

SMITHFIELD CITY COUNCIL

MAY 10, 2023

The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, May 10, 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 Wade Campbell.

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

City Manager Craig Giles, Interim Fire Chief Jeff Peterson, City Engineer Clay Bodily, Interim Library Director Karen Bowling, Golf Superintendent Chad Daniels, Recreation Director Brett Daniels, Planning Manager Brian Boudrero and City Recorder Justin Lewis were also in attendance.

VISITORS: Dan Sundstrom, Todd Orme, Zane Hyer, Scott Gibbons, Camden Sawyer, Dallas Sawyer, Jeff Barnes, Jon Harrop, Bob Holbrook, Hannah Cullumber, Jack Greene, Lisa Petersen, Ken Poulsen, Ted Stokes, Stuart Reis, Chris Morgan, Jordan Dahl, Lindsey Black, Jordan Short, Brad Tippetts, Ryan Bohm, Tami Kidman, Taylor Johnson, Brad Kidman, Dallas Nicoll, Robert Hansen, Cheryl Olsen, David Olsen, Ruth Olsen, Nathan Whittaker, Greg Price, Stacey Dority, Julie Rudie, Caralee Stokes

APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM APRIL 12, 2023.

A motion to approve the April 12, 2023 City Council Meeting minutes was made by Wade, seconded by Curtis and the vote was unanimous.

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

No Vote: None

RECOGNITION OF THE ARBOR DAY ELEMENTARY SCHOOL POSTER CONTEST WINNERS.

Jeff Barnes introduced the Arbor Day poster contest winners and they are as follows:

1. Danica Delatore – Sunrise Elementary
2. Camden Sawyer – Birch Creek Elementary
3. Mallie Cullumber – Birch Creek Elementary
4. Tye Carlsen – Sunrise Elementary

The 2023 theme was: Trees = A Healthy Community

The first places winners in each grade receive \$10.00 and a ribbon.

INTRODUCTION OF THE HEALTH DAYS ROYALTY AND RECOGNITION OF KARI HOGGAN AS PAGEANT DIRECTOR.

Mayor Monson introduced Royalty Director Kari Hoggan. This is Kari's first year overseeing the program and she has done a tremendous job.

The 2023 Royalty members are: Kalista Garr, Olivia Vega, Ashlin Meyerson, Kenley Taylor and Katelyn Chambers.

Kari mentioned each royalty member will receive a scholarship. Many local businesses donated to make the scholarship payments possible.

The royalty will be attending five parades and helping with other service events over the next few months.

RECOGNITION OF BARBARA KENT AND MIKE MONSON FOR OVERSEEING THE ANNUAL DAY OF SERVICE ON APRIL 29TH.

Mayor Monson mentioned this is the second year the city has done a Day of Service. One project was converting plastic shopping bags into mats for the homeless.

Barbara Kent and Mike Monson oversaw the event.

Mike mentioned one of the most gratifying parts of the day was seeing how many people donated time and service.

Several areas were worked on including Smithfield Canyon, cemetery, library square, projects in the Youth Center, Forrester Acres, projects at the Lions Club Lodge as well as many neighborhood cleanup projects.

The Lions Club made beds for families in need and checked glasses for a future humanitarian aid trip.

Barbara mentioned the intent is to hold the event on the same day each year so the residents get used to it. It will be held on the fourth Saturday of April moving forward.

Some indoor projects were planned if the weather was bad.

Projects were posted at www.justserve.org. Many municipalities throughout the country are posting projects on this website when service or help is needed.

A simple flyer with information was created and distributed.

A couple of local groups who could not help on that Saturday are going to do projects later at Mack Park and the cemetery.

Mike told a story about a couple from West Jordan who came up and cleaned off a headstone in the cemetery as they noticed the event on the JustServe website and wanted to be involved where their daughter was buried in the Smithfield Cemetery.

Barbara mentioned next year one item being considered is assigning council members to certain areas or projects. People are eager and willing to serve.

As projects arise throughout the year, they will be posted on www.justserve.org.

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).

Wade mentioned this phase is being developed like all of the phases around it.

Jon mentioned the contractor has been working to clean up the site for several months as a dairy used to be located on it. Almost all of the cleanup work is now complete.

A motion to approve the Final Plat for Fox Meadows, Phase 6, a (23) lot/unit subdivision 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 23-16, AN ORDINANCE REZONING PARCEL NUMBER 08-109-0001 FROM A-5 (AGRICULTURAL 5-ACRE) TO M-1 (MANUFACTURING). THE PARCEL IS LOCATED ON THE SOUTHEAST CORNER OF 400 WEST 600 SOUTH AND IS APPROXIMATELY 4.94 ACRES. THE REQUEST WAS SUBMITTED BY TRUELINE CONTRACTORS LLC.

Dallas Nicholl mentioned this is a straightforward request and was happy to answer any questions the council might have.

A motion to adopt Ordinance 23-16, an Ordinance rezoning Cache County Parcel Number 08-109-0001 from A-5 (Agricultural 5-Acre) to M-1 (Manufacturing) was made by Wade, seconded by Sue and the vote was unanimous.

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

No Vote: None

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-13, AN ORDINANCE REZONING PARCEL NUMBERS 08-039-0015, 08-089-0004 AND 08-089-0003 FROM A-10 (AGRICULTURAL 10-ACRE) TO R-1-10 (SINGLE FAMILY RESIDENTIAL 10,000 SQUARE FEET). THE PARCELS ARE LOCATED SOUTHWEST OF 440 NORTH 800 WEST AND ARE APPROXIMATELY 31.55 ACRES. THE REQUEST WAS SUBMITTED BY VISIONARY HOMES.

Wade mentioned this same request was made in the past and denied by the city council.

Wade asked when that happened? Justin replied in December 2020 if he recalled correctly.

Wade stated he didn't think the request fit then and still does not think the request fits now. The city is not ready to develop west of 800 West.

Jon mentioned when the request was first made a couple of years ago there was a lot of public clamor about the request, mainly from those residing in the county. On this request there were not any comments at the public hearing at the planning commission meeting.

A motion to DENY Ordinance 23-13, an Ordinance rezoning Cache County Parcel Numbers 08-039-0015, 08-089-0004 and 08-089-0003 from A-10 (Agricultural 10-Acre) to R-1-10 (Single Family Residential 10,000 Square Feet) was made by Wade, seconded by Jon and the motion to DENY passed by a vote of 3-2.

Yes Vote: Hyer, Wells, Campbell

No Vote: Wall, Hunsaker

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-05, AN ORDINANCE REZONING CACHE COUNTY PARCEL NUMBER 08-048-0012 FROM R-1-12 (SINGLE FAMILY RESIDENTIAL 12,000 SQUARE FEET) TO MPC (MASTER PLANNED COMMUNITY). THE PARCEL IS LOCATED EAST OF 200 SOUTH 1000 EAST AND IS APPROXIMATELY 34.36 ACRES. THE REQUEST WAS SUBMITTED BY DAN SUNDSTROM.

Mayor Monson stated she wanted to address some rumors regarding this request. The council and mayor are not making any money off of this project if it is approved. Nothing is being done under the table or being hidden. The council, as a quorum, have not met with Dan to discuss the request. The city did not ask Dan to seek an MPC zone on this parcel. The developer and landowner chose to make this request.

Wade mentioned he had been contacted by phone about this request as well as received many emails asking for the request to be denied.

Wade stated he did not like this type of growth in that area. The request does not match the neighboring or surrounding area. The MPC is a relatively new zone which some people like and some people dislike. Wade did not feel this request fits the area.

Wade asked when the general plan was last updated? Craig replied it was adopted in 2018. Wade replied it is time to revisit and possibly do a general plan update.

Curtis mentioned when the last master plan update was completed very few residents participated. There was an opportunity to make comments about charts and other information at the city office. Very few people commented. Public hearings were held and very few people participated. Senator Wilson attended the last city council meeting and talked about Governor Spencer Cox and his push for affordable housing.

Curtis stated himself and the majority of the city council attended the public hearing at the planning commission when this request was discussed. Emails have been sent to the council telling them all the things they are doing wrong by approving this request. The council is very well aware of this request, what is being considered and the impact it will have on the community.

Curtis mentioned the difference between single family-homes on this parcel and a mixed-use of single-family homes, townhouses and open space is not very different. The planning commission is an intelligent group of people. They reviewed the request and unanimously voted to support the request and send it to the city council for consideration. Curtis stated he supported the planning commission on this request and would follow their recommendation and vote to approve the request.

Curtis mentioned the concerns of the residents were being heard. One email stated the MPC zone should only be allowed on the west side of the city and not the east side.

Curtis stated over 60% of the amount of property tax paid goes to the school district. The school board has meetings. What are they doing to relieve the pressure on the number of children per class throughout the valley?

Curtis is a believer in term limits and thinks two terms is enough. Curtis is done on the city council at the end of 2023 as that is the end of his second term of office on the city council.

Deon mentioned when people are opposed to housing in their area, they always use the same argument, pressure on the local schools and an increase in traffic on roads. The children are already here. Most of the growth in Cache Valley is internal. People want to blame others but we should blame ourselves because our own families are growing and need a place to live.

Deon stated only two of the council members and mayor and their spouses were born and raised in Cache Valley. The rest of them had at least one member move into the valley. Planning is mandatory or the state and federal government will step in with mandates.

Deon stated he supported the rezone request.

Mayor Monson mentioned she was told 67% of the growth in the valley right now is from people moving in from outside of the valley.

Jon stated the MPC ordinance is a good ordinance but needs some tweaks. The planning commission is currently in the process of making some changes to the ordinance. Jon stated did not want to get rid of the ordinance but some changes could be made to make it better.

Jon mentioned one of the difficulties with the ordinance is none of the projects have been built out to see what this type of project will actually look like. Mayor Monson mentioned there is about 300 acres of land zoned MPC in the city currently.

Sue stated this is not the right location for high density housing. There is already about 300 acres approved in this type of zone. The request is not compatible with the surrounding neighborhoods.

A motion to DENY Ordinance 23-05, an Ordinance rezoning Cache County Parcel Number 08-048-0012 from R-1-12 (Single Family Residential 12,000 Square Feet) to MPC (Master Planned Community) was made by Wade, seconded by Sue and the motion to DENY passed by a vote of 3-2.

Yes Vote: Hyer, Wells, Campbell

No Vote: Wall, Hunsaker

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-14, AN ORDINANCE REZONING PARCEL NUMBERS 08-039-0016, 08-064-0005, 08-066-0014, 08-173-0022, 08-177-0226, 08-177-0227, 08-044-0071, 08-162-0000, 08-142-0001 AND 08-171-0099 TO I-1 (INSTITUTIONAL). ALL OF THESE ARE CITY OWNED PARCELS AND THEY ARE LOCATED AT APPROXIMATELY 440 NORTH 800 WEST, 450 UPPER CANYON ROAD, 550 SOUTH 1000 EAST, 600 NORTH MAIN, 590 NORTH 130 EAST, 590 WASATCH BOULEVARD AND 250 EAST 600 SOUTH.

Mayor Monson mentioned the request is to rezone several city owned parcels to Institutional (I-1).

Wade asked if these are mainly city parks and the area where one of the water tanks is located? Craig replied that is correct.

Jon stated there are several parcels located throughout the city that the city owns. It would be best if they are all zoned Institutional. Brian Boudrero mentioned several city owned parcels are already zoned Institutional. The intent is to have all city owned parcels zoned correctly.

A motion to adopt Ordinance 23-14, an Ordinance rezoning Cache County Parcel Numbers 08-039-0016, 08-064-0005, 08-066-0014, 08-173-0022, 08-177-0226, 08-177-0227, 08-044-0071, 08-162-0000, 08-142-0001 and 08-171-0099 to I-1 (Institutional) 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 23-12, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 17 “ZONING REGULATIONS”, CHAPTER 17.88 “PLANNED UNIT DEVELOPMENTS”, SECTION 17.88.100 “BLANK”.

This item was withdrawn.

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING ORDINANCE 23-18, AN ORDINANCE DELETING IN ITS ENTIRETY SMITHFIELD CITY MUNICIPAL CODE TITLE 16 “SUBDIVISION REGULATIONS”, CHAPTER 16.20 “DESIGN AND CONSTRUCTION STANDARDS FOR IMPROVEMENTS”, SECTION 16.20.090 “EXTENSION OF IMPROVEMENTS”.

****The public hearing opened at 7:17 P.M.****

There were not any comments or questions.

****The public hearing closed at 7:17 P.M.****

DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 23-18.

Wade asked the reason behind this proposed Ordinance. Clay responded developers must install the infrastructure as part of their project. The city pays to upsize the water and sewer lines when appropriate. Pioneering agreements are vague and this Ordinance would get rid of them. They are hard to track and enforce.

****A motion to adopt Ordinance 23-18, an Ordinance deleting in its entirety Smithfield City Municipal Code Title 16 “Subdivision Regulations”, Chapter 16.20 “Design and Construction Standards for Improvements”, Section 16.20.090 “Extension of Improvements” was made by Jon, seconded by Wade and the vote was unanimous.****

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

No Vote: None

DISCUSSION AND POSSIBLE APPROVAL OF AMENDMENTS TO THE EMPLOYEE PERSONNEL MANUAL.

Mayor Monson mentioned the request is to remove the ability for the city council or mayor to be on the city health insurance plan. This option has only been utilized once in the past for a couple of months by a former mayor. Wade mentioned he was not even aware this was an option for the mayor or city council members.

****A motion to adopt amendments to the Employee Personnel Manual of the city by removing the option for city council members or the mayor to have city sponsored health insurance coverage as made by Sue, seconded by Jon and the vote was unanimous.****

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

No Vote: None

PUBLIC HEARING FOR THE PURPOSE OF DISCUSSING THE FISCAL YEAR 2024 BUDGET WHICH IS THE PERIOD OF JULY 1, 2023 THROUGH JUNE 30, 2024.

****The public hearing opened at 7:21 P.M.****

Chris Morgan stated there needs to be more transparency. The budget is hard to find and analyze. The attachments for each agenda item should be included on the agenda so they are easier to review. They need to be available to review before council meetings. The way things are being done makes it difficult to review items.

Ted Stokes mentioned there are several projects which have been discussed at previous council meetings. They will all cost a lot of money to get done. Most people who have a mortgage have their property tax included in their monthly mortgage payment. The value of properties are increasing so payments are going up. Gradual increases can be planned for over time are best. Don't implement large increases all at once. Some projects are more urgent than others. Water and sewer are needed. Draw out any increases to the residents as long as possible.

****The public hearing closed at 7:25 P.M.****

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

Mayor Monson mentioned the proposed budget has been discussed at the last few council meetings. The council and department heads are very open and transparent. Each department head has previously reviewed their department in depth. Information can be obtained at any time. The council did not raise the property tax rate last year because they knew increases were coming for garbage service, water service and sewer service. The public safety utility fee is going away in July of this year at the recommendation of the auditors of the city and the state auditor's office. Right now each utility account pays \$4.00 per month or \$48.00 per year. In order to offset this loss in revenue the council will have to consider raising the property tax amount to cover the loss.

Wade asked why the General Fund is down one million dollars compared to last year? Craig replied the new budget does not include grants, RAPZ Tax, ARPA funds, wildland fire income, donations and other items which are an unknown to start the fiscal year.

Wade asked why there isn't any revenue going into the General Capital Improvement Fund? Craig replied the last couple of years approximately one million dollars has been transferred into the fund. This year there is only interest revenue included. The General Fund is not in a position, at this time, to transfer any funds like in previous years due to the decrease in revenue.

Wade asked why the water and sewer funds show a decrease? Craig replied a large project in the water fund and a large project in the sewer fund are being completed in the current fiscal year. The city saved funds to pay cash for both projects.

Wade asked why golf course revenue is down? Craig replied the numbers are conservative. The last couple of years have been phenomenal. Having a long winter delayed the opening of the course this spring.

Wade asked where Rec Center revenue is forecasted. Craig replied \$57,220 above last year.

Wade asked how much is spent on training conferences? Craig replied it is Line Item "Admin – Travel and Training" and the proposed budget amount is \$16,000. The majority of the funding is for the council and mayor to go to the Utah League of Cities and Towns (ULCT) conferences. One in the spring and one in the fall. Wade stated he attended one of the ULCT conferences and did not feel it was worth the cost. Craig replied the value of the conference is different things to different people. It is especially helpful to newly elected council members and the mayor. Craig stated the council could focus more on specific training such as on fire or culinary water as opposed to general training like the ULCT offers. Curtis stated he did not think the ULCT was being utilized by the city as much as it could be. Curtis called and talked to their attorney and it was free of charge. Craig mentioned the staff works with representatives of the ULCT on a regular basis. Curtis mentioned he attended conferences both in Saint George and Salt Lake City. The Salt Lake City conference was a better conference and even offered training for the planning commission according. The ULCT helped get the city in touch with Comcast about the Comcast Cares day of service where the city obtained some grant funding. Wade stated where the council asked the department heads to make cuts to their budgets the council should cut their budget as well. Mayor Monson mentioned new council members need training opportunities. Curtis mentioned the one-day training for planning commission members is well worth the cost.

Mayor Monson mentioned right now the General Fund is out of balance by about \$125,000. If the property tax rate is not adjusted then all of the nonessential programs such as the Arts Council, Tree Committee, Youth Council, Senior Center, Historical Society and other programs like this will have to be cut. The total of those cuts would be about \$30,000 so other programs would have to be cut as well.

Curtis asked if the wage information he requested on the department heads included benefits? Craig replied the information did not include benefits. Curtis asked how much is spent on benefits? Craig replied the city budgets about 35-40% for benefits with the biggest part being the contribution to URS (Utah Retirement System).

Curtis mentioned it is proposed to give the employees a seven percent cost of living wage increase. North Logan is considering four percent. Nibley and Hyrum have not yet determined the amount they are doing. Is the budget fixed on seven percent? Craig replied the seven percent makes up for not doing a midyear adjustment like most other cities did. Most local cities between midyear and in the upcoming budget are doing eight percent or more. The city is having a hard time attracting new employees and keeping existing employees. Curtis said he has been pondering if seven percent is appropriate. Deon stated a tiered rate increase would be better. If

someone is making \$100,000, a 7% increase would be \$7,000 whereas if a person is making \$50,000 per year a 7% increase would be \$3,500. The gap gets bigger the more a person makes. The lower paid employees need a bigger increase than the higher paid employees according to Deon. Mayor Monson mentioned the city is not receiving applications for open job positions. The police department recently advertised a job and there was one applicant. Curtis stated an employee making \$14.00 per hour should receive a bigger increase than those making more.

Curtis talked to a paramedic and he told him he could not find a job. Curtis recommended he apply at our department.

Curtis mentioned Logan City is giving their department heads "X" amount of money and it is up to them to decide whether to spend on raises, equipment, etc. The department head would decide the amount of the raise if they are going to give one. It would not be an across-the-board increase.

Deon stated he had three priorities: public works, fire department and police department. They are essential services. The other departments such as the rec center and golf course are not essential services.

Jon mentioned the city is losing employees to other cities and private entities. There is typically no loyalty with employees. Money buys loyalty.

Jon was not against the seven percent cost of living adjustment as the city needs to keep its current employees and attract new employees. Right now there are openings at the rec center, fire department and police department. Inflation is above seven percent.

Sue stated she supported a small tax increase to replace the revenue which is being lost. Also, the city should keep the current employees as there is a cost to train new employees.

Wade mentioned all of the city employees try hard. Right now the public works staff is working around the clock to keep rivers, culverts and bridges free of debris so the areas won't flood. If an employee is paid \$19.00 per hour and they get offered \$21.00 per hour they will accept employment elsewhere.

Wade mentioned at a place he used to work he was given "X" amount of money for raises and adjustments and employees received different amounts. The lowest paid employees tended to receive the biggest increase.

Wade stated he did not want to offend the department heads as they are the leaders of each department.

Wade suggested that maybe the lower paid employees get an eight or nine percent increase and the department heads get four percent. The department heads do a great job but maybe focusing on the lower end paid positions would help keep positions filled.

Wade stated any type of property tax increase for any reason will upset the residents no matter the amount or the reason why.

Jon stated the mayor asked him to help do a write up and spread information on why a property tax increase is needed to replace the \$215,000 in lost revenue. The public safety utility fee of \$4.00 per month will go away in July which will save the residents \$48.00 per year per account. The intent is to replace the lost revenue with property tax revenue.

Jon mentioned inflation has been brutal the last couple of years and the city is not immune to the increases. Many items such as fertilizer and fuel have dramatically increased in price. The only way to bridge the gap of the lost revenue is through property tax. Around 68% of what a person pays in property tax goes to the school district. The city receives only about 13% of what is paid. In order to keep the same standard of living in place for items such as snow removal, roads, parks and miscellaneous programs the funding must be replaced.

Sue had her property tax statement from 2022 and it showed Smithfield City collected 13.5% of the amount Sue paid.

Jon mentioned increasing the property tax rate is a separate process from the budget and right now there is a deficit. Craig concurred and mentioned the deficit is approximately \$125,000. Wade asked how much funding will be received if the same rate is used as last year? Craig replied right now that is an unknown until the county finalizes their information in this regard. Jon replied the city should have information from the county the first week of June. Curtis mentioned historically property values do not decrease.

Wade asked if one new police officer position is included in the new budget? Craig stated that is correct. Jon mentioned even with the addition of one new officer the department is still not fully staffed.

Curtis asked if the fire department is requesting four new employees? Craig replied the fire department asked for three new full-time employees. The police department needs four additional officers to meet national standards. Two were requested. Only one is included in the budget. Wade responded he would like to see a second police officer added to the new budget.

Craig informed the council the General Fund must be balanced and the new budget adopted by the end of June. How does the council want to balance the budget? There is approximately \$125,000 which needs to be accounted for. If cuts are going to be made the council needs to give direction on what programs they would want to cut first.

Jon asked what the \$70,000 budget is for in the court? Craig replied it is the amount paid to the prosecutor. The city still receives fine revenue and has the cost of the prosecutor on court cases.

Curtis mentioned the proposed budget includes three new full-time employees at the fire department and one new police officer. How many new full-time employees are included for public works? Craig replied there are two new positions in the Water Enterprise Fund and they are paid for with funds out of that fund; none of their wage comes from the General Fund.

Wade asked if a new utility billing clerk is included? Craig replied that is correct. The wage for that position is split across several different departments.

Curtis mentioned the Rec Center currently has three unfilled job openings. Curtis stated he was not against a seven percent cost of living adjustment but wants to explore other options. Curtis stated a person making \$20.00 per hour will get a \$1.40 per hour raise which makes the new wage \$21.40 per hour. Most likely that person will still seek employment elsewhere. Deon mentioned cost of living increases as well as salary increases for entire departments have been approved in the past.

Mayor Monson mentioned the departments heads have more education and experience than others in their department. Why should they get a lower percentage increase than others? Deon responded by saying why do they deserve twice as much as those below them when it comes to actual money being taken home.

Curtis asked how much benefits are increasing in the new budget? Craig replied health insurance is increasing 2.15%. Curtis replied an increase to benefits is the same thing as a raise. Inflation is a factor. Many of the lower end employees are not on city paid benefits.

Craig mentioned if the wages of all of the department heads is reduced from seven percent to four percent the savings would be around \$20,000. Only around \$11,000 would be saved in the General Fund because the wages of some of the department heads is split across more than one fund.

Mayor Monson stated there is a good chance current employees will consider going elsewhere based on the decision of the council in regard to wages.

Curtis stated the council approved an across-the-board cost of living increase in the past and he wanted to revisit it this year to see if there is a better way.

Wade stated the General Fund must be balanced in June before adopted. Craig agreed.

Wade asked how midyear budget adjustments will take into account a property increase in August. Craig replied the public hearing and vote of the city council in August is on the property tax rate. If the council knows they want to increase property tax to offset the deficiency the proposed budget could show the shortfall coming from the fund balance. After the property tax increase is adopted, the budget could be amended to increase property tax revenue and decrease the use of the fund balance.

Mayor Monson mentioned one large property tax increase had been implemented in the last fourteen years or so. Wade stated since that time the rate has been held the same a few times as well which resulted in smaller increases. Mayor Monson replied the residents appreciate small incremental increases rather than a large increase all at once. Curtis mentioned where nothing was done in this regard last year the city is already behind a year.

Mayor Monson stated Craig needed direction of how to cure the deficiency. Cuts can be made but it is the responsibility of the council to still provide a quality of life to the residents. Wade stated the city should be lean and make cuts where needed until the budget is balanced. Mayor Monson asked Craig what items might be cut in order to reduce the budget \$125,000. Craig replied all nonessential programs will be cut first and this totals about \$30,000. Replacing the waterline from the golf course to the cemetery at a cost of \$70,000 would be removed. Everyone must understand if this waterline breaks there is a chance the cemetery could go without water for the rest of the year after the break occurs. The cost-of-living adjustment would be reduced from seven percent to four percent. Items such as snowplowing coverage would be cut back. Mayor Monson mentioned the council cannot provide the residents with quality of life if cuts are made and programs disbanded. People choose to live here because the quality of life is good. Wade concurred.

Wade asked where the additional funding would come from? Mayor Monson replied by increasing the property tax rate by the amount which is being lost by getting rid of the public safety utility fee.

Jon mentioned the property tax hearing does not come until August so what can be done now until then. Craig replied the budget must balance so the fund balance could be used to balance the budget until the property tax hearing is held and vote of the council.

Jon asked if the council uses the fund balance now to balance the budget and increases the property tax rate in August by the amount of the shortfall then adjustments could be made to the budget in this regard. Craig replied that is correct.

Jon asked if the fund balance is used now then all of the little programs which would have been cut can stay. Craig replied that is correct.

Craig mentioned the cemetery irrigation waterline project will be removed from the budget at this time.

Wade stated he supported using the fund balance to balance the budget until decisions can be made on property tax in August. Jon, Curtis and Sue concurred.

DISCUSSION AND POSSIBLE VOTE ON AMENDMENTS TO THE CEMETERY RULES AND POLICIES.

Mayor Monson mentioned the city staff has been following the holiday schedule in the personnel manual when it comes to the scheduling of burials. The rules in the cemetery had not been amended to reflect this change. The proposal is to update the schedule for burials in the cemetery rules and policies. Justin also mentioned three other dates would be added which are not holidays. The Saturday of Health Days week as well as the Friday before Memorial Day and the Saturday of Memorial Day weekend. People start arriving to put out flowers for Memorial Day on the Friday before. It is very problematic for those putting out flowers, the staff as well as those family members who are trying to conduct a burial on these couple of days.

The days burials would not be allowed be the following: Graveside services or interments shall not be conducted on any Sunday, New Year's Day, Martin Luther King Day, President's Day, the Saturday of Health Day's week, Friday before Memorial Day, Saturday before Memorial Day, Memorial Day, Juneteenth, Independence Day, Pioneer Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving, the Friday after Thanksgiving, Christmas Eve or Christmas Day.

A motion to approve amendments to the Cemetery Rules and Policies graveside services and interments dates was made by Wade, seconded by Curtis and the vote was unanimous.

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

No Vote: None

Curtis asked the last time the fees in the cemetery were updated? Craig said he would need to check but he thought it had been two years.

<p>DISCUSSION AND POSSIBLE VOTE ON RESOLUTION 23-05, A RESOLUTION ADOPTING AN INTERLOCAL AGREEMENT BETWEEN CACHE COUNTY AND SMITHFIELD CITY FOR THE ADMINISTRATION OF THE 2023 MUNICIPAL ELECTION.</p>

Justin mentioned the city is hosting an election this year for three city council member seats.

The state has made vote-by-mail mandatory.

The city does not have the equipment to process the ballots and verify the signatures.

The city will contract with the county, like in 2021, for this service.

The Resolution states the city is contracting with the county for the 2023 election.

The budget includes funding for both a primary election on August 15th and a general election on November 7th. If the primary election is not needed the city will save that funding.

The city still administers the election. The county helps to mail and process the ballots.

A primary election is needed if seven or more candidates run for office.

A motion to approve Resolution 23-05, a Resolution adopting an interlocal agreement between Cache County and Smithfield City for the administration of the 2023 Municipal Election was made by Wade, seconded by Jon and the vote was unanimous.

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

No Vote: None

CITY MANAGER REPORT FRAUD RISK ASSESSMENT
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Craig informed the council the staff is currently working to implement a new agenda software. The new software will include links to documents and other items with each agenda item. Once implemented and up and running it will provide more information to the council, staff and residents.

On Thursday, June 15th, there will be a Summit Creek Watershed meeting at the city office building from 10:00 A.M. until noon. Everyone is invited. The main attendees will be elected officials and representatives of local irrigation companies.

The staff applied for a grant for a new General Plan and received \$90,000. The staff is still looking for more funding for this project. There is money available for water and transportation related items so the focus is to apply there next. The hope is to start working on a new General Plan in the next six to twelve months.

Justin mentioned the staff is required to complete and present to the council once per fiscal year the Fraud Risk Assessment which is required by the Utah State Auditor's Office. The city misses out on 20 points on the assessment because the city does not have a certified public accountant on staff. Curtis asked if working with the auditing firm which has many certified public accountants on staff would count? Justin replied it would not as he was told they must be a member of the city staff.

COUNCIL MEMBER AND MAYOR REPORTS

Curtis asked if the intent is to apply for CDBG (Community Block Development Grant) funding for the senior center building this year? Craig replied that is correct.

Curtis recently finished a two-day class at Utah State University on waterwise landscaping.

Curtis is going to remove two trees and kill all of the lawn in his front yard. Curtis is going to replace the grass with a drought resistant grass and install some waterwise trees.

The city staff is working with the planning commission and city council on drafting and bringing forward an Ordinance on waterwise landscaping. The planning commission will review in May and the city council in June. If adopted, residents of the city can then apply for some funding through the State of Utah. Up to \$1.50 per square foot can be paid per project. The state has set aside three hundred million dollars for this project. The maximum paid per project is \$50,000.

Mayor Monson asked Curtis to take pictures before, during and after the project was completed so residents could see the transition.

Curtis mentioned he has been talking with about ten residents about doing the same type of project at their residence.

Curtis is going to oversee the replacement of about 1,900 square feet of grass at the city office building to show the residents what can be done.

Those applying for funding cannot start their project until after the Ordinance is adopted and submitted to the state.

On the tree list of the city is a list of waterwise trees.

Capturing water from rainstorms is becoming popular and can be used to water items such as vegetables.

Deon mentioned the Lions Club is hosting a blood drive on Monday, May 15th. All of the available spots have yet to be filled. Donors are still needed.

For the Day of Service, 50 people helped build 25 beds for families in need. The materials for the beds were paid for with grant funding.

Ten people sorted over 1,000 eyeglasses and tested several hundred.

The Blue Sox season will start on Saturday, May 13th. The hamburger stand at the Blue Sox field is the main fundraiser for the local Lions Club.

In April, the Lions Club assisted with a youth camp at Weber State University for those under 18 years of age with type one diabetes. A weeklong camp will be held in August.

Sue did not have any additional items to review or discuss.

Jon mentioned the Historical Society received some RAPZ Tax funding for the renovation of the Douglass Mercantile building. Curtis asked Jon how much funding was received? Jon replied \$30,000. The funds will be used for the interior demolition of the building as well as to reframe the interior of the building and build a new stairway to the upstairs. The building needs to be code compliant. Bids are currently being obtained. The intent is to have the work done by midsummer. Once the demolition and framing is done the rough plumbing and electrical can be completed.

Currently, there is not any water in the irrigation canal. The water should be turned in later this week.

Jon asked if there continued to be flooding from Dry Canyon? Craig replied there has not been any for the last few days.

Jon asked if there is funding from the state available for new construction for the waterwise landscape program? Curtis replied there is.

Curtis explained it takes a sod farm about three years to develop the grass to where it can be cut and sold. A local sod company is working to start utilizing this type of drought resistant seed.

Wade stated he read that due to a calculation error made by the county there is an additional \$800,000 which can be allocated to RAPZ Tax projects. Mayor Monson replied unofficially the city has been told they will receive \$100,000 for the Rec Center application, \$30,000 for the Historical Society application and approximately \$4,000 for the youth theatre.

Wade mentioned he recently learned the fire department can help a homeowner or business owner if they smell smoke and cannot locate where the smoke is coming from. This is a free service provided by the fire department.

Wade mentioned he was contacted by a resident regarding a concern with the installation of a new sidewalk on a single home new subdivision when there is no existing sidewalk anywhere else on the block. The resident does not feel it is appropriate to install sidewalk when it leads to nowhere on a project that is being done for family and no money is being made off of the project. Previously, the city code allowed the council to grant waivers in certain cases such as this but it was removed from the municipal code. Curtis replied if the requirement is waived for one person it should be waived for all and that is why the council did not support granting waivers.

Mayor Monson mentioned she attended a class where “The Dignity Index” was discussed. The Dignity Index is an eight-point scale that measures the dignity or contempt in language spoken in moments of conflict, and it shows us that we can ease divisions every day by choosing dignity over contempt in what we say, what we watch and what we post.

Mayor Monson mentioned she is going to have this information posted on social media. The valley needs a kinder feel in politics as well.

Mayor Monson mentioned the Cache County Sheriff’s Office is encouraging people to sign up for 911 alerts on their cell phones through the CodeRED app.

T-shirts with the new city logo are being sold at the city office and will be sold at Forrester Acres on Saturday, May 13th. The cost is \$10 for a youth and \$15 for an adult. White and navy blue are the available color choices.

****Jon made a motion to adjourn at 8:48 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, May 10, 2023**. The meeting will begin at 6:30 P.M.

Welcome/pledge of allegiance and thought/prayer by Wade Campbell

1. Approval of the city council meeting minutes from April 12, 2023.
2. Recognition of the Arbor Day elementary school poster contest winners.
3. Introduction of the Health Days Royalty and recognition of Kari Hoggan as pageant director.
4. Recognition of Barbara Kent and Mike Monson for overseeing the annual Day of Service on April 29th.
5. Youth Council Report
6. 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).
7. Discussion and possible vote on Ordinance 23-16, an Ordinance rezoning Parcel Number 08-109-0001 from A-5 (Agricultural 5-Acre) to M-1 (Manufacturing). The parcel is located on the southeast corner of 400 West 600 South and is approximately 4.94 acres. The request was submitted by Trueline Contractors LLC.
8. Discussion and possible vote on Ordinance 23-13, an Ordinance rezoning Parcel Numbers 08-039-0015, 08-089-0004 and 08-089-0003 from A-10 (Agricultural 10-Acre) to R-1-10 (Single Family Residential 10,000 Square Feet). The parcels are located southwest of 440 North 800 West and are approximately 31.55 acres. The request was submitted by Visionary Homes.
9. Discussion and possible vote on Ordinance 23-05, an Ordinance rezoning Cache County Parcel Number 08-048-0012 from R-1-12 (Single Family Residential 12,000 Square Feet) to MPC (Master Planned Community). The parcel is located east of 200 South 1000 East and is approximately 34.36 acres. The request was submitted by Dan Sundstrom.

10. Discussion and possible vote on Ordinance 23-14, an Ordinance rezoning Parcel Numbers 08-039-0016, 08-064-0005, 08-066-0014, 08-173-0022, 08-177-0226, 08-177-0227, 08-044-0071, 08-162-0000, 08-142-0001 and 08-171-0099 to I-1 (Institutional). All of these are city owned parcels and they are located at approximately 440 North 800 West, 450 Upper Canyon Road, 550 South 1000 East, 600 North Main, 590 North 130 East, 590 Wasatch Boulevard and 250 East 600 South.
11. Discussion and possible vote on Ordinance 23-12, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.88 “Planned Unit Developments”, Section 17.88.100 “Blank”.
12. Public Hearing for the purpose of discussing Ordinance 23-18, an Ordinance deleting in its entirety Smithfield City Municipal Code Title 16 “Subdivision Regulations”, Chapter 16.20 “Design and Construction Standards for Improvements”, Section 16.20.090 “Extension of Improvements”.
13. Discussion and possible vote on Ordinance 23-18.
14. Discussion and possible approval of amendments to the Employee Personnel Manual.
15. Public Hearing for the purpose of discussing the Fiscal Year 2024 Budget which is the period of July 1, 2023 through June 30, 2024.
16. Continued discussion on the Fiscal Year 2024 Budget which is the period of July 1, 2023 through June 30, 2024.
17. Discussion and possible vote on amendments to the Cemetery Rules and Policies.
18. Discussion and possible vote on Resolution 23-05, a Resolution adopting an Interlocal Agreement between Cache County and Smithfield City for the administration of the 2023 Municipal Election.
19. City Manager Report
Fraud Risk Assessment
20. Council Member and Mayor Reports

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.