

SMITHFIELD CITY COUNCIL

MARCH 22, 2023

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, March 22, 2023. The meeting began at 6:30 P.M. and Mayor Kristi Monson was in the chair. The welcome/pledge of allegiance and thought/prayer was by Deon Hunsaker.

The following council members were in attendance: Curtis Wall, Deon Hunsaker, Sue Hyer and Jon Wells.

Wade Campbell arrived during the meeting.

City Manager Craig Giles, Police Chief Travis Allen, Interim Fire Chief Jeff Peterson, Planning Manager Brian Boudrero, City Engineer Clay Bodily, Public Works Director Josh Wright, Interim Library Director Karen Bowling, Golf Professional Eric Kleven, Golf Superintendent Chad Daniels, Recreation Director Brett Daniels and City Recorder Justin Lewis were also in attendance.

VISITORS: Tami Midzinski, Rex Averett, Liz Averett, Bob Holbrook, Dale Leifson, Mike Monson, Stuart Reis, Scott Gibbons, Katie Bell, Kayley Crane, Brooke Freidenberger, Linda Stowell, Rod Hammer, Jeremy Hunt, Brian Potts, Coltin Grover, TJ Hilton, Breanne Bodrero, Maysa Averett, Coltin Larsen, Kendall Christensen, Seth Mayberry, Morgan Hadden, Kenneth Bell, Dave Chambers, Luke Bair

RECOGNITION OF SMITHFIELD FIRE DEPARTMENT EMPLOYEE RESPONSE TO A RECENT CALL OF SERVICE IN CACHE JUNCTION.

Mayor Monson informed those in attendance several members of the fire department would be honored for putting their lives on the line at a recent house fire and explosion in Cache Junction.

Fire Chief Jeff Peterson stated he had been working for the city for three weeks, had decades of experience, is a resident of the city and has never been prouder of a group of firefighters in his career than he is at this time.

Chief Peterson started his firefighting career as a volunteer in the Smithfield Fire Department in 1983.

Chief Peterson stated he has two great responsibilities. Recognizing the good work and extraordinary things the members of the department do. The greatest responsibility being getting each member of the department home safely when their shift is over.

Cache County Fire Chief Rod Hammer mentioned he gets very emotional when talking about firefighters. A chance to perform a heroic action rarely comes along. Each member of the department will always ask themselves how will I perform when that happens? At a call for service on Thursday, March 9th in Cache Junction several members of the Smithfield Fire Department performed heroically.

Chief Hammer presented the following members of the fire department the following awards:

Valor Award – Coltin Larsen, Kendall Christensen and Seth Mayberry

This is the highest award given and it is for bravery. These three helped rescue a victim who was trapped in a home while it was on fire.

Meritorious Conduct Award – Breanne Bodrero, Maysa Averett, Coltin Grover and TJ Hilton

Chief Hammer presented Chief Peterson with a Letter of Commendation for the acts performed by the department not only at the Cache Junction fire but making sure all other areas in the service area were still covered while that call for service was responded too.

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM FEBRUARY 8, 2023.

Deon stated he would abstain from the vote where he was not in attendance at the meeting.

A motion to approve the February 8, 2023 city council meeting minutes was made by Sue, seconded by Curtis and the vote was unanimous.

Yes Vote: Wall, Hyer, Wells

No Vote: None

Absent: Campbell

Abstain: Hunsaker

DISCUSSION WITH REPRESENTATIVES OF THE HEALTHY UTAH COMMUNITY PROGRAM.

Morgan Hadden is the program director for the Get Healthy Utah Nonprofit organization.

The organization has been in existence for about ten years. The organization was created by former Utah Lieutenant Governor Greg Bell.

The Healthy Utah Community program started three years ago.

Morgan reviewed the following slides:

Why should we focus on health? Utah is projected to have 46% of the residents in the obesity rate category by 2050. The rate has increased over the last few years from 9.9% to the current rate of 32.2%. Utah ranks as one of the healthiest states in the country. The reason for this is because the rates are less than other states. The health of the residents of the state is rapidly declining. It is not slowing or plateauing but declining.

When a poll was done the participants stated they thought around 45% of the state was in the problem category when in fact it is actually 60%.

Overestimating our own health is a problem. Most people think they are healthier than they are. Eleven percent thought they were overweight when in fact the actual amount was 30%.

Approximately 55% of adults and 26% of children meet physical activity recommendations. This is a major problem because if a person does not have good habits as a youth, they most likely won't have them as an adult.

What is the cities role in promoting health? The community can make a difference. The zip code of where a person lives is a better predictor of health than genetic code. Those residing in downtown Salt Lake City have a life expectancy of 75.3 years. Those residing on the Salt Lake City east bench have a life expectancy of 83.5 years. Active living, healthy food and mental health are all factors. Where we live, work and play is a factor. The city needs to make sure there are opportunities available for people to be successful.

The program is to recognize those cities and towns which are doing an excellent job providing opportunities to the residents. In the past, 33 communities have applied. Communities of all sizes and demographics have applied.

****Council Member Wade Campbell arrived at the council meeting at 7:01 P.M.****

The program was created in 2020 in conjunction with the Utah League of Cities and Towns. The application deadline is March 1st and August 1st of each year. If received, the designation is good for three years. Awards are presented at the bi-annual Utah League of Cities and Towns conference.

How to apply? An online application is available at:
www.gethealthyutah.org/healthyutahcommunity

The requirements of the designation are to submit a letter of commitment, form a community health coalition, put health strategies in place and have a community health plan for three years.

Why apply? The city can take an inventory of where they are at. Ideas can be created. The city can collaborate as a group. The quality of life can be improved.

There are some mini-grant opportunities available. The grants are prioritized on whether or not the community has received this designation. Last year, twelve communities received grants in the amount of \$5,000. Millville was one of them and used the funding at one of their parks.

DISCUSSION AND POSSIBLE APPROVAL OF JORGE MANAN-MORENO AS A MEMBER OF THE SMITHFIELD CITY TREE COMMITTEE.

Deon mentioned Jorge attended the last Tree Committee meeting. Jorge is willing to serve. The Tree Committee has recommended he be approved as their newest board member.

****A motion to appoint Jorge Manan-Moreno as a member of the Smithfield City Tree Committee was made by Deon, seconded by Wade and the vote was unanimous.****

Yes Vote: Wall, Hunsaker, Hyer, Wells, Campbell

No Vote: None

DISCUSSION AND POSSIBLE APPROVAL OF STEPHANIE NIXON AND ERIN CAMPBELL AS MEMBERS OF THE SMITHFIELD CITY LIBRARY BOARD.

Wade informed the council the Library Board is requesting Stephanie Nixon and Erin Campbell be appointed as the newest board members. Both have been contacted and are willing to serve.

A motion to appoint Stephanie Nixon and Erin Campbell as members of the Smithfield City Library Board was made by Curtis, seconded by Wade and the vote was unanimous.

Yes Vote: Wall, Hunsaker, Hyer, Wells, Campbell

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-07, AN ORDINANCE REZONING CACHE COUNTY PARCEL NUMBERS 08-042-0012, 08-042-0013, 08-042-0014, 08-042-0015 AND 08-043-0015 FROM A-10 (AGRICULTURAL 10-ACRE) TO MPC (MASTER PLANNED COMMUNITY). THE PARCELS ARE LOCATED AT APPROXIMATELY 485 NORTH 400 WEST AND TOTAL APPROXIMATELY 28.95 ACRES. THE REQUEST WAS SUBMITTED BY HERITAGE LAND DEVELOPMENT.

Tami Midzinski mentioned the little sliver of land between the parcels owned by Lee Helms and Richard Scott Meier is now owned by the Helms family.

Deon recommended rather than have 440 North continue across the Olague property to the south that the new 440 North road built by Visionary Homes connect to the new 440 North road which will be installed by Heritage Land Development.

If 440 North continues across the Olague property to 400 North it has to go across a deep swell. The swell cannot be filled in because of storm water restrictions. Connecting the new 440 North road to the intersection of 400 North 400 West is not good as that is not a great intersection because of how it offsets.

Brian Boudrero mentioned as currently planned the 440 North road in the Fox Meadows Subdivision and the proposed 440 North road in the Heritage Land Development Subdivision will not connect.

Justin mentioned the parcel Deon is referring to with the swell is not part of the rezone request. That parcel is south of the parcels being considered to be rezoned.

Curtis mentioned connecting the two roads for each subdivision should be addressed on the final plat.

Jon mentioned the preliminary plat looks like two subdivisions. One consisting of single-family homes and the other one consisting of multi-family housing. It would be better if the units were intermingled. The ordinance of the city does not make this mandatory so the applicant had the ability to submit it how it is currently presented. Jon stated the planning commission should consider revising the municipal code in this regard for future requests like this but it does not impact the current request. Wade concurred with Jon's comments.

Wade mentioned all of the main roads in this area of town, 800 West, Saddleback Road and others have not been addressed by the council. Several hundred building lots have been approved in this area of town but the roads have not been improved.

Tami mentioned they will improve 400 West as part of their project. Wade replied only the frontage along their development will be improved not the entire road.

Wade stated traffic will be a problem in this area of town when all of the building lots have been built on.

A motion to adopt Ordinance 23-07, an Ordinance rezoning Cache County Parcel Numbers 08-042-0012, 08-042-0013, 08-042-0014, 08-042-0015 and 08-043-0016 from A-10 (Agricultural 10-Acre) to MPC (Master Planned Community) was made by Curtis, seconded by Deon and the motion was DENIED by a vote of 3-2.

Yes Vote: Wall, Hunsaker

No Vote: Hyer, Wells, Campbell

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-09, AN ORDINANCE REZONING CACHE COUNTY PARCEL NUMBER 08-117-0018 FROM RM (MULTIPLE-FAMILY RESIDENTIAL) TO RM (PUD) (MULTIPLE-FAMILY RESIDENTIAL PLANNED UNIT DEVELOPMENT OVERLAY ZONE). THE PARCEL IS LOCATED AT APPROXIMATELY 900 SOUTH 250 EAST AND IS APPROXIMATELY 10.76 ACRES. THE REQUEST WAS SUBMITTED BY DAN SUNDSTROM.

Wade stated the roads and infrastructure in this area can handle this request. There has been a lot of development in this area which has improved the infrastructure.

Jon had a concern about the recreational amenities being located along 250 East. The access is not convenient where the area will have to be accessed from inside the subdivision. Jon suggested relocating the amenities to the east off of the main road.

Jon asked if a fence would be installed along 250 East? Scott Gibbons replied the developer stated they would be installing a fence as well as some trees along 250 East.

Craig reminded the council the preliminary plat was already approved by the planning commission. The only request before the council is the rezone request not the preliminary plat. The city council only approves or denies the rezone request in this case.

Sue asked what the difference is between multi-family and adding the overlay zone? Brian Boudrero replied there are different requirements for the open space area in an overlay zone. Density bonuses are different as well.

Jon asked for clarification on why the preliminary plat was not part of this discussion. Craig replied there are two parts to the request. The preliminary plat is administrative and only goes before the staff for review and the planning commission for approval. The city council and planning commission review the rezone request. The city council is not involved in the preliminary plat process.

A motion to adopt Ordinance 23-09, an Ordinance rezoning Cache County Parcel Number 08-117-0018 from RM (Multiple-Family Residential) to RM (PUD) (Multiple-Family Residential Planned Unit Development Overlay Zone) was made by Wade, seconded by Curtis and the motion passed by a vote of 3-2.

Yes Vote: Wall, Hyer, Campbell

No Vote: Hunsaker, Wells

DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY VISIONARY HOMES, FOR APPROVAL OF THE FINAL PLAT FOR THE FOX MEADOWS PHASE 6 SUBDIVISION, A (23) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 440 NORTH 600 WEST. ZONED R-1-10 (SINGLE FAMILY RESIDENTIAL 10,000 SQUARE FEET).

This item was withdrawn and will appear on a future city council meeting agenda.

DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 23-03, A RESOLUTION UPDATING THE PREVAILING FEE SCHEDULE OF THE CITY.

Eric Kleven informed the council when the banquet room at the clubhouse is rented there is not enough parking available for those renting the building as well as those utilizing the golf course. The focus is more on golf than renting the building. There are four proposed fee changes and they are as follows:

	<u>Current</u>	<u>Proposed</u>
Banquet Room Rental 1 to 3 hours	\$250.00	\$500.00
Banquet Room Rental 3 to 5 hours	\$500.00	\$1,000.00
Banquet Room Rental 5 or more hours	\$800.00	Remove this item
Wedding Receptions and other day rentals	\$1,250.00	\$2,000.00
High School Team Banquet	\$100.00	\$250.00

Deon asked if rental income revenue will decrease in the winter months because of the proposed fee increases? Eric replied this past winter there were 21 Christmas party rentals. Snow removal is an issue. Getting people safely in and out of the building in the winter when it is cold and slick is an issue.

Eric mentioned another issue is people doing weddings and other daily events want to come in the day or night before their event to set up and it has become problematic.

A motion to adopt Resolution 23-03, a Resolution updating the Prevailing Fee Schedule of the City was made by Wade, seconded by Jon and the vote was unanimous.

Yes Vote: Wall, Hunsaker, Hyer, Wells, Campbell
No Vote: None

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-08, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 17 “ZONING REGULATIONS”, CHAPTER 17.36 “SIGNS”, SECTIONS 17.36.125 “TEMPORARY SIGNS”, 17.36.140 “WIND SIGN” AND 17.36.150 “PORTABLE OR WHEELED SIGN”.

Mayor Monson mentioned Discount Tire has an illegal sign by placing it in the park strip. The planning commission reviewed the sign code of the city and has a proposed ordinance on sign code amendments.

Jon mentioned Discount Tire is not the only company with signs in the park strip.

Mayor Monson mentioned the proposed ordinance is to be more business friendly.

Jon stated he did not support signs being in the park strip under any circumstance. Election signs are not allowed and no other sign should be allowed in the public right-of-way either. Wade concurred.

Mayor Monson mentioned there is a chiropractor business on Main Street and without a sign people would not even realize there is a business there.

Curtis asked how this ordinance would be enforced? Right now there are Medicare and other types of signs in the right-of-way. Deon mentioned the sign ordinance is already not being enforced as written. Jon replied this is the responsibility of the code enforcement officer.

Curtis stated he was okay with the proposed changes to the code but was concerned about the lack of enforcement now and moving forward. Brian Boudrero replied that the city only has one code enforcement officer. Issues are dealt with on a complaint basis. If a complaint is made the city will address it. The city does not drive around looking for issues.

A motion to adopt Ordinance 23-08, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.36 “Signs”, Sections 17.36.125 “Temporary Signs”, 17.36.140 “Wind Sign” and 17.36.150 “Portable or Wheeled Sign” amending the ordinance to remove the following sentence from 17.36.150 “Portable or Wheeled Sign” – “Said sign can be placed in the right-of-way only if there is five (5) feet of accessible sidewalk in addition to the sign width” was made by Jon, seconded by Curtis and the vote was unanimous.

Yes Vote: Wall, Hunsaker, Hyer, Wells, Campbell

No Vote: None

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING ORDINANCE 23-06, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 12 “STREETS, SIDEWALKS AND PUBLIC PLACES”, CHAPTER 12.12 “STREET, SIDEWALK AND PARK USE REGULATIONS”, SECTION 12.12.080 “REMOVAL OF SNOW”.

****The public hearing was opened at 7:47 P.M.****

KENNETH BELL: How are you going to educate the residents on this? Everyone pushes their snow across the road.

LUKE BAIR: I live in the Big Sky development. I have a sidewalk in front and back of my home. I don't have access to the sidewalk behind my home. The city maintained the sidewalk until two years ago. All of the trees and grass were removed. Rocks were put down without weed barrier. I have to spray the weeds. I have to go out and around the development to get behind my home to this area. I have no access to this sidewalk on the backside of my property. This is owned by the city and was maintained by the city until two years ago. I don't think this is right.

DAVE CHAMBERS: My backyard is against 600 South. There is a fence between my property and the sidewalk. If the city wants this area to look good, they should take care of it. My wife cleaned the sidewalk and then the snowplow truck came along and covered the sidewalk. Rocks have been thrown by the snowplow trucks and ruined the fence. We don't have the equipment to take care of the sidewalk. Since it is city owned property, the city should maintain it. If the city is not going to maintain it then the fence should go right to the road.

KATIE BELL: If the city can dictate where I can push my snow then I should be able to dictate the city cannot push snow into my driveway.

JAMES BURT: I live in the Big Sky development by Luke Bair. The sidewalk behind our homes is along 250 East. The snowplow truck blew out my fence last year. Trying to be a good neighbor I took care of the sidewalk from 800 South to 600 South during a huge snowstorm. It took me about 90 minutes. This was after the snowplow came along and packed down the snow. Where do we blow the snow? We cannot blow it into the road or across the road. I agree with others. We should not have to take care of this.

DALE LEIFSON: The back of our house is 250 East. We have no access to the sidewalk. I got a notice on my door stating I was violating the city code. I have to go out and around the entire neighborhood to get behind my home to take care of my little section of sidewalk. It is not logical. It was taken care of by the city in the past. Things have changed. This ordinance wants us to maintain the area. We have to spray weeds in the summer because when the rocks were put down no weed barrier was installed. I got another notice about that as well telling me I was in

violation. I am forced to pull weeds in an area which was not properly prepared by the city. I don't like this ordinance.

LINDA STOWELL: I agree with others. Our backyard is along 250 East. This ordinance is very concerning to me. We are already maintaining the park strip in front of our homes. The city required the fence around the subdivision. The federal government, state and county maintain their right-of-way. It used to be the same for this road. We got grant money to pay for the right-of-way in this area. The trees were removed. The city did that not the residents. Now you are trying to make us take care of it. This is the third time I am aware of this being discussed. We are not being compensated to take care of this. We pay taxes. This is not logical or convenient. We already maintain one park strip. Whose decision was it to install the trees and grass and then remove them? We don't have secondary water. There was a water system there. Why was it eliminated? Why were the trees removed? Now weeds are growing there. Now you want us to maintain the area. It is not practical. Why are we being disrespected? Park strips are city decisions.

SCOTT GIBBONS: I will agree with what has been said. This same problem exists along 1000 East. It is worse there because that is a collector road. The plow trucks can drive faster there so the snow is actually thrown further off the road. It is hard to get to a right-of-way behind a home.

KAYLEY CRANE: We have shoveled our sidewalk. We have sidewalk on three sides because the bus stop access is by my residence. Me or my neighbor has to clear the bus stop access. Please reconsider this item. Think of those of us who are working and contributing where we can.

****The public hearing was closed at 8:02 P.M.****

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-06.

Deon mentioned around 400 West and other areas of town there is not any sidewalk.

Deon stated he did not like the wording in the ordinance and would not support approving it as written.

Curtis asked what happens after a notice is placed on someone's door? Craig replied the code enforcement officer issues the notice. If the issue is not resolved in a reasonable amount of time the homeowner can be cited. Curtis asked if this would result in the person having to go to court and pay a fine? Craig replied that is correct.

Craig mentioned the intent of the ordinance is to educate and not cite people in non-compliance.

Craig stated there is already municipal code regarding snow removal and the intent of this ordinance is to clarify the wording and make it easier and simpler to understand. The code is already in place whether or not this ordinance is adopted.

Jon stated there is sidewalk in the front and backyard of many different areas of town such as 250 East and 1000 East. This situation will continue to happen as the city continues to grow. It is an inconvenience to get access to the sidewalk behind these homes.

Curtis mentioned himself and his neighbor take care of the older single adults in his neighborhood when it comes to snow removal. The residents needs to be educated in this regard.

Wade stated he would not be in compliance because the proposed ordinance says snow cannot be pushed across the road. Wade cleans his yard and several other neighbors yards.

Wade stated he did not support how Section “C” in the proposed ordinance was written.

Mayor Monson asked Public Works Director Josh Wright why snow being pushed into the road is an issue. Josh replied because once the snow freezes on the road it can create a safety hazard. Deon concurred.

Deon stated he did not have a problem with how the ordinance is written in regard to sidewalks but did have issue with how it was written in regard to trails.

Wade stated he understood the concerns of the city staff as there is not enough staff to clean the sidewalks in the city. Wade also stated he understood the concerns of the residents who spoke against the ordinance as well.

A motion to DENY Ordinance 23-06, an Ordinance amending the Smithfield City Municipal Code Title 12 “Streets, Sidewalks and Public Places”, Chapter 12.12 “Street, Sidewalk and Park Use Regulations”, Section 12.12.080 “Removal of Snow” was made by Wade, seconded by Jon and the motion to DENY was unanimous.

Yes Vote: Wall, Hunsaker, Hyer, Wells, Campbell

No Vote: None

INITIAL DISCUSSION ON THE FISCAL YEAR 2024 BUDGET WHICH IS THE PERIOD OF JULY 1, 2023 THROUGH JUNE 30, 2024.

Craig informed the council each department head would review their department’s budget and answer any questions the council might have.

Library Budget – Karen Bowling – Interim Library Director

The library has a new mission and vision statement. The intent is to increase community engagement. Signage has been changed. Being more positive is the goal.

Membership is increasing by about six to seven people per week.

Funding is needed for programs. The proposed budget includes a significant increase to the programming budget.

Grants helped purchase books in previous fiscal years. Right now there are not any book grants available. The proposed budget includes a \$4,000 increase in the book budget. The average age of the books in the library is 20 years old. More current information is needed.

It is proposed to add \$2,000 to travel and training to offer some training opportunities for the staff.

The proposed budget also includes the wage for the new library director when the position is filled.

The budget includes funding to standardize the hours of operation to Monday through Thursday from 10:00 A.M. to 7:00 P.M. and Friday and Saturday from 10:00 A.M. to 5:00 P.M. More staffing will be needed and the current employee hours will have to be expanded if the library hours are extended as proposed.

Recreation Center – Brett Daniels – Rec Center Director

Revenue is proposed to increase \$57,220.

Expenses are proposed to increase \$58,935.

Jon asked for clarification on the school district maintenance contract. Brett replied the city pays 35% and the school district 65% of the cost of maintaining the center. The funds are used to pay for utilities, janitorial supplies, janitor wages, equipment, etc.

Brett mentioned another full-time employee is needed but has not been included in the new budget. The Rec Center has the same number of full-time employees now as it did 20 years ago. The city is growing. The programs offered by the department are growing. Another employee is needed to help expand and grow the programs which are offered.

Jon asked how the rec center is dealing with facility size. Brett replied several old buildings in the city are being relied upon such as the youth center and civic center. Very little funding is put into these buildings on a yearly basis. A discussion needs to take place to decide what improvements need to be made to these buildings.

Curtis mentioned there are many more programs than just softball and basketball. The revenue from dance alone is projected to be \$75,000.

Brett suggested a long term plan be created for all of the old buildings which are being used.

Curtis mentioned he is working with BRAG (Bear River Association of Governments) on obtaining a grant to put new flooring in the senior center. The cost estimate is from around \$11,000 to \$16,000 depending on what material is used.

Craig mentioned the rec center is now 23 years old. Very little funding is included in the budget for the youth center, civic center and senior center in regard to maintenance and repair. The issue

with the library roof is going to cost \$19,000 to fix the roof plus the cost to repair the interior damage in the building. A plan needs to be created how to pay for improvements to these buildings.

Wade asked how much the civic center is used? Jon replied all the time for basketball. Curtis mentioned a couple of groups rent some of the classrooms as well.

Craig mentioned a long-term plan is needed. The buildings with flat roofs become problematic over time. Every building is in need of significant improvements. A facility master plan is needed.

Birch Creek Golf Course – Eric Kleven (Golf Professional) and Chad Daniels (Golf Superintendent)

Eric mentioned it is hard to compare the finances of one golf course to another because of the length of the playing season, if the course is subsidized by the city and other variables.

The Birch Creek Golf Course was built in the 1960's and 1970's.

So far this fiscal year the golf course has generated approximately \$200,000 more in revenue than the previous fiscal year at this time.

The golf course has been closed since November 2nd due to weather.

Green fees, cart rentals, snack bar sales and pro shop sales are all projected to increase.

The two long-time pro shop assistants, with seven or more years of experience, have moved recently and need to be replaced.

The biggest issue at the golf course is staffing, especially on weekends. Finding employees to work on weekends is extremely hard.

The men's association is the largest in the state. Last year there were 532 members.

Wade asked for an update on the new golf carts which had been purchased. Eric replied they get better gas mileage, come with a windshield and are the preferred choice by those renting golf carts. All of the carts are gas powered. The fleet consists of approximately 80 golf carts and only 18 old golf carts are remaining in the fleet.

Wade asked for an update on the rock which was falling off of the clubhouse. Eric replied the building is now 19 years old. The top cap along the wall is coming apart on the rear of the building. Rock is falling off of the pillars at the entrance to the building. The building is aging and the original carpet is 19 years old and needs to be replaced.

Off-Premise Catering rents the café from the city on a monthly basis.

Curtis asked if the two assistant positions had been filled yet? Eric replied the positions have been filled but the new employees don't have much experience. It is hard to find someone with experience.

Once the course opens it is open seven days per week until it closes in the fall.

Chad mentioned the design for the new sprinkling system for the course will be completed in this fiscal year.

The training budget is requested to increase \$2,000 so Chad's two assistants can obtain more training.

The professional services line item is decreasing by \$30,000. The design of the sprinkler system is in the current fiscal year and is a one-time purchase.

A new sod cutter is included at a cost of \$6,900. The current sod current is from 1978. It has been rebuilt many times but cannot be rebuilt any more.

Capital improvements projects are included to replace the carpet in the clubhouse, repair the rock on the entrance pillars and level the tee boxes. Over time the tee boxes build up because sand is put on them. The grass needs to be removed, dirt and sand removed, the area leveled and grass put down.

Jon asked if carpet is the best option in the clubhouse or if another type of material should be installed. Chad replied he thinks carpet is best but other options will be considered in high traffic walking areas.

Capital improvements include a heavy-duty utility vehicle, two mowers, rakes, a rough mower, hose reels, welder, blower and nine new golf carts. Some of these items were included in the previous budget but have not yet arrived. Some items are taking up to two years to arrive. The biggest need is new range netting on the south side of the driving range. There are issues with people being out on the course and getting hit with golf balls from the driving range. This includes employees and customers. There is a group of trees down the north side of the driving range which protects those using the golf course in that area.

The old carts will be surplus if new golf carts are purchased.

Curtis asked what the snow cat was used for on the golf course? Chad replied it was used to help distribute black sand on the greens so the snow will melt.

Police Department – Police Chief Travis Allen

A wage increase for all full-time and part-time employees including crossing guards has been included. The intent is to try and keep close to what other local departments are paying. A big increase was approved two years ago. Since then, Logan City did a large increase that puts an

equivalent job at \$7,000 per year more. The intent is to be close to what the wages being paid by the Cache County Sheriff's Office and North Park Police Department are.

The request includes adding one new full-time police officer. The national average is one police officer per 1,000 residents in a city. In order to meet this standard, four new officers would be needed but only one has been included in the proposed budget. It is also anticipated when the new LDS temple opens this will result in an influx of people into the city during the day. More bodies are needed to meet calls of service.

There are no new major equipment purchases as a new truck was purchased in the current fiscal year.

Wade asked Chief Allen what number is needed in regard to new employees. Chief Allen replied four new police officers are needed but for budgetary purposes only one new officer is included in the proposed budget. The current officers are not able to deal with code enforcement issues or do as much patrolling as needed because they are dealing with calls of service. There are not enough officers on staff to deal with the current call volume and other requests such as monitoring for speed in certain areas of town.

Curtis asked what type of position is needed? Chief Allen replied patrol officers.

Curtis asked what a wage would be for this type of position? Chief Allen replied approximately \$52,000 per year depending on years of service and other factors.

Curtis asked if very many people are applying for these types of positions? Chief Allen replied in December a similar position was filled. There were seven applicants for the position.

Chief Allen mentioned only about 20% of those who go through the academy are hireable.

Curtis mentioned four officers are needed but only one is being requested. Chief Allen stated that is correct.

Jon asked for an update on the fleet. Chief Allen replied seven vehicles are being leased and four have been purchased outright.

Fire Department – Interim Fire Chief Jeff Peterson

Chief Peterson mentioned the two biggest department issues are response time and staffing.

The national standard for response time is five minutes.

Long term more fire department buildings and firefighters are needed.

For a house fire, the standard calls for a minimum of sixteen members and seventeen if aerial equipment is used.

Currently, staffing is one engine with three department members, one ambulance with two department members and possibly a commander if he/she is in the station.

It is possible to have simultaneous calls of service at the same time and at one time there were five calls at the same time.

The current call back system brings in one additional employee and they would be the only person physically in the fire station if the others are out on a call.

There is a countywide mutual aide agreement in place.

The proposed budget includes three new full-time employees. Adding one more full-time employee per shift will get one more apparatus out the door and on scene at a call.

Adding one more full-time employee will change five minute call response by 50% and ten minute call response by 100%.

Wade mentioned when the chief and assistant chief are physically having to go on calls it shows the department is understaffed.

Deon stated one of his concerns was the contract with Cache County. The city is providing more services than the county is paying for. Chief Peterson replied it is a complex contract to understand. Most likely the county could help with additional resources but it is unlikely there will be more monetary funds sent to the city.

Curtis asked how much the new employees would be paid? Craig replied in the \$50,000 to \$55,000 range.

Curtis asked if many people would apply for these positions? Chief Peterson replied all fire departments are struggling to fill positions. Brigham City is paying more than anyone else in this regard. There is more to being a firefighter than just the wage. It is a way of life and other things can be included to make a department better.

Public Works Department – Public Works Director Josh Wright

More personnel is needed. A new cross connection program is being implemented and a public works inspector for new infrastructure is needed. This would be one position to fill both needs. The cross-connection program is mandated by the State of Utah. By the end of 2023, all residential customers must be on this program. An annual inspection is required. There are over 4,000 water meters the city is in charge of.

A second position is needed for valve testing and fire hydrant testing. This will help to prevent future issues like a recent problem which occurred. A water leak occurred and the valve that was needing to be turned off for the repair broke when it was exercised creating a second problem.

Wade mentioned the public works department has not grown in size for about fifteen years but the size of the city has grown significantly. Jon mentioned the city grew from 9,000 residents to 15,000 residents in a short amount of time. Wade mentioned the same public works building is being used and, in most cases, the same equipment.

Curtis asked if the backflow prevention program could be contracted out to a private party rather than hire a new employee. Craig replied he was not aware of any private contractors offering this service where it is a mandate only to cities. A third party does test the backflow preventers. Josh mentioned the city needs to oversee and monitor the program.

Jon asked how the new solid waste program will affect staffing. Josh replied it will take time repairing broken or damaged garbage cans but should not have a great impact on the staff. Right now, Logan City only has one employee who takes care of this for the entire valley. Craig mentioned any new program will have a learning curve. The intent is to not hire anyone in this regard until it is proven they are needed. Storage will most likely be the biggest issue with the solid waste program. Josh mentioned the city will probably have around 300 garbage cans on site. Jon asked where the garbage cans will be stored? Craig replied that is an unknown at this time.

Two of the major waterline replacement projects include replacing the waterline at Summit Drive as well as 200 East. These waterlines continue to keep breaking and having problems.

New equipment includes a new snowplow truck, sander and snowplow. This would replace an existing 1990 truck which is out of service as it needs a new transmission.

Two Ford Rangers would be replaced, a 1996 and 1999, as well as a 2008 Ford pickup. Other equipment purchases include a mastic sealer, and backhoe. The 2017 backhoe with around 2,000 hours would be replaced. The five-year warrant on the backhoe has now expired. The sealer is to help fill wide gaps in the asphalt as well as potholes.

A new front-end loader has been included. Right now there are safety issues loading salt into the dump trucks. The backhoes cannot lift high enough so a homemade ramp is being used.

A pull behind sprayer and utility vehicle are being included. The current utility vehicle is a 1998.

Wade asked what is needed in regard to staffing? Craig replied there is consideration to split the water and sewer department employees into different departments. If that happens a new jetter truck will be needed as well as four new employees. The system is old and aging and requiring more repairs on a yearly basis.

This summer, 2,000 water meters will be replaced. People are needed to remove and replace the meters so some part-time positions will be utilized.

Curtis asked what requirements or certifications are needed. Craig replied certain sewer certifications are required. A Sewer Collection III license will be needed. A CDL (Commercial

Driver's License) is also required. The average hiring wage is \$19.00 per hour and then raises are given as certifications are obtained.

The public works inspector position will pay around \$65,000 per year as it requires more training, education and certificates.

Jon asked if new employees can be trained in the sewer department or other departments? Craig replied that is correct. Training will be offered when needed. Anytime new equipment is purchased the supplier offers training on the equipment as part of the purchase.

Josh mentioned when it comes to sewer cleaning and videoing right now 25% of the city is done on an annual basis. If the work is done in-house that will increase to 50%.

Curtis asked where someone obtains a CDL license? Craig replied the city offers this course with in-house training. The first class was held last fall and the next class will start in April of this year.

Curtis asked where the driving test takes place at? Josh replied BATC (Bridgerland Area Technical College) allows the use of their course.

Craig mentioned the sewer master plan includes several projects which need to be completed. Last year the 600 West project was completed. The engineering estimate was \$973,000. When the project was put out to bid the lowest bid was just under three million dollars and the next bid was over four million dollars. Projects costs are skyrocketing and hard to budget for.

A new water tank is needed. The state has informed the city there is a storage deficiency issue. Jon asked if this is a fire flow issue? Clay replied it is a deficiency issue. It has been classified as deficient but not critically deficient by the state. It is estimated a new two-million gallon water tank and associated infrastructure will cost around six million dollars.

The main spring line which runs from Smithfield Canyon down to the city was installed in 1923. It is the major water source for the city. The cost is projected at \$5,864,696.

In order to replace all of the existing 6-inch waterlines with 8-inch waterlines the estimated cost is \$9,005,000.

Right now there is approximately \$3,500,000 in the Water Enterprise Fund, fund balance. There is not enough funding available to pay for projects. The only way to pay for these projects is to bond for them. Even if one million dollars is saved per year it would take twenty years to save the funding and the projects would cost substantially more then.

Curtis asked how many major waterline leaks happen in the city yearly? Josh replied around 16 to 20 require water mainlines to be shutoff so repairs can be made. Craig mentioned the waterline break at about 800 North Main was considered a major waterline leak. Josh replied so far in 2023 there have been four major waterline leaks fixed. On an average year there are also around 30 non-major waterline leaks repaired.

In the Storm Water Enterprise Fund, Project 1 of the master plan to install a 30-inch pipe from Main Street to 1200 West is included.

In the Sewer Enterprise Fund, Project 1 of the master plan to install a new 15-inch sewer line from Main Street to 300 West is included.

Several chip seal, overlay and sealing projects are included in the Street Department budget.

Chad mentioned the front nine sprinkling system was installed at the golf course around 1962/63. The back nine was installed around 1977/78. A new sprinkling system will cost around \$4,500,000. The cost of pipe increases around eight to twelve percent per year. A lot of water is currently going into the ground because of leaks. The small pump which runs the system, 10 horsepower, never shuts off during the season. There are many leaks in the old PVC and steel pipes.

Jon asked Chad how much water would be saved by installing a new sprinkler system? Chad replied with the new head spacing and lack of leaks he would estimate 20-25%. Right now there are approximately 625 automatic sprinklers and 625 manual sprinklers. The new system would contain 1,800 sprinkler heads and be 100% automated. The current spacing is too far apart to be effective. The digital plans for the new sprinkling system should be available soon.

The new budget includes a proposed cost of living increase of 7.00%. It is important to keep current employees and hire new employees where needed.

In regard to revenue, the public safety utility fee has been removed at the recommendation of the city auditors and state auditor office. This will reduce General Fund revenue approximately \$240,000.

The revenue stream of the city should be reviewed as well. The budget should be built on a steady stream of revenue which is property tax and not sales tax. Sales tax is a very elastic tax meaning it goes up and down. If there is a long-term steady decline in sales tax revenue this will result in a cut to all major services.

Current legislation which was just adopted by the state is being reviewed to see how it will impact the new budget.

The health insurance broker of the city is working on new renewal rates. This amount is currently not included in the budget but will need to be accounted for when actual numbers are known.

The intent is to review the proposed budget again in April, hold the public hearing in May and adopt the new budget in June.

Curtis asked the departments heads where the budget is so tight if the options are to pay the 7% cost of living increase or hire new employees but not both which is their preference. The consensus of the departments head is it is more important to pay the cost-of-living increase than hire new employees. It is very important to keep the current employees before hiring new ones.

Craig asked the council to let them know their priorities. What should be removed due to a lack of funding. Which auxiliary programs would be cut if funding is not available?

****The city council took a short recess at 9:55 P.M.****

****The council meeting was reconvened at 10:10 P.M.****

DISCUSSION ON UTAH WATER RESOURCES LANDSCAPE REBATE PROGRAM.

Craig asked the council if the city was interested in a Utah Division of Water Resources program where Utahns can receive up to \$1.50 per square foot of grass which is removed and replaced with water-efficient landscaping.

In order for residents to apply, a new ordinance would need to be adopted in this regard.

The consensus of the city council was to create an ordinance in order to participate in this program.

DISCUSSION AND POSSIBLE VOTE ON THE CREATION OF A MINORITY COUNCIL.

Mayor Monson mentioned she would like to create a five-member council which would represent minorities in the city.

Mayor Monson stated she has five residents who are willing to serve as volunteers if this board is created.

Approximately 17% of those residing in Cache Valley are minorities.

Jon asked what this council would do? Mayor Monson replied the children of minorities in the community need better representation.

Jon suggested changing the name from minority to something else as it did not seem to be an appropriate name. Mayor Monson mentioned the council could come up with a different name they feel is more appropriate.

Deon stated he did not support the creation of a minority council. The city is already creating too many of these groups. Other groups will think they are not being helped and want councils created as well. Where does this stop? Mayor Monson mentioned anyone can be involved. Deon stated everyone is a minority in some way and this council should not be pursued.

Wade asked why this council is needed and what they would do? Mayor Monson mentioned they could meet and discuss concerns they have for the community and the residents. Seventeen percent of the residents are considered minorities.

Wade asked what the budgetary impact would be to create this council? Mayor Monson replied there would not be a budget. All of the council members would be volunteers.

Mayor Monson mentioned she visited with a Logan City council member about this. The intent is to give minorities of the city someone they can meet with or talk to about their concerns.

Wade mentioned he was not against the creation of the council but wanted to review what they are doing and if the council should exist long term.

A motion to approve the creation of a minority council with the requirement the city council review the if they want to keep a minority council in place after April 2024 was made by Wade, seconded by Sue and the motion passed by a vote of 3-2.

Yes Vote: Hyer, Wells, Campbell

No Vote: Wall, Hunsaker

DISCUSSION ON RAPZ TAX APPLICATIONS AND RANKING.

Mayor Monson mentioned the 2023 RAPZ Tax applications had been submitted.

The Rec Center, Historical Society and Youth Theatre submitted applications.

Wade stated he would rank the applications as follows: Youth Theatre, Rec Center, Historical Society.

Wade suggested allowing other groups to apply in the future and the council can then rank the applications. Everyone who wants to apply should be represented.

Jon mentioned the application requirements are fairly narrow. The three applications which were submitted would qualify. The Arts Council could apply. The Senior Center could not apply.

Jon mentioned he took the application down to the county to submit it. After reviewing the other two applications the city submitted the Rec Center had a ranking of one written on it and the youth theatre had a ranking of three listed on it. Jon put the Historical Society application as number two where there was already a number one and three submitted.

Mayor Monson asked Jon how he would rank the applications? Jon replied he would leave them as submitted with recreation one, historical society two and the youth theatre three.

Sue stated she supported the ranking of the three applications as submitted.

Deon asked what the Rec Center application is for? Brett Daniels replied it is mainly for a new larger pavilion at Central Park.

Deon stated he would rank the youth theatre as one, the rec center as two and the historical society as three.

Curtis mentioned in the future the ranking of the applications needs to be decided before they are submitted.

Brett stated he would be very hesitant to list the youth theatre as number one because what if the board approves all the of number one rankings and then ranks the remaining applications. It would put the city in a position to get a \$4,000 application approved and a \$200,000 application denied.

Curtis asked Brett how he would rank the applications? Brett replied he would rank the rec center application over the youth theatre application. The youth theatre serves about 800 people for two weeks per year. Over 800 people go to Central Park each week.

Brett mentioned the city has always strived to get the projects completed as soon as approved. There used to be a one-year timeline for completion and the city always got the projects done. Then the deadline was extended to two years and they always were completed. It is good when the city can show previous projects are complete and new projects are being applied for. The board is hesitant to award new projects when previous projects have not been completed. Mayor Monson mentioned she would rank the applications with the rec center as one, youth theatre two and the historical society three.

Curtis stated he hoped some funding would be approved for all three projects.

Curtis asked how much the budget for the youth theatre is? Brett replied it was originally around \$2,000 but is now over \$4,000.

EXECUTIVE SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE OR MENTAL HEALTH OF AN INDIVIDUAL. UTAH CODE ANNOTATED 52-4-205 (A).

A motion to close the regular council meeting and open the executive session was made by Wade, seconded by Curtis and the motion passed by a vote of 4-1.

Yes Vote: Wall, Hunsaker, Wells, Campbell

No Vote: Hyer

The Executive Session opened at 10:21 P.M.

Those in attendance: Mayor Monson, Curtis Wall, Deon Hunsaker, Sue Hyer, Jon Wells, Wade Campbell, Craig Giles and Justin Lewis.

A motion to close the executive session and reopen the regular council meeting was made by Wade, seconded by Sue and the vote was unanimous.

The Executive Session closed at 10:37 P.M.

Wade made a motion to adjourn at 10:37 P.M.

SMITHFIELD CITY CORPORATION

Kristi Monson, Mayor

ATTEST:

Justin B. Lewis, City Recorder

**SMITHFIELD CITY CORPORATION
96 South Main
Smithfield, UT 84335**

AGENDA

Public Notice is given that the Smithfield City Council will meet in a regularly scheduled meeting at 96 South Main, Smithfield, Utah, on **Wednesday, March 22, 2023**. The meeting will begin at 6:30 P.M.

Welcome/pledge of allegiance and thought/prayer by Deon Hunsaker

1. Approval of the city council meeting minutes from February 8, 2023.
2. Discussion with representatives of the Healthy Utah Community program.
3. Recognition of Smithfield Fire Department employee response to a recent call of service in Cache Junction.
4. Youth Council Report
5. Discussion and possible approval of Jorge Manan-Moreno as a member of the Smithfield City Tree Committee.
6. Discussion and possible approval of Stephanie Nixon and Erin Campbell as members of the Smithfield City Library Board.
7. Discussion and possible vote on Ordinance 23-07, an Ordinance rezoning Cache County Parcel Numbers 08-042-0012, 08-042-0013, 08-042-0014, 08-042-0015 and 08-043-0015 from A-10 (Agricultural 10-Acre) to MPC (Master Planned Community). The parcels are

located at approximately 485 North 400 West and total approximately 28.95 acres. The request was submitted by Heritage Land Development.

8. Discussion and possible vote on Ordinance 23-09, an Ordinance rezoning Cache County Parcel Number 08-117-0018 from RM (Multiple-Family Residential) to RM (PUD) (Multiple-Family Residential Planned Unit Development Overlay Zone). The parcel is located at approximately 900 South 250 East and is approximately 10.76 acres. The request was submitted by Dan Sundstrom.
9. Discussion and possible vote on the request by Visionary Homes, for approval of the Final Plat for the Fox Meadows Phase 6 Subdivision, a (23) lot/unit subdivision located at approximately 440 North 600 West. Zoned R-1-10 (Single Family Residential 10,000 Square Feet).
10. Discussion and possible vote on Resolution 23-03, a Resolution updating the Prevailing Fee Schedule of the City.
11. Initial discussion on the Fiscal Year 2024 Budget which is the period of July 1, 2023 through June 30, 2024.
12. Discussion and possible vote on Ordinance 23-08, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.36 “Signs”, Sections 17.36.125 “Temporary Signs”, 17.36.140 “Wind Sign” and 17.36.150 “Portable or Wheeled Sign”.
13. Public Hearing for the purpose of discussing Ordinance 23-06, an Ordinance amending the Smithfield City Municipal Code Title 12 “Streets, Sidewalks and Public Places”, Chapter 12.12 “Street, Sidewalk and Park Use Regulations”, Section 12.12.080 “Removal of Snow”.
14. Discussion and possible vote on Ordinance 23-06.
15. Discussion on Utah Water Resources landscape rebate program.
16. Discussion and possible vote on the creation of a minority council.
17. Discussion on RAPZ Tax applications and ranking.
18. Executive Session to discuss the character, professional competence or mental health of an individual. Utah Code Annotated 52-4-205 (a).

Adjournment

*****Items on the agenda may be considered earlier than shown on the agenda.*****

In accordance with the Americans with Disabilities Act, individuals needing special accommodation for this meeting should contact the City Recorder at (435) 792-7990, at least three (3) days before the date of the meeting.