclusion, Director Riddle
reported he and Administrator Fitzgerald are working on the budget and he is impressed with the
184 improved budget requests from departments and the angst is much lower this year.

Mayor Child noted the Budget Retreat is April 10 at 1 p.m.

186 Pro Norman reported the golf course will open in 10 days to two weeks if some rain will knock
the snow down on the south side. There is 12-18 inches snow left. Staff is being hired and is getting
188 ready to go. The occupancy permit from the county arrived. He met with Commissioners Graves about
payment on the grant. Director Riddle stated the City is waiting on payment on the grant from the
190 County.

Director Neel reported that construction on Bartholomew Park Phase II is ahead of schedule. It
192 should be done in 30 days. It includes expansion of the west and north side of the park, extending the
parking lot and building a cul-de-sac on the west side with new vegetation and finishing the street.
194 Councilmember Snelson asked if the parking lot will tie into River Bottom Road. Director Neel
answered; no, it will end in a cul-de-sac. Mayor Child asked about parking. Director Stapley reported
196 that nonresident parking costs \$10 in the upper and lower parking lot. No parking signs will be installed
on Canyon Road. 4000 resident parking passes will be printed and ready to hand out on April 2nd.
198 Social media and other communications will announce the passes to citizens. Director Neel said this will
hopefully allow more residents to visit the park and maintain water quality. Director Stapley reported
200 staff is pumping the pond down for algae treatment. He asked Director Neel about the sign budget.
Director Neel stated this project started after the fiscal year started so there is no budget to purchase and
202 install signs. He will be talking to Superintendent Riding, asking for help installing the signs. Mayor
Child asked about the concession stand. Director Neel noted that the REZ is contracted to open the
204 concession stand on May 23rd. Diamond Parking Services begins checking parking passes on May 1st.
Councilmember Miller asked if policies are posted and would like the Council to see the policy when it
206 is finalized. Director Neel stated there are too many signs.

Director Frederickson reported that permanent power is in the Aquatic Center. Mayor Child
208 asked if there were theft problems at the construction site. Administrator Fitzgerald stated Hogan

Contractors informed all workers that there are cameras being watched by police dispatch. He commended the Council for investing in the power system because there were zero customers affected by an outage this month.

Mayor Child complimented the new streetlights on 400 South.

Dr. Wright reported the Museum is finishing up the High School Show and attendance is up, even without street parking. The Spring Salon is coming up. She thanked the Mayor and the Council for spending Saturday with the Art Board.

Mr. Oldroyd reported Human Resources will hire 100 people in the next three weeks.

Administrator Fitzgerald reported on the Wellness and Recreation Benefits available to employees including the Clyde Recreation Center. Historically employees received a pool pass and a golf punch pass. The current policy includes half the golf and a pass to the Clyde Recreation Center. Full time employees get a full pass and part time get half the value of a full pass. The cash value can be applied to any pass, individual or family. The IRS tax rules are changing how we handle the benefits on the financial side.

Councilmember Miller asked about teachers at the Aquatic Center. IRS rules are different for employees of the center. Directors are creating formal policies for the employees of Golf and the Aquatic Center.

Mr. Oldroyd noted there are over 550 applications this week.

Recorder Rayburn reported a record month for passports. There is an increase to \$35 to the application fee in April.

Director Stapley reported a power failure in the SCADA at the Bartholomew tank, which drained the tank and the penstock. The 92 Canyon connections were out of water for a while, but the hydro power plant kept functioning. By 3 pm, it was filling at 850 gallons per minute. It takes about 124,000 gallons per mile to fill the two or three miles of penstock. The new well is down to 571 feet and will match the same amount of water as the first well with bigger casing, which will supply about 4000 gallons per minute.

d) **Recommendations for expiring Boards and Commission positions**

Councilmember Snelson reported the Economic Advisory Committee can be re-staffed.

Councilmember Jensen stated the Water Board needs a few more members.

Councilmember Miller asked about restructuring the Hardship Committee. Attorney Penrod answered the need for it ebbs and flows. Administrator Fitzgerald answered there are funds to utilize. Attorney Penrod stated that some cities contract an attorney to handle adjustments with minimal staff. It is a safer model. Mayor Child agreed and reminded that if they do not meet we do not need to pay them. Councilmember Miller stated citizens should not deal with heavy matters.

Councilmember Nelson reported the Library Board is good. The Youth Council leader, Annette Sorensen is approved. Attorney Penrod asked what you need from staff. Councilmember Nelson answered outside speakers.

Councilmember Miller reported the Power Board needs to reappoint some people and add former Councilmember Craig Conover.

Administrator Fitzgerald added he will email applicants to the Mayor and Recorder Rayburn will add them to the agenda for the Council to approve.

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

- 252 i. Emergency Preparedness Committee minutes for January 18, 2018
253 ii. Parks and Recreation Board minutes for November 02, 2017 and January 25, 2018
254 iii. Spanish Fork/Springville Airport Board minutes for January 04 and February 20,
2018

256 f) **Mayor and Council Reports**

257 Mayor Child thanked everyone and complimented the directors and the Council on their hard
258 work. The Retreat will be good training and quicker than normal.

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

260 *The Springville City Council may temporarily recess this meeting and convene in a closed session to*
261 *discuss pending or reasonably imminent litigation, and the purchase, exchange, or lease of real*
262 *property, as provided by Utah State Code Annotated Section 52-4-20*

264 **ADJOURNMENT**

265 COUNCILMEMBER MILLER MOVED TO ADJOURN AT 6:54 P.M. COUNCILMEMBER
266 NELSON SECONDED. ALL VOTED AYE.

268 *This document constitutes the official minutes for the Springville City Council Work/Study*
269 *meeting held on Tuesday, March 13, 2018.*

270 *I, Jennifer Grigg, do hereby certify that I am the duly appointed, qualified, and acting Deputy*
271 *City Recorder for Springville City, of Utah County, State of Utah. I do hereby certify that the foregoing*
272 *minutes represent a true and accurate, and complete record of this meeting held on Tuesday, March 13,*
273 *2018.*

274

276

Jennifer Grigg
Deputy City Recorder

SPRINGVILLE BUILDINGS AND GROUNDS DEPARTMENT

WAYNE BARTHOLOMEW FAMILY PARK POLICY

Policy Effective: May 1, 2018

Purpose: Springville City operates and maintains the Wayne Bartholomew Family Park. Located within the Park are pavilions, a beach, restrooms, concession operations, open grass areas, and a pond for fishing that are all available for the public to enjoy. This policy is to provide rules and guidelines concerning how the Park may be used and how pavilions are reserved.

Definitions:

Pavilion Area: The pavilion area includes the structures built and designated as a pavilion, and the space within the reserved area of a pavilion. Pavilion reservation areas do not include any of the beach, the restrooms, grass areas, and/or any other public areas.

Public Areas: The beach, restrooms, outside concession operation area, parking lot, grass, and the pond will be considered public areas. Public areas may not be reserved and will be kept available for all to use and enjoy.

Springville Resident: A person who can prove that they reside within Springville City limits.

Non-Resident: A person who does not have residence in the City limits.

Responsible Party: The person who makes a pavilion reservation will be considered the responsible party for that group.

General Policies:

- All park patrons will be expected to conform to all posted City Park ordinances, rules, guidelines, and standards.
- The Park closes at 10:00 p.m. for all Park users. Park quiet hours are from 10:00 p.m. through 7:00 a.m.
- City services and concession operations will be April through October, as weather allows. The park can be used outside the proposed months but City services, restroom facilities, and concession operations will not be available to the public.
- Except for City owned or authorized motorized water crafts, no motorized craft will be allowed on the water.

- Except for service animals, no dogs or pets will be allowed on the beach or in the water. All dogs must be on a leash, 6 ft. max.
- The City will follow DWR fishing regulations. The DWR will be responsible to oversee adherence to fishing regulations. The DWR will stock the pond with trout.
- No fishing is allowed along the beach area.
- Fish may not be field dressed in the park. Fish entrails, or other body parts of the fish, may not be disposed of in the water or the park.
- Open fires, Dutch ovens, or anything of the like, are not allowed on the property
- No food is allowed on the water. Glass bottles of any kind are not allowed in the park, on the beach, or on the water.
- Canopies can be a maximum size of 10 ft. X 10 ft. and are only allowed on the grass areas. Canopies are not allowed on the beach. Small sport umbrellas 60 inches or less in size are allowed on the beach.
- Trailers cannot be parked in the main parking lot and those pulling a trailer must use the upper parking lot along Canyon Road.
- Patron parking areas for the Park will be allowed in the following designated areas: The main parking lot for the Park, the upper parking lot on Canyon Road, and Canyon Road between 2750 East and 2900 East-South side of the road only.
- All areas designated as Patron parking for the Park will be free for a Springville City resident so long as they have acquired the required parking permit. All non-residents, or resident vehicles without a parking permit, will be required to pay a parking fee to park in Patron parking areas. City may hire a third party company to collect non-resident parking fees and enforce parking regulations in Patron parking areas.
- All Springville City residents can acquire a parking permit at the Civic Center and the Community Services building. One parking pass allowed per household.
- Concession hours will be set through a contract with a concessionaire.
- Fees for reservations will be set forth in the City's fee schedule and approved by the City Council.
- Park patrons are responsible to pick up and remove all of their trash.
- Trash should be placed in provided garbage containers or hauled away from the park.
- No smoking on the Park premises.
- No alcohol is allowed on the Park premises.
- No weapons or guns are allowed on the premises unless authorized by the City/State.
- Patrons are expected to treat the grounds, buildings, and landscaping with respect and may be fined for damages.

Pavilion Use General Guidelines

- All pavilion users will be expected to conform to all City Park rules, guidelines, and standards.

- Pavilion reservations only provide the person reserving the pavilion the right to use the reserved pavilion in compliance with this policy.
- Pavilion reservations will be available either online, in person at the Community Services Building, or by phone.
- To reserve online you must do so at least 3 days before desired date. Otherwise, call (801) 489-2770 (Monday-Friday, 8 a.m.-5 p.m.) to make a reservation. Same day reservations will not be taken.
- Pavilion fees as set in fee schedule.
- A pavilion reservation that is cancelled at least 48 hours prior to the reservation date may receive a refund of 75% of the original rental fee.
- A pavilion reservation that is cancelled the day of the reservations date may receive a refund of 50% of the original rental fee.
- Pavilion reservation refunds will not be given for cases of incimate weather or other natural causes. If incimate weather occurs you may reschedule your reservation.
- Pavilions will be available for reservation in three hour blocks. Blocks will be 10:30 a.m. to 1:30 p.m., 2:00 p.m. to 5:00 p.m., 5:30 p.m. to 8:30 p.m.
- All pavilion reservation fees must be paid in full at the time the reservation is made.
- Pavilion reservations for the season will be made available to the general public in January each year and extend through the end of the season.
- Pavilion reservations will be available first-come, first-served.
- The City may make reservations available to Springville residents prior to making them available to non-residents.
- Pavilion groups may not occupy any of the pavilion area prior to the reservation start time, and must vacate the pavilion area prior to the reservation end time.
- Pavilions may be used on a first come first serve basis if the pavilion has not been reserved.
- Pavilion groups who arrive early or leave late may be charged a fine as set forth in the City's fee schedule and/or asked to vacate the Park with no refund of reservation fees.

Pavilion Capacities

- Each pavilion has a maximum capacity, as follows:
 - o Pavilions A & B have a maximum capacity of 20 people.
 - o Pavilions C & D have a maximum capacity of 30 people.
 - o Pavilion E has a maximum capacity of 40 people.
- Reservations can be made for groups that exceed pavilion capacity so long as the pavilion capacity limit is not exceeded when the pavilion is being used.
- If a group makes a false reservation, or exceeds pavilion capacity, they may be asked to vacate the Park with no refund of any reservation monies.
- City staff is under no obligation to find a location for oversized groups.

- Non-residents with a pavilion reservation will need to pay the parking fee.

Responsibility of Pavilion Groups

- The person who makes the reservation will be considered the responsible party for their pavilion group.
- The responsible party will be responsible to ensure that all members of their group are aware of the Park rules, regulations, and guidelines, and to ensure that the same are followed.
- The responsible party will be required to be present during the duration of the reservation, or to introduce Parks staff to their designated responsible party.
- The responsible party that makes the reservation will be financially liable for any and all damage, destruction, or vandalism that occurs as a result of their group's use of the Park.

The responsible party that makes a pavilion reservation may also be liable for pavilion reservation fees paid by other pavilion users, if their group's activities prohibit those patrons from being able to reasonably enjoy the Park.

DRAFT



STAFF REPORT

DATE: April 11, 2018
TO: Honorable Mayor and City Council
FROM: Chief Scott Finlayson and Fire Chief Hank Clinton
SUBJECT: Amendment to Springville Fire and Service Contract

RECOMMENDATION

Approve the amendment to the Springville Fire and Service Contract.

DISCUSSION

Springville Fire Department contracts with Utah County to provide fire and EMS service in some unincorporated areas of Utah County in areas that touch our borders. Springville City provides fire and EMS response up Hobble Creek Canyon and west of our City limits for residents in Utah County areas.

This amendment to the fire contract cleans up some boundary lines for response on 400 South, west of Springville City limits. In the past we handled some calls on the north side of the road while Spanish Fork Fire Department handled the calls on the south side of the road. This did not make sense. For example, on rare occasions a determination had to be made on who to send if a car accident happened more on the north or south side of the centerline.

This amendment provided a better boundary adjustment based on who is closer to respond and street addresses regardless of which side of the road it is on. This amendment will reduce confusion, make responses more uniform and reduce dispatch time to send help to those in need.

ALTERNATIVES

The City Council may choose to not enter into this agreement with Utah County and leave the old response areas intact.

FISCAL IMPACT

This amendment will result in a slight reduction in area Springville is responsible for in the unincorporated area of Utah County. Our contract with Utah County is based on property values in the areas we respond to and the number of calls we handle in unincorporated Utah County. This amendment will reduce our response area by a couple of homes and some acreage of fallow or farm land. I do not foresee the overall reduction in payment to Springville City being more than about \$300.00 per year.

Name: Chief Scott Finlayson
Director of Public Safety/Chief of Police



STAFF REPORT

DATE: April 17, 2018

TO: The Honorable Mayor and City Council

FROM: Bradley Neel, Director of Buildings and Grounds

SUBJECT: CONSIDERATION OF APPROVING A RESOLUTION ESTABLISHING RULES FOR MAIN STREET BANNERS.

REASON FOR THE POLICY AND STAFF RECOMMENDED ACTION:

Staff recommends to pass the resolution to end civic/non-profit organization use of the main street banners. The resolution will allow Springville City to install banners for City purposes or City events. The little revenue generated by the street banner fees, along with the amount of time it takes for two City employees to install/remove a banner and costs to the City, we recommend this change to the main street banners program.

BACKGROUND:

Staff presented and discussed this topic in a work session with the City Council on February 20, 2018.

ALTERNATIVES:

To keep the current resolution and leave the program as is.

NEGATIVE FISCAL IMPACT SAMPLES:

- **TOTAL COST TO THE CITY**
 - **2018 COSTS: 3 BANNERS @ \$1,002.00**
 - REVENUE: \$30
 - **2017 COSTS: 18 BANNERS @ \$6,012.00**
 - REVENUE: \$330
 - **2016 COSTS: 19 BANNERS @ \$6,346.00**
 - REVENUE: \$350

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING RULES FOR MAIN STREET BANNERS.

WHEREAS, in a letter to Springville City from the Utah Department of Transportation, dated April 18, 1994 (“UDOT’s Letter”), UDOT granted Springville City the right to hang street banners across Main Street at three locations: 1. between Center Street and 100 North, 2. Between 100 and 200 South, and 3. Between 300 and 400 South; and

WHEREAS, in discussing what types of banners are allowed or disallowed, UDOT’s Letter specifically states:

In no way should the banners present messages considered outdoor advertising. The messages must be civic and general in nature. We do allow logos or discrete by-lines of sponsors of civic or non-profit organizations. If the banners are displayed for private enterprise, they would be illegal. A suggestion would be to insist that part of the logo on the banners include the event or charity they sponsor; and

WHEREAS, Section 11-6-305(7) of the Springville City Code only allows non-government signs to be located on public property by “permission of a government agency”; and

WHEREAS, in following UDOT’s Letter and Section 11-6-305(7) of the Springville City Code, Springville City has historically allowed community organizations, meaning a neighborhood-based organization or a local non-profit 501(c)(3) organization, to display Main Street banners as allowed under the UDOT Letter; and

WHEREAS, in a City Council meeting on April 17, 2018, the Springville City Council, after discussing whether Springville City should allow non-city entities to place a banner across Main Street, decided to not allow entities other than Springville City to locate banners across Main Street; and

WHEREAS, this Resolution is also intended to replace all prior resolutions, policies and rules concerning Main Street banners.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SPRINGVILLE CITY, STATE OF UTAH, AS FOLLOWS:

1. Springville City will follow all rules and regulations outlined and provided by the Utah Department of Transportation for the use of street banners. In following UDOT rules, only banners advertising Springville City events and/or events sponsored by Springville City will be allowed across Main Street.

2. Street banners must be constructed of a material that can withstand normal and reasonably expected forces of nature for the period of time they are displayed. Torn or damaged street banners will not be hung and will be removed by City staff if damaged while being hung. The banners shall have design standards for size and construction as set forth by the Buildings and Grounds department. The design and construction standards are as follows:

Banner Construction:

Banners must be preassembled to meet the following standards:

- The banner can be made out of any of the following materials: Heavy Canvas, Mesh or Pliable Vinyl (16-18 oz over nylon mesh). Due to possible winds, light-weight vinyl or stiff vinyl banners are not allowed.
- Grommets must be placed every 24" across the top of the banner and at all four corners. Only 3" Carabineers type hooks (see photo) must be placed in every grommet. Please **DO NOT USE** "Dog Clip" type hooks. They tend to unhook in high winds.
- Edges of all four sides of the banner must be folded over and hemmed to ensure the necessary durability. Heat sealed, taped or cut edges do not meet durability standards and cannot be hung.
- Rope must be 3/8 – 1/2 inch thick cotton, polypropylene or nylon, woven not twisted. There must be at least 50 feet to extend from each side of the banner, top and bottom, totaling 120 ft length including banner and rope. It is strongly recommended that the rope be stitched into the banner along the top and bottom edges. This will require additional rope but give the banner added strength and help keep the grommets from ripping through the edges.
- The banner must be 20% ventilated. This can be accomplished by either using mesh material or cutting "half moon" shaped vents 4"-6" wide and facing down throughout the banner. Any shape other than a "half moon" has a tendency of ripping in the wind. The ventilation allows for the wind to blow through the banner and keep it from ripping or twisting.

3. The street banners may be displayed for two weeks prior to an event and up to three days after an event. The City may order that street banners be removed prior to the expiration of any period of time as set forth by the City department responsible for the street banner if such banners are determined to constitute a safety hazard.

4. No street banner that crosses Main Street shall be allowed outside those designated areas listed in UDOT's Letter, which locations on Main Street include: 1) 100 North, 2) 100 South, and 3) 300 South.

5. Street banners, and any hardware necessary to display such street banners, may only be installed by Springville City personnel. Each City department that wants to have a banner hung will be responsible for all costs associated with banner creation/design, installation, maintenance, removal, and damages the banner may cause to other properties and/or vehicles. The department will also be responsible for any damage that may occur to the street banners or hardware while they are being installed, displayed, or retrieved.

6. This Resolution replaces and supersedes any prior resolutions, policies and rules regarding Main Street banners in Springville City.

7. **Effective Date.** This Resolution shall become effective immediately upon passage.

PASSED AND APPROVED this 17th day of April 2018.

By: _____
Richard J. Child, Mayor

ATTEST:

Kim Rayburn
City Recorder