



MINUTES OF A REGULAR
CITY COUNCIL MEETING
City Council Chamber
125 South Main Street, Vineyard, Utah
March 27, 2024, at 6:00 PM

Present

Mayor Julie Fullmer
Councilmember Sara Cameron
Councilmember Jacob Holdaway
Councilmember Amber Rasmussen
Councilmember Mardi Sifuentes

Absent

Staff Present: City Manager Eric Ellis, City Attorney Jayme Blakesley, Lieutenant Holden Rockwell with the Utah County Sheriff's Office, Chief Building Official Cris Johnson, Community Development Director Morgan Brim, Planner Cache Hancey, Finance Director Kristie Bayles, Public Works Director Naseem Ghandour, Environmental Utilities Manager Sullivan Love, Parks and Recreation Director Brian Vawdrey, and City Recorder Pamela Spencer

Others Speaking: Spencer Hintze with Gilbert & Stewart CPAs; Jeff Hartley and Greg Hartley; Paul Kenney with CRSA; Lon Myers with the Orem Fire Department; Ridley Griggs with Hansen Allen and Luce; residents Kim and Karen Cornelious, Keith Holdaway, David Pearce, Sherrie Kaye Miller, and Whitney Ostebo

1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE

► Mayor Fullmer opened the meeting at 6:00 PM. Councilmember Sifuentes gave the invocation and led the Pledge of Allegiance.

2. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS

2.1. Fiscal Year 2022-2023 Audit Report

Spencer Hintze, CPA - Gilbert & Stewart CPAs will present the FY23 Audited Financial Statements. The mayor and City Council will move to accept the audit report.

Mayor Fullmer turned the time over to Spencer Hintze, CPA - Gilbert & Stewart CPAs.

▶ Mr. Hintze reviewed the audit report. There was a discussion about overage finding and internal controls.

▶ **Motion:** COUNCILMEMBER SIFUENTES MOVED TO ACCEPT THE AUDIT REPORT AS PRESENTED. COUNCILMEMBER RASMUSSEN SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, HOLDAWAY, RASMUSSEN, SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

2.2. Government Consultant Legislative Wrap up

▶ Jeff Hartley and Greg Hartley introduced themselves and briefly explained their experiences. They then gave a legislative update and reported on some of the bills that would affect Vineyard.

▶ Councilmember Holdaway made a statement, and then a discussion about meeting protocol ensued. He stated that he wanted it publicly known that he had been denied the opportunity to meet with the consultants. Mr. Jeff Hartley explained that Councilmember Holdaway's request had been made during the legislative session and that he had been invited to meet with them at the legislature. He added that they were willing to meet with him now.

▶ Mr. Jeff Hartley explained that the proposed change to the legislation that allowed two councilmembers to call for special meetings had been requested at a county level. A discussion ensued. Mr. Greg Hartley explained the process and that the amendment would be reintroduced next year. The discussion continued. There was also a discussion about the invitation to meet with the consultants.

3. WORK SESSION

3.1. Fire Station Discussion

▶ Mr. Brim introduces Paul Kenney with CRSA and Lon Myers with the Orem Fire Department. He explained that they were working on an interim solution(house) to a full fire station.

▶ Mr. Kenney reviewed the design and timeline of the interim Fire Station.

▶ There was a discussion about the location of the firehouse and timeline. City Manager Eric Ellis explained that they expected to use the home for about five (5) to seven (7) years; after the new City Hall was completed, a new station could be built on the current City Hall site, and the firehouse could be sold as a single-family home.

▶ There was a discussion about informing residents about the firehouse and its associated noise and about informing them when the firehouse would be on the agenda for approval.

▶ Councilmember Cameron asked if the station would include EMS services. Mr. Meyers replied yes. He felt it would be good to get firefighters housed in the city.

▶ Mr. Brim thanked Mike Olsen with Home Center Construction for his help with acquiring the property.

3.2. Water Masterplan and Wastewater Masterplan

Mayor Fullmer turned the time over to Public Works Director Naseem Ghandour.

- ▶ Mr. Ghandour introduced Ridley Griggs with Hansen Allen and Luce.
- ▶ Mr. Griggs explained what a masterplan was and then reviewed the Water Master Plan. There was a discussion about the purchasing of additional water.
- ▶ Mr. Griggs reviewed the Wastewater Master Plan. There was a discussion about infrastructure and impact fees. Mr. Blakesley clarified, for the record, that Mr. Ghandour was current on engineering standards and impact fees and that they were being done well. The discussion continued. Mr. Ghandour reiterated that they would reassess the fees every five (5) years unless there was substantial growth, in which case they would reassess them sooner. The discussion continued.
- ▶ Mr. Ghandour explained that he would like to meet with councilmembers to get additional feedback.
- ▶ A short break was taken at 7:47 PM. The meeting resumed at 7:55 PM.

3.3. City-wide Parking Study Discussion

Mayor Fullmer turned the time over to Planner Cache Hancey.

- ▶ Mr. Hancey reviewed the parking study. A discussion ensued about the parking zones.
- ▶ Councilmember Holdaway felt that parking issues were a development issue and that the city needed to change its tone. Mr. Hancey explained that developments were built to the current code, and the consultants would be presenting solutions. Mayor Fullmer added that locations with parking policies had helped solve some of their parking issues. Mr. Brim said that they had utilized their budget for this year and would have to wait until the next budget year. There was a discussion about the work being done.

3.4. Municipal Code Amendment Title 3 Municipal Procedures

- ▶ Mr. Blakesley explained his procedure to date. He noted that he had contacted Representative Abbot to ensure the ordinance was consistent with state law.
- ▶ Mr. Blakesley reviewed a few of the changes suggested by Representative Abbot and others.

4. PUBLIC COMMENTS

Mayor Fullmer opened the public comments session.

- ▶ Resident Kim Cornelious, living in The Villas subdivision, felt that the topic of the fire station was a good thing. He expressed his concern with the contaminated land.

- ▶ Resident Karen Cornelious, living in The Villas subdivision, expressed her concerns about the World Trade Center membership and staff travel.
- ▶ Resident Keith Holdaway, who lives on Holdaway Road, expressed his excitement for the fire station. He asked about getting a cemetery in the city and proposed they use Gammon Park. He also expressed his concern about the World Trade Center and asked for answers about the Topgolf reimbursements.
- ▶ Resident David Pearce, living in the Cascade subdivision, shared a story about a family member's experience with the Huntsman Cancer Center and thanked those who made it possible for the center to come to Vineyard City.
- ▶ Resident Sherrie Kaye Miller, living on Holdaway Road, asked for a follow up on the cemetery that had been presented by the previous Heritage Commission.
- ▶ Whitney Ostebo, living in the Le Cheminant subdivision, felt that it was good to see a council with diverse thoughts. She appreciated hearing from Jeff Hartley and felt they should have allowed the discussion about LRS and Vineyard's relationship. She mentioned her discussion with Nate Hutchinson about Flagborough and PIDS and was trying to understand the process better. She asked about growth and water usage and wanted to see city incentives for conserving water.
- ▶ Mayor Fullmer addressed the comments:
 - Department of DEQ presentation – staff would follow up on those concerns
 - Economic Development and how it comes in and why we focus on it – it is to bring in amenities and diversify. She added that and how different cities need different things.
 - Transparency website – is updated quarterly. Reach out to staff for more details
 - Cemetery – There were areas being discussed such as Holdaway Fields, Gammon Park, etc.
 - Learning more about Economic Development – An Economic series would be starting on April 9; staff will post a notice on social media.
 - HCI
 - Ms. Ostebo's comments – Mayor Fullmer suggested that staff work with her.

5. MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS

- ▶ Councilmember Cameron reported that she had heard about cemetery plans and that they were working on parking plans.
- ▶ Councilmember Sifuentes reported a meeting tomorrow at Vineyard Elementary to discuss where children with special needs would be attending school. She also reported that they were working on parking, coordination with Utah City, Huntsman Cancer, and the Vineyard Connector overpass.

► Councilmember Rasmussen reported that Vineyard Cares had its leadership dinner and suggested that people check out its website. The Community Garden had received its applications and should be receiving its fencing.

► Mayor Fullmer mentioned that the tax incentive questions would be addressed during the Redevelopment Agency Board meeting following this meeting.

► Councilmember Holdaway reported that he attended the Vineyard Cares program, learned more about it, and would like to prioritize it in the budget. He stated that he was excited to hear from Mr. Hartley and wanted to meet with councilmembers to understand the process for LRS and a potential conflict of interest. He mentioned they were working on a process (policy) for letter writing. A discussion ensued about the policy. Councilmember Holdaway felt that they needed to discuss Mr. Hartley's involvement in LRS. Mayor Fullmer thought they needed to be careful when talking about people who were not present. A discussion ensued. Councilmember Holdaway expressed his appreciation for the staff. He noted that he still did not have the General Ledger and wanted to see the expenses in full. He wanted to go through a travel and staff expense policy. Mayor Fullmer asked about the request for the General Ledger. There was a discussion about Mr. Holdaway's request. Councilmember Cameron asked about the City Council being over the budget and felt they should be adequately trained and not have to request the General Ledger. Mayor Fullmer explained the budget process. Councilmember Sifuentes asked if the General Ledger request would be a lengthy process. Finance Director Kristie Bayles replied that it would be a longer process if it were to be shared publicly. Councilmember Sifuentes felt that the council had not given staff all their budget goals. There was a discussion about the council budget process. Mr. Ellis responded to the General Ledger request. The discussion continued. Councilmember Sifuentes stated, for the record, that they needed to move forward with the budget. The discussion continued. Councilmember Holdaway read an email for the record from Tyson Plastow with the State Auditor's office:

"I would suggest you request:

- A download of Vineyard's General Ledger for the last 2 years or so. This should not take a significant amount of time and it should tell you how funds are being used and transferred. Ask for a CSV file of it if you can.
- All of the City's Policies and Procedures. Again, this should be in one location and should not be difficult to provide.

I would also suggest you consult with legal counsel, perhaps at the League of Cities and Towns, to have them review the proposed ordinance. As I read it, it does not appear to restrict your access to information, but rather your access to staff."

Councilmember Holdaway explained that he preferred meeting with more than just Mr. Ellis and the mayor; he wanted to meet with himself and Councilmember Cameron so there would be a second witness at the meeting. Mayor Fullmer stated, for the record, that every time they met with Councilmember Holdaway, they had another individual to ensure accuracy. When they met with him, they acknowledged that he had received the requested records. Mr. Ellis pointed out that he had repeatedly asked Councilmember Holdaway to respond in writing exactly what he was requesting, but he had yet to respond. Mayor Fullmer recapped the conversation.

Councilmember Rasmussen requested that the council rotate through these types of meetings so she was included in the conversations.

6. STAFF, COMMISSION, AND COMMITTEE REPORTS

6.1. ► City Manager Eric Ellis reported on department updates.

- Building Department: They issued a Certificate of Occupancy for the Grove Park Stake Center in the Hamptons, hired a new inspector in training, that construction had started on the clubhouse in the Orchards and issued ten (10) building permits.
- Parks and Recreation Department:
 - Parks: Water bottle fill stations were installed at Penny, Gammon, and Sunset Beach Parks, three staff members were certified as aquatic facility operators, and bathrooms and pavilion reservations for the parks would open on April 1st.
 - Recreation: The Gold Rush race was a huge success. Nearly 1,000 registrants signed up for youth spring soccer, summer rec programs were open for registration, and donations for the scholarship program started to be collected.
- Events: The Bunny Hop Egg Drop was being held this Saturday at 9 a.m. sharp. Elisabeth Shelley was elected as the ARCH Commission Chair, and grant applications would open on May 1.
- Public Works Department: They hired a new Public Works Technician and added an additional road connection with the Vineyard Connector extension. On March 11, the Utah Department of Transportation (UDOT) informed the city of improperly installed turn lanes and requested the city obtain easements so they could reestablish them. They received a \$25,000 grant from Dominos for snow removal equipment.
- Engineering: The team met with Orem City to discuss improvements on 400 South. Orem, Vineyard, and UDOT were applying for a Safe Streets Grant to improve the Geneva corridor. Solar-powered lights were being installed at Grove Park by the basketball court, and the bike and scooter racks were expected to be installed in April. Central Utah Water Project (CUWP) is upgrading their wells on 400 North, which would last about ten (10) weeks. The city-wide pipeline project and snow removal operations continued.
- Finance Department: The budget calendar was available to council and staff.

7. CONSENT ITEMS

7.1. Approval of the March 13, 2024, City Council Meeting Minutes

7.2. Award of Landscaping Maintenance Contract

7.3. Award of Parks and Recreation Masterplan and Impact Fee Analysis Task Order

7.4. 2024 Town Hall Schedule

► Mayor Fullmer called for a motion.

► Councilmember Sifuentes asked to pull items 7.3 and 7.4 for discussion.

► **Motion:** COUNCILMEMBER SIFUENTES MOVED TO APPROVE CONSENT ITEMS 7.1 AND 7.2 AS PRESENTED. COUNCILMEMBER RASMUSSEN SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, HOLDAWAY, RASMUSSEN, SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

▶ **7.3 Award of Parks and Recreation Masterplan and Impact Fee Analysis Task Order**

Parks and Recreation Director Brian Vawdrey gave a brief overview of the request for a Parks and Recreation Master Plan. The impact fees were discussed.

▶ Councilmember Cameron asked what areas the Master Plan would cover. Mayor Fullmer replied that the city would be responsible for any public space that had yet to be programmed. She asked if they could include cemeteries in the impact fee analysis. Mr. Blakesley explained the differences between cemetery plots, land use, and impact fees. Mr. Brim added that this plan would consider the community's needs.

▶ **Motion:** COUNCILMEMBER SIFUENTES MOVED TO APPROVED 7.3. COUNCILMEMBER RASMUSSEN SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS CAMERON, HOLDAWAY, RASMUSSEN, SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

▶ **7.4. 2024 Town Hall Schedule**

There was a discussion about the dates for holding the town halls and council attendance. Mr. Ellis explained that the Community Development team would run these town halls. Councilmember Holdaway stated that he was okay with staff giving short presentations and then allowing the council to receive comments from the public. The discussion continued about the types of town halls and the dates: Tuesday, April 23; Thursday, June 20; Thursday, July 18; Tuesday, September 17.

▶ **Motion:** COUNCILMEMBER SIFUENTES MOVED TO APPROVE 7.4. 2024 TOWN HALL SCHEDULE THE TOWN HALL SCHEDULE WITH THE CHANGE OF DATES TO THE THIRD THURSDAY IN JUNE AND JULY AND APRIL AND SEPT ON THE THIRD TUESDAY. COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, HOLDAWAY, RASMUSSEN, SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

8. APPOINTMENTS

No names were submitted.

9. BUSINESS ITEMS

No items were submitted

10. CLOSED SESSION

No closed session was held.

11. ADJOURNMENT

▶ Mayor Fullmer adjourned the meeting at 9:28 pm.

MINUTES APPROVED ON: April 10, 2024

CERTIFIED CORRECT BY: Paula D. Spencer
PAMELA SPENCER, CITY RECORDER

