THE STATE OF UTAH
COUNTY OF SEVIER
CITY OF RICHFIELD

At the City Council
In and For Said City
May 14, 2024

Minutes of the Richfield City Council meeting held on Tuesday, May 14, 2024, at 7:00 pm in the Council Chambers of the Richfield City office building located at 75 East Center, Richfield, Utah, with Mayor Bryan L. Burrows presiding.

1. **CALL TO ORDER**
2. **OPENING REMARKS**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **MINUTES APPROVED**
6. **EXPENDITURES APPROVED**
7. **GOVERNOR'S CORRIDOR FOR THE INLAND PORT DISCUSSED**
8. **PUBLIC HEARING – ANDERSON/CALL ANNEXATION**
9. **PUBLIC HEARING – ALBRECHT ANNEXATION**
10. **PUBLIC HEARING – STANDARDS FOR RM-11 ZONE**
11. **RECESS**
12. **RECONVENE**
13. **PLANNING COMMISSION REPORT**
14. **BID AWARDED FOR THE CULINARY WATER IMPROVEMENT PROJECT**
15. **LOT SPLIT FOR PROPERTY LOCATED AT 680 S COVE VIEW ROAD APPROVED**
16. **RESOLUTION 2024-6 ACCEPTING THE ANNEXATION PETITION FILED BY SHELBY GT ADOPTED**
17. **MUNICIPAL ADVISORY AGREEMENT WITH CREWS & ASSOCIATES, INC. APPROVED**
18. **MAYOR BURROWS' PROPOSED BUDGET FOR FISCAL YEAR 2024-25 PRESENTED.**
19. **OTHER BUSINESS.**
20. **EXECUTIVE SESSION**
21. **ADJOURN**

1. **CALL TO ORDER**
2. **OPENING REMARKS -** David Anderson, Deputy Clerk.
3. **PLEDGE OF ALLEGIANCE** led by Brayden Gardner
4. **ROLL CALL - Present:** Bryan Burrows (Not voting), Brayden Gardner, Kip Hansen, Elaine Street, Kendrick Thomas, Tanner Thompson, Michele Jolley (Not voting), Rob Jenson (Not voting).

5. **MINUTES APPROVED** - Consider a motion to approve the minutes of the meeting held on April 9, 2024. **Motion:** Approve the minutes of April 9, 2024. **Action:** Approve, **Moved by** Kendrick Thomas, **Seconded by** Brayden Gardner. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes:** Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

6. **EXPENDITURES APPROVED** – Consider a motion to approve the warrants and cash

disbursements for April 2024. **Motion:** Approve the warrants and cash disbursements for April 2024. **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Kendrick Thomas. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes**: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

7. **GOVERNOR'S CORRIDOR FOR THE INLAND PORT DISCUSSED.** Jenna Draper was present to discuss the Governor's Corridor for the Inland Port. Draper began her remarks by asking if the council knew what a community reinvestment agency is. The community reinvestment area is a space where increases in taxes due to development and growth can be captured and reinvested in that area in ways that foster future development. The tax is not sent to the state or distributed to other entities, it stays entirely in the city.
The inland port does a similar thing, but it doesn't require approval from other taxing entities. The Legislature gave the Inland Port the authority to create project areas and disperse the funds via the statute in the state law, rather than through other taxing entities. The program focuses on projects of regional significance. The Inland Port would take direction from the city, acting as the financial vehicle for the local entities to pursue whatever projects they want to pursue. Richfield City would be in an area with Salina, Gunnison and Wayne County.
Even while under the umbrella of the other areas, the money brought in by Richfield would remain in Richfield and be spent accordingly.

Draper said there is a logistics department with the Inland Port to help communities capitalize on the available infrastructure. The Inland Port offers help with facilitation of public/private partnerships, promotion, marketing and branding of local communities. There is also a sustainability program integrated with the Inland Port to help make sure environmental guidelines are being followed.

The Inland Port does not have land use authority, and cannot change zoning.
The Inland Port can also support efforts to bond against anticipated revenue in the project areas. Regional promotion and recruitment services are also part of what the Inland Port offers. Draper would help track down and approach the types of businesses the city is interested in attracting.

The school district and county would not lose money, as the revenue is based entirely upon the growth. Some 25 percent of the growth in tax revenue would continue to flow the way it currently is. The remaining 75 percent would go to the inland port. There is a 5 percent administrative fee, with the remainder going into an account to benefit the project area. This money can be used for infrastructure, incentives and other items to promote future growth in the project area.

Different parcels can be triggered at the city's will, helping to capture the differential when its optimum for the city.

If the City doesn't want to be included at this time, it wouldn't be about to join until fall 2025. A resolution could be passed at the next council meeting to create a project area. The project area could be presented in September, and created in October. It's a 25-year agreement. Each

parcel can be triggered individually. There is no obligation to trigger any of the parcels in the project area.

Benefits include a guaranteed revenue stream that can be bonded against for infrastructure needs. Also, help with the recruitment of businesses, as well the ability to help local businesses get the infrastructure they need to expand and grow.
Funds can be used to purchase land. There is no limit as to the size and number of project areas. The funds from project areas can be used to incentivize, or even rebate taxes to businesses to encourage expansion.

Councilman Thomas asked about the possibility of redevelopment of downtown areas. Draper said a project area encompassing a downtown parcel could be created. The city doesn't have to own the land in the project areas.

Mayor Burrows asked if it overlaps into greenbelt land, would the rollback taxes on greenbelt still be applicable. Draper said she would follow up on it, but it may depend on the trigger date. She said it wouldn't likely affect how greenbelt rollback taxes are collected. Burrows said the greenbelt rollback taxes are a key hurdle to overcome in fostering development.

8. **PUBLIC HEARING – ANDERSON/CALL ANNEXATION**. Mayor Burrows opened a public hearing at 7:36 p.m. to receive comments on an annexation of property located at approximately 1149 N 500 E owned by Gordon Anderson and Natalie Call. Hearing no comments, he closed the hearing at 7:37 p.m.

9. **PUBLIC HEARING – ALBRECHT ANNEXATION.** Mayor Burrows opened a public hearing at 7:37 p.m. to receive comments on an annexation of property located at approximately 1950 W 1100 S, owned by Jeff Albrecht. Hearing no comments, he closed the hearing at 7:37 p.m.

10. **PUBLIC HEARING – STANDARDS FOR RM-11 ZONE.** Mayor Burrows opened a public hearing at 7:37 p.m.to receive comments on a proposed amendment to the Zoning Ordinance defining standards for the RM-11 zone. Josh Peterson, Planning Commission Chairman, said the Planning Commission is recommending some standards for RM-11 zones that are similar to RM-24 zones. The proposal would set a maximum size for the RM-11 developments and set a spacing requirement for this zone. The maximum size for an RM-11 would be 3 acres, with a maximum number of units set at 27. The largest RM-11 developments would require a ½ mile spacing between them. Other spacing would be determined by the size of the development. It also sets an open space requirement in RM-11 would be 30 percent, which is more than the 20 percent required in the higher density RM-24. Hearing no comments from the public, Mayor Burrows closed hearing at 7:40 p.m.

11. **RECESS.** At 7:41 p.m., **Motion:** Recess from regular city council meeting and convene a Municipal Building Authority meeting. **Action:** Adjourn, **Moved by** Kip Hansen, **Seconded by** Brayden Gardner. **Vote:** Motion carried by unanimous roll call vote (summary: Yes = 5). **Yes**: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

12. **RECONVENE.** At 8:05 pm, regular session of the Richfield City Council reconvened.

13. **PLANNING COMMISSION REPORT.** Planning Commission Chairman Josh Peterson gave a report on the Planning Commission meeting from May 1, 2024. Donavon Allen and Tyson Hansen asked for a conditional use permit for a fourplex to be built at 150 South 100 East. The development was approved with condition of documentation of an easement for shared access between the property of the proposed fourplex and the one to the south. The other condition is that previous developments by Mr. Allen would be completed. Ryan Shaddax requested to place a storage container at 385 South Main. This request was approved with a 180-day limit. Ryder Robinson was to address the commission concerning the installation of security fence, but it was tabled for lack of information.

A split of property for Jim Holt was recommended for approval. The property is the former

Pepperbelly's restaurant on Cove View Road.

The commission also discussed setting a set density requirement for all mixed-use. In the future, all mixed-use would be limited to RM-11 density. There was also a discussion about possibly making a mixed-use residential zone, but the Planning Commission did not want to make any changes. Peterson asked about updating the zoning ordinance. The city is in the process of applying for a grant to continue the process.

14. **BID AWARDED FOR THE CULINARY WATER IMPROVEMENT PROJECT.** Councilmember Thomas declared a conflict as a Jones & DeMille employee. Carson DeMille said this is the second half of the spring package to replace old water lines throughout town. A & D was the low bidder. P and L Construction out of Payson was next with a bid that was just under $1 million. HMH was next at $1.01 million. The city has an adequate budget for the project and would be able to expand the scope of the work. **Motion:** Award the contract to A & D Jenson Contractors for $810,922.50. **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Tanner Thompson. **Vote:** Motion passed (**summary:** Yes = 4, No = 0, Abstain = 1). **Yes:** Brayden Gardner, Elaine Street, Kip Hansen, Tanner Thompson. **Abstain:** Kendrick Thomas.

15. **LOT SPLIT FOR PROPERTY LOCATED AT 680 S COVE VIEW ROAD APPROVED**. owned by Jim Holt. Holt said he is in the process of selling the property, but he wants to hold on to the north side of the property. It would be pretty much straight down the parking lot. **Motion:** Approve the lot split. **Action:** Approve, **Moved by** Tanner Thompson, **Seconded by** Brayden Gardner. **Vote:** Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

16. **RESOLUTION 2024-6 ACCEPTING THE ANNEXATION PETITION FILED BY SHELBY GT ADOPTED**. Councilmember Gardner declared a conflict as he is a principal in the project. Gardner said he is in talks with another group that is trying to acquire the property to the east and create a development that makes sense. The intent he has is for some additional residential. Josh Peterson said UDOT owns some property in the area and there may be some access issues that would need to be addressed. Gardner anticipates the property being zoned

in as RM-11 residential and CS commercial. The final plan is to be determined. Councilmember Thomas asked how the proposed zoning meshes with the general plan. This is the first step in the process, but the actual zoning will be discussed later in the process after the noticing for it has been completed. **Motion:** Adopt Resolution 2024-6 accepting the petition for annexation filed by Shelby GT for the property located at approximately 900 W 1300 South. **Action:** Approve, **Moved by** Kip Hansen, **Seconded by** Elaine Street. **Vote:** Motion passed (**summary:** Yes = 4, No = 0, Abstain = 1). **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.
Abstain: Brayden Gardner.

17. **MUNICIPAL ADVISORY AGREEMENT WITH CREWS & ASSOCIATES, INC. APPROVED**.
The Council reviewed a Municipal Advisory Agreement with Crews & Associates, Inc. for three years of financial advisory services. There is a cost of $225 for general obligation bond per thousand dollars issued and $225 for revenue bonds with a minimum of $8,500 per bond issuance. That's only if the firm helps to secure the bond. This firm is also contracted with a couple of members of the CIB board. Mayor Burrows said it's all kind of a moving target due to the nature of interest rates currently. This firm has helped the city in past, and even helped configure its water rates. **Motion:** Approve the Municipal Advisory Agreement with Crews & Associates. **Action:** Approve, **Moved by** Kendrick Thomas, **Seconded by** Brayden Gardner.
Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 5).
Yes: Brayden Gardner, Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson.

18. **MAYOR BURROWS' PROPOSED BUDGET FOR FISCAL YEAR 2024-25 PRESENTED.**
Some of the major talking points include an 11 percent increase in insurance and a 5 percent increase in employee compensation. The city did have some increases in retirement, which is also factored into it. The actual total amount is down this year, some $570,000 lower than last year's budget. This budget cuts expenditures, which is a good thing. There is also places to put money into capital improvement funds. Mayor Burrows said Financial Director Rob Jenson has done a good job of being conservative in putting the budget together.

Mayor Burrows said he feels the city is in a position where it needs some help with getting all its general plan and zoning code up to date. He said the city needs to get some help so it can get caught up and be at a good starting point so it can keep up with the changes as they are made by the Legislature. He said the task of getting everything up to date is too much to expect the planning commission to do.

City Administrator Michele Jolley said it hadn't been a priority to keep up with ordinances and the zoning code. The general plan and subdivision ordinance have always been last, with projects taking priority.

Mayor Burrows said he wants to maintain Richfield's hometown feel while also understanding that there will be growth, which needs to be managed responsibly.

Councilmember Hansen said the Planning Commission is stacked with very competent, hardworking individuals. We have a responsibility to take the Commission's recommendations

very seriously, as they are not half-baked.

Financial Director Jenson said the ultimate goal is to retain good employees. This is the first year in many that the city hasn't lost a police officer to another agency. He said it's better to decrease expenditures in other areas and keep quality employees. There is a .7 percent in retirement cost for the Tier 2 employees the city is not allowed to pick up. Jenson said the city would like to wash that out by offering them a 5.7 percent raise to cover the additional Tier 2 retirement costs.

Mayor Burrows asked if the step-in-grade program is almost caught up. Hopefully, the city is finally getting there.

Councilmember Thomas asked about the revenue projection for fiscal year 2025. Financial Director Jenson said the lower number is a conservative projection, but barring a recession the city revenue would likely exceed the projection.

19. **OTHER BUSINESS.** No other business was discussed.

20. **EXECUTIVE SESSION.** At 8:57 p.m., **Motion:** Close the regular session and move into executive session to discuss the lease of real property, **Action:** Adjourn, **Moved** by Kendrick Thomas, **Seconded by** Brayden Gardner. **Vote:** Motion passed (**summary:** Yes = 5, No = 0, Abstain = 0). **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson, Brayden Gardner.

21. **ADJOURNMENT –** At 9:43 p.m., **Motion**: Adjourn the meeting**, Action:** Adjourn, **Moved by** Tanner Thompson, **Seconded by** Kip Hansen. **Vote:** Motion passed (**summary:** Yes = 5, No = 0, Abstain = 0). **Yes:** Elaine Street, Kendrick Thomas, Kip Hansen, Tanner Thompson, Brayden Gardner.

PASSED and APPROVED this 28th day of May 2024.

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Recorder