



**NOTICE OF A SPECIAL SESSION
OF THE VINEYARD CITY COUNCIL
January 15, 2025, at 6:00 PM**

PUBLIC NOTICE is hereby given that the Vineyard City Council will hold a special session City Council on Wednesday, January 15, 2025, at 6:00 PM, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT. This meeting can also be viewed on our [live stream page](#).

AGENDA

Presiding Mayor Julie Fullmer

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

2. APPOINTMENTS/REMOVALS

2.1. ARCH Commission

Mayor Fullmer, with the advice and consent of the City Council, will appoint alternate members to the ARCH Commission.

3. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS

3.1. Presentation on the World Trade Center

3.2. EDC Utah

4. WORK SESSION

5. PUBLIC COMMENTS

“Public Comments” is defined as time set aside for citizens to express their views for items not on the agenda. During a period designated for public comment, the mayor or chair may allot each speaker a maximum amount of time to present their comments, subject to extension by the mayor or by a majority vote of the council. Speakers offering duplicate comments may be limited. Because of the need for proper public notice, immediate action cannot be taken in the Council Meeting. The Chair of the meeting reserves the right to organize public comments by topic and may group speakers accordingly. If action is necessary, the item will be listed on a future agenda; however, the Council may elect to discuss the item if it is an immediate matter of concern. *Public comments can be submitted ahead of time to pams@vineyardutah.org.*

6. MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS

7. STAFF, COMMISSION, AND COMMITTEE REPORTS

[City Manager Report]

City Manager Report

8. CONSENT ITEMS

8.1. Approval of the December 11, 2024, City Council Meeting Minutes

8.2. ARCH Grant Policy and Procedure Manual Update

8.3. Alpine School District Resolution

9. BUSINESS ITEMS

9.1. Parking Permit Program Update (Resolution 2025-01)

City staff is proposing amendments to the existing parking permit policy. The mayor and City Council will act to adopt (or deny) these amendments by resolution.

10. CLOSED SESSION

The Mayor and City Council pursuant to Utah Code 52-4-205 may vote to go into a closed session for the purpose of (these are just a few of the items listed, see Utah Code 52-4-205 for the entire list):

- a discussion of the character, professional competence, or physical or mental health of an individual
- b strategy sessions to discuss collective bargaining
- c strategy sessions to discuss pending or reasonably imminent litigation
- d strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares
- e strategy sessions to discuss the sale of real property, including any form of a water right or water shares
- f discussion regarding deployment of security personnel, devices, or systems
- g the purpose of considering information that is designated as a trade secret, as defined in Section [13-24-2](#), if the public body's consideration of the information is necessary in order to properly conduct a procurement under [Title 63G, Chapter 6a, Utah Procurement Code](#)

11. BUSINESS ITEMS CONTINUED

11.1. Code of Conduct (If Necessary)

12. ADJOURNMENT

This meeting may be held in a way that will allow a councilmember to participate electronically.

The public is invited to participate in all City Council meetings. In compliance with the

Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder at least 24 hours prior to the meeting by calling (385) 338-5183.

I, the undersigned Deputy City Recorder for Vineyard, Utah, hereby certify that the foregoing notice and agenda was posted at Vineyard City Hall, on the Vineyard City and Utah Public Notice websites, and delivered electronically to staff and to each member of the Governing Body.

AGENDA NOTICING COMPLETED ON:

CERTIFIED (NOTICED) BY:

TONY LARA, DEPUTY CITY RECORDER

City Council Meeting – Vineyard Update from the City Manager

01-15-2025

Parks & Recreation

EVENTS:

- Santa responded to over 50 letters
- We helped 4 families with our giving tree
- We had about 150 people at our Tree Lighting Ceremony
- For 2025 Sponsorship Packages, we have confirmed about \$35,000 in sponsorship so far (more than enough to fully cover the cost of the 9/11 event). We are anticipating more before it closes in early February.

PARKS:

- Oversaw 4 Christmas Trash Dumpsters at Grove Park between December 26th-30th
- Oversaw Christmas Tree Drop-off which resulted in about 5 trailer loads that Staff took to the dump
- Mowed Slide Hill
- Preston successfully took the needed courses to maintain his Grade 4 Water Operator License

REC:

- 639 Registrants for Vineyard Rec Jr Jazz (1% increase from last year)!
- Created Jr Jazz Basketball Game & Practice schedules (consisting of approximately 82 teams, 164 Coaches, 524 Practice times, and 276 Games)
- Hosted 5 Pre-Season Coaches Meetings in preparation for Jr Jazz Basketball
- Conducted 2 in-person Referee Trainings in preparation for Jr Jazz Basketball
- Finished Youth Volleyball Season with 102 Registrants (3% Increase from last year)!
- Created field schedule for 122 projected teams for 2025 Youth Spring Soccer Season
- Prepared to offer Youth Street Hockey in 2025

OTHER:

- Organized a Senior Open Forum @ the Villas Clubhouse on December 3rd and had about 15 attendees
- Organized a Teenager Open Forum @ City Hall on December 3rd and had about 9 attendees
- Organized a Skate Park Open Forum @ City Hall on December 5th and had about 25 attendees
- Compiled data to jumpstart a Donate-a-Bench & Donate-a-Tree program for 2025
- Brian attended a Grant Tour Workshop on December 9th to learn about various Grants to apply to for additional funding for 2025.
- Brian attended URPA Director's Retreat in Salt Lake City on December 4th & 5th
- The City Manager and Parks Director have been meeting with Orem City to review the Lakeside Park agreement for Field Usage

Communications:

Comms:

- Dump passes sent out (double punch pass)
- Making app and website updates

Library:

- Finished BYU On-Campus Internship
- Submitted application for AmeriCorp subsidy
- Updating Library Code

Vineyard Cares:

- Guiding Good Choices starts Feb 1
- Adding a new board member

Community Development

Project Summaries:

Economic Development Strategic Plan- Leland was unavailable during much of December. We will be restarting our bimonthly meetings in January to get the final report done.

Parking Study and Master Plan- Met with Avenue to review the proposed code changes. They have submitted a rough draft of the final report for staff to review.

Mill Road Design and Wayfinding- Project is ongoing. The survey has been administered to the city and other events are being planned for the coming months.

Station Area Plan- No updates.

Moderate Income Housing Report- We have some proposed changes in the ZTA update that will help us qualify for approval of the MIH report for 2025.

Zoning Code Overhaul- Had the final work session with the planning commission. We will refine the requested changes and bring it back for a recommendation in January of February.

City Hall- We received 15 proposals for architectural design work. City staff and MAG are reviewing and grading the proposals.

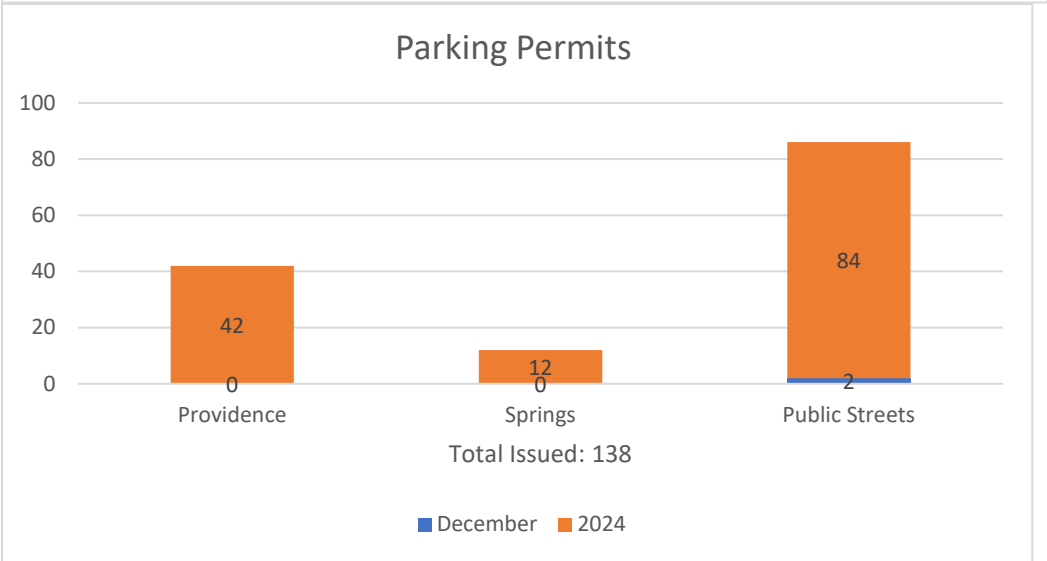
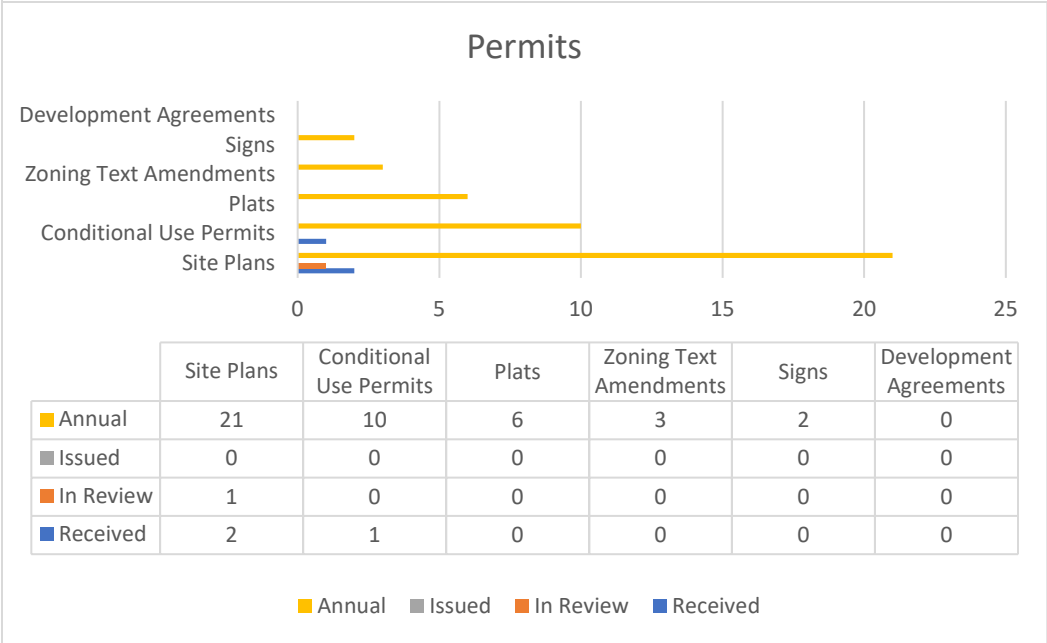
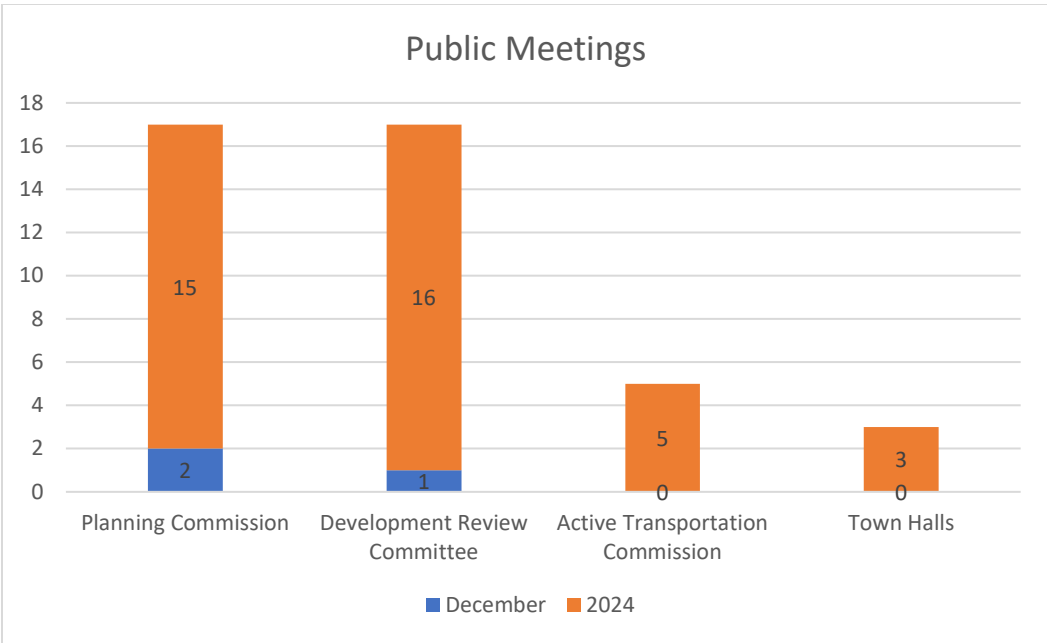
Lakefront Grant- No updates.

ACE Program- Started updating the policy book with existing and proposed enforcement techniques.

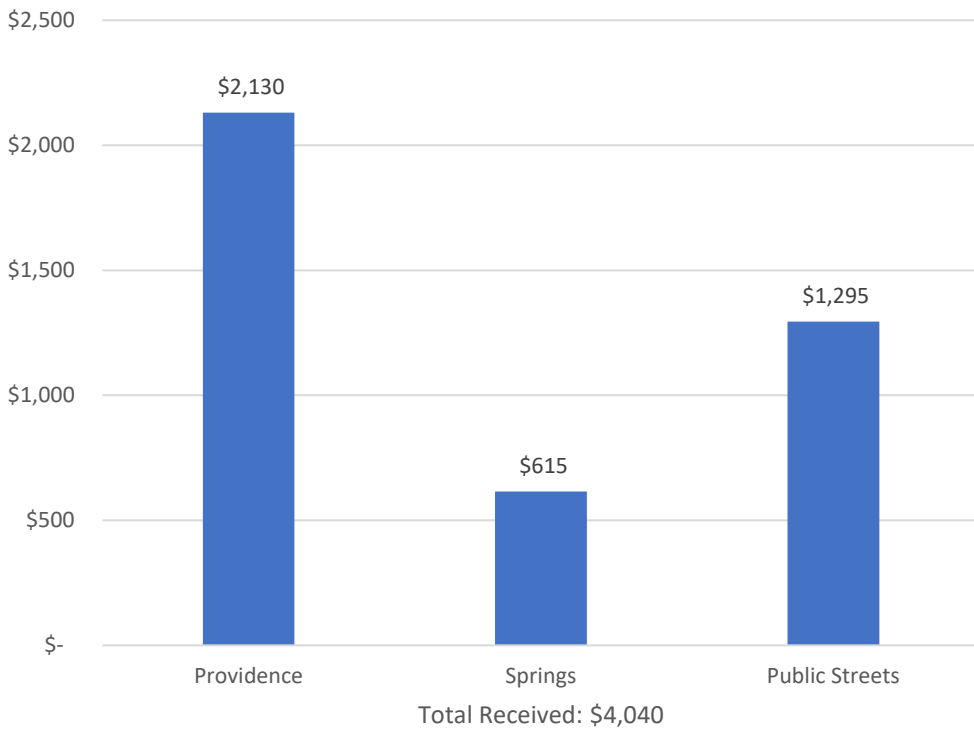
New Businesses

New Businesses	Final Review Date	Type of Business	Address
Wend Salt Lake City LLC dba Wendy's	12.4.24	Commercial	145 N Geneva Rd
Escape Hour Vineyard LLC	12.16.2024	Commercial	634 N Mill Rd

Dreamy Little Lashes	12.17.2024	Home Occupation	35 W Syracuse Rd
DS Remodeling LLC	12.19.2024	Home Occupation	648 E 230 N
BD Quality Assurance, LLC	12.3.2024	Home Occupation	178 E 540 N 1750 N
UIS Leasing, LLC	12.30.2024	Commercial	Pioneer Lane 223 E Zinfandel
You'zd LLC	12.23.2024	Home Occupation	Lane



Permit Fees Collected



To Eric Ellis, City Manager
Cris Johnson, Building Official

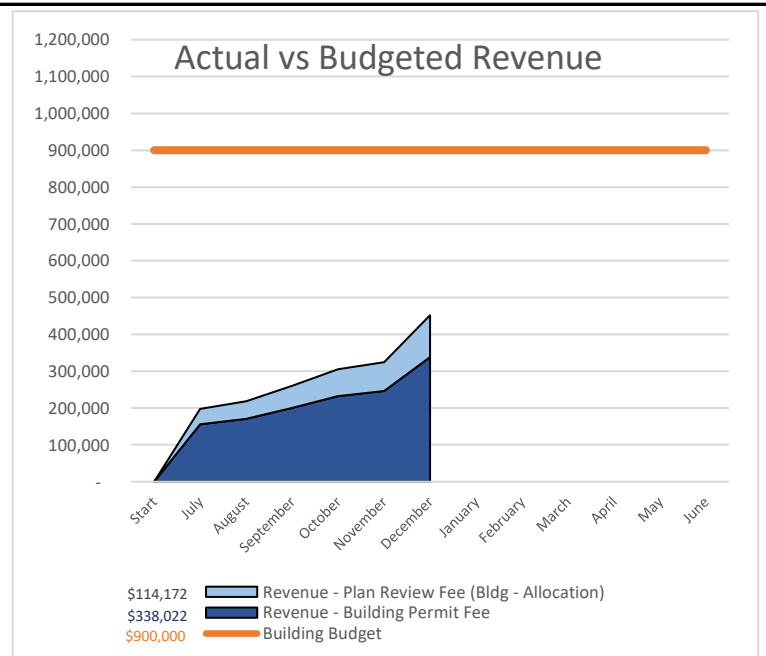
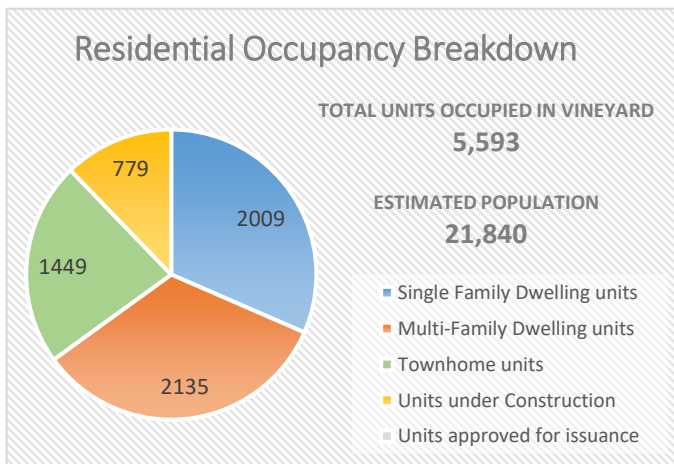
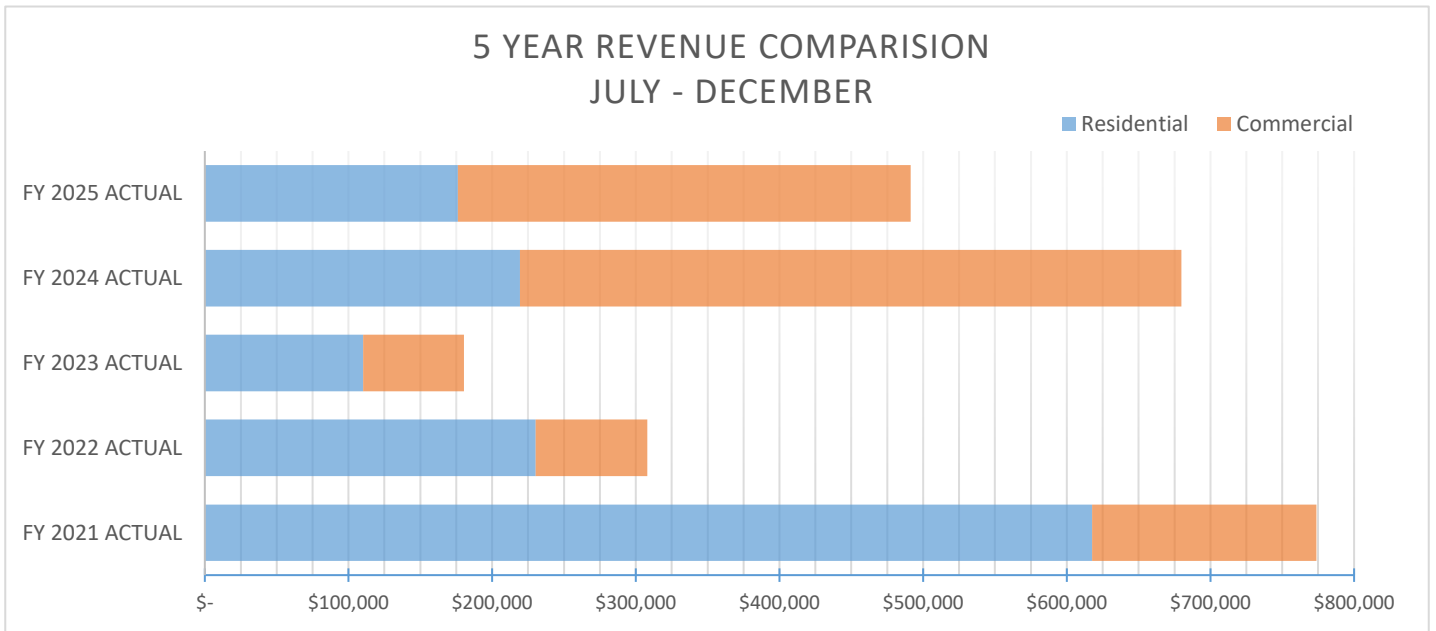
From Patricia Abdullah
Building Department

Subject Activity Report for December, 2024



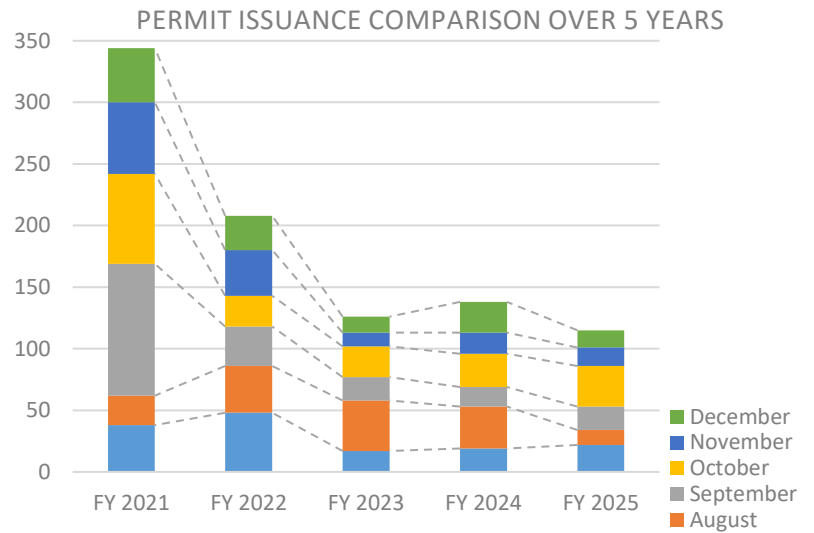
Revenue

Monthly Residential Revenue for December \$ 2,926.18
Monthly Commercial Revenue December \$ 136,924.06



Permit Issuance for December

Residential Units issued	0
Single Family Dwelling	0
Townhome	0
Multi-Family Dwelling	0
Commercial Units issued	4
Commercial - New	4
Commercial - TI	0



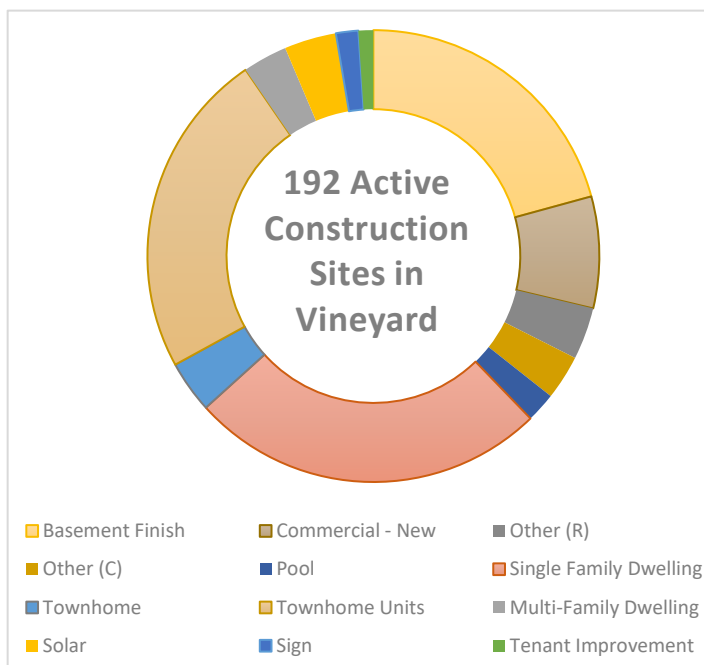
12 Building Applications Received	
Res 8	Comm 4
15 Applications in Review	
Res 6	Comm 9
10 Plans Approved	
Res 7	Comm 3

Turn-Around Information for December

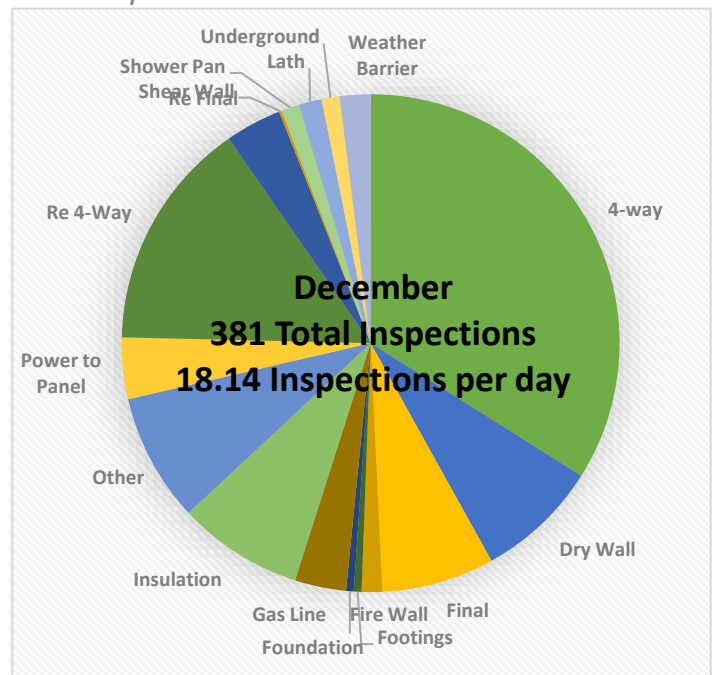
Plan Review	Avg Days	Longest Days
Single Family Residential	0	0
Multi-Family Residential	0	0
Commercial	0	0

Inspections	Avg Days	Longest Days
Residential Construction	0.0255	3
Commercial Construction	0.1905	5

Active Permits



Inspections Based on Time Allocation



Plan Review Fee Distribution
FY2025 - July 1, 2024 to December 31, 2024

Permit Application	Type	# of Apps	Bldg Permit Fee Collected	Total Plan Review Fee Collected	Building		Planning		Engineering	
					Dist %	Fee Allocation	Dist %	Fee Allocation	Dist %	Fee Allocation
Addition	Residential	2	\$ 3,438.00	\$ 859.50	80%	\$ 687.60	20%	\$ 171.90	0%	\$ -
Basement	Residential	22	\$ 7,865.10	\$ 1,966.28	100%	\$ 1,966.28	0%	\$ -	0%	\$ -
Basement walkout	Residential	3	\$ 1,570.00	\$ 392.50	87.5%	\$ 343.44	12.5%	\$ 49.06	0%	\$ -
Single Family Dwelling	Residential	22	\$ 98,988.53	\$ 47,230.97	73%	\$ 34,636.04	27%	\$ 12,594.93	0%	\$ -
Residential New Construction	Residential	0	\$ -	\$ -	75%	\$ -	25%	\$ -	0%	\$ -
Remodel	Residential	1	\$ 278.27	\$ 69.57	100%	\$ 69.57	0%	\$ -	0%	\$ -
Repair	Residential	0	\$ -	\$ -	100%	\$ -	0%	\$ -	0%	\$ -
Pool	Residential	2	\$ 1,571.50	\$ 392.88	67%	\$ 261.92	33%	\$ 130.96	0%	\$ -
Solar	Residential	15	\$ 6,915.35	\$ 1,728.86	100%	\$ 1,728.86	0%	\$ -	0%	\$ -
Stand Alone	Residential	11	\$ 900.00	\$ 37.50	100%	\$ 37.50	0%	\$ -	0%	\$ -
Other (R)	Residential	7	\$ 1,554.85	\$ 351.21	86%	\$ 301.04	14%	\$ 50.17	0%	\$ -
Townhome Unit	Residential	0	\$ -	\$ -	71%	\$ -	29%	\$ -	0%	\$ -
Multi-Family Dwelling	Commercial	0	\$ -	\$ -	73.33%	\$ -	13.33%	\$ -	13.33%	\$ -
Footing and Foundation	Commercial	2	\$ 300.00	\$ 195.00	83%	\$ 162.50	17%	\$ 32.50	0%	\$ -
Commercial New Construction	Commercial	8	\$ 194,225.68	\$ 89,214.84	74%	\$ 65,737.25	16%	\$ 14,086.55	11%	\$ 9,391.04
Shell Only	Commercial	1	\$ 15,366.81	\$ 7,990.74	70.59%	\$ 5,640.52	17.65%	\$ 1,410.13	11.76%	\$ 940.09
Commercial TI	Commercial	1	\$ 1,404.00	\$ 912.60	78%	\$ 709.80	11%	\$ 101.40	11%	\$ 101.40
Sign	Commercial	4	\$ 634.89	\$ 412.68	67%	\$ 275.12	33%	\$ 137.56	0%	\$ -
Other	Commercial	12	\$ 2,859.50	\$ 1,614.93	100%	\$ 1,614.93	0%	\$ -	0%	\$ -
Event / Temporary Structure	Commercial	2	\$ 150.00	\$ -	100%	\$ -	0%	\$ -	0%	\$ -
Totals		115	\$ 338,022.48	\$ 153,370.06		\$ 114,172.37		\$ 28,765.16		\$ 10,432.52

Vineyard Residential Buildout Audit as of 12/31/2024

Subdivision	RDA	PUD	Construction Type	Approved Density	Platted lots	Built Lots	Units in Constr.	Remaining Buildout
Alloy Apartments	Geneva Phase 2	N/A	Multi-Family	330	330	330		0
Ashley Acres	Not Within	N/A	SFD	19	19	19		0
Bridgeport	Geneva Phase 3	Waters Edge	SFD	104	104	104		0
Cascade	Geneva Phase 3	Waters Edge	SFD	109	109	109		0
Concord Apartments	Geneva Phase 2	N/A	Multi-Family	304	304	304		0
Cottonwood	Not Within	Homestead	SFD	199	198	175	22	1
Edgewater	Geneva Phase 2	N/A	Townhome	261	261	261		0
Edgewater	Geneva Phase 4	N/A	Townhome	234	234	234		0
Elms	Not Within	Homestead	SFD	79	41	41		38
Fifty Mill LLC	Not Within	N/A	Multi-Family	341	0			341
Flagborough	Geneva Phase 3	Utah City Downtown	Multi-Family				453	0
Garden	Not Within	Homestead	SFD	117	117	117		0
Hampton	Geneva Phase 3	Waters Edge	SFD	57	57	57		0
Hampton	Not Within	Waters Edge	SFD	78	78	78		0
Holdaway Cove	Not Within	N/A	SFD	6	6	6		0
Holdaway Farms	Not Within	N/A	SFD	5	5	5		0
Holdaway Fields	Not Within	Holdaway Fields	SFD	295	62	10	14	271
James Bay	Not Within	Waters Edge	SFD	28	28	16		12
Lakefront at Vineyard	Not Within	Town Center	Multi-Family	420	420	420		0
Lakefront at Vineyard	Not Within	Town Center	Townhome	243	243	243		0
Lakes at Sleepy Ridge	Not Within	N/A	SFD	162	162	161		1
Le Cheminant	Geneva Phase 2	N/A	SFD	128	128	128		0
Lochs	Geneva Phase 3	Waters Edge	Townhome	220	220	220		0
Maples	Not Within	Homestead	SFD	158	73	73		85
Meadows	Not Within	Homestead	SFD	69	69	69		0
Mill Point Apartments	Geneva Phase 4	N/A	Multi-Family	413	413	413		0
Orchards	Not Within	Homestead	Townhome	288	114	70	44	174
Parkside	Geneva Phase 3	Waters Edge	SFD	70	70	70		0
Preserve	Geneva Phase 3	Waters Edge	Multi-Family	200	200	200		0
Preserve	Geneva Phase 3	Waters Edge	Townhome	133	133	133		0
Providence	Geneva Phase 3	Waters Edge	SFD	87	87	87		0
Shores	Not Within	N/A	SFD	61	61	59		2
Solstice	Geneva Phase 3	Waters Edge	SFD	76	76	76		0
Springs	Geneva Phase 3	Waters Edge	SFD	119	119	119		0
Sycamore	Not Within	Homestead	SFD	144	93	81	12	51
Tucker Row	Geneva Phase 3	Waters Edge	Townhome	134	134	134		0
Unnamed	Not Within	Homestead	SFD	56				56
Unsubdivided parcels	Not Within	N/A	SFD	25	0	25		0
Villas	Geneva Phase 3	Waters Edge	Townhome	154	154	154		0
Vine Apartments	Geneva Phase 4	N/A	Multi-Family	468	468	468		0
Vineyard Park Place	Not Within	N/A	SFD	6	6	6		0
Westbrook	Geneva Phase 3	Waters Edge	SFD	116	116	116		0
Willows	Geneva Phase 3	Waters Edge	SFD	112	112	112		0
Windsor	Geneva Phase 3	Waters Edge	SFD	90	90	90		0
TOTALS				6718	5714	5593	545	1032



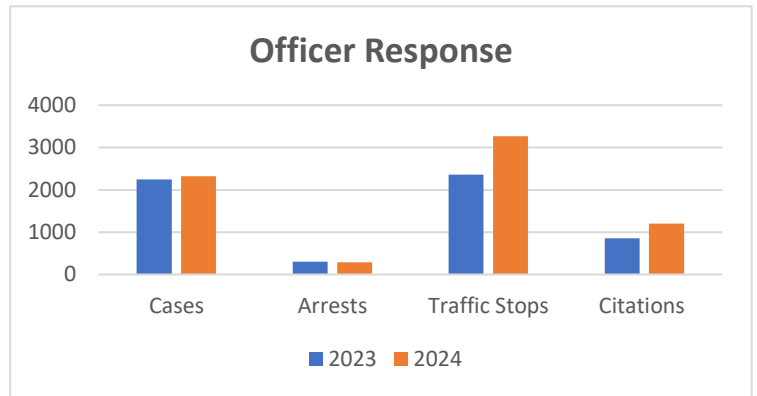
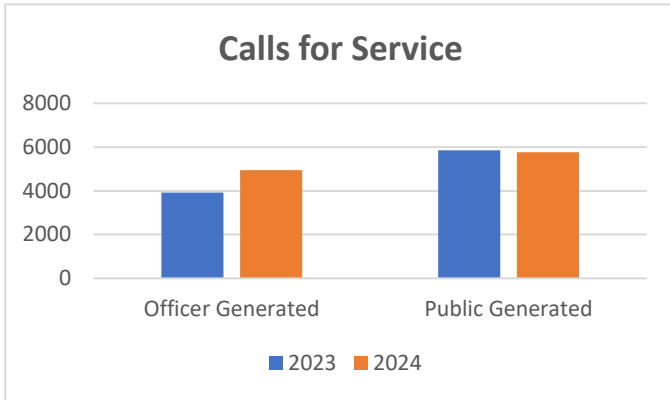
UTAH COUNTY SHERIFF'S OFFICE

SHERIFF

MICHAEL L. SMITH

Vineyard 2023-2024

Quarter	Cad Calls	Officer Generated	Public Generated	Cases	Arrests	Traffic Stops	Citations
2023	9779	3925	5854	2248	300	2356	855
2024	10697	4940	5757	2324	284	3264	1205



Incidents 2023

Burg/Theft	96
Assault/DV	135
Drugs/Alcohol	170

Incidents 2024

Burg/Theft	75
Assault/DV	167
Drugs/Alcohol	242

Response Times Priority 1-2

TIME	3:53
TOTAL	1436

Response Times Priority 1-2

TIME	3:16
TOTAL	1477



**MINUTES OF A REGULAR
CITY COUNCIL MEETING**

City Council Chambers
125 South Main Street, Vineyard, Utah
December 11, 2024, at 6:00 PM

Present

Councilmember Sara Cameron
Councilmember Brett Clawson
Councilmember Jacob Holdaway
Councilmember Mardi Sifuentes

Absent


Mayor Julie Fullmer


Staff Present: City Manager Eric Ellis, City Attorney Jayme Blakesley, RDA Director Josh Daniels, Sergeant Jason Bullock with the Utah County Sheriff’s Office, Community Development Director Morgan Brim, Finance Director Kristie Bayles, Public Works Director Naseem Ghandour, Environmental Utilities Manager Sullivan Love, Parks and Recreation Director Brian Vawdrey, Communications Manager Jenna Ahern, Executive Assistant Natilee Allen, City Recorder Pamela Spencer

Others Speaking: Nate Hutchinson and Pete Evans with Flagborough; residents Daria Evans and Karen Cornileous

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

 City Recorder Pamela Spencer opened the meeting at 6:00 PM. She called for a motion to elect a mayor pro tempore.

 **Motion:** COUNCILMEMBER CAMERON NOMINATED COUNCILMEMBER SIFUENTES AS THE MAYOR PRO TEMPORE. COUNCILMEMBER HOLDAWAY SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY AND SIFUENTES VOTED YES. MAYOR FULLMER WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

 The meeting was recessed until after the Redevelopment Agency Board Meeting.

 The City council meeting resumed at 6:14 PM.

2. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS


There were no presentations, recognitions, awards, or proclamations.

44 **3. WORK SESSION**


45 **3.1. Utah City Parking Presentation and Discussion**

46 Mayor Pro Tempore Sifuentes turned the time over to Nate Hutchinson with Flagship
47 (Flagborough).

48


49  Mr. Brim reminded the council that this was from a previous parking discussion.

50


51  Mr. Hutchinson reviewed the questions they were asked to respond to.

- 52 1. Parking management along roads within the development that were not transit users.
- 53 2. Overall parking management of the project; how roads, structures, and lots would be
54 handled long-term.
- 55 3. How parking would be contained on site as the project builds out.
- 56 4. Parking Study. He reviewed the parking study requirements.


57

58  He noted that they were under construction on the first 450 units and planned to build the next
59 phase in 2026. He explained the reason for parking issues in other areas of the city.

60

61  He said that they would be selling units once the promenade, retail, grocery store, and
62 Huntsman Cancer Institute were established.


63

64  He explained that they had more parking planned than what was required by the zoning code
65 for the grocery store. He reviewed parking to the south of the project and felt that it would be
66 contained within the downtown area. They were committed to having enough parking in the
67 downtown area.


68

69  Councilmember Cameron asked about progress on the grocery store. Mr. Hutchinson replied
70 that piers were in the ground, and they would start footings and foundation in January.


71

72  Mr. Brim asked about restrictions on Main Street and the transit road. Mr. Hutchinson replied
73 that parking would be restricted along Main Street and that they were working with Utah Transit
74 Authority (UTA) to increase their parking with a shared parking plan. There was a discussion about
75 parking and keeping roads restricted.


76


77  Mayor Pro Tempore Sifuentes asked if they were working with a study group. Mr. Hutchinson
78 replied that they were narrowing it down and then would present their recommendation to city staff
79 for approval. He noted that they were willing to work with the city on the timing of when the
80 parking study would be required to be completed. The parking discussion continued.


81

82  Resident Daria Evans, living in the Villas subdivision, asked how the shared parking structure
83 would work for people who use UTA to get the airport. She also asked about the 1800 units vs
84 1800 parking spots.

85

86  Mr. Hutchinson replied what there would be stalls for overnight parking with UTA
87 requirements. City Manager Eric Ellis explained that residents needing the overnight parking
88 would contact UTA. Mr. Hutchinson explained that this was for the current 800 units under
89 construction not the full 1800 units.


90
91  Councilmember Holdaway expressed his concern with how parking studies were conducted.
92 Mayor Pro Tempore Sifuentes replied that she had just watched Orem’s Council meeting, and their
93 mayor said that they could plan but things changed. She felt that they needed to have continual
94 studies. Councilmember Holdaway, for the record, disagreed with Mayor Pro Tempore Sifuentes’
95 statement.

96
97  Pete Evans with Flagborough explained that this was what was codified in the code to true up
98 what was required and what was needed. A discussion ensued.


99

100

101 **4. PUBLIC COMMENTS**

102  Karen Cornelious, living in the Villas subdivision, gave a shout out to Lieutenant Rockwell
103 and Public Works Director Naseem Ghandour who solved an issue they had in front of the Villas
104 Club House last week.

105


106  Ms. Evans also thanked Lieutenant Rockwell and Public Works Director Naseem Ghandour.
107 She thanked Parks and Recreation Director Brian Vawdrey and Recreation Manager Zach Baty for
108 holding a recreation forum for the Villas’ residents.

109

110

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


112 (These reports were moved to end of the meeting.)

113  Councilmember Cameron acknowledged Mr. Vawdrey for the amazing Blizzard race held in
114 November. She thanked Special Event Manager Anna Nelson for her hard work on Boo-A-
115 Palooza. She mentioned that at the Staff Christmas party she was introduced to the Public Works
116 staff and how their managers appreciated their hard work.


117

118  Councilmember Clawson commented on how much he appreciated staff on educating him on
119 the workings of the city.

120


121  Councilmember Holdaway mentioned that he had surmised his requests for the year and sent
122 them to the mayor. Councilmember Camerson explained that the mayor had responded to his email
123 and had given the council a timeline. A discussion ensued.

124

125  Mayor Pro Tempore Sifuentes reported that she had several meetings and phone calls about the
126 school district. She mentioned the grocery store and Huntsman Cancer. She also thanked City Staff
127 for their hard work and comradery.

128

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

130  Mr. Ellis explained that he would send out a report to the council and put it online.

131

132

133 **7. CONSENT ITEMS**


134 **7.1. Approval of the November 13, 2024, City Council Meeting Minutes**


135 **7.2. Approval of the November 13, 2024, City Council Special Session Minutes**

136 **7.3. Approval of the November 20, 2024 City Council Special Session Minutes**

137 **7.4. Interlocal Cooperation Agreement Between Utah County and Vineyard for an**
138 **Effort to Aid the Homeless (Resolution 2024-35)**

139 Adoption of Resolution 2024-35, authorizing the Mayor to sign an interlocal agreement
140 with Utah County, supporting the 2024-2025 Winter Response Plan. (\$2,000.00)

141  Mayor Pro Tempore Sifuentes called for a motion.

142
143  **Motion:** COUNCILMEMBER HOLDAWAY MOVED TO APPROVE AND ADOPT THE
144 CONSENT ITEMS AS PRESENTED. COUNCILMEMBER CAMERON SECONDED THE
145 MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR PRO TEMPORE SIFUENTES,
146 COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY VOTED YES. MAYOR
147 FULLMER WAS EXCUSED. THE MOTION CARRIED WITH ONE ABSENT.

148

149

150 **8. APPOINTMENTS/REMOVALS**

151 There were no appointments made at this time.

152


153

154 **9. BUSINESS ITEMS**


155 **9.1. DISCUSSION AND ACTION - Bid Award for IT and Cybersecurity Services**
156 **(Resolution 2024-30)**

157 Chad Davis and Jarom Roney, with Onward Technology, will give a presentation on IT
158 and Cybersecurity. Afterward, Executive Assistant Natilee Allen will present the
159 winning bid for IT and Cybersecurity services. The mayor and City Council will act to
160 adopt or deny this request by resolution.


161

162  Executive Assistant Natilee Allen reviewed the process staff had gone through to recommend
163 a qualified company. She turned the time over to Chad Davis with Onward Technology.

164

165  Mr. Davis gave a presentation on IT and Cybersecurity and what their company could
166 provide.


167

168  Councilmember Clawson asked if they had a preference for a password manager. Mr. Davis
169 replied that it would be Bitwarden.



170

171  Mayor Pro Tempore Sifuentes called for a motion.

172

173  **Motion:** COUNCILMEMBER CAMERON MOVED TO ADOPT RESOLUTION 2024-30
174 AS PRESENTED. COUNCILMEMBER CLAWSON SECONDED THE MOTION. ROLL
175 CALL WENT AS FOLLOWS: MAYOR PRO TEMPORE SIFUENTES, COUNCILMEMBERS
176 CAMERON, AND CLAWSON VOTED YES. COUNCILMEMBER HOLDAWAY VOTED
177 NO. MAYOR FULLMER WAS EXCUSED. THE MOTION CARRIED THREE (3) TO ONE,
178 (1) WITH ONE ABSENT.

179
180


181  Mr. Brim clarified that parking south of the civic square on Main Street in the downtown
182 area would not be allowed.  Councilmember Holdaway felt that they had the lowest parking
183 requirement of the city. Mr. Brim replied that he would look it up and get back to him.

184
185


186 **9.2. PUBLIC HEARING - Adoption of Ordinance for salary increases (Ordinance**
187 **2024-17)**

188 City Manager, Eric Ellis, will present an ordinance proposing salary increase for
189 statutory staff as required per State Code 10-3-818.

190

191  Mayor Pro Tempore Sifuentes called for a motion.

192

193  **Motion:** COUNCILMEMBER HOLDAWAY MOVED TO OPEN THE PUBLIC HEARING
194 AT 6:55 PM. COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR PRO
195 TEMPORE SIFUENTES, COUNCILMEMBERS CAMERON, CLAWSON, AND HOLDAWAY
196 VOTED YES. MAYOR FULLMER WAS EXCUSED. THE MOTION CARRIED WITH ONE
197 ABSENT.

198


199

200  Mr. Ellis reviewed the ordinance and increase in the salary.

201

202  Mayor Pro Tempore Sifuentes called for public comments. Hearing none, she called for a
203 motion to close the public hearing.


204

205  **Motion:** COUNCILMEMBER HOLDAWAY MOVED TO CLOSE THE PUBLIC
206 HEARING AT 6:57 PM. COUNCILMEMBER CAMERON SECONDED THE MOTION.
207 MAYOR PRO TEMPORE SIFUENTES, COUNCILMEMBERS CAMERON, CLAWSON, AND
208 HOLDAWAY VOTED YES. MAYOR FULLMER WAS EXCUSED. THE MOTION CARRIED
209 WITH ONE ABSENT.


210

211  Mayor Pro Tempore Sifuentes called for comments from the council or a motion.

212

213  Councilmember Holdaway noted that he was in favor of the increase.

214


215  **Motion:** COUNCILMEMBERS CAMERON MOVED TO ADOPT ORDINANCE 2024-17,
216 APPROVING THE RECOMMENDED SALARY INCREASE FOR THE FINANCE DIRECTOR
217 AS PRESENTED AND AFTER SUCCESSFUL COMPLETION OF THE GOVERNMENT
218 FINANCE OFFICERS ASSOCIATION (GFOA) CERTIFICATION PROGRAM.
219 COUNCILMEMBER CLAWSON SECONDED THE MOTION. ROLL CALL WENT AS
220 FOLLOWS: MAYOR PRO TEMPORE SIFUENTES, COUNCILMEMBERS CAMERON,
221 CLAWSON, AND HOLDAWAY VOTED YES. MAYOR FULLMER WAS EXCUSED. THE
222 MOTION CARRIED WITH ONE ABSENT.

223


224 **9.3. INTERLOCAL AGREEMENT REGARDING ACTIVITIES RELATED TO**
225 **FORMATION OF REORGANIZED NEW SCHOOL DISTRICT SERVING**
226 **RESIDENTS OF THE CITIES OF LINDON, OREM, PLEASANT GROVE,**
227 **AND VINEYARD (Resolution 2024-36)**

228 In the recent general election, two separate ballot initiatives (Prop 11 and 14) to split
229 the Alpine School District were approved and resulted in a three-way division of the
230 district. Because of the school district division, the four remaining municipalities,
231 Lindon, Orem, Pleasant Grove, and Vineyard will form a "reorganized new school
232 district" to serve the residents. The parties of the reorganized new school district
233 recognize the need to cooperate during the transition into the new district and this
234 interlocal agreement provides the framework of the needed cooperation.


235

236  Mayor Pro Tempore Sifuentes turned the time over to City Attorney Jayme Blakesly. (She
237 mentioned the acronym of LOVPG; Lindon, Orem, Vineyard and Pleasant Grove)


238

239  Mr. Blakesley gave a background on the school district formation issues. He then reviewed the
240 interlocal agreement. He clarified who would represent the city: the mayor, city manager, and one
241 member of the city council.


242

243  Mayor Pro Tempore Sifuentes asked about the temporary name of the new school district. She
244 mentioned that they wanted to leave most of the decisions to the new school board who would be
245 elected next November. There was a discussion about the different versions of the ILA. Mr.
246 Blakesley mentioned that Alpine School District would inventory the assets and then the three new
247 districts would determine who gets what.


248


249  Mayor Pro Tempore Sifuentes suggested that it was a good time to get involved as a school
250 board member. She mentioned that there was a lot of excitement to work with the other cities. She
251 said that they were watching and working on a bill presented by Representative Keith Grover
252 which would affect details of the split.


253


254  Councilmember Holdaway disclosed a conflict of interest with working with Alpine School
255 District on their surplus property. He asked about when he would be able to attend the meetings.
256 There was a discussion about the meetings. Mayor Pro Tempore Sifuentes felt that she learned a lot
257 by having one-on-one conversations and recommended that Councilmember Holdaway reach out to
258 Julie King. The discussion continued.

259

260  Councilmember Holdaway asked about changing the city code to change how assignments
261 were given to councilmembers. Mr. Blakesley replied that in most cities the mayor makes the
262 assignments, but the council could change it.

263
264  Mr. Blakesley explained that the ILA established protocol for who would be participating on
265 the board.

266
267  Mayor Pro Tempore Sifuentes called for a motion. Mr. Blakesley stated that they needed two
268 items in the motion.

269
270  **Motion:** COUNCILMEMBER HOLDAWAY MOVED TO ADOPT RESOLUTION 2024-36
271 WITH THE COUNCIL REPRESENTATIVE AS COUNCILMEMBER SIFUENTES.
272 COUNCILMEMBER CAMERON SECONDED THE MOTION. ROLL CALL WENT AS
273 FOLLOWS: MAYOR PRO TEMPORE SIFUENTES, COUNCILMEMBERS CAMERON,
274 CLAWSON, AND HOLDAWAY VOTED YES. MAYOR FULLMER WAS EXCUSED. THE
275 MOTION CARRIED WITH ONE ABSENT.

276
277

278 **10. CLOSED SESSION**

279 No closed session was held.

280
281

282  Mayor Pro Tempore Sifuentes welcomed Councilmember Brett Clawson to his first official
283 meeting.

284
285

286 **11. ADJOURNMENT**

287  Mayor Pro Tempore Sifuentes adjourned the meeting at 7:34 PM.

288
289

290 **MINUTES APPROVED ON:** _____

291
292

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

295



Vineyard City ARCH Grant Program Policy & Procedure Manual

ARCH Grant Program Overview

Background

In November of 2019, a majority of Vineyard City voters approved the RAP Tax. The RAP tax went into effect on April 1, 2020 and will last for 10 years. The November 2029 General Election will include a ballot proposition to continue the RAP Tax for the next ten years.

The RAP tax provides additional funding for the community. One tenth of one percent of the City's sales tax goes to fund community improvements such as, but not limited to City owned cultural or recreational facilities, private nonprofit cultural organizations, a qualifying facility within the geographic area of an entity that is a party to interlocal agreement with the City, and ongoing operating expenses of a City owned recreational facility.

In February of 2023, The ARCH Commission was created by the City Council and one of the commission's duties is to review grant applications for a portion of RAP tax funding. The board consists of 4 volunteer citizens of Vineyard City and one at-large representative who gives their recommendation to the City Council on funding requests.

Eligibility

In order to qualify for RAP tax funds, an organization must:

1. Be a 501(c)(3) nonprofit organization, or a city funded recreation, arts, event or cultural program or facility.
2. Qualifying 501(c)(3) nonprofit organization must:
 1. Have, or commit to have, a significant presence in Vineyard City; and
 2. Have as a primary purpose the advancement and/or preservation of natural history, art, music, theater, dance, heritage or cultural arts.

RAP Tax funds can be used for a variety of projects and programs, in accordance with Utah State Code 59-12-1402 and Vineyard City Code 4.14. Funding may be used to support municipal or nonprofit 501(c)(3) organizations providing programs such as, but not limited to:

Arts Festivals

Heritage and Culture Programs or Projects

Theater Groups

Bands

Museums

Certain Capital Improvements Projects

Events

Recreation Facilities

Library

Trails/Bike Paths

Playing Fields/Courts

Only one application will be accepted per organization in each application window.

Funding Limitations:

RAP funds are governed by state code and have limitations on their use. RAP funds granted to organizations may not be used for capital construction expenses, payments into an endowment fund, expenditures for programs outside of Vineyard, activities not available to the general public, political lobbying, fundraising expenses related to capital or endowment campaigns, or for other expenses not related to the organization's primary cultural purpose or directly related to or for the direct benefit to the residents of Vineyard City.

RAP grant funding for organizations may not be used for the following expenditures:

- Accumulated deficits or debt retirement;
- Public Schools and/or school programs or hiring of temporary or permanent staff in any school or school system;
- Lobbying Expenses;
- Scholarships, purchase awards or cash prizes;
- Non-arts related magazines or newspapers;
- Broadcasting network or cable communications systems;
- Performances, events or activities that take place outside of Vineyard City;
- Activities intended primarily for fundraising;
- Social service programs;
- Fireworks;

- Rodeos;
- Activities that are primarily religious in purpose;
- Start-up organizations;
- Private Foundations.

Projects or programs must directly benefit the Vineyard community, aligning with the specific needs and interests of local residents. Funding cannot be used for improvements to the 501(c)(3) organization itself, but must be dedicated to programming or initiatives that serve the Vineyard community.

ARCH Grant Application Process

ARCH Grant Program Annual Timeline

~~May 1–June 1 Applications Opened for Grant Funding~~
~~June 1–June 12th Reviewed by the Board and recommended to Council~~
~~June 26th Project Funding Awarded~~
~~June 30th–RAP Tax Funds Distributed~~

July 1st – August 15th Applications open

August 15th – September 15th Presentation by Applicant to ARCH Commission

September – October Reviewed by ARCH Commission and recommended to City Council

October – November Project Funding Awarded

November – December RAP Tax Funds Distributed

Updated dates:

February 1st – March 15th Application opened for grant funding

March 15th - April 15th Presentation by Applicant to ARCH Commission

April – May Reviewed by ARCH Commission and recommended to City Council

May - June Project Funding Awarded

June: RAP Tax Funds Distributed

1. All requests for Vineyard City RAP Tax funds must be submitted via an application provided by the ARCH Grant Program. Applications are available each year starting May 1. The ARCH Grant Program may revise the attached application prior to making it available each year.
2. All applications must be submitted prior to the application deadline. Late applications will not be considered. Applications will be received ~~each year 2 times per year, from May 1—June 1.~~ The first application cycle opens July 1st and the second February 1st.
3. The ARCH Commission will review every application, and accompanying material, and shall identify and recommend which grants the City Council should approve via majority vote. Applicants may be required to make a presentation and discuss the merits of their proposals in front of the ARCH Commission and/or City Council.
4. The ARCH Commission will provide notice to applicants regarding their recommendations to the City Council and the City Council's final decisions on distribution of funds to be received. Those applicants who were disqualified or denied funding will also be notified.

General Guidelines

5. The ARCH Program Grant funds are not an entitlement. Filling out an application does not guarantee that any funds will be awarded
6. The Vineyard City Council shall make all final determinations as to the amount of RAP tax funds to be distributed to each entity or organization
7. The fact that a particular project, facility, or organization has previously received RAP tax funds does not guarantee that it will receive subsequent funding unless so authorized in the original grant
8. Grant funds may be provided to publicly owned and operated facilities, all facilities must be located in Vineyard or within the boundaries of an inter-local agreement with Vineyard City.

Award Recipient Requirements

After the City Council approves the final annual RAP tax funding distribution list through the budget process, each recipient receiving a grant shall:

1. Enter into an agreement with the City prior to receiving funds. Said contract shall include:
 - A detailed planned use schedule of expenditures
 - A beginning and end date for the project, if applicable.
 - A provision allowing for Vineyard City to verify all application information and use of funds information
2. The required agreement must be executed within 30 days of the City Council approving the RAP Tax funds. RAP Tax funds will be disbursed in accordance with the City's fiscal year (July 1- June 30). Distribution of funds will be at the discretion of the City.

Organizations who do not expend all their grant funds by the following fiscal year shall return any unused portion of the grant to the City by June 30th, unless otherwise determined by the City.

3. Ensure that all promotional items, programs, publications, performances and other printed materials include the ARCH logo or other language required by the ARCH Grant Program supplied by the City.
4. Provide itemized expenses in a year-end report (compliance report). The report must be received by the 2nd Tuesday in June. If the report is not received grant funds will be required to be returned and the grant applicant will no longer be eligible for future Vineyard City grants.
5. Future grant funding may be withheld due to inadequate and incomplete reports.

ARCH Grant Scoring Card Outline

Applicant Information

- **Organization Name:**
 - **Project Title:**
 - **Applicant's Contact Information:**
 - **Grant Amount Requested:**
-

Disqualification (check if applicable)

- Not a non-profit organization
 - The project doesn't meet the requirements for funding through RAP tax funds
-

1. Project Alignment with ARCH, the Community needs, and Council goals

Objective: Assess how well the proposal aligns with the grant's goals.

- **Alignment with Funding Priorities:**
 - Does the project meet the ARCH mission and priorities?
 - Does it align with the policy and procedures of the grant process?Score (1-5) _____
- **Significance of the program:**
 - How urgent or needed is the project needed for the community?Score (1-5) _____
- **Target Audience/Beneficiaries:**
 - Who benefits from the project? Is the target audience well-defined and appropriate?
 - Does the project demonstrate a significant positive impact on the community?
 - Will it engage a diverse audience or underserved communities?Score (1-5) _____

Commissioners notes on project alignment and reason for the score: _____

2. Project Design and Implementation Plan

Objective: Evaluate the clarity, feasibility, and effectiveness of the project plan.

- **Clear Objectives and Outcomes:**
 - Are the project's goals clearly defined and measurable?
Score (1-5) _____
- **Work Plan and Timeline:**
 - Is the timeline realistic, with clear milestones and deadlines?
Score (1-5) _____
- **Feasibility:**
 - Does the applicant demonstrate the ability to carry out the project (e.g., technical capacity, team experience)?
Score (1-5) _____
- **Innovation:**
 - Is the project innovative or introducing new approaches to solving the problem?
 - Does the project show high artistic or cultural quality? Or bring something new to our community?
Score (1-5) _____

3. Budget and Financial Management

Objective: Ensure that the budget is realistic, appropriate, and transparent.

- **Justification of Budget:**
 - Is the budget breakdown clear and well-justified for each line item?
 - Is there a plan for the implication of funds?
Score (1-5) _____
- **Cost-Effectiveness:**
 - Is the project cost-effective in terms of expected outcomes versus the funding requested?
 - Is there a demonstration of financial need for this project?
Score (1-5) _____

- **Sustainability:**

- Does the applicant demonstrate how the project will sustain itself beyond the grant period (e.g., future funding plans)?

Score (1-5)_____

4.. Evaluation and Monitoring

Objective: Assess the applicant's plan for evaluating and tracking the success of the project.

- **Monitoring Plan:**

- Does the applicant have a plan to monitor the progress and outcomes of the project?

Score (1-5)_____

- **Evaluation Metrics:**

- Are the metrics for measuring success well-defined and realistic?

Score (1-5)_____

5. Applicant's Capacity and Experience

Objective: Evaluate the applicant's qualifications and ability to execute the project.

- **Organizational Capacity:**

- Does the organization have the necessary infrastructure, resources, and expertise to implement the project successfully?

Score (1-5)_____

- **Staff Qualifications:**

- Are the key personnel and project team members qualified and experienced?

Score (1-5)_____

- **Past Experience and Track Record:**

- Does the applicant have a proven history of successfully completing similar projects?

Score (1-5)_____

- **Risk Identification:**

- Has the applicant identified potential risks to the project's success?

Score (1-5)_____

Commissioners notes on the organization’s plan for the project and reason for the score:

6. Community or Stakeholder Involvement

Objective: Assess the level of engagement and support for the project from relevant stakeholders.

- **Community Support and Engagement:**
 - Does the project involve the community or relevant stakeholders in its design or implementation?
 - Score (1-5)_____
- **Collaboration and Partnerships:**
 - Does the applicant have partnerships with other organizations or entities to strengthen the project?
 - Score (1-5)_____

7. Sustainability and Long-Term Impact

Objective: Assess the potential long-term benefits of the project.

- **Sustainability Beyond the Grant:**
 - How does the applicant plan to sustain the project or its benefits after the funding ends?
 - Score (1-5)_____
- **Long-Term Impact:**
 - What are the expected long-term benefits of the project for the target community or sector?
 - Score (1-5)_____

8. Overall Impact and Value

Objective: Summarize the overall impact of the project based on all criteria.

- **Overall Contribution to Mission:**

- How well does the project contribute to the overarching mission of the ARCH grant program?
- Score (1-5)___

- **Potential for Broader Impact:**

- Does the project have the potential for broader or systemic impact beyond its immediate outcomes?
- Score (1-5)___

Commissioners notes on Overall Impact and reason for score:

Overall Score

- **Total Score:**_____.(total points possible 110)
- **Comments:** Please provide final thoughts, strengths, weaknesses, and general feedback

Scoring Key

- **5:** Excellent – Exceeds expectations in all aspects
- **4:** Good – Meets most expectations with few minor weaknesses
- **3:** Satisfactory – Meets basic expectations but has notable weaknesses
- **2:** Needs Improvement – Significant weaknesses that may impact the project's success
- **1:** Poor – Does not meet expectations or is unfeasible

ARCH Rap Tax Grant

Thank you for your interest in our ARCH Grant!

The Vineyard City ARCH Grant Program is designed to use a portion of the RAP tax fund to support high quality Art, Recreation and Parks, Culture, and Heritage projects in Vineyard City. Interested groups or individuals can apply for a grant up to \$35,000 for the 2025 year. Only one application will be accepted per organization per grant application window. The clearer your project overview is, the more it will help in the review of the applications.

This Application is for the Spring application window. Please ensure you are applying for the correct open window by reviewing the following dates:

February 1st - March 15th Applications open

March - April Presentation by Applicant to ARCH Commission

April - May Reviewed by ARCH and recommendation to Council

May - June Project funding awarded

June RAP Tax funds distributed

All requests for Vineyard City RAP Tax funds must be submitted via an online application provided by the ARCH Grant Program. Applications are available 2 times per year. The ARCH Grant Program may revise the attached application prior to making it available each year.

All applications must be submitted prior to the application deadline. Late applications will not be considered.

The ARCH Commission will review every application, and accompanying material, and shall identify and recommend which grants the City Council should approve via majority vote. Applicants may be required to make a presentation and discuss the merits of their proposals in front of the ARCH Commission and/or City Council.

The ARCH Commission will provide notice to applicants regarding their recommendations to the City Council and the City Council's final decisions on distribution of funds to be received. Those applicants who were disqualified or denied funding will also be notified.

Prior to applying, please familiarize yourself with our ARCH Grant Policy and Procedure Manual which can be found [HERE](#)(link not updated)

** Indicates required question*

1. Is your organization a registered 501c3? You must be a 501c3 to qualify for this grant. *

Mark only one oval.

Yes

No

2. Organization Name:

3. Contact Person:

4. Phone Number:

5. Address:

6. Email Address:

7. Federal Tax ID:

8. What is the organization's mission statement?

9. Please categorize your organization's primary discipline and activity type.

10. What specific initiatives, programs, projects, or services does your organization provide that directly contribute to advancing or preserving Art, Recreation and Parks, Culture, or Heritage within Vineyard?

11. Describe how your organization is funded.

Project Requesting Grant Section

12. Project Title:

13. Grant funding amount you are requesting?

**Max of \$35,000*

14. Total Project Cost:

15. Is the project an event? If so, a special event application will be required. Please ensure that application is submitted here: <https://app.civicreview.com/application/66747a5135959f4b34d9e7d4>

Mark only one oval.

Yes

No

16. Briefly explain the objective of your project.

17. Please provide a brief overview of the organization's history, relevant expertise, and staff qualifications that make it capable of implementing the project.

18. What are the goals (short and long term outcomes) for this project?

19. What is the tentative outlined dates for the project? Please be specific.

20. Describe your project and how it will benefit the citizens of Vineyard.

Funding cannot be used for improvements to the 501(c)(3) organization itself, but must be dedicated to programming or initiatives that serve the Vineyard community directly

21. Briefly, if awarded the grant, how will the funds be used?
**A budget outline must be submitted following this application.*

22. Please describe how this project will be sustainable following the grant funding? Will additional funds be required to maintain the project or program?

23. Who is your intended audience (include age range) and how many people will your project serve?

24. What area of Vineyard will your project take place?

25. How do you plan to promote your project?

26. What, if any, other funding sources are you seeking or using for this project?

27. If not fully funded by this grant, will you still be able to do this project?

Mark only one oval.

Yes

No

28. How will the effectiveness or success of the project will be measured?

Additional Attachments

Please provide the following forms in an additional attachment:

- **Detailed Budget Breakdown:** A line-item list of all anticipated project expenses (e.g., personnel, materials, equipment, travel, marketing, etc.). These must be actual costs with intended vendors if applicable.
- **Proof of non-profit statuses**
- **Resumes or Bios:** Key staff or project leads, showcasing their experience and qualifications.
- **Any additional supporting documents for your project**

29. Please type your name to certify that the information provided is accurate and you agree to comply with the grant terms and conditions.

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Google Forms

RESOLUTION 2025-02

**A RESOLUTION OF THE VINEYARD CITY COUNCIL APPROVING
PROPERTY TRANSFER WITHIN NEW DISTRICT**

WHEREAS, on November 5, 2024, voters in Utah County approved Propositions 11 and 14, which approved and initiated a three-way split of the Alpine School District (ASD). As a result of the split, the municipal boundaries of Orem, Vineyard, Lindon, and Pleasant Grove, and contiguous parts of unincorporated Utah County, shall be included in a reorganized new school district (“New District”);

WHEREAS, the former Alpine School District's Career and Technical Education (“CTE”) program each year builds and sells two student-built residential homes as part of its construction program, and one of the homes built last year falls within the New District (the “Home”); and

WHEREAS, the CTE has received an offer on the Home; and

WHEREAS, prior to the transfer of the title, Utah Code Ann. §53G-3-302 requires the consent of the legislative body of the municipality in which the boundaries for the New District are entirely located; and

WHEREAS, the City has determined that it is in the public interest to consent to the title transfer and hereby approves said transfer; and

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF VINEYARD AS FOLLOWS:

Section 1. Approval. The sale of the Home and accompanying transfer of title is hereby approved by the City Council of Vineyard City.

Section 2. Severability. If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. Effective Date. This Resolution shall become effective immediately upon its approval by the City Council.

PASSED AND ADOPTED BY THE VINEYARD COUNCIL ON THE ____ DAY OF JANUARY, 2025.

	AYE	NAY	ABSENT	ABSTAIN
Mayor Julie Fullmer	_____	_____	_____	_____
Brett Clawson	_____	_____	_____	_____
Jacob Holdaway	_____	_____	_____	_____
Mardi Sifuentes	_____	_____	_____	_____

Sara Cameron

Presiding Officer

Attest

Julie Fullmer, Mayor, Vineyard

Pamela Spencer, City Recorder
Vineyard



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: January 15, 2025

Agenda Item: Parking Permit Program Update (Resolution 2025-01)

Department: Community Development Department

Presenter: Cache Hancey

Background/Discussion:

Permit Program History-

Resolution 2019-14: Creation of the Parking Permit Program

Resolution 2021-11: Establishes time restrictions (12:00am-5:00am) and allows for complete parking restrictions (ie: The Villas)

Resolution 2022-50: Allows permit program on streets instead of only neighborhoods, adjusts time restriction (1:00am-5:00am), and allows for 55+ communities to restrict parking from 11:00pm-6:00am.

Due to the complexity of the parking issues throughout the city, in August 2023 the city council approved to move forward with a parking study and master plan. The purpose of this master plan was to advise staff and the council on parking impacts, identify opportunities for additional parking, and collect data for ongoing parking policies. As part of this study, last November, the City Council, along with the consultants, hosted a town hall to address parking challenges across the city.

From this discussion, several recommendations for improving the parking permit program were proposed.

The following updates are being considered as part of the policy changes:

1. Parking Permit Fee Adjustments

Currently, city parking permits cost \$60 annually, prorated at \$5 per month. Staff recommends a tiered fee structure based on road type:

- **City Council Designated Local Residential Streets:** Reduced to \$15 per calendar year.
- **City Council Designated Amenity Roads:** Fee remains \$60 prorated monthly, valid for the current calendar year.

Impact: Residents in neighborhoods like Providence, Springs, and the future Holdaway Fields will pay only \$15 per year for a parking permit on local streets. Parking on 300 West and Vineyard Loop Road will remain \$60 prorated monthly. Due to the limited supply of parking on the street, keeping the cost at \$60 will help ensure that those that need the additional parking permit may obtain one.

2. Visitor Parking Permits

Neighborhoods such as Providence and Springs currently lack a system for visitor parking permits. With the transition to digital parking permits, staff can now efficiently issue visitor permits. This visitor pass will have a fee of \$5 due to the account creation cost.

Recommendation: Allow up to 5 visitor parking permits per neighborhood in the program. Note that 300 West and Loop Road already have this policy in place.

3. Additional Permits for ADA-Compliant Vehicles

Staff proposes allowing an additional parking permit per residential unit with a permanent ADA vehicle. Residents within a Council Designated Local Residential Street permit program may request a parking permit at no cost for ADA-compliant vehicles. This will allow for a maximum of 2 parking passes for residents, one ADA pass and one standard pass.

4. Additional Parking Permits for Residents

Residents have requested the option to purchase a second parking permit.

Recommendation: Allow homes in Providence, Springs, and Holdaway Fields to purchase up to 2 parking permits. The first permit will cost \$15 and the additional permit will cost \$45. This would allow for residents in these neighborhoods to purchase 2 parking passes at the current rate that they are already paying for 1 pass.

Alternative Recommendation: Allow homes in Providence, Springs, and Holdaway Fields that have a licensed Accessory Dwelling Unit, to purchase up to 2 parking permits with the same pricing structure as above.

- **Note:** This limit does include additional permits issued for ADA-compliant vehicles.

This updated parking program aims to address resident concerns, improve flexibility, and align with current technologies and regulations.

Fiscal Impact:

These may be a slight decrease in total revenue collected from parking permits if the price is adjusted to \$15. However, staff time is significantly saved by moving over to the digital parking permits.

Recommendation:

Staff recommends approval of Resolution 2025-01

Sample Motion:

"I move to adopt Resolution 2025-01 as presented."

Attachments:

- 1. RES 2025-01 Parking Regulations

RESOLUTION NO. 2025-01
Superseding Resolution 2022-50

A RESOLUTION ADOPTING A POLICY TO ESTABLISH PARKING REGULATIONS IN VARIOUS SUBDIVISIONS AND ALONG PUBLIC STREETS WITHIN VINEYARD CITY

WHEREAS, Vineyard City has the power to regulate public parking on Vineyard City public streets pursuant to Utah Code 10-8-11 and Utah Code 41-6a-208(2); and

WHEREAS, the City recognizes that parking on City streets may not be appropriate at certain times and places; and

WHEREAS, the City has at times received requests from neighborhoods to limit or restrict parking on the public streets; and

WHEREAS, the City does not want to make decisions about parking on public streets without involving the residents that live in the area; and

WHEREAS, by Resolution 2019-14 dated December 19, 2019, the City established a policy to help guide decisions about limiting parking on public streets to ensure that these decisions are made with the best interest of the neighborhood and the public in mind; and

WHEREAS, the City has received and reviewed a request to implement a uniform parking policy; and

WHEREAS, the City Council has consulted with city staff members and representatives from the Utah County Sheriff's Office to determine the feasibility of proposed parking programs.

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF VINEYARD CITY AS FOLLOWS:

- A. Where designated public on and off-street parking along City streets is provided, no overnight parking shall be permitted between the hours of 1:00 a.m. and 5:00 a.m.
- B. On a neighborhood-by-neighborhood basis, the City may restrict overnight parking to those vehicles displaying a City-issued overnight parking pass.
- C. When implemented, overnight parking restrictions shall be on the following terms:
 1. On designated local residential streets, No more than a single two (2) overnight parking passes shall be issued per parcel, and five (5) visitor parking permits may be issued per designated area;
 2. On designated local residential streets, a parking permit may be issued at no cost to

vehicles that are permanent ADA-compliant; and
4.3. On designated amenity parking spaces, no more than a single overnight parking pass shall be issued per parcel; and

2.4. Overnight parking passes shall be issued on a calendar-year basis;

3.5. The annual fee for an overnight parking pass shall be as established by the City's fee schedule;

4.6. Within a neighborhood that has adopted where an overnight parking restriction has been adopted, no vehicles may be parked on public streets within such neighborhoods between the hours of 1:00 a.m. and 5:00 a.m. except those displaying a City-issued overnight parking permit; and

5.7. Within a neighborhood designated as a retirement or 55+ community where an overnight parking restriction has been adopted, such a neighborhood may elect to restrict the parking hours from 11:00 p.m. and 6:00 a.m.; and

6.8. Violations of the overnight parking restriction may be enforced by all available legal means, up to and including towing the offending vehicles.

D. The following shall be the policy and procedure that the City shall follow when a representative from a neighborhood requests that the City implement overnight parking restrictions on public streets in the neighborhood:

1. For purposes of this policy a neighborhood is defined as a distinct area developed as a named development such as the following:

- | | |
|-------------------|----------------------|
| a. Leisure Villas | g. The Willows |
| b. Providence | h. Bridge Port |
| c. Cascade | i. LeCheminant |
| d. Hamptons | j. Orchards |
| e. Providence | k. Waters Edge Pod 2 |
| f. Westbrook | |

Any questions about the boundaries of a particular neighborhood shall be decided by the City Engineer.

2. All requests for neighborhood overnight parking regulations must be submitted to the City Manager using the application form published on the City's website.

3. The application shall provide a description of the issues related to parking and how restricting overnight parking will alleviate these issues. Photos identifying site conditions are required.

4. No request for overnight parking restrictions shall be implemented unless it is supported by at least 75% of the property owners in the affected neighborhood. Support shall be determined using an online survey on the City's website.
5. If the neighborhood is less than 50% developed, the HOA shall provide their written consent for the proposed overnight parking restrictions.
6. The City Manager, after consulting with city staff members and representatives from the Utah County Sheriff's Office, shall render a decision regarding the installation and content of the of signage.
- E. The intent of this resolution is to establish a procedure for public petition and participation in neighborhood parking decisions. Nothing in this resolution shall be construed to require or prevent the City from installing or removing parking regulation signs on public streets with or without public consent or participation, or from enforcing the City's existing parking restrictions. The City reserves the right to make decisions on the use of the public streets as it feels will be in the best interest of the public in general and consistent with State law.
- F. This resolution will not modify neighborhood parking restrictions in place prior to its adoption. All previously adopted neighborhood parking restrictions—including the scope and enforcement of such restrictions—will remain in effect unless and until the neighborhood approves and implements new restrictions.
- G. This resolution shall take effect upon passing.

Passed and dated this 15th day of January 2025.

Mayor Julie Fullmer

Attest:

City Recorder Pamela Spencer