



REGULAR CITY COUNCIL MEETING
Tuesday, April 2, 2024 at 7:00 p.m.
Council Chambers at City Hall and Online

MINUTES

Mayor Olson called the meeting to order at 7:00 p.m.

ROLL CALL

Councilors present included Councilors Adcock, Del Rosario, Keel, and Siddoway.

Councilor Mecham was excused from the meeting.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Deputy Recorder Stephanie Christensen, Legal Counsel Brett Rich, Steve Potter, and BreAnna Nixon.

Other various members of the public attended the meeting.

PLEDGE OF ALLEGIANCE

City Manager Beagley led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Adcock offered an invocation.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

1. 03-19-2024 City Council Work Session Minutes
2. 03-19-2024 City Council Regular Meeting Minutes
3. City Expenditures from 03/16/2024 to 03/29/2024 in the amount of \$706,253.10

Councilor Adcock made a motion to approve the Consent Agenda items 1 through 3. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

PUBLIC FORUM

4. Payson Santaquin Area Chamber of Commerce Report

Jim Rowland from the Payson & Santaquin Area Chamber of Commerce reported on recent chamber events and upcoming events planned for the coming year. He indicated that a community brochure will arrive in the mail in the coming week highlighting things to do in Payson and Santaquin.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant City Manager Bond presented the Building Permit Report. 84 residential units have been issued building permits in the current calendar year. In comparison, 182 single and multi-family residential units have been built in the current fiscal year (July 1, 2023 – June 30, 2024). Five new business licenses were issued in the last two weeks.

NEW BUSINESS

5. Resolution 04-01-2024 - Approval of a Contract with RB&G Engineering for Materials Testing for the Main Street Reconstruction Project

Manager Beagley presented Resolution 04-01-2024 which approves a contract with RB&G Engineering for materials testing for the Main Street Reconstruction Project. The contract will include the proposed project scope, fee, and schedule. Manager Beagley indicated that RB&G performed the geotechnical work for all previous phases of the Main Street project and are well suited for the contract and continuing work. Councilor Adcock inquired if the City went through the bidding process for the contract. Manager Beagley indicated that Santaquin City is authorized to utilize UDOT's engineering services pool, which RB&G is a part of. Councilor Adcock also inquired about the difference between "QC and QA". Manager Beagley went over what types of Quality Control and Quality Assurance will be completed and by whom during the scope of the project. Manager Beagley also noted that because quality control and quality assurance will be paid for by different agencies, the amount indicated on the contract will be split for those services. The City will pay half and the contractor will pay the other half.

Councilor Siddoway made a motion to approve Resolution 04-01-2024 - Approval of a Contract with RB&G Engineering for Materials Testing for the Main Street Reconstruction Project. Councilor De Rosario seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

6. Ordinance 04-01-2024 -Reducing the Minimum Square Footage Requirement for Various Residential Unit Sizes Within the Main Street Business Districts Zone

Assistant Manager Bond presented Ordinance 04-01-2024 which reduces the minimum square footage requirement for residential unit sizes within the Main Street Business Districts Zone. Amendment Santaquin City Code 10.20.190.K.1 will address one of the City's five strategies to meet the State's moderate-income housing requirements. The Planning Commission made a unanimous positive recommendation for the code amendment on March 26, 2024. Councilor Adcock mentioned that the driving thought behind the strategy would be that if units are smaller in size, they will be more

affordable for low to moderate income families to purchase. Council members discussed the parking and units-per-acre requirements still in place, making the possibility of higher density not an issue.

Councilor Del Rosario made a motion to approve Ordinance 04-01-2024 -Reducing the Minimum Square Footage Requirement for Various Residential Unit Sizes Within the Main Street Business Districts Zone. Councilor Keel seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

7. Ordinance 04-02-2024 - Amending the Land Use Authority and Process for an Extension of Preliminary Plat and Final Plat Approvals

Assistant Manager Bond presented Ordinance 04-02-2024 amending the land use authority and process for an extension of preliminary plat and final plat approvals. In the past months, staff have found some areas in the Code that need to be updated to follow the City's recent changes to the subdivision review process. The proposed amendment will also clarify the subdivision extension process. Below are some of the proposed changes to the code.

1. Make the Planning Commission the land use authority for extending a preliminary plat.
2. Make the Development Review Committee the land use authority for extending a final plat.
3. Make the Planning Commission the land use authority for subdivision amendments.
4. Clarify how Preliminary and Final Plans are extended when final plats (phases) are recorded.
5. Update the section of code related to vacating a street to match State Code requirements.

The Planning Commission made a unanimous positive recommendation for the code amendment on March 26, 2024. Mayor Olson clarified that the proposed code change allows for Land Use Authority to be more straight forward on administrative processes already laid out in the City Code. Manager Beagley stated that standard subdivisions that meet the code will not come before the City Council. Items like development agreements, Planned Unit Developments (PUDs), deferral agreements, code changes, etc. will still go before the City Council for review and approval. Mayor Olson and Councilor Adcock expressed concern about decisions being taken away from the council while Councilor Keel approved of the move to allow for more trust to be put into the Planning Commission to review administrative decisions. Assistant Manager Bond and Manager Beagley spoke to the council's ability to stay informed by continuing to watch Development Review Committee (DRC) and Planning Commission meetings should they wish to understand more fully what type of developments are being approved by other boards.

Councilor Keel made a motion to approve Ordinance 04-02-2024 - Amending the Land Use Authority and Process for an Extension of Preliminary Plat and Final Plat Approvals. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT & RENEWAL AGENCY

Councilor Adcock made a motion to enter into a Community Development & Renewal Agency (CDRA) Board Meeting. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

The CDRA Meeting began at 7:26 p.m.

8. Resolution 04-01-2024 CDA - Approval of Addendum #2 to the Santaquin Peaks, LLC Real Estate Purchase Agreement

Board Chair Olson presented Resolution 04-01-2024 CDA which approves addendum #2 to the Santaquin Peaks, LLC Real Estate Purchase Agreement. He indicated that the applicant is working diligently to bring business into the Santaquin Peaks industrial area. Board Chair Olson proposed that the addendum before the board be extended an additional 45-days. That 45 days would be on top of the 30-day extension approved in addendum #1. The applicant, Steve Potter, attended the meeting. He stated that his company has been working hard to speak with investors in the last months and believes that the extension will allow them to accomplish their goals for the project. Board Member Del Rosario asked if Mr. Potter is confident that he can reach an agreement in the extended time. Mr. Potter indicated that he believes he will reach an agreement with investors within that time.

Board Member Adcock made a motion to approve Resolution 04-01-2024 CDA - Approval of Addendum #2 to the Santaquin Peaks, LLC Real Estate Purchase Agreement with the change from a 30-day to a 45-day extension. Board Member Del Rosario seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Absent
Board Member Siddoway	Yes

The motion passed unanimously.

Board Member Del Rosario made a motion to end the CDRA meeting and return to the Regular City Council Meeting. Board Member Adcock seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Absent
Board Member Siddoway	Yes

The motion passed unanimously.

The Regular City Council Meeting reconvened at 7:39 p.m.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant Manager Bond discussed items on upcoming DRC and Planning Commission meetings. He let council members know that a public open house will be held on Thursday, May 2nd from 6:00 p.m. to 8:00 p.m. so residents can interact with City staff and professionals in the area regarding Accessory Dwelling Units.

Manager Beagley showed graphs representing the water and snow levels in Santaquin Canyon this year. He indicated that the water levels are slightly above average in comparison to other years. He indicated that the City does not anticipate any flooding at this time. However, the Public Work's department is clearing culverts and waterways in preparation of spring water runoff. Manager Beagley let council members know that there is a public open house on Thursday, April 25th from 6:00 p.m. to 8:00 p.m. for the Utah Lake System (ULS) Project. He discussed the start of the Main Street reconstruction project from 300 East to 100 West, including a new traffic signal on Center Street and Main Street that will be installed during this construction season. During the reconstruction project, Main Street will be widened, parking lanes will be installed, storm drainage will be reconstructed, and utilities will be relocated among other infrastructure improvements. Manager Beagley informed the council that a new snowplow was picked up today after a wait of over two years.

Councilor Del Rosario inquired about the plans for demolition of the old Jr. High School building. Manager Beagley indicated that due to federal timelines and red tape there have been delays to overcome in the process.

Councilor Brian Del Rosario discussed meetings he has had with the Payson and Santaquin Area Chamber of Commerce. He expressed his enthusiasm for highlighting businesses in Santaquin. He invited all business owners to attend the monthly Chamber of Commerce meetings.

Councilor Adcock asked Manager Beagley if there has been any progress on cleaning the attic of the Chieftain Museum. Manager Beagley indicated that he will get an update from Community Services Director John Bradley and report back to the council on that topic. Councilor Adcock also inquired about the upcoming Orchard Days celebration and how construction in the city will affect the traffic that week. Manager Beagley informed council members that the construction will be halted during the week of Orchard Days and other holidays to better accommodate busy traffic. He went on to say that under Mayor Olson's direction, the parade will be relocated to 100 South this year. The Community Services, Administration, and Police Departments will all have input on how the parade will be staged. Councilor

Adcock inquired if the City has received any further communication from O'Reilly's or Les Schwab commercial applications. Assistant Manager Bond stated that at that time there were no updates on those businesses. Councilor Adcock discussed casual conversations he has had with council members regarding a possible sign code amendment. He stated his belief that signage at McDonald's is not visible to passersby and his preference would be to add a large pole sign. Assistant Manager Bond stated that in that specific case, the property owner indicated that they were not agreeable to a tall pole sign, therefore McDonald's did not pursue any request for additional or larger signage.

Councilor Keel suggested that the council check the City Code and local policies for any outdated codes and/or policies that could be revised.

Councilor Del Rosario mentioned that he met a gentleman in St. George that was complimentary of the Prospector View Bike Park. He complimented the City and the Mayor for their far-reaching efforts to make the bike park a place for people to recreate. He added that on April 27th the City will be having it's annual art festival.

Councilor Siddoway let the council know that the Easter Egg hunt was well attended and enjoyed by residents. He added that the Community Services is asking for volunteers to help fill the community garden boxes. Councilor Siddoway also complimented the bike park award. Council members discussed the celebrations planned for the upcoming Art Festival.

Councilor Keel updated the council on recent activities of the Youth City Council.

Mayor Olson discussed the Payson and Santaquin Area Chamber of Commerce brochure that is being mailed. He updated council members on the progress on the I-15 interchange reconstruction study work and continual meetings he has attended to keep track of its progress. He also discussed the Main Street Reconstruction and Utah Lake System projects happening in the city. He mentioned the CUP water line process and batch plant approval. He spoke on the progress of box culverts going in up in Santaquin Canyon with the intent to get the canyon road open once again. He added that Utah County has also been working on the debris basin in the canyon noting that some of the water from the canyon is being directed to Utah Lake, in a controlled manner, through an agreement between the Bureau of Land Management and Summit Creek Irrigation & Canal Company. Mayor Olson continues to meet with the Department of Natural Resources (DNR) to continue working on trails at Prospector Park. He thanked Councilor Del Rosario for his work with the Chamber of Commerce.

EXECUTIVE SESSION

Councilor Adcock made a motion to enter into an Executive Session to discuss the pending or reasonably imminent litigation, and/or purchase exchange, or lease of real property. Councilor Del Rosario seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

The Regular City Council meeting ended at 8:20 p.m. After a brief break called for by the Mayor, the Executive Session began at 8:27 p.m.

Present at the Executive Session were Mayor Daniel Olson, Council Member Travis Keel, Council Member Jeff Siddoway, Council Member Art Adcock, Council Member Brian Del Rosario, City Manager Norm Beagley, Assistant City Manager Jason Bond, and Legal Counsel Brett Rich.

Councilor Keel made a motion to end the Executive Session and return to the Regular City Council Meeting. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

The Regular City Council meeting reconvened at 9:20 p.m.

ADJOURNMENT

Councilor Del Rosario made a motion to adjourn the meeting. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Absent
Councilor Siddoway	Yes

The motion passed unanimously.

The meeting was adjourned at 9:21 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder