

## PROVIDENCE CITY COUNCIL MEETING MINTUES

Wednesday November 15th, 2023, 6:00 PM

Providence City Office Building, 164 North Gateway Drive, Providence UT

To view the monthly financial statements of the city please click [HERE](#).

To view the video recording of the meeting please visit the City's YouTube Channel found [HERE](#).

**HR. MIN. SEC.** in green above agenda items are the timestamps of the YouTube Meeting.

### Opening Ceremony:

Call to Order: Mayor Alder

Roll Call of City Council Members: Mayor Alder, Josh Paulsen (Via Zoom), Carrie Kirk, Jeanell Sealy & Jeff Nebeker.

Council Members Excused: Brent Speth.

Staff in Attendance: Ryan Snow (City Manager), Rob Stapley (Public Works Director), Skarlet Bankhead (Community Development Director), & Ty Cameron (City Recorder) (Via Zoom)

Pledge of Allegiance: Council Member Kirk

Opening Remarks/Prayer: Council Member Sealy

### **2 MIN. 20 SEC.**

**Council Reports:** Items presented by the City Council members will be presented as informational only; no formal action will be taken.

### **Council Member Paulsen.**

- Feeling a little under the weather and has nothing to report.

### **Council Member Kirk.**

- Attended the women in business conference that was held by the Chamber of Commerce. Reported that is was a great experience and that there are a lot of opportunities out there for business owners to become more educated and find more resources to support their business.
- Attended the Cache Summit Conference where they discussed the current housing crisis the State is facing.
- Attended a Mental Health Conference, as a citizen and not as a representative of the city and found it very informative and helpful and recommended that everyone attends in the future if they have the opportunity to.
- Reported that Youth Council is getting ready for Sub for Santa and the upcoming city Tree Lighting event will be held on December 7<sup>th</sup>.

### **Council Member Nebeker.**

- Met with Ryan Snow and has discussed the city's current and upcoming projects and some new goals he would like to set as a Council Member for the coming year.
- Continues to respond to citizen emails and questions and encourages citizens to reach out to him any way they can if they have any comments, questions or issues that should be brought before the Council.

**Council Member Sealy.**

- Continues to attend the Legislative Policy Committee meetings and is staying up to date on the new laws, especially those that regulate land use and broadband.

**Mayor Alder.**

- Reported that the city's annual car show received around \$1600 in donations which will be given to the Little Lambs Foundation that helps family with diapers and other essential needs.
- Attended the Northern Utah Manufacturers of Excellence Conference and is working with others to bring new business to the valley.
- Working on a grant with staff to finance the sewer lift station.

**Approval of the minutes:**

**11 MIN. 30 SEC.**

- **Item No. 1 Approval of the Minutes:** The Providence City Council will consider for approval the minutes of October 18th, 2023 . [\(MINUTES\)](#)

- Mayor Alder called for the approval of the minutes of October 18<sup>th</sup>, 2023.
- There were no issues or corrections needed.

**Motion to approve the minutes of October 18<sup>th</sup>, 2023 – Council Member Nebeker. 2<sup>nd</sup> – Council Member Kir**

**Vote:**

**Yea- Council Members Paulsen, Kirk, Sealy & Nebeker**

**Nay-**

**Abstained-**

**Absent- Council Member Speth.**

**Public Comments:** Citizens may express their views to the City Council on issues within the City's jurisdiction. The City Council accepts comments: by email providencecityutah@gmail.com, and by text 435-752-9441.

- Mayor Alder opened the floor for public comment.
- Hal Hansen, resident, suggested that the city look into putting up signs around the disc golf course in Von Baer Park advising people using the park of the course as there have been a few incidents of people getting hit with frisbees.
- The Council thanked Mr. Hansen for his comment and stated that they would investigate putting up signs.
- No further comments were made, Mayor Alder closed the public comment portion of the meeting.

**Presentations/Public Hearings:**

**14 MIN. 10 SEC.**

- **Item No. 2 Audit Presentation and Review:** Auditors from Aycock, Miles, & Associates CPA's will present to City Council their findings and recommendations per their audit. The Providence City Council will review, discuss, and may take action on approving the City's annual audit review.

**(FINANCIAL REPORT)**

- Mayor Alder called item 2, gave a brief introduction and invited Mike Miles from Aycock, Miles & Associates to present his findings on the city's annual audit.
- Mr. Miles introduced himself and presented the audit report regarding the city's budget. Reviewed with the Council the city's assets and liabilities, the general fund balance and overall net worth. Commented that everything was in good financial standing.
- Presented the revenue and expense totals for the year and showed comparisons from last year. Noted that there was a positive net change in capital and general funds.
- The parties discussed enterprise funds and Mr. Miles commented that they had all improved. Reviewed the net income of each fund and discussed the city's current loan and payment scheduled on the loans.
- Talked about the cash flow statements and the interest payments on the fiber loan. Discussed the capital outlay and cash surplus.
- Mr. Miles went over the city's deposits and investments. Reviewed the city's capital asset activity and infrastructure improvements.
- Parties talked about the city's long-term debt and the current interest payments on fiber and future offsets once the project is completed and more citizens connect to fiber.
- Described the city's ear marked cash, its perpetual care and impact fee fund.
- Parties discussed the general fund to budget actual.
- Mr. Miles reviewed the retirement schedule and indicated that the public health and administration funds were out of budget and would need to be fixed or adjusted.
- Parties talked about the city's overall positive financial standings, its healthy net change and upcoming new funds for sewer and garbage.

**Motion to accept the finical report as it has been presented here tonight by the Aycock, Miles and Associates firm – Council Member Sealy. 2<sup>nd</sup> – Council Member Kirk.**

**Vote:**

**Yea- Council Members Paulsen, Kirk, Sealy & Nebeker**

**Nay-**

**Abstained-**

**Absent- Council Member Speth.**

**Motion passes, budget audit is approved.**

**Resolutions/Ordinances:**

**50 MIN 25 SEC.**

- **Item No. 3 Resolution 10-2023 Recertification of the Providence City Justice Court:** The Providence City Council will consider for adoption a resolution requesting the recertification of the Providence City Justice Court. **(RES. 10-2023) & (RECERTIFICATION LTR.) & (JUDGES AFF.)**
- Mayor Alder called item 3, gave a brief introduction and asked Ryan Snow to present the resolution.
  - Ryan Snow indicated that Ty Cameron the City Recorder and Justice Court Clerk was present via zoom to help present and answer any questions they have. Ryan Snow commented on the recertification process and State requirements.
  - Mr. Snow presented the courts cost for operations and loss of revenue to the city. He discussed the contracts the city has with Millville and River Heights and the overall history of the Justice Court in the city and the services it provides.
  - The parties discussed the process of recertification and the process of terminating the Justice Court.
  - The parties reviewed the Justice Court funds as they relate to its revenue and expenses.
  - Ty Cameron commented on new legislation that is seeking for the State to take responsibility of the Justice Courts. Commented that they want to manage the Justice Courts with their own judges, clerks, and buildings.
  - Parties commented on the cost and loss of revenue the city receives by keeping the Justice Court running. Staff commented that tonight they are just seeking approval to comply with State requirements to keep the Justice Court running and that if the Council wanted in the near future, they could disband the Justice Court if they wanted to.

**Motion to approve Resolution 10-2023 the recertification of the Providence City Justice Court. – council Member Sealy. 2<sup>nd</sup> – Council Member Kirk.**

**Vote:**

**Yea- Council Members Paulsen, Kirk, Sealy & Nebeker**

**Nay-**

**Abstained-**

**Absent- Council Member Speth.**

**Motion passes, the Providence City Justice Court will be recertified pending State approval.**

**1 HR. 08 MIN. 00 SEC.**

- **Item No 4 Ordinance 06-2023 PCC Subdivision Regulations Amendments:** The Providence City Council will review, discuss, and may take action on an ordinance amending the city's subdivision regulations per new State Code. The Planning Commission held a public hearing on November 8<sup>th</sup> and motioned to recommend that the Council adopt the amendments. **(ORDIN. 06-2023)**

- Mayor Alder called item 4, gave a brief introduction and asked Skarlet Bankhead to give an overview of the requested changes.
- Mrs. Bankhead and Mr. Snow commented on the new State Code that was governing these changes and noted that most of the changes that are being implemented come straight from the new State Code.
- Mrs. Bankhead reviewed with the Council some of the major changes which included concept plans not being required anymore, although if a developer wanted to submit concept plans, they could. Commented that the Administrative Land Use Authority (ALUA) board would be taking on more responsibilities and that the Planning Commission would have a bit less. Mrs. Bankhead noted that these changes or ordinance needed to be approved by February of next year.
- The Council discussed some of the recommended changes that the Planning Commission is proposing and agreed with those changes.
- Parties talked about changes that are being made to the final plat process and some of the changes that are coming from the State that the city has already been doing or complying with.
- Council comment that most of the changes being made come straight from the state and that there is not much they can do.

**Motion to approve Ordinance 06-2023 PCC Subdivision Regulation Amendments as it has been presented. – Council Member Kirk. 2<sup>nd</sup>- Council Member Paulsen.**

**Vote:**

**Yea- Council Members Paulsen, Kirk, Sealy & Nebeker**

**Nay-**

**Abstained-**

**Absent- Council Member Speth.**

**Motion passes. Providence City codes related to subdivision will be amended as required by the state and as shown in Ordinance 06-2023**

**1 HR. 14 MIN. 30 SEC.**

**Staff Reports:** Items presented by Providence City Staff (including but not limited to: City Recorder, Public Works Director, Community Services Director, and City Manager) will be presented as information only.

**Ty Cameron (City Recorder):**

- Reported that the municipal elections were coming up with election day being November 21<sup>st</sup>. The County, who is helping with the election, will not have the official election results until December 1<sup>st</sup> and that the City Council needs to certify the election results by Wednesday December 6<sup>th</sup>; which meant that they would need to hold a City Council meeting on December 4<sup>th</sup> or 5<sup>th</sup>.
- Commented that after talking with Staff and Council that the Council would hold their monthly meeting on Tuesday December 5<sup>th</sup> to certify the election results and whatever other business needed to be taken care of.

Skarlet Bankhead (Community Development Director):

- Thanked Council for their support and the appreciation they have for the staff.
- Reported that she is working on the moderate-income housing report that is coming due and the new zoning codes.
- Commented that her staff is working to remind citizens of the new parking changes and times for winter and making sure residents are compiling with the new codes.
- Indicated that the city's annual Tree Lighting event will be held on Thursday December 7<sup>th</sup> and that donations from the ornaments will be going to the Family Place this year. Also noted that depending on their participation they will be holding the city's annual holiday lighting contest with residents nominating their neighbors or homes around the city.

Rob Stapley (Public Works Director):

- He and his staff were catching up on a few projects but everything was looking good. Reported that Cherrywood Drive was wrapping up and would be done soon.
- Noted that the well drilling has been delayed as the workers have had some mechanical failures. The parties discussed the noise ordinance and recent resolution that allowed them permission to drill throughout the night. The Council asked if the winter weather would postpone drilling. Mr. Stapley responded that it shouldn't be as they can drill year-round.
- Reported that the new shop is almost complete and that it will be a great addition. They have had a few plumbing issues, but everything is back on track.
- Parties discussed leaf pick up. Mr. Stapley responded that the city staff will go around picking up leaves until they can't anymore.

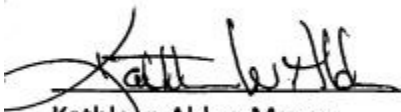
Ryan Snow (City Manager):

- Reported that the city is working on a few grants for some of the city's upcoming projects, one being a lift station that if awarded could cover 80% of the cost. Other grants they are working on include a Safe Route to School grant and trail in the Edgewood area.
- Indicated that fiber main line installation should be completed in the next few weeks. They have run into a few hiccups but have been able to resolve many of the issues. They are hoping to have the main line done before winter hits.
- The city is finishing up the bike trails and looking into how to improve those trails in the future.
- Skate Park is still in the design process with construction set to start in the spring. Commented that there are a lot of projects going on and getting finished up, like the pickleball courts and Zollinger trail which is nearly complete. Thanked the Council for their input and support.


**Next meeting will be held Tuesday December 5<sup>th</sup> @ 6:00 pm**

**Minutes approved by vote of council on 5th day of December 2023**

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Kathleen Alder, Mayor

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Ty Cameron, City Recorder