



**MINUTES OF A CITY COUNCIL SPECIAL SESSION**

City Council Chambers  
125 South Main Street, Vineyard, Utah 84059  
August 26, 2025, at 6:00 PM

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**Present**

Mayor Julie Fullmer  
Councilmember Sara Cameron  
Councilmember Brett Clawson  
Councilmember Jacob Holdaway  
Councilmember Mardi Sifuentes

**Absent**

**Staff Present:** City Manager Eric Ellis, Chief Deputy Holden Rockwell with the Utah County Sheriff's Office, Community Development Director Morgan Brim, Parks and Rec Director Brian Vawdrey, Chief Building Official Chris Johnson, Finance Director Kristie Bayles, Public Works Director Naseem Ghandour, Streets and Stormwater Manager Chris Thomas, Communications Director Jenna Ahern, City Recorder Pamela Spencer, Deputy City Recorder Tony Lara

**Others Speaking:** residents David Pearce, Daria Evans, Darlene Price, and David A. Pearce; Chris Harding with CPA Insight Solutions

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

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

**2. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS**

**2.1. Vineyard City Utility Billing Policy and Procedure Manual**

Utility Billing Clerk Maria Arteaga will give a brief presentation on the new Vineyard City Utility Billing Policy and Procedure Manual. No action will be taken on this item.

► Mayor Fullmer turned the time over to Utility Billing Clerk Maria Arteaga.

► Ms. Arteaga explained that the new Vineyard City Utility Billing Policy and Procedure Manual incorporated the practices they already had in place and then reviewed the new manual. She mentioned the amendment on the Consolidated Fee Schedule for the utility application fee.

**2.2. Neighborhood Services Update**

Neighborhood Services Coordinator Maria Arteaga will give a brief update on Neighborhood Services. No motion will be made on this item.

► Mayor Fullmer turned the time over to Neighborhood Services Coordinator Maria Arteaga.

► Ms. Arteaga explained that she was the coordinator for neighborhood services and that she meets with the management companies and attends Homeowner Association's (HOA) board meetings. She created a city events newsletter for the HOAs and apartments because their residents do not receive the newsletter through their utility accounts. She mentioned that she met with developers regarding their maintenance on their open lands. She said that she was working towards certification as a property maintenance and housing inspector which will lead to certification as a code enforcement officer. She mentioned that she and Senior Planner Cache Hancey were working on a rental program that they were hoping to bring to council within the next couple of months. There was a discussion about the HOA meetings and quarterly city meetings.

► Mayor Fullmer moved to staff reports.

### **3. WORK SESSION**

No items were submitted.

### **4. PUBLIC COMMENTS**

► Mayor Fullmer called for public comments.

► David Pearce, living in the Cascade Neighborhood, mentioned that he had attended the ribbon cutting of the Lindon Heritage Trail.

► Daria Evans, living in The Villas subdivision, echoed Mr. Pearce's sentiments. She asked about water conservation and would like to know if the city was subsidizing the water. She asked about the transportation utility fee. She also asked about the pavement preservation warranty period.

► Darlene Price asked about safety for children on motorized scooters and what had been done.

► Mayor Fullmer addressed the public comments.

► Public Safety - Chief Deputy Holden Rockwell with the Utah County Sheriff's Office explained the recently passed Municipal Code that addressed public safety on the use of golf carts and micromobility devices in Vineyard and that the deputies could now take action on violations. Ms. Price asked if there was a safety course that children could take. Chief Deputy Rockwell replied the held a bike rodeo every year during bike month where they teach safety bike safety.

► Mr. Ghandour explained the contractor was honoring the warranty on the pavement preservation.

► Subsidizing Water and Transportation Utility Fee - Mayor Fullmer suggested staff meet with Ms. Evans to clarify the subsidizing of the water and the transportation utility fee and possibly bring it back to council.

► Heritage Trail - Mayor Fullmer commented that so many hands go into building trails and thanked Lindon for pushing through their portion of the trail. Community Development Director Morgan Brim mentioned that this was his first project nine years ago and that a lot had gone into



getting the portion through. Mayor Fullmer reviewed the work that went into it.

## **5. MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS**

► Councilmember Sifuentes reported on the Heritage Trail grand opening. She reported that she had the opportunity to attend a homeless tour and to meet with other legislatures and organizations within the county. She wanted to publicly thank Provo City and Utah County government for their hard work and for Vineyard's continued support.

## **6. STAFF, COMMISSION, AND COMMITTEE REPORTS**

► Streets and Stormwater Manager Chris Thomas gave a brief report on pavement preservation. He said that next year's scheduled pavement preservation would be on Vineyard Road from 300 west to the new bridge.

► Mayor Fullmer thanked Mr. Thomas for his work on these projects and referred to items in his presentation.

► Public Works Director Naseem Ghandour mentioned that Mr. Thomas had received his Certified Public Manager credential.

## **7. CONSENT ITEMS**

### **7.1. Approval of the August 13, 2025, City Council Meeting Minutes**

► Mayor Fullmer called for a motion.

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

## **8. APPOINTMENTS/REMOVALS**

### **8.1. With the advice and consent of the council, Mayor Fullmer may appoint members to boards and commissions.**

No appointments were made.

## **9. BUSINESS ITEMS**

### **9.1. CANVASS – 2025 Municipal Primary Election Canvass and Certification**

The City Recorder, Pamela Spencer, will present to the mayor and City Council the results of the 2025 Municipal Primary Election for the nomination of six (6) candidates who will run for the office of City Council in the General Election. The mayor and City Council will sit as the Board of Canvassers to certify the results of the 2025 Municipal Primary Election.

► Mayor Fullmer turned the time over to City Recorder Pamela Spencer.

► Ms. Spencer reviewed the election results. She noted some comparisons from the 2023 General Election and the 2025 Primary Election. She also mentioned that there would be a vote center located at the Vineyard City Hall for the General Election. There was a brief discussion about becoming a poll worker. Deputy Recorder Tony Lara explained how signatures were verified. Ms. Spencer continued her report.

► Mayor Fullmer called for questions for the board of canvassers.

► Councilmember Cameron asked how Vineyard's results compared to other cities. Ms. Spencer explained where they could find other cities' results and the county average. A discussion ensued about the percentages.

► Mayor Fullmer called for additional questions. Hearing none, she called for a motion.

► **Motion:** BOARDMEMBER SIFUENTES MOVED TO CERTIFY THE RESULTS OF THE AUGUST 12, 2025, MUNICIPAL PRIMARY ELECTION, FOR THE NOMINATION OF SIX (6) CANDIDATES WHO WILL RUN FOR THE OFFICE OF CITY COUNCIL IN THE GENERAL ELECTION. THOSE CANDIDATES ARE BRETT CLAWSON, JACOB WOOD, CADEN RHOTON, EZRA NAIR, PARKER MCCUMBER, AND DAVID LAURET. BOARDMEMBER CAMERON SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

## **9.2. PUBLIC HEARING - Consolidated Fee Schedule Amendment (Resolution 2025-45)**

Utility Bill Clerk Maria Arteaga will present a proposed amendment to the Consolidated Fee Schedule. The mayor and City Council will act to adopt (or deny) this request by resolution.

► Mayor Fullmer called for a motion to open the public hearing.

► **Motion:** COUNCILMEMBER SIFUENTES MOVED TO OPEN THE PUBLIC HEARING AT 6:44 PM. COUNCILMEMBER CLAWSON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, AND SIFUENTES VOTED YES. COUNCILMEMBER HOLDAWAY WAS ABSENT DURING THE MOTION. THE MOTION CARRIED FOUR (4) TO ONE (1), WITH ONE ABSENT.

► Mayor Fullmer turned the time over to Utility Bill Clerk Maria Arteaga.

► Ms. Arteaga reviewed the amendments to the consolidated fee schedule.

► Mayor Fullmer called for public comments.

► Councilmember Sifuentes about the ski and fishery programs and what the ages would be. Parks and Recreation Direction Brian Vawdrey replied that the ski and snowboard would be for children aged 10 to 18. They had not determined the ages for the Fishing program.

► Councilmember Cameron asked how the ski program worked. Mr. Vawdrey replied that they would be partnering with Brighton Ski resort and how the program worked. Councilmember Sifuentes mentioned that elementary schools had ski programs for 5<sup>th</sup> and 6<sup>th</sup> graders and suggested that the older children had the opportunity to try the program.

► Mayor Fullmer called for public comments.

► Ms. Evans explained that she found her answer to her previous question about the transportation utility fee. Ms. Arteaga replied that they were currently not charging that fee and she was not sure when they would be charging fee again.

► David Pearce, living in the Cascade Subdivision, asked about the scholarship program. Mr. Vawdrey explained how the scholarship program worked. A brief discussion ensued. David A. Pearce, living in the Cascade Subdivision, asked about the availability of the funds. Mr. Vawdrey replied that there were excess scholarship funds.

► Mayor Fullmer called for additional public comments. Hearing none, she called for a motion to close the public hearing.

► **Motion:** Councilmember Cameron moved to close the public hearing at 6:53 PM. COUNCILMEMBER SIFUENTES SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

► Mayor Fullmer called for questions from council. Hearing none, she called for a motion.

► **Motion:** COUNCILMEMBER CAMERON MOVED TO ADOPT RESOLUTION 2025-45, THE CONSOLIDATED FEE SCHEDULE AMENDMENTS, AS PRESENTED. COUNCILMEMBER CLAWSON SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

### **9.3. DISCUSSION AND ACTION - Authorizing Bid Award for Independent Financial Audit & Internal Controls Review (Resolution 2025-41)**

Adopting a resolution allowing the City Manager to award the winning bid to a third-party auditor once the committee has made their selection.

► Mayor Fullmer turned the time over to Councilmember Clawson.

► Councilmember Clawson gave a brief review of the decision to have an independent audit and the process they went through to approve a third-party auditor. He said that the committee had selected Chris Harding. He mentioned that they had originally allocated \$100,000 for the review, but the estimate came in significantly lower, so the approval request included an allocation of up to \$45,000. He reviewed the review process moving forward. He reviewed the primary goals for this process. He requested that he be included in any discussions with auditor.

► Mayor Fullmer thanked Councilmember Clawson for his work on this project. She said that as the city continued to grow, they wanted ensure they were taking the steps to make sure what they did was transparent, straightforward, and efficient. She then called for comments from the council.

► Councilmember Holdaway commented on Mr. Harding's credentials and said that he met with Councilmember Clawson regarding the scope of this audit. He asked Mr. Harding what he hoped to accomplish. Mr. Harding replied that his goal was to provide a beneficial service. He mentioned that he had done several audits for other governmental agencies. He said that it was fulfilling to see the municipalities' responses to any findings. He also liked providing a service to help bring an entity up to par.

► Councilmember Holdaway stated that after meeting with Councilmember Clawson he felt that this audit aligned with the state auditor's recommendations. He said that he struggled with how they defined waste if a council had voted on something they felt was a priority. Mr. Harding felt that cities were different from each other, and they had to look at the situation and the entity and determine what looked reasonable. He gave examples. He said that he would present facts along with recommendations and best practices and then leave it up to the city to make the judgement call. He explained that his audit would be different from the state auditors, where they were an external auditor and he was an internal auditor.

► Councilmember Holdaway asked about items they could talk about concerning closed sessions and compliance. He wanted Mr. Harding to meet with each councilmember individually to review city policies. Councilmember Clawson felt that it was on the table to have the discussions with each councilmember and asked if he could look at items the council had a concern about. Councilmember Holdaway asked if whistleblowers could come to him. Mr. Harding said that anyone could contact him.

► Councilmember Holdaway wished to publicly rescind unspecified comments. He thanked Councilmember Clawson for sitting down with him and hearing him out.

► Mayor Fullmer asked about how they would approve additional funds. City Manager Eric Ellis replied that was why they had a "not exceed" amount of \$45,000. Councilmember Clawson mentioned that if the amount were to go above the \$45,000, it would need to come back to council.

► Councilmember Sifuentes clarified that the audit would be for Fiscal Year 2022/2023 (FY23) and Fiscal Year 2023/2024 (FY24) and if he would only be taking a sampling of those budgets. She said that she liked the items he would be looking at. She asked what he found was the most common failure in policies. Mr. Harding replied that it was mostly that there was no policy in place. A discussion ensued.

► Councilmember Sifuentes stated that she was impressed with Councilmember Clawson's work on this project.

► Mayor Fullmer called for additional questions from the council. Hearing none, she called for a motion.

► **Motion:** COUNCILMEMBER CLAWSON MOVED TO ADOPT RESOLUTION 2025-41 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT, NOT TO EXCEED \$45,000, FOR INDEPENDENT AUDIT SERVICES WITH CPA INSIGHT SOLUTIONS AS OUTLINED IN RFP NO. 2025-61-101. THE CITY COUNCIL ACKNOWLEDGES THAT THE AUDIT ENGAGEMENT IS INTENDED TO SUPPLEMENT, NOT DUPLICATE, THE WORK OF THE UTAH STATE AUDITOR. COUNCILMEMBER CAMERON. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

► Mayor Fullmer asked if the council had any reports or future agenda items.

► Councilmember Sifuentes asked to add a discussion about agenda timelines and potentially changing the dates of the council meetings.

► Mayor Fullmer then moved to council reports. See agenda item 4.

#### **10. CLOSED SESSION**

No closed session was held.

#### **11. ADJOURNMENT**

► Mayor Fullmer adjourned the meeting at 7:23 PM.

**MINUTES APPROVED ON:** 09/24/2025

**CERTIFIED CORRECT BY:**   
**PAMELA SPENCER, CITY RECORDER**

