

1 **PROVIDENCE CITY COUNCIL MEETING MINTUES**

2 Wednesday December 15th, 2021, 6:00 PM

3 Providence City Offices 164 N Gateway Dr.

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5 To view the video recording of the City Council Meeting please view our YouTube video of the meeting that can  
6 be found on Providence’s YouTube channel: [City Council 12/15/21 - YouTube](#)

7  
8 **Hr. Min. Sec.** in **GREEN** above items are time stamps for YouTube Video of the City Council Meeting.

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10  
11 **Opening Ceremony:**

12 Call to Order: Mayor Drew called meeting to order.

13 Roll Call of City Council Members: Mayor Drew

14 Pledge of Allegiance: Mayor Drew

15 Council in Attendance: Mayor Drew, Councilmember Paulsen, Councilmember Sealy, Councilmember Kirk, and  
16 Councilmember Speth. Councilmember Eck.

17 City Staff in Attendance: City Manager Ryan Snow. Administrative Services and Land Use Director Skarlet Bankhead.  
18 Public Works Director Rob Stapley and City Recorder Ty Cameron

19 Opening Remarks – Prayer/Thought: Retired Pastor Robert Jackson offered prayer.

20  
21 **Approval of the minutes:**

22  
23 ➤ **Item No. 1 Approval of the Minutes:** The Providence City Council will consider approval of the minutes of  
24 November 16<sup>th</sup>, 2021. **(MINUTES)**

- 25  
26 • Mayor Drew called item number 1 and asked Council for a motion. Councilmember Sealy indicated  
27 that on line 96 of the minutes Councilmember Kirk’s name was misspelled. Staff will correct error  
28 before finalizing minutes.

29  
30 ***-Motion made to approve the minutes of November 16<sup>th</sup> 2021 – Councilmember Sealy. 2<sup>nd</sup> – Councilmember Kirk.***

31 ***Vote-***

32 ***Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Sealy & Councilmember Speth.***

33 ***Ney:***

34 ***Abstained: Councilmember Eck***

35 ***Absent:***

36  
37 **Public Comments:** Citizens may express their views to the City Council on issues within the City’s jurisdiction. The city  
38 Council accepts comments: by email providencecityutah@gmail.com, and by text 435-752-9441.

- 39  
40 • Mayor Drew opened the floor for public comment and indicated the purpose of the public comment  
41 section of the meeting.  
42 • No public comments were made. Mayor Drew closed the public comment section of the meeting.

43  
44  
45  
46

47 **Public Hearings:**

48  
49 ➤ **Item No. 2 Providence City FYE 2022 Budget Adjustment:** The Providence City Council will open the  
50 floor for comments, questions, and discussions regarding Providence City’s request to adjust the City’s Fiscal Year  
51 End 2022 Budget.

- 52
- 53 • Mayor Drew called item number 2 and gave a brief introduction and indicated that it is not  
54 uncommon for budgets to be amended. Mayor asked Ryan Snow, City Manager, to give an overview  
55 of the request and adjustments.
- 56 • Ryan Snow gave an overview of the current budget and the requested adjustments and there  
57 correlation with the City’s Master Plans.
- 58 • Ryan Snow and Council discussed the City’s sidewalk trip study report, its current progress and the  
59 City’s future plans to continue to fix those trip hazards.
- 60 • Council asked about the resale value of some of the equipment that the city needs to get rid of or  
61 replace. Ryan Snow and Rob Stapley, Public Works Director, indicated that not all but some may have  
62 some resale value.
- 63 • Staff and Council discussed the employee wage increase, inflation and current job market.
- 64 • Mayor Drew opened the floor for public comment.
- 65 • No comments were made. Mayor Drew closed the public comment section of the public hearing  
66 regarding the City’s budget adjustments.
- 67
- 68

69 **Audit & Finances:**

70  
71 ➤ **Item No. 3 Resolution 036-2021 - Providence City FYE 2022 Budget Adjustment:** The Providence City  
72 Council will review, discuss, and may take action on a resolution adjusting the City’s Fiscal Year End 2022 Budget.

73 **(RESOLUTION)**

- 74
- 75 • Mayor Drew called item number 3 and gave a brief introduction. Overview was already given during  
76 the public hearing section of this resolution.
- 77 • Ryan Snow clarifies on the wage increase and that the motion would need to include what was  
78 discussed in relation to changing from the requested 2% to the 8% for all staff.
- 79

80 ***-Motion made to approve resolution 036-2021 with the recommended change that the wage increase for all employees  
81 across the board be changed from the listed 2% to 8% – Councilmember Speth. 2<sup>nd</sup> – Councilmember Paulsen.***

82 ***Vote-***

83 ***Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Sealy, Councilmember Speth & Councilmember Eck  
84 Ney:***

85 ***Abstained:***

86 ***Absent:***

88 ➤ **Item No. 4 Audit Presentation and Review:** Auditors from Aycock, Miles, & Associates CPA's will present  
89 to City Council their findings and recommendations per their audit. The Providence City Council will review,  
90 discuss, and may take action on approving the City's annual audit review.  
91

- 92 • Mayor Drew called item number 4 and gave a brief introduction. Ryan Snow indicated that a  
93 representative from Aycock, Miles & Associates was here to present via Zoom.
- 94 • Mike Miles from Aycock, Miles & Associates presented on the City's recent audit. Reviewed with  
95 council and staff their findings, conclusions and recommendations. Indicated that overall, the city is  
96 doing really well.
- 97 • Council asked about the fiber funds.
- 98 • Mayor Drew commented on enterprise funds, cash flow and general reserves. Ryan Snow  
99 commented in addition to what the Mayor had stated regarding understanding the audit.
- 100 • Council commented and asked about the Sewer fund and its needs. Ryan Snow responded and  
101 commented on the stormwater fund and its needs.

102  
103 **-Motion made to approve the City's annual audit review– Councilmember Sealy. 2<sup>nd</sup> – Councilmember Paulsen.**

104 **Vote-**

105 **Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Sealy, Councilmember Speth & Councilmember Eck**

106 **Ney:**

107 **Abstained:**

108 **Absent:**  
109

110 ➤ **Item No. 5 Fraud Risk Assessment:** The Providence City Council will review, discuss, and may take action  
111 on approving the results of the City's Fraud Risk Assessment. (EXHIBIT)  
112

- 113 • Mayor Drew called item number 5 and asked Ryan Snow to give a brief overview.
- 114 • Ryan Snow reviewed with Council the assessment and the City's score.  
115

116 **-Motion made to approve the City's Fraud Risk Assessment– Councilmember Eck. 2<sup>nd</sup> – Councilmember Kirk.**

117 **Vote-**

118 **Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Sealy, Councilmember Speth & Councilmember Eck**

119 **Ney:**

120 **Abstained:**

121 **Absent:**  
122

123 **Land Use Development:**  
124

125 ➤ **Item No. 6 Ordinance 2021-020: Parcel 02-101-0001 Rezone:** The City Council will review, discuss, and  
126 may take action on a request to rezone parcel 02-101-0001, a property in the general area of Sarah Street and  
127 300 N, currently zoned as Single-Family Large (SFL) with the request that it be rezoned too Single-Family  
128 Traditional (SFT). This was brought before Planning Commission on December 1<sup>st</sup> with all members voting to  
129 recommend to City Council that they approve this rezone request. (PETITION) (REZONE

130 ANALYSIS)

131 (ORDINANCE 2021-020)

- Mayor Drew called item number 6 and gave a brief introduction, asked Skarlet Bankhead, Land Use Director, to give an overview of the request and rezone analysis.
- Skarlet Bankhead reviewed with council the differences between the two zones and the staff analysis.
- Parties discussed lot sizes between the two zones and density of housing that could be built.
- Council discussed the Planning Commission’s comments and recommendation that was made during the last Planning Commission meeting that was held on December 1<sup>st</sup>.
- Council commented that they are looking for a compelling reason on why parcel should be rezoned.
- Kathleen Alder, Planning Commission Chair, discussed with council the Planning Commissions reasoning behind recommending this rezone be approved.
- Parties discussed the current housing market, rising house prices, water use and requirements for the area and the building material market.
- Parties discussed the areas water use requirements and its relation to the city’s water master plan. Ryan Snow responded that this rezone was delayed as the city is currently in the process of creating a culinary water master plan and they wanted to be sure the city could provide for this development regardless of zoning designation.
- Council discussed Prop 1 and its implications in their decision making and moving forward with requests like these.
- Applicant of the rezone request commented on their reasoning behind requesting the rezone and its benefits to the area and community.
- Councilmember Sealy commented on rezone expectations not being met and past rezone developments.
- Parties discussed previous rezone requests and changes that were made after the rezone was approved.
- Parties discussed population growth and housing needs.

***-Motion made to approve Ordinance 2021-020 – Councilmember Kirk. 2<sup>nd</sup> – Councilmember Eck.***

***Vote-***

***Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Speth & Councilmember Eck***

***Ney: Councilmember Sealy***

***Abstained:***

***Absent:***

➤ **Item No. 7 Ordinance 2021-019: Rezone of Parcels 02-116-0004 & 03-036-0027.** The City Council will review, discuss, and may take action on a request to rezone parcels 02-116-004 & 03-036-0027 located in the general area of 1000 S 820 E, from Single Family Large (SFL) to Single Family Traditional (SFT). This was brought before the Planning Commission on December 1<sup>st</sup> with all members voting to recommend to the City Council that they approve this rezone request. **(REZONE ANALYSIS)** **(ORDINANCE 2021-019)**

- Mayor Drew called item number 7 and gave a brief introduction and asked Skarlet Bankhead to give an overview of the request and analysis.

- Skarlet Bankhead reviewed with Council the analysis and the applicants request. Stated that this is two parcels even though it looks like three. The applicant’s request is for the most part in line with the City’s general master plan.
- Council discussed Planning Commission comments and recommendation that were made during the last Planning Commissions meeting that was held on December 1<sup>st</sup>.
- Parties discussed 10 S. roadway and impact of the development on the road. Parties discussed traffic study, road sizes, speed limit and current traffic issues.
- Parties discussed current zoning of this area and its zoning history.
- Kathleen Alder, Planning Commission Chair, discussed with council the Planning Commissions reasoning behind recommending this rezone be approved.
- Parties discussed and clarified the application request, zones involved and general plan.
- Applicant commented on their reason for requesting the rezone, their plans and development for the area.
- Parties discussed Millville property to the south, possible future plans for that area and connectivity between the cities.

*-Motion made to approve Ordinance 2021-019 with the modification that it be completely rezoned in accordance with the City’s general plan – Councilmember Paulsen. 2<sup>nd</sup> – Councilmember Kirk.*

**Vote-**

**Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Speth, Councilmember Sealy & Councilmember Eck Ney:**

**Abstained:**

**Absent:**

➤ **Item No. 8 Resolution 2021-035 - Ridgeview Park LLC Petition to Annex Parcels 02-004-0001 & 02-004-0002 (Vineyard N. Phase):** The Providence City Council will review, discuss, and may accept for further consideration the petition by Ridgeview Park LLC to annex into Providence City parcels 02-004-0001 & 02-004-0002 located in the general area of 600 S 1000 E. Applicants have not requested a specific zone designation at this time. **(RESOLUTION)**

- Mayor Drew called item number 8 and gave a brief introduction of request, asked Skarlet Bankhead to give an overview of resolution.
- Skarlet Bankhead reviewed with council the resolution and the annexation procedure. Informed council that this is jut to get their approval to move forward with the annexation.
- Parties discussed zoning, steps of the annexation procedure and public hearing requirements.

*-Motion made to approve Resolution 2021-035 – Councilmember Kirk. 2<sup>nd</sup> – Councilmember Eck.*

**Vote-**

**Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Speth, Councilmember Sealy & Councilmember Eck Ney:**

**Abstained:**

**Absent:**

216 ➤ **Item No. 9 Fox Hollow Townhomes Development and Public Improvement Agreement:** The Providence  
217 City council will consider and may take action on a request to approve the Development and Public Improvement  
218 Installation Agreement for Fox Hollow Townhomes Phase 1, a proposed 33-unit residential townhome  
219 development located in the general area of 590 W 300 S. [\(AGREEMENT\)](#)

- 220 • Mayor Drew called item number 9 and gave a brief introduction and asked Skarlet Bankhead to give  
221 an overview.
- 222 • Skarlet Bankhead went over the agreement with council and the city's participation regarding  
223 improvements.
- 224 • Parties discussed private and city roads and connecting the two developments in the area.  
225

226  
227 **-Motion made to approve the development agreement – Councilmember Speth. 2<sup>nd</sup> – Councilmember Eck.**

228 **Vote-**

229 **Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Speth, Councilmember Sealy & Councilmember Eck**  
230 **Ney:**

231 **Abstained:**

232 **Absent:**

233  
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235 **Agreements, Contracts, Bid Awards:**

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237 ➤ **Item No. 10 Culinary Water Study Amendment No. 1:** The Providence City Council will review and  
238 discuss an amendment to the Culinary Water Master Plan submitted by Sunrise Engineering. [\(AMENDMENT](#)  
239 [NO. 1\)](#)

- 240 • Mayor Drew called item number 10 and gave a brief introduction, asked Ryan Snow to give an  
241 overview of the amendment.
- 242 • Ryan Snow discussed with council the city's culinary water master plan and the reason for this  
243 amendment. Parties discussed the original amount and asked about the significant increase. Ryan  
244 Snow responded why the increase was needed.
- 245 • Rob Stapley informed council of the need to have it increased and that there were some unknowns  
246 with the construction.
- 247 • Councilmember Sealy commented on general RFPs and that reasons for increase are not  
248 unexpected.  
249

250  
251 **-Motion made to approve the Amendment – Councilmember Kirk. 2<sup>nd</sup> – Councilmember Sealy.**

252 **Vote-**

253 **Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Speth, Councilmember Sealy & Councilmember Eck**  
254 **Ney:**

255 **Abstained:**

256 **Absent:**

258 ➤ **Item No. 11 Land Purchase of Parcel 02-110-0023 from the Banda Family:** The Providence City Council  
259 will discuss and may take action on moving forward with the purchasing of parcel 02-110-0023 located in the  
260 general are of Vons Baer Park on Fox Ridge Dr. from the Banda Family. [\(PARCEL PIC\)](#)  
261

- 262 • Mayor Drew called item number 11 and gave a brief introduction; asked Ryan Snow to review with  
263 council the agreement and plan.
- 264 • Ryan Snow discussed with council that the Banda family has a parcel of land near Vons Park that they  
265 are willing to sale to the city. Ryan informed council of some of the details of the purchase  
266 agreement.
- 267 • Parties discussed the appraisal of the parcel.

268  
269 ***-Motion made to authorize the city to move forward with the purchase of the parcel– Councilmember Speth. 2<sup>nd</sup> –***  
270 ***Councilmember Paulsen.***

271 **Vote-**

272 ***Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Speth, Councilmember Sealy & Councilmember Eck***  
273 ***Ney:***

274 ***Abstained:***

275 ***Absent:***  
276  
277

278 **Plans and other Business:** No other plans of business.  
279  
280

281 **Staff Reports:** Items presented by Providence City Staff (including but not limited to: Public Works Director,  
282 Administrative Services Director, City Recorder, and City Manager) will be presented as information only.  
283

- 284 • Mayor Drew asked for the City’s staff reports.
- 285 • Rob Stapley reported on the city’s public works projects and developments. Updated council on snow  
286 removal and staffing. Informed council the reservoir is progressing. Thanked council for all their hard work  
287 and service to the city.
- 288 • Skarlet Bankhead gave her report on the city’s current land use developments and the recent tree lighting  
289 event the city recently had. Thanked Councilmember Eck and the Mayor for all their hard work that they  
290 have put in over the years.
- 291 • Ty Cameron, City Recorder, informed council of the upcoming swearing in ceremony for the incoming elected  
292 officials which is set for Wednesday January 5<sup>th</sup> at 6:00 pm.
- 293 • Ryan Snow gave his report on the city’s fiber project and that it is up and running and things are going well.  
294 Parties discussed fiber development and next steps. Thanked council for all their hard work this past year.  
295

296 **Council Reports:** Items presented by the City Council members will be presented as informational only; no formal action  
297 will be taken.  
298

- 299 • Mayor Drew called for Council reports.
- 300 • Councilmember Paulsen had nothing to report.
- 301 • Councilmember Kirk had nothing to report.

- Councilmember Sealy reported on the Safe Routes to School Grant that they were awarded and informed council that a new planning commission chair was selected. Gave condolences to the Mumford family and thanked the Mayor and Councilmember Eck for their service.
- Councilmember Speth had nothing to report and thanked Mayor and Councilmember Eck for their service to the city.
- Councilmember Eck thanked everyone and asked the council that as they move forward to consider broadening the parks and recreation activities and making new parks handy accessible, more diverse.
- Mayor Drew commented on his time as Mayor and working with the city and staff. He commented on how much he had learned and realized how much he didn't know when he first started. Thanked everyone for all they have done and are doing.

***-Motion made to adjourn meeting– Councilmember Kirk. 2<sup>nd</sup> – Councilmember Speth.***

***Vote-***

***Yea: Councilmember Paulsen, Councilmember Kirk, Councilmember Speth, Councilmember Sealy & Councilmember Eck***

***Ney:***

***Abstained:***

***Absent:***

Meeting Adjourned.

Minutes prepared by Ty Cameron City Recorder

Minutes approved by vote of council on the \_\_\_\_\_ of \_\_\_\_\_ 2022

\_\_\_\_\_  
Mayor Alder

\_\_\_\_\_  
Ty Cameron, Recorder