



CITY COUNCIL WORK SESSION MEETING
Tuesday, May 16th, 2023 at 5:30 PM
Court Room/Council Chambers (2nd floor) and Online

MINUTES

Mayor Olson called the meeting to order at 5:30 p.m.

ROLL CALL

Councilors present included Councilors Adcock, Hathaway, Mecham, and Montoya.

Councilor Siddoway was excused from the meeting.

Others present included City Recorder Amalie Ottley, City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Community Services Director John Bradley.

No members of the public attended the meeting.

PLEDGE OF ALLEGIANCE

City Manager Beagley led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Director Bradley offered an invocation.

DISCUSSION ITEMS

1. Local Water Update & Report

Manager Beagley used graphs to show how much water in cubic feet per second (CFS) is coming from the canyon. He addressed the water running down Center Street being an overflow result of the irrigation company's systems handling as much water as they possibly can and being overloaded. He indicated that the Public Works department and the Summit Creek Irrigation Company are working to alleviate as much water pressure as possible in the core area of town. Councilor Adcock inquired where the water goes that is traveling down Center Street. Manager Beagley stated the water is being directed to orchards and a private pond on the north side of town. Manager Beagley also indicated that 75% of the water has come down from the Snotel site at 7,800 ft, coming into and through the town, which is losing about an inch of water every day. Mayor Olson stated that he took a flight with Emergency Management services to look at higher elevations in the canyon. He showed photos that he took during that flight.

2. City Space Event Rentals (i.e. City Hall Multi-Purpose Room Rental, Pickleball Court Rental for Tournaments, etc.)

Community Services Director John Bradley addressed City Council members regarding the possibility of renting the city's pickleball courts for outside events. Director Bradley and his staff conducted research in other Utah cities to determine if it would be beneficial to rent pickleball courts for tournaments in order to bring revenue into the city. Councilor Montoya thought that the proposed fees are a reasonable amount for proposed rentals. She also liked the idea that some weekends and holidays would be blacked out so that they aren't booked and unusable for residents. Councilor Mecham expressed his concern about renting the courts to events and out-of-towners. He expressed that the revenue would not be worth the efforts to maintain the reservations and the courts should be for our residents only. Councilor Montoya appreciated the insight from Councilor Mecham as he has experience playing pickleball and with other members of the community who play. Director Bradley inquired if the city would be willing to work with schools to reserve the courts for fundraisers and student events. Mayor Olson suggested that the city conduct their own self-sponsored tournaments and allow the schools to work with the city for events on a case-by-case basis. Council members all agreed that there should not be outside tournaments or rentals and that the courts should be maintained for city residents. Councilor Hathaway pointed out that historically, tournaments have helped pay for recreation equipment for other programs. The majority direction from the council was that school sponsored events or tournaments on the pickleball courts would be handled on a case-by-case basis and that tournaments would only be city sponsored and not outside rentals.

Director Bradley brought up the idea of naming the recreation offices in the new building the "Community Center at City Hall" and proposed names for the classrooms in the basement of the new building. The council also discussed proposed names for the current recreation building. Director Bradley discussed potential rental costs for certain rooms in the new City Hall. Councilor Adcock inquired about what the seniors and/or veterans would have to pay to rent the rooms in the new City Hall building. Director Bradley clarified that the city's senior programs in the city will not be charged. But rentals of city space by residents, non-residents, or seniors for personal use events would be charged. Director Bradley and members of the council discussed if fees for rentals should be delineated between resident/non-resident and a possible senior discount. Staff and council discussed the original intention of what room and parts of the building will be scheduled for both staff needs and personal events. Council members discussed concerns with non-residents using family and/or friends to get lower rates for their events. They discussed the rates being separated between resident and non-resident and proof of residency being provided (i.e., utility bills, valid ID) at the time of rental. The council decided that senior discounts would not be applicable to rentals. Council members discussed the possibility of requiring limited liability insurance and the possibility of a deposit for cleaning.

3. Upcoming Agenda Items

Mayor Olson, staff, and council members discussed items on the upcoming Regular City Council meeting agenda.


ADJOURNMENT

Councilor Mecham motioned to adjourn the Work Session Meeting. Councilor Montoya seconded the motion.

Councilor Adcock	Yes
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative. The meeting was adjourned at 6:40 p.m.

ATTEST:



Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder

Santaquin Multi Purpose Room "DRAFT"

	Non Profit/Senior/ School Rate Tier 1: Weekday	Non Profit/Senior/ School Rate Tier 1: Weekend	Resident-Regular Rate Tier 2: Weekday	Resident-Regular Rate Tier 2: Weekend	Non-resident Rate Tier 3: Weekday	Non-resident Rate Tier 3: Weekend
Multipurpose Room (upstairs)						
Half Day: 6 hour	\$150	\$200/ Include PT Blg Att	\$300	\$350/Include PT Blg Att	\$500	\$550/Include PT Blg Att
Full Day: 8am-10pm	n/a	\$400/Include PT Blg Att	n/a	\$600/Include PT Blg Att	n/a	8 ⁰⁰ Include PT Blg Att
Downstairs (large west classroom):						
Per hour - Weekdays 8-5pm	\$ 25.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00	\$ 55.00
Per hour- 2 hour minimum Night/Weekend	\$ 25.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00	\$ 55.00
Downstairs (large east classroom)						
Per hour - Weekdays 8-5pm	\$ 25.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00	\$ 55.00
Per hour- 2 hour minimum Night/Weekend	\$ 25.00	\$ 35.00	\$ 40.00	\$ 45.00	\$ 50.00	\$ 55.00
Birthday Room:						
2 hour (8am-5pm SPECIAL)	n/a	n/a	\$ 30.00	\$ 30.00	TBD	TBD
2 hour (Night/Weekend)	n/a	n/a	\$ 45.00	\$ 45.00	TBD	TBD
2 hour specialty (themed/programmed) 5 ppl	n/a	n/a	\$ 60.00	\$ 60.00	TBD	TBD
2 hour specialty (themed/programmed) 10 ppl	n/a	n/a	\$ 85.00	\$ 85.00	TBD	TBD
2 hour specialty (themed/programmed) 15 ppl	n/a	n/a	\$ 100.00	\$ 100.00	TBD	TBD

Things to consider

Multipurpose Room

- Different price point for weekday vs weekend rentals.
- Closed Sunday.
- Different price point for non profit vs. for profit rental (Tier 1-3)
- Different price point for resident vs non resident.

Birthday Party

- 2 vs 3 hour blocks available
- As is space rental vs theme/programmed birthday parties
- Block certain days for parties versus "programmable days by staff for other arts and crafts programming"

General Info

- Day rentals covered by office staff vs night/weekend rentals covered by Rec program staff (building attendants)
- Registration info available online, but must submit in person. Ultimately no online registration process will be available, due to complexity.
- Need deposit; cash or credit card. (recommendations from other cities say no "checks".)
- Even though no online rental, Rec staff still need to put on Registration Software Calendar for internal reporting and to show public "availability" online.

“Proposed” Proposed Pickleball Tournament Rental Fee:

All day (up to 8 hours) 4 courts /\$300 or 8 courts/\$500

Assumptions:

- 1- Most tournaments are weekends and need more than 4 hours.
- 2- Costs need to be high enough that every weekend isn't booked by groups from out of town; due to so many Utah County cities that don't reserve tournament courts.
- 3- Affordable 1 hour x 1 court rentals are available all week in Santaquin... \$10 for residents/ \$15 for nonresidents

“Benchmark”-Pickleball Court Tournament Rental Fee:

Smithfield	All day-4 court/\$300 and 8 court/\$500
Clearfield	Weekday 4 court \$150- 8 court \$300; weekend 4 court \$300 to 8 court \$600
Brigham City	All day- 4 court \$300 and 8 court/\$480
Salt Lake County	All day- \$250 fee (they have 16 courts and always leave 8 courts open to public)

Still Reviewing Fee Structure:

Springville

Mapleton

Not allowing Non-City Tournament Reservations: (desire always available to public for play)

Provo

Orem

Spanish Fork

Pleasant Grove

Payson