

<b>SMITHFIELD CITY COUNCIL</b>
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<b>DECEMBER 14, 2022</b>
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The Smithfield City Council met in a regularly scheduled meeting at 96 South Main Street, Smithfield, Utah on Wednesday, December 14, 2022. The meeting began at 6:31 P.M. and Mayor Kristi Monson was in the chair. The welcome pledge of allegiance and thought/prayer was by Jon Wells.

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

City Manager Craig Giles, Police Chief Travis Allen, Fire Chief Jay Downs, City Engineer Clay Bodily and City Recorder Justin Lewis were also in attendance.

VISITORS: Bob Holbrook, Dan Sundstrom, Jeff Barnes, Mike Monson, Brian Higginbotham, Jeff Gittins, Russell Smart, John Merkley, Scott Gibbons, Lucy Harris, Jon Harrop, Stuart Reis, Guy Perkins, Catherine Gibbons, Amy Anderson, Josh Wright, Jera Wright and Mike Harris

The city council and mayor had a question-and-answer session with Representative Mike Petersen from 6:00 – 6:30 P.M.

<b>APPROVAL OF THE CITY COUNCIL MEETING MINUTES FROM NOVEMBER 9, 2022.</b>
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\*\*\*A motion to approve the November 9, 2022 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

<b>YOUTH COUNCIL REPORT</b>
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Catherine Gibbons is the secretary for the youth council.

The youth council recently helped with the senior ball, Turkey Trot and Night of Giving.

The senior ball had decent attendance. Attendance has decreased since COVID-19 became an issue.

The youth council helped at some of the race stations during the Turkey Trot.

The youth council helped the Smithfield Chamber of Commerce with the setup and takedown for the annual Night of Giving.

**DISCUSSION AND POSSIBLE APPROVAL OF CAROLE HOLLAND AS A MEMBER OF THE TREE COMMITTEE.**

Mayor Monson mentioned Tree Committee Chairman Jack Greene is recommending Carole Holland to be a member of the Tree Committee.

\*\*\*A motion to appoint Carole Holland as a member of the Smithfield City Tree Committee 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 APPOINTMENT OF JOSH WRIGHT AS PUBLIC WORKS DIRECTOR.**

Mayor Monson mentioned Josh Wright has been serving as the interim public works director since Doug Petersen retired.

Craig mentioned Josh has worked for the city for fifteen years. Josh has worked in all of the public works department different departments. Josh has served as the water department lead for approximately five years. For the last 18 months or so, Josh was the assistance public works director. The request is to remove the interim public works director classification and make Josh the permanent public works director.

Josh introduced himself and his wife Jera.

Mayor Monson mentioned she visited with Josh about why he likes his job. Josh stated it is because he can use his hands and learn new ways of doing things from others.

Mayor Monson recommended Josh be appointed the permanent public works director for the city.

Deon mentioned earlier this year when he was out walking, he discovered a culinary water leak. Deon called Josh and he was instantly on scene to deal with the problem.

Deon mentioned he had ridden in the snowplow truck with Josh when he was plowing snow and learned about what the drivers experience when they are pushing snow.

Deon recommended Josh be approved as public works director.

Jon mentioned a benefit of appointing Josh is he lives in the city where some of the other department heads do not. Josh will have better insight of what is going on in the city where he lives here.

\*\*\*A motion to appoint Josh Wright as the Smithfield City Public Works Director was made by Wade, seconded by Deon and the vote was unanimous.\*\*\*

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

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON THE REQUEST BY JOHN MERKLEY FOR APPROVAL OF THE FINAL PLAT FOR THE 150 EAST SUBDIVISION, A (2) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 150 EAST 200 NORTH. ZONED R-1-10 (SINGLE FAMILY RESIDENTIAL 10,000 SQUARE FEET).**

Mayor Monson stated the request is to split a parcel into two building lots so the applicant's son can build on the new building lot which would be created.

John Merkley mentioned his son is retiring and would like to move back to the city.

\*\*\*A motion to approve the Final Plat for the 150 East Subdivision, a (2) lot/unit subdivision located at approximately 150 East 200 North was made by Curtis, seconded by Sue and the vote was unanimous.\*\*\*

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

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 22-26, AN ORDINANCE REZONING CACHE COUNTY PARCEL NUMBER 08-048-0012 FROM A-10 (AGRICULTURAL 10-ACRE) TO R-1-12 (SINGLE FAMILY RESIDENTIAL 12,000 SQUARE FEET). THE PARCEL IS LOCATED AT APPROXIMATELY 200 SOUTH 1000 EAST AND IS APPROXIMATELY 34.36 ACRES. THE REQUEST WAS SUBMITTED BY DAN SUNDSTROM.**

Dan Sundstrom informed the council the property owner asked him to help rezone and subdivide the parcel so homes could be built on it.

Wade stated the zoning request matches the current zoning of the parcels on the north, south and west.

\*\*\*A motion to adopt Ordinance 22-26, an Ordinance rezoning Cache County Parcel Number 08-048-0012 from A-10 (Agricultural 10-Acre) to R-1-12 (Single Family Residential 12,000 Square Feet) 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 THE REQUEST BY VISIONARY HOMES FOR APPROVAL OF THE FINAL PLAT FOR FOX MEADOWS PHASE 5, A (4) LOT/UNIT SUBDIVISION LOCATED AT APPROXIMATELY 400 NORTH 600 WEST. ZONED R-1-10 (SINGLE FAMILY RESIDENTIAL 10,000 SQUARE FEET).**

Deon asked if the additional land for 600 West was already dedicated to the city? Jon Harrop stated that is correct. Clay concurred.

Clay mentioned some land on 440 North will be dedicated as well.

Jon mentioned the next phase in the project will be the area to the west of this parcel where the Gittins Dairy was located.

Wade asked Clay if he had any concerns. Clay replied the subdivision passed the water model and met other city criteria.

\*\*\*A motion to approve the Final Plat for Fox Meadows Phase 5, a (4) lot/unit subdivision located at approximately 400 North 600 West was made by Wade, seconded by Curtis and the vote was unanimous.\*\*\*

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

No Vote: None

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 22-25, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 16 “SUBDIVISION REGULATIONS”, CHAPTER 16.12 “FINAL PLATS”, SECTION 16.12.030 “PREPARATION AND REQUIRED INFORMATION” AND ADDING IN ITS ENTIRETY TITLE 17 “ZONING REGULATIONS”, CHAPTER 17.12 “SUPPLEMENTARY AND QUALIFYING REGULATIONS”, SECTION 17.12.240 “WATER MODEL REQUIRED”.**

Clay informed the council in some cases on new commercial buildings a water model is needed. The water model is the same type of model required for new subdivisions. The fire chief needs to know the volume of water the system can produce for the area as well as the pressure. The water model provides this information. The proposed Ordinance would clarify what is needed.

Jon asked who does the water model? Clay replied the city contracts with J-U-B Engineers for this service. They have a special software program which is needed to run the model.

Jon asked if the city would ever do the water model in-house? Clay replied only a few large cities have this capability. Most likely it will not happen in the future in the city.

\*\*\*A motion to adopt Ordinance 22-25, an Ordinance amending the Smithfield City Municipal Code Title 16, “Subdivision Regulations”, Chapter 16.12 “Final Plats”, Section 16.12.030 “Preparation and Required Information” and adding in its entirety Title 17 “Zoning Regulations”, Chapter 17.12 “Supplementary and Qualifying Regulations”,

Section 17.12.240 “Water Model Required” 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 22-27, AN ORDINANCE AMENDING THE SMITHFIELD CITY MUNICIPAL CODE TITLE 17 “ZONING REGULATIONS”, CHAPTER 17.81 “MASTER PLANNED COMMUNITY (MPC) ZONE”, SECTION 17.81.050 “DEVELOPMENT STANDARDS” AND CHAPTER 17.88 “PLANNED UNIT DEVELOPMENTS”, SECTION 17.88.060 “APPLICATION OF PUD TO UNDERLYING ZONE”.**

Clay mentioned the setbacks in residential zones were recently updated in regard to the front yard. The proposed Ordinance would update the setbacks in the MPC (Master Planned Community) and PUD (Planned Unit Development) zones to match the residential setbacks for the front yard and garage. The additional five feet for the garage area is so there is enough room for a large truck to park in the driveway and not hang out over the sidewalk.

\*\*\*A motion to adopt Ordinance 22-27, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.81 “Master Planned Community (MPC) Zone”, Section 17.81.050 “Development Standards” and Chapter 17.88 “Planned Unit Developments”, Section 17.88.060 “Application of PUD to Underlying Zone” was made by Wade, 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 ORDINANCE 22-28, AN ORDINANCE AMENDING THE SMITHFIELD CITY CONSTRUCTION & DESIGN STANDARDS, PART I “DESIGN STANDARDS”, CHAPTER 5.0 “CULINARY WATER SYSTEM DESIGN”, SECTION 5.1 “GENERAL”.**

\*\*\*The public hearing was opened at 6:55 P.M.\*\*\*

There were not any comments or questions.

\*\*\*The public hearing was closed at 6:56 P.M.\*\*\*

**DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 22-28.**

Wade mentioned he understood why a certain grade of bolt is needed. It is good to have standards in this regard.

Curtis asked how this is checked? Josh Wright replied the valve is inspected. Most new valves already come with the proper bolts.

Jon expressed concern for limiting the city to only two types of fire hydrants. What if they are not available? Clay mentioned the two suppliers the city works with supply both brands of hydrants as well as any required parts. Craig replied some cities only have one option; in this case the city would allow for two different options.

Jon stated he understood why uniformity is needed because the city takes over ownership and maintenance and repair of the fire hydrants long term.

\*\*\*A motion to adopt Ordinance 22-28, an Ordinance amending the Smithfield City Construction & Design Standards , Part I “Design Standards”, Chapter 5.0 “Culinary Water System Design”, Section 5.1 “General” was made by Curtis, seconded by Wade and the vote was unanimous.\*\*\*

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

No Vote: None

<b>DISCUSSION AND POSSIBLE VOTE ON ORDINANCE 22-29, AN ORDINANCE ESTABLISHING A TIME AND PLACE FOR HOLDING REGULAR MEETINGS DURING CALENDAR YEAR 2023.</b>
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Mayor Monson mentioned this Ordinance would set the meeting schedule for 2023.

\*\*\*A motion to adopt Ordinance 22-29, an Ordinance establishing a time and place for holding regular meetings during calendar year 2023 was made by Sue, seconded by Curtis and the vote was unanimous.\*\*\*

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

No Vote: None

<b>DISCUSSION AND POSSIBLE VOTE ON AMENDMENTS TO THE EMPLOYEE PERSONNEL MANUAL.</b>
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Craig mentioned the federal government and State of Utah previously adopted Juneteenth as a holiday. The department heads have reviewed the holiday schedule and recommend adding Juneteenth as a city holiday and removing the preference day which is currently offered. No additional days are being added.

\*\*\*A motion approve amendments to the Employee Personnel Manual were 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 RESOLUTION 22-12, A RESOLUTION AMENDING THE PREVAILING FEE SCHEDULE OF THE CITY SPECIFICALLY THE MONTHLY SEWER UTILITY RATE.**

Mayor Monson mentioned she toured the new Logan City sewer treatment plant. When she was invited, she did not want to attend because of the smell and sight of raw sewage. The tour ended up being fascinating. It is amazing what is being done with the sewage to clean the water before it is discharged from the plant. By having the new plant already built it saved millions of dollars because current construction costs are up substantially. Preston, Idaho originally planned on their new sewer plant costing around thirty million dollars when they started the process but the new cost is closer to sixty million dollars. They are not sure how they are going to pay for the project. Curtis mentioned they are also in year four of a six-year plan to get the new plant installed and functioning. If they don't meet the deadline, they will get fined by the State of Idaho.

Mayor Monson mentioned one of the main reasons the property tax rate was not held this year was because the council knew increases were coming to water, garbage and sewer.

Jon mentioned he re-read the Zions Public Finance study. One of the goals is to always have 150 days of cash on hand at all times. If the number is less than that it can result in a poor bond rating.

Jon wondered if the study could be redone with increases spread over five years rather than over three years. The burden to the residents should be eased as much as possible and increases of \$5, \$5, \$5 and then \$2.75 would be better than \$10, \$5 and \$2.75. Craig replied the proposed rate schedule is based on when capital improvement projects need to be done and paying cash for those projects. The longer projects are delayed the more they will cost. Jon replied the current plan is not to start any of the projects until 2024. There are not any projects forecasted for 2023.

Craig asked Jon if he wanted to pay to have the study redone? Jon said he would like to know what impact a \$5.00 per month increase would have compared to a \$10.00 per month increase. Also, can any of the 2024 projects be done in 2023? Mayor Monson replied an updated study will have a cost to it.

Wade mentioned the council reviewed and amended almost all of the rate schedules in 2022. Whether the increase is \$5.00 per month or \$10.00 per month it won't make much of a difference as it will still be hard for everyone.

Jon mentioned he works with a lot of seniors in the city. They are on fixed incomes. Any increase, even \$5.00 per month, will be hard on them.

Wade mentioned just a few years ago his city utility bill was around \$50 per month; now it is around \$119 a month with about the same amount of culinary water being used. The Richmond City utility bill is substantially more than Smithfield's bill at this time. They are over \$150 per month. Nothing is getting cheaper. Another study can be completed but the results won't change. The projects still need to be done. If the projects are delayed and funds are not saved then the

city will have to bond and pay interest. Wade does not support bonding or paying interest when the city has an option to raise the funds to pay cash for the projects.

Deon stated he agreed with Jon's concerns. Having two sewer rate increases in 2023 will be hard. Inflation is a major problem. The cost of food is increasing substantially. Any increase will hurt a lot of residents in the city. With that being said the faster the rate is raised the faster the city can save money to pay for the needed projects. There is a need for the increase but the residents will be hurt by any increase.

\*\*\*A motion to adopt Resolution 22-12, a Resolution amending the monthly sewer utility rate in the Prevailing Fee Schedule of the City was made by Wade, seconded by Curtis and the vote was unanimous.\*\*\*

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

No Vote: None

<b>DISCUSSION ON THE "HEALTHY UTAH COMMUNITY" DESIGNATION.</b>
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Deon mentioned the city is already doing almost everything that is required to be recognized as a Healthy Utah Community. The one item the city is missing is having a committee which should meet around four times per year.

Curtis mentioned Logan City and North Logan City are the only two local cities participating in this program.

Curtis, Deon, the mayor, Brett Daniels and the rec center have been discussing this program.

A committee will need to be formed.

Once the designation is received it is good for four years.

The healthy food criteria can be met by having a fruit and vegetable stand in the city during the summer.

There is not a cost to receive the designation.

The city does not receive any funding by obtaining the designation.

Mayor Monson asked how the committee would be formed? Curtis replied the intent would be to have someone at the rec center oversee the program. Deon mentioned the committee needs to consist of at least four members with varying backgrounds.

Mayor Monson asked Curtis to work with the rec center and form a committee.



**INITIAL DISCUSSION ON ADDITIONS TO THE MUNICIPAL PARKING CODE OF THE CITY.**

Mayor Monson mentioned she and Craig take a road trip throughout the city at least one per month. The city is receiving a lot of complaints regarding vehicles and trailers being parked on the side of the road for long periods of time. Some vehicles are even parked in the front yards of homes for a long period of time. Craig has been working on some possible changes to the city code based on the North Ogden and Brigham City municipal code.

Craig mentioned the staff looked at the code of many other cities. The staff felt Brigham City and North Ogden City addressed the topic well. They are quite heavy handed so a lot of their code is not included in what is being reviewed. For example, they require all trailers to be parked on cement which is not necessary in Smithfield. The intent is to have the council review the other cities code to see if it something they have an interest in adopting.

Mayor Monson mentioned some people are living in camp trailers on city streets. Wade replied he is not surprised as it is a symptom of the times.

Wade mentioned a semitruck is parked along Saddleback Road making it hard for the snowplow trucks to clear the road. Mayor Monson mentioned it is a hazard for anyone in the area.

Curtis asked how the city addresses shipping containers which are left in the front yard or on the road? Craig replied they are addressed in the zoning code not the parking code.

Curtis mentioned he was aware of a shipping container being parked along side the road all year until it was time for the winter parking ordinance to go into effect.

Curtis mentioned in Idaho Falls a trailer can be parked along a street for two weeks. Craig replied the recommendation is 48 hours as the state statute is 48 hours. Chief Allen concurred.

Craig mentioned the intent is to standardize the city code to be like the state code where possible.

Jon mentioned on the west side of town there are many areas without curb and gutter. The public right-of-way is very wide. People park in these areas without impeding traffic. Would this new verbiage effect these areas as well or just the curb and gutter areas? Craig replied it would be in effect everywhere. Jon mentioned there is a horse trailer down where he resides which has been parked in the right-of-way for many years and it has not caused any problems.

Wade stated he did not support proposed Section 10.08.240 “Storage of Recreational Vehicles and Trailers Storage of Recreational Vehicles and Trailers”. It states vehicles and trailers cannot be within ten feet of the front property line. At least three homes on Wade’s block would be affected. Wade’s truck and trailer would not be in compliance because the trailer is within a foot of the sidewalk and the truck within two feet of the sidewalk. Items on private property should be left alone.

Mayor Monson asked Wade his thoughts on trailers and cars parked in the front yards of residences. Wade replied he had no issue with it as long as the items are on private property. If the items are behind the sidewalk they should be left alone.

Wade stated he did not have concern with proposed sections 10.08.220 “Inoperable Motor Vehicle Storage” and 10.08.230 “Parking Unattached Trailers Prohibited”.

Wade stated he did not support 10.08.210 “Prohibited Parking”. Many residents in the city make their living by driving a semitruck. If the semitrucks are not parked on the road on a permanent basis they should be left alone. Residents livelihoods are being impacted if this section is adopted as written. Mayor Monson stated she received some safety complaints that people cannot see around the semitrucks when driving down the road. As well as people are parking on the opposite side of the road in front of their home in front of a neighbors home. Wade replied the city should not get involved in a neighborhood feud. Wade mentioned most semitruck drivers have a place to park their trailers so typically it is only the semitruck parked along the roadway. It is hard to find places to park semitrucks on a consistent basis.

Curtis stated he was like Wade and did not support what is being requested. There are camp trailers close to the sidewalk and they are fine.

Jon mentioned the code would be hard to enforce if adopted.

Craig mentioned the only reason this discussion is happening and the code being reviewed is because of the number of complaints the city is receiving in this regard.

Curtis asked Chief Allen how many citations were issued in regard to winter parking issues? Chief Allen replied around 140 the first time and around 70 the second time.

Curtis mentioned he would not support something where the trailer or vehicle was on private property and behind the sidewalk and still being considered out of compliance.

Craig asked Wade if he was okay having inoperable vehicles in the front yard of a home? Wade replied he had no issue with it.

Curtis mentioned he understood the side of those making complaints as well as the side of those saying it is private property and should be left alone.

Wade mentioned everyone considers an eyesore something different. Unless the item is physically being a problem on city property it should be left alone.

Mayor Monson mentioned this was just an initial discussion to see if the council had an interest in making any changes.

Chief Allen mentioned he would need additional officers if the code were adopted in order to address all of the complaints in this regard.

Wade stated private property is sacred to him and should be left alone.

Curtis asked how many complaints the city has received. Craig replied they have not been officially tracked in the past. Many calls have come in for construction trailers, boats, camp trailers and semitrucks being parked long term on the side of the road.

#### **CITY MANAGER REPORT**

Curtis asked if there would be a discussion regarding changes the city needs to make in regard to affordable housing? Craig replied there is an agenda item on the Wednesday, January 11<sup>th</sup> city council meeting regarding this issue.

#### **COUNCIL MEMBER AND MAYOR REPORTS**

Curtis mentioned the Night of Giving generated approximately \$32,000 in revenue in 2021. This year they received approximately \$50,000. The money was raised in about 2 ½ hours. Six more children are being helped this year than last year. Many grandparents are raising their grandchildren and need help. Nicole Zollinger, Rhonda Wright and the entire Smithfield Chamber of Commerce did an amazing job with the event.

The chamber hosts four big events per year. The golf fundraiser, Easter egg hunt, Halloween activity and their biggest item being the Night of Giving. The mayor and Jon both commented on what a great event it was this year.

Deon mentioned the Lions Club is hosting a blood drive on Monday, December 19<sup>th</sup>. All of the spots have been filled.

Deon mentioned the mayor asked him what his goals are for next year. Deon would like to see continued work on public works projects. The water and sewer lines are aging and need to be upgraded. There have been more waterline problems in the last six months than in a long time. Salaries need to be competitive for public works and the fire and police departments.

Sue mentioned the youth council is doing well and involved in many local projects and activities.

Jon mentioned the seniors meet every Tuesday at noon and are very active.

The Historical Society is going to submit a CLG (Certified Local Government) grant in January. The grant is from federal funding. The amount of the application will be around \$20,000. The city will have to pay approximately \$10,000. It is expected the grant process will be more competitive in 2023 than in the past.

Wade mentioned he attended a Cache County Council meeting. The budget was discussed and they tabled the discussion because they didn't understand some things. A discussion was then held on a solid waste agreement which they had not seen prior to the meeting. The person who led the discussion on the agreement convinced them to approve the agreement even though they

did not understand what was being passed. The county is officially part of the solid waste consortium moving forward.

The library is working on some new programming as well as posting a lot of updates on social media. A couple of new employees have been hired. A lot of new things are happening at the library.

The fire department lost a 2007 pickup. It was in an automobile accident and the truck was totaled by the insurance company. The department was able to find and acquire a new 2023 GMC pickup to replace the totaled one. The new truck is white. A red one was preferred but would have to be ordered and would take over a year to receive.

The fire department has a lot of administrative functions. The ambulance side is getting busier. The fire station was built in 2003. The city is growing fast and services are being tasked as the department is not growing as fast as the city is. The two fire engines the city has are a 2004 and a 2015.

The police and fire departments need to grow as fast as the city is growing.

An ambulance broke down three times this year. It is unacceptable to have an emergency vehicle breakdown.

More focus needs to be put on water, sewer, police, fire and roads than on some other departments according to Wade. Ambulances and fire engines need to take priority over the sprinkling system at the golf course.

The cities the fire department contracts with are growing as well.

A new fire department substation is needed on the east side of the city between Smithfield and Hyde Park.

Mayor Monson mentioned this will be the last year Logan City has an ice-skating rink.

Mayor Monson stated this year has been interesting, frustrating, amazing and hard all at the same time. Many things have been learned. Overall it has been a good experience. Thank you for your kindness and patience. The support is appreciated. The council receives a lot of complaints but good things happen as well.

*\*\*\*Wade made a motion to adjourn at 8:02 P.M.\*\*\**

## **SMITHFIELD CITY CORPORATION**

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Kristi Monson, Mayor

**ATTEST:**

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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, December 14, 2022**. The meeting will begin at 6:30 P.M.

6:00 – 6:30 P.M. - Question and answer session with Representative Mike Petersen.

Welcome pledge of allegiance and thought/prayer by Jon Wells

1. Approval of the city council meeting minutes from November 9, 2022.
2. Youth Council Report
3. Discussion and possible approval of Carole Holland as a member of the Tree Committee.
4. Discussion and possible appointment of Josh Wright as Public Works Director.
5. Discussion and possible vote on the request by John Merkley for approval of the Final Plat for the 150 East Subdivision, a (2) lot/unit subdivision located at approximately 150 East 200 North. Zoned R-1-10 (Single Family Residential 10,000 Square Feet).
6. Discussion and possible vote on Ordinance 22-26, an Ordinance rezoning Cache County Parcel Number 08-048-0012 from A-10 (Agricultural 10-Acre) to R-1-12 (Single Family Residential 12,000 Square Feet). The parcel is located at approximately 200 South 1000 East and is approximately 34.36 acres. The request was submitted by Dan Sundstrom.
7. Discussion and possible vote on the request by Visionary Homes for approval of the Final Plat for Fox Meadows Phase 5, a (4) lot/unit subdivision located at approximately 400 North 600 West. Zoned R-1-10 (Single Family Residential 10,000 Square Feet).

8. Discussion and possible vote on Ordinance 22-25, an Ordinance amending the Smithfield City Municipal Code Title 16 “Subdivision Regulations”, Chapter 16.12 “Final Plats”, Section 16.12.030 “Preparation and Required Information” and adding in its entirety Title 17 “Zoning Regulations”, Chapter 17.12 “Supplementary and Qualifying Regulations”, Section 17.12.240 “Water Model Required”.
9. Discussion and possible vote on Ordinance 22-27, an Ordinance amending the Smithfield City Municipal Code Title 17 “Zoning Regulations”, Chapter 17.81 “Master Planned Community (MPC) Zone”, Section 17.81.050 “Development Standards” and Chapter 17.88 “Planned Unit Developments”, Section 17.88.060 “Application of PUD to Underlying Zone”.
10. Public Hearing for the purpose of discussing Ordinance 22-28, an Ordinance amending the Smithfield City Construction & Design Standards, Part I “Design Standards”, Chapter 5.0 “Culinary Water System Design”, Section 5.1 “General”.
11. Discussion and possible vote on Ordinance 22-28.
12. Discussion and possible vote on Ordinance 22-29, an Ordinance establishing a time and place for holding regular meetings during calendar year 2023.
13. Discussion and possible vote on amendments to the Employee Personnel Manual.
14. Discussion and possible vote on Resolution 22-12, a Resolution amending the Prevailing Fee Schedule of the city specifically the monthly sewer utility rate.
15. Discussion on the “Healthy Utah Community” designation.
16. Initial discussion on additions to the municipal parking code of the city.
17. City Manager Report
18. 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.

**ORDINANCE NO 22-30**

**AN ORDINANCE AMENDING TITLE 17, ZONING OF THE SMITHFIELD MUNICIPAL CODE, BY AMENDING THE ZONING MAP OF SMITHFIELD CITY.**

BE IT ORDAINED by the City Council of Smithfield City, Utah as follows:

That certain map or maps entitled "Zoning map of Smithfield City, Utah" is hereby amended and the following described property is hereby rezoned from A-5 (Agricultural 5-Acre) to M-1 (Manufacturing).

Approximate Property Location: 650 South 400 West

**Cache County Parcel Number: 08-109-0002**

BEG 4.20 CHS S OF NW COR OF SE/4 SEC 33 T 13N R 1E S 5.5 CHS E 9.41 CHS N 5.5 CHS WLY 9.41 CHS E TO BEG CONT 5.15 AC M/L

APPROVED by the Smithfield City Council this 11th day of January, 2023.

**SMITHFIELD CITY CORPORATION**

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Kristi Monson, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder

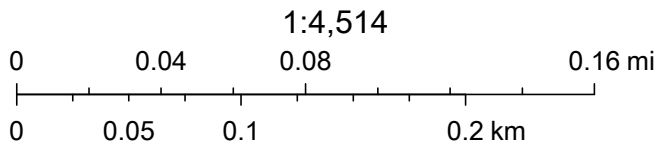


# Parcel Map



12/5/2022, 4:41:38 PM

- |                                |                                  |                             |
|--------------------------------|----------------------------------|-----------------------------|
| Override 1                     | RESIDENTIAL AGRICULTURE - 5 ACRE | FOREST RECREATION - 40 ACRE |
| Taxes Due / Not Paid           | RESIDENTIAL - 1 ACRE             | TRENTON ZONING              |
| Wellsville Zoning              | RESIDENTIAL - 1/2 ACRE           | AGRICULTURAL                |
| NEIGHBORHOOD COMMERCIAL - NC   | RESIDENTIAL - 12,000 SF          | COMMERCIAL C1               |
| COMMUNITY COMMERCIAL - C1 - C2 | RESIDENTIAL - MULTIFAMILY        | COMMERCIAL C2               |
| GENERAL COMMERCIAL - GC        | RECREATIONAL PLANNED DEVELOPMENT | PARK                        |
| HIGHWAY COMMERCIAL - CH        | RESIDENTIAL CRITICAL AREA        | RESIDENTIAL                 |
| MANUFACTURING                  |                                  |                             |
- |                                |                                  |
|--------------------------------|----------------------------------|
| PUD OVERLAY                    | COMMUNITY COMMERCIAL - CC        |
| MIXED USE OVERLAY              | GENERAL COMMERCIAL - GC          |
| AGRICULTURAL - A-3             | INSTITUTIONAL - I-1              |
| AGRICULTURAL - A-5             | MANUFACTURING - M1               |
| AGRICULTURAL - A-10            | MULTIPLE FAMILY RESIDENTIAL - RM |
| CENTRAL BUSINESS DISTRICT - CB | RESIDENTIAL AGRICULTURAL - RA-1  |
| COMMERCIAL PROFESSIONAL        | RESIDENTIAL AGRICULTURAL - RA-2  |



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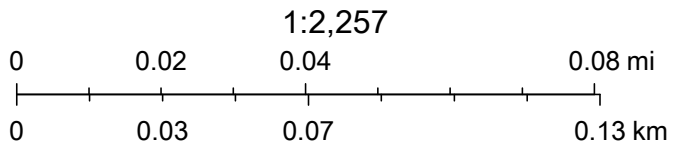


Parcel Map



12/5/2022, 4:39:19 PM

<div></div> Override 1	<div></div> Cache Parcels	UTCACH042027.sid	UTCACH038042.sid	UTCACH036027.sid	UTCACH031027.sid	UTCACH026027.sid	UTCACH018042.sid	UTCACH018030.sid	UTCACH010030.sid
<div></div> Taxes Due / Not Paid	UTCACH049024.sid	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1
Class B Surface Type	<div></div> Red: Band_1	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2
<div></div> ASPHALT	<div></div> Green: Band_2	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3
<div></div> GRAVEL	<div></div> Blue: Band_3	UTCACH039018.sid	UTCACH036033.sid	UTCACH034038.sid	UTCACH030042.sid	UTCACH023042.sid	UTCACH018038.sid	UTCACH010038.sid	UTCACH010013.sid
<div></div> DIRT	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1	<div></div> Red: Band_1
<div></div> Municipal Boundaries	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2	<div></div> Green: Band_2
<div></div> County Boundary	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3	<div></div> Blue: Band_3



Maxar, Microsoft



# Moderate Income Housing

## Moderate Income Strategies, Actions and Timing

Congruent with the Utah State code, section 10-9a-403 (2)(b), which reads;

- (b) In drafting the moderate income housing element, the planning commission:
  - (i) shall consider the Legislature's determination that municipalities shall facilitate a reasonable opportunity for a variety of housing, including moderate income housing:
    - (A) to meet the needs of people of various income levels living, working, or desiring to live or work in the community; and
    - (B) to allow people with various incomes to benefit from and fully participate in all aspects of neighborhood and community life;
  - (ii) for a town, may include, and for a specified municipality as defined in Section 10-9a-408, shall include, an analysis of how the municipality will provide a realistic opportunity for the development of moderate income housing within the next five years;
  - (iii) for a town, may include, and for other municipalities, shall include, a recommendation to implement three or more of the following moderate income housing strategies:

Smithfield City has amended the general plan (appendix B and C), to implement the following strategies, in order to facilitate the development and opportunity for moderate income housing.

## Strategy 'A'

### STRATEGY

**Objective:** "Rezone for densities necessary to facilitate the production of moderate income housing."

### ACTION

**Action:** Create and implement a Master Plan Community (MPC) zone that allows for increased density, additional housing types, increased circulation and expanded open space.

The objective of a master plan community, is to create a distinctive zone that allows for the design and integration of various housing types, including moderate income housing, multi-family housing and single family housing. This is accomplished by providing greater flexibility in the location of buildings on the land, creating and consolidating open spaces, and clustering proposed dwelling units.

### TIMING

**Timing:** The Master Plan Community zone has been approved by the city council and is currently being designed and utilized throughout the city. All major modifications and revisions will be adopted by December of 2023.

# Moderate Income Housing

## Strategies, Actions and Timing

### Strategy 'E'

#### STRATEGY

**Objective:** "Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones."

#### ACTION

**Action:** Allow internal and detached accessory dwelling units in all residential zones. Reduce the amount of impact fees placed on detached dwelling units and eliminate all city impact fees for internal accessory dwelling units.

#### TIMING

**Timing:** Internal accessory dwelling units are currently allowed in all residential zones. There is an application and inspection fee, but the city has removed all impact fees associated with any additional utility use.

Detached accessory dwelling units will be made available to all single family residential areas by August of 2022. Impact fees associated with the new construction of detached accessory dwelling units will be reduced by removing all park, storm water and review fees by the end of January 2023.

### Strategy 'L'

#### STRATEGY

**Objective:** "Reduce, waive, or eliminate impact fees related to moderate income housing."

#### ACTION

**Action:** Reduce the amount and type of impact fees placed on moderate income housing, defined as any dwelling establishment that is constructed for use by households that earn 30% or less of the 'Area Median Income' (AMI), for Cache Valley Utah.

#### TIMING

**Timing:** Standard city impact fees will be reduced by removing all park, storm water and review fees from new construction of approved moderate income housing by October of 2023.

In order to qualify for the reduced impact fees, developers or contractors must comprehensively prove that the proposed structure will be used for households that earn 30% or less of the 'Area Median Income' (AMI), for Cache Valley Utah.

The AMI for Cache Valley will be determined annually, by the Bear River Association of Governments.

## Strategies

Municipalities and counties must include at least three strategies – municipalities with a “fixed guideway transit station” (train or BRT station) must have at least four strategies. The menu of strategies includes the following:

- A. Rezone for densities necessary to facilitate the production of moderate income housing
- B. Demonstrate investment in the rehabilitation or expansion of infrastructure that facilitates the construction of moderate income housing
- C. Demonstrate investment in the rehabilitation of existing uninhabitable housing stock into moderate income housing
- D. Identify and utilize general fund subsidies or other sources of revenue to waive construction related fees that are otherwise generally imposed by the county/municipality for the construction or rehabilitation of moderate income housing
- E. Create or allow for, and reduce regulations related to, internal or detached accessory dwelling units in residential zones
- F. Zone or rezone for higher density or moderate income residential development in commercial or mixed-use zones near major transit investment corridors, commercial centers, or employment centers
- G. Amend land use regulations to allow for higher density or new moderate income residential development in commercial or mixed-use zones near major transit investment corridors
- H. Amend land use regulations to eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities
- I. Amend land use regulations to allow for single room occupancy developments
- J. Implement zoning incentives for moderate income units in new developments
- K. Preserve existing and new moderate income housing and subsidized units by utilizing a landlord incentive program, providing for deed restricted units through a grant program, or establishing a housing loss mitigation fund
- L. Reduce, waive, or eliminate impact fees related to moderate income housing
- M. Demonstrate creation of, or participation in, a community land trust program for moderate income housing
- N. Implement a mortgage assistance program for employees of the county/municipality, an employer that provides contracted services for the county/to the municipality, or any other public employer that operates within the county/municipality
- O. Apply for or partner with an entity that applies for state or federal funds or tax incentives to promote the construction of moderate income housing, an entity that applies for programs offered by the Utah Housing Corporation within that agency's funding capacity, an entity that applies for affordable housing programs administered by the Department of Workforce Services, an entity that applies for affordable housing programs administered by an association of governments established by an interlocal agreement under Title 11, Chapter 13, Interlocal Cooperation Act, an entity that applies for services provided by a public housing authority to preserve and create moderate income housing, or any other entity that applies for programs or services that promote the construction or preservation of moderate income housing
- P. Demonstrate utilization of a moderate income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency to create or subsidize moderate income housing
- Q. Create a housing and transit reinvestment zone pursuant to Title 63N, Chapter 3, Part 6, Housing and Transit Reinvestment Zone Act
- R. Eliminate impact fees for any accessory dwelling unit that is not an internal accessory dwelling unit as defined in Section 10-9a-530
- S. Create a program to transfer development rights for moderate income housing
- T. Ratify a joint acquisition agreement with another local political subdivision for the purpose of combining resources to acquire property for moderate income housing
- U. Develop a moderate income housing project for residents who are disabled or 55 years old or older
- V. Develop and adopt a station area plan in accordance with Section 10-9a-403.1
- W. Create or allow for, and reduce regulations related to, multifamily residential dwellings compatible in scale and form with detached single-family residential dwellings and located in walkable communities within residential or mixed-use zones
- X. Demonstrate implementation of any other program or strategy to address the housing needs of residents of the county/municipality who earn less than 80% of the area median income, including the dedication of a local funding source to moderate income housing or the adoption of a land use ordinance that requires 10% or more of new residential development in a residential zone be dedicated to moderate income housing.

# Smithfield City Police Department

## Crime Clock Report

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On average, one key indicator crime is committed every 6.10 days

<u>Crime</u>	<u>Frequency</u>
Assault	1.87 Months
Controlled Substances	1.74 Months
Larceny	14.36 Days
Rape	2.91 Months
Sex Assault	1.45 Months
Vehicle Theft	2.01 Months

**TOTAL CRIMES: 120**

**Report Includes: Past 24 Months**

All Dates between 01/01/21 and 12/31/22, All Agencies Matching 'SCPD'

# Smithfield City Police Department

## CAD Calls Received Report

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On Average, one call is received every 2.17 hours

<u>Incident</u>	<u>Frequency</u>
Traffic Crashes	1.65 Days
Alarms	2.97 Days
Animal Incidents	15.84 Hours
Assaults	19.21 Days
Assists	7.22 Hours
Burglary	15.20 Days
Drugs/Paraphernalia	30.41 Days
Child Abuse	5.36 Days
Custodial Incidents	3.50 Days
Disputes	4.62 Days
Fraud	15.86 Days
Juvenile Problem	2.43 Days
Rape/Sex Offense	30.41 Days
Suspicious Incidents	13.21 Hours
Alcohol Offense	13.03 Days
Theft	7.93 Days
Public Welfare	2.31 Days
911 Hang-up	10.73 Days
Robbery	182 Days

**Report Includes: All dates between 01/01/2022 and 12/31/2022 All Agencies Matching 'SCPD'**

# Smithfield City Police Department

## Year-To-Date CAD Call Detail

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<b><u>CALL NATURE</u></b>	<b><u>2 YEAR % CHANGE</u></b>
Accident Hit and Run	73% Increase
Animal Bites	21% Increase
Assaults	300% Increase
Burglary	90% Increase
Child Abuse	143% Increase
Criminal Mischief	15% Increase
Custodial Interference	75% Increase
Family Dispute	122% Increase
Found Child	600% Increase
Fraud	6% Increase
Intoxicated persons	43% Increase
Juvenile Problem	19% Increase
Missing Persons	400% Increase
Ordinance Violation	780% Increase
Overdose	22% Increase
Probation/Parole Violation	400% Increase
Property Damage	81% Increase
Protective Order Violation	38% Increase
Psych/Suicide Attempt	6% Increase
Retail Theft	13% Increase
Sex Offense	14% Increase
Stalking Incidents	25% Increase
Suspicious Drugs	67% Increase
Thefts	31% Increase
Theft, Automobile	300% Increase
Threat to commit Suicide	107% Increase
Threats	27% Increase
Accident w/Damage	19% Increase
Accident w/Injury	19% Increase
Trespassing	28% Increase
Vehicle Burglary	30% Increase
Welfare Check	13% Increase

### **Report Includes:**

All Dates between 01/01/2020 and 12/31/22, All Agencies Matching 'SCPD'

## **RESOLUTION 23-01**

### **A RESOLUTION AMENDING THE FISCAL YEAR 2023 BUDGET FOR THE CITY OF SMITHFIELD, UTAH.**

**BE IT ORDAINED** by the City Council Members of the City of Smithfield, Utah, that the Fiscal Year 2023 budget be amended to include increases/(decreases) within the General Fund and Enterprise Funds.

#### **GENERAL FUND**

Revenue	\$(336,071)
<u>Expense</u>	
Administrative	\$101,092
Election	0
Court	0
Historical Society	(1,500)
Planning	0
Youth Council	0
Library	4,962
Fire Dept	323,756
Police	61,479
Public Works	3,993
Cemetery	0
Class "C" Roads	0
Parks	55,869
Streets	0
Sanitation/911	(1,160,000)
Park Impact	69,130
Recreation	22,988
Celebrations	81
Senior Center	0
Youth Center	0
Civic Center	0
Golf	32,352
Capital Improvement	149,727
Total	\$(336,071)

#### **GENERAL CAPITAL IMPROVEMENT FUND**

Revenue	\$149,727
Expense	\$48,348

**WATER ENTERPRISE FUND**

Revenue	\$584,603
Expense	\$2,015,061

**SEWER ENTERPRISE FUND**

Revenue	\$470,132
Expense	\$3,100,970

**STORM WATER ENTERPRISE FUND**

Revenue	\$48,150
Expense	\$51,387

**SOLID WASTE ENTERPRISE FUND**

Revenue	1,325,000
Expense	1,170,035

**PASSED AND APPROVED** this 11th day of January, 2023.

**SMITHFIELD CITY CORPORATION**

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Kristi Monson, Mayor

**ATTEST:**

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Justin B. Lewis, City Recorder