



## **CITY COUNCIL AGENDA**

PUBLIC NOTICE is hereby given that the City Council of Spanish Fork, Utah, will hold a regular public meeting in the Council Chambers in the City Office Building, **40 South Main Street**, Spanish Fork, Utah, commencing at **6:00 p.m. on August 5, 2008**.

### AGENDA ITEMS:

#### **1. CALL TO ORDER, PLEDGE, OPENING CEREMONY, RECOGNITIONS:**

- a. Pledge
- b. Employee of the Quarter

#### **2. PUBLIC COMMENTS:**

Please note: In order to be considerate of everyone attending the meeting and to more closely follow the published agenda times, public comment will be limited to three minutes per person. A spokesperson who has been asked by a group to summarize their concerns will be allowed five minutes to speak. Comments which cannot be made within these limits should be submitted in writing. The Mayor or Council may restrict the comments beyond these guidelines.

#### **3. COUNCIL COMMENTS:**

#### **4. PUBLIC HEARINGS: 6:00 p.m.**

- a. \*700 West Annexation
- b. \*Esplin Industrial Park Preliminary Plat Amendment
- c. \*Farnsworth Zone Change
- d. \*White Zone Change
- e. \*Thomas Zone Change
- f. \*ALA Zone Change
- g. \*Forbush Boundary Line Adjustment

#### **5. CONSENT ITEMS:**

These items are considered by the City Council to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item may be removed from the consent agenda and considered separately.

- a. \*Minutes of Spanish Fork City Council Meeting – June 17, 2008; July 1, 2008
- b. \*SUVMA Lease Renewal
- c. \*License Agreement - McDonald
- d. Senior Center – Mountainland Aging Contract for FY 2009

#### **6. NEW BUSINESS:**

- a. Utah Valley Home Builders Association – Economic Model Report
- b. \*Dispatch Special Services Resolution
- c. \*Resolution of Intent to Adjust Common Boundary with Mapleton City
- d. \*Lynnbrook Saddle Replacement Project – 2008 Proposed Change Order
- e. \*Golf Course Sprinkler System Pump Station Project Sales Tax
- f. \*Airport Master Plan Update Agreement
- g. New Haven Emergency Water Connection (More Information Available at Meeting)

\* Supporting documentation is available on the City's website [www.spanishfork.org](http://www.spanishfork.org)

Notice is hereby given that:

- In the event of an absence of a quorum, agenda items will be continued to the next regularly scheduled meeting.
- By motion of the Spanish Fork City Council, pursuant to Title 52, Chapter 4 of the Utah Code, the City Council may vote to hold a closed executive meeting for any of the purposes identified in that Chapter.

SPANISH FORK CITY does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in the employment or the provision of services. The public is invited to participate in all Spanish Fork City Council Meetings located at 40 South Main St. If you need special accommodation to participate in the meeting, please contact the City Manager's Office at 798-5000.

**7. EXECUTIVE SESSION:**

- a. Real Property
- b. Personnel

ADJOURN:



# REPORT TO THE CITY COUNCIL 700 WEST ANNEXATION

**Agenda Date:** August 5, 2008

**Staff Contacts:** Dave Anderson, Planning Director

**Reviewed By:** Development Review Committee

**Request:** The proposal is to annex parcels that comprise some 206 acres in the vicinity of 1900 North and 700 West.

**Zoning:** Industrial 1 proposed

**General Plan:** Light Industrial

**Project Size:** 206.2 acres

**Number of lots:** Not Applicable

**Location:** Approximately 1900 North 700 West

## Background Discussion

The annexation area is located within the City's Growth Management Boundary and is designated for Light Industrial development on the General Plan.

Spanish Fork City is the sponsor of the annexation. The proposed annexation is part of the City's effort to prepare properties for development that would enhance the City's economic base. While there are no potential companies or users contemplating the development of these properties, Spanish Fork City believes that tremendous development potential exists.

A portion of this report addresses area specific issues relative to providing services to the proposed annexation.

## Development Review Committee

The Development Review Committee reviewed the proposed annexation on June 25 and recommended that it be approved.

## Planning Commission

The Planning Commission reviewed the proposed annexation on July 2, 2008 and recommended that it be approved with Industrial 1 zoning. Draft minutes from the July 2 meeting read as follows:

### 700 West Annexation

Applicant: Spanish Fork City  
 General Plan: Light Industrial  
 Zoning: Industrial 1  
 Location: approximately 1500 North 700 West

Discussion was held regarding the property being a benefit to the City, readying properties for development, and who would pay for the improvements.

Commissioner Marshall **moved** to recommend to the City Council that the proposed 700 West Annexation be **approved** based on the following findings:



## **Findings**

1. That the annexation area is located within the City's Growth Management Area.
2. That the annexation area is planned for industrial development.
3. That the City can provide the necessary services to the annexation area.

Commissioner Stroud **seconded** and the motion **passed** all in favor.

## **Budgetary Impact**

No significant budgetary impact is anticipated with the approval or denial of the proposed annexation.

## **Recommendation**

Staff recommends that the Planning Commission recommend that the proposed 700 West Annexation be approved based on the following findings:

## **Findings**

1. That the annexation area is located within the City's Growth Management Area.
2. That the annexation area is planned for industrial development.
3. That the City can provide the necessary services to the annexation area.

**SPANISH FORK CITY  
Annexation Feasibility Report**



<b>Agenda Date:</b>	July 2, 2008
<b>Staff Contacts:</b>	Dave Anderson, Planning Director Richard Nielsen, Assistant Public Works Director
<b>Reviewed By:</b>	Development Review Committee
<b>Subject:</b>	700 West Annexation Report

**SECTION 1**

Annexation Map.

Annexation Plat.

**SECTION 2**

**annexation sponsor:** Spanish Fork City

**phone:** (801) 798-5000

**annexation location:** approximately 700 West 1900 North

**acreage in annexation:** 206.08 acres

**property owner(s) and parcels:**

owner: Gerald L. Hill Family LLC

parcel: 24:044:0002                      acreage: 31.464 acres                      valuation: \$147,400

parcel: 24:044:0004                      acreage: 30.941 acres                      valuation: \$221,800

parcel: 24:044:0001                      acreage: 27.112 acres                      valuation: \$257,700

parcel: 24:001:0024                      acreage: 8.209 acres                      valuation: \$78,800

owner: Robert and Janice Gull

parcel: 24:001:0005                      acreage: 3.998 acres                      valuation: \$31,800

parcel: 24:001:0005                      acreage: .999 acres                      valuation: \$172,800

owner: Ricky and Connie Ricky

parcel: 24:001:0014	acreage: 2.781 acres	valuation: \$225,900
owner: David and Karla James		
parcel: 24:001:0003	acreage: 4.997 acres	valuation: \$174,400
owner: Sherald and Mary James		
parcel: 24:043:0008	acreage: 9.233 acres	valuation: \$165,200
owner: Hal and Carolyn Lucas		
parcel: 24:043:0006	acreage: 21.159 acres	valuation: \$198,100
owner: Robert and Evelyn Lucas		
parcel: 24:043:0009	acreage: 6.036 acres	valuation: \$107,600
parcel: 24:043:0018	acreage: 8.804 acres	valuation: \$77,700
owner: Robert and Evelyn Lucas		
parcel: 24:043:0009	acreage: 6.036 acres	valuation: \$107,600
parcel: 24:043:0018	acreage: 8.804 acres	valuation: \$77,700
owner: Roach Ernest Farms Inc.		
parcel: 24:043:0004	acreage: 12.406 acres	valuation: \$36,100
owner: Spanish Fork City		
parcel: 24:044:0014	acreage: .682 acres	valuation: \$0
parcel: 24:001:0023	acreage: 2.871 acres	valuation: \$0
parcel: 24:044:0011	acreage: 1.919 acres	valuation: \$0
parcel: 24:001:0015	acreage: 2.794 acres	valuation: \$0

**submittal date:** March 24, 2008

**acceptance date:** April 1, 2008

**certification date:** April 14, 2008

**date of protest filed:** none

**Development Review Committee recommendation date:** June 25, 2008 (anticipated)

**Planning Commission recommendation date:** July 2, 2008 (anticipated)

**City Council meeting date:** July 15, 2008 (anticipated)

### SECTION 3

In accordance with 15.3.08.030 (B) of the Municipal Code, the following items are addressed in Section 3 of the Annexation report:

**1. Whether the proposed property is within the Growth Management Boundary of the General Plan.**

The subject properties are located within the City's Growth Management Boundary.

**2. Present and proposed land use and zoning.**

At present, there are 3 dwellings on the subject properties and the annexation area has a Residential Agricultural zoning designation in Utah County. Spanish Fork City has designated the annexation area Light Industrial on the General Plan. The zoning that most appropriately correlates to the General Plan is Industrial 1.

**3. Present and potential demand for various municipal services.**

At present, there is little demand for municipal services. If the subject properties are annexed, the City will then be obligated to provide at least some municipal services to the area. Most immediately, the City will be required to provide public safety service to the area. As the properties develop, the City will then be obligated to provide utility service. Any residents of the annexation area would, of course, be entitled to any services (recreation programs, library, etc.) that the City offers.

**4. Distances from existing utility lines, public schools, parks, and shopping areas.**

Detailed information is provided in Section 4 of this report relative to the proximity of the proposed annexation to utility lines. At present, the closest elementary school, Brockbank Elementary, is 1.2 miles from the proposed annexation. The closest junior high school is Diamond Fork, is 2.2 miles from the proposed annexation. Spanish Fork High School is 1.5 miles from the proposed annexation. The closest shopping area of any substantial size is 1 mile from the proposed annexation.

**5. Specific time tables for extension of services to the area and how these services would be financed.**

It is anticipated that services will be extended to the area as development occurs. As such, it is expected that utilities will be funded by property owners or the development community. At present the City has no plans to extend utilities to the area or to make upgrades to City facilities that would serve the annexation area.

**6. Potential impact on existing and proposed streets.**

The streets issues are addressed in detail in section 2 of this report.

**7. The effect that the annexation will have upon City boundaries and whether the annexation will create potential for islands,**

**or difficult service areas.**

Relative to the annexation's configuration and the provision of City services, Spanish Fork City is currently providing services in the immediate vicinity and it is not anticipated that the annexation would create a difficult service area for the City or other service provider.

**8. An estimate of potential revenue verses potential service costs.**

As it is anticipated that the annexation area would be developed with industrial uses, tax and other revenues generated for the City in the annexation area will likely exceed the City's expenditures in providing services to the area.

**9. Requirements imposed by state law.**

Staff is aware of no requirements imposed by State Law, aside from following the requisite procedure for annexation, that would impact the annexation area.

**SECTION 4**

In order to evaluate the City's ability to provide municipal services to the proposed annexation, the following information is provided:

**1. Conformity to Master Plans for public utilities and facilities.**

**Streets**

The streets in the 700 West Annexation area that need to be addressed during the annexation process are 700 West, 1150 West (800 West County), 1900 North and 2700 North (4800 South County). These streets will need to provide adequate traffic capacity in the area. In an industrial zone the minimum street width is 68 feet of right-of-way with 40 feet of asphalt.

**700 West**

700 West is planned as a 68' minor collector (40' of asphalt) street. This street will need to have the additional right-of-way dedicated. The diagonal section along the airport taxiway will need to have the full right-of-way dedication from the southwest side of the street.

**1150 West (800 West County)**

1150 West is planned as a 78' minor collector (50' of asphalt) street. This street will need to have the additional right-of-way dedicated.

**1900 North**

1900 North is planned as a 68' minor collector (40' of asphalt) street. This street will need to be dedicated and constructed from 700 West to 1150 West.

**2700 North (4800 South County)**

2700 North (4800 South County) is planned as a 68' minor collector (40' of asphalt) street. This street will need to have the additional right-of-way dedicated.

**Culinary Water**

The culinary water system will need to be extended into and through the proposed annexation. The minimum size of any culinary line is to be 8". There are larger lines that are needed in the following streets:

700 West – 1900 North to 2700 North – 12"  
1900 North – 700 West to 1150 West – 12"  
800 West – 1800 North to 3000 North – 12"

### **Sewer**

This annexation does not currently have sewer service available. A lift station, force main, and offsite gravity sewer lines will need to be constructed to provide sewer service for this area. The proposed site for the lift station that would serve this area is approximately 3500 North 600 West. Other lift station sites could be considered, but the final site would need to be able to service the proposed annexation as well as property north of the airport and west of the County Jail. The lift station would also require a force main to be constructed from the lift station to the Wastewater Treatment Plant. In addition, an offsite sewer line would need to be constructed from the annexation area to the lift station along 1150 West. This line would need to be a minimum of 15". The final design of this line and the lift station would be determined by the type and size of industry proposed for the annexation and surrounding areas. The cost of the lift station, force main, and gravity line should be allocated to the properties that benefit from the facilities.

### **Pressurized Irrigation**

The pressurized irrigation system will need to be extended into and through the proposed annexation. The minimum size of any pressurized irrigation line is to be 6". There are larger lines that are needed in the following streets:

700 West – 1900 North to 2700 North – 10"  
1900 North – 700 West to 1150 West – 10"  
800 West – 1800 North to 3000 North – 10"

All other lines should be sized one size smaller than the culinary water lines.

### **Storm Drain**

The storm drain system in the proposed annexation will need to drain to Dry Creek north and east of the site. There will need to be a storm drain line constructed along 1150 West north to 4000 South (county), then east to Dry Creek. The size of this line will be determined at the time of development of the area.

There is also a natural drainage (shallow swell) that runs south to north through the site. This drainage will need to be considered as the property is developed.

### **Surface Irrigation**

The Westfield Irrigation Company has existing ditches that run through the proposed annexation and continue beyond the proposed annexation and City boundary to existing users. These ditches will need to be piped through the annexation as the area develops. The other existing ditches in the area will need to be piped or abandoned as the area develops. This work will need to be coordinated with the canal company.

### **Existing Homes**

There are 3 existing homes within this annexation that should be connected to city utilities as the area develops.

### **Parks and Trails**

As no part of the annexation is anticipated to be developed residentially, no park facilities have been planned for the annexation area.

### **Power**

The North Substation is currently under construction and will provide power to the area.

### **Communications**

It is expected that all communications facilities will be installed at the time of development.

### **Gas**

Natural Gas is available in the immediate vicinity. Questar Gas is the service provider.

## **2. Presence of unique utility/facility needs or requirements.**

Aside from what has been noted in this report, there are no known unique facility needs or requirements.

## **3. Presence of irrigation or other ditches and related facilities.**

Aside from what has already been described in this report, there are no noteworthy ditches or irrigation facilities.

## **4. Public Safety evaluation.**

Spanish Fork City is currently providing police and fire protection for the annexation area.

## **5. Presence of Sensitive Lands or Watershed Protection issues.**

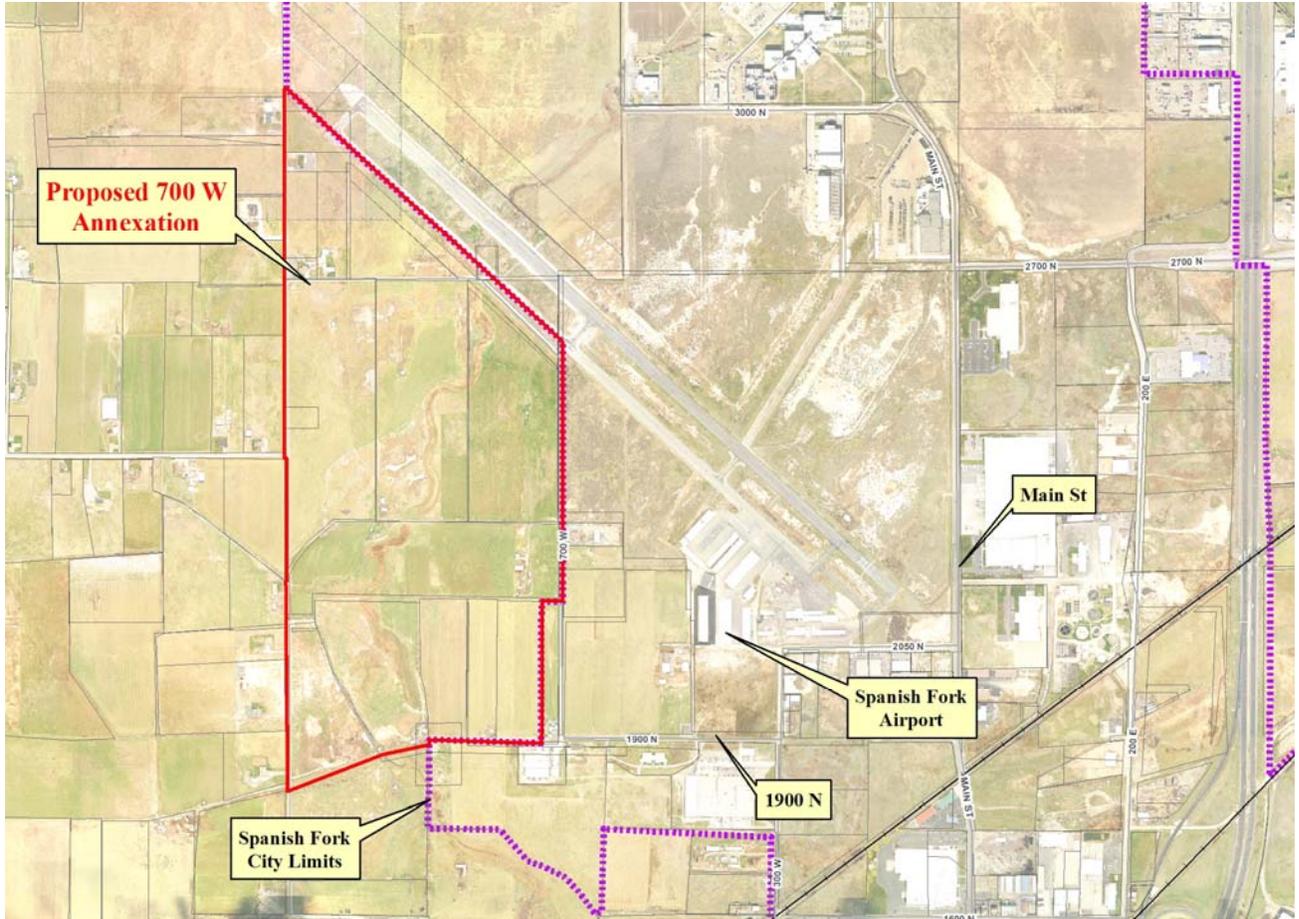
Staff is aware of no sensitive lands or watershed protection issues relative to the proposed annexation.

## **6. Concept Plan's conformity with proposed zoning.**

To date, no concept plan has been prepared for the proposed annexation.

## **7. Annexation Agreement.**

As Spanish Fork City is sponsoring the proposed annexation, an annexation agreement is not necessary.







# REPORT TO THE CITY COUNCIL ESPLIN INDUSTRIAL PARK PRELIMINARY PLAT AMENDMENT

**Agenda Date:** August 5, 2008

**Staff Contacts:** Dave Anderson, Planning Director

**Reviewed By:** Development Review Committee

**Request:** The applicant, Reed Esplin, is requesting Amended Preliminary Plat approval for an 8-lot industrial subdivision.

**Zoning:** Industrial-1

**General Plan:** Light Industrial

**Project Size:** 16.62 Acres

**Number of lots:** 8

**Location:** 1950 North 900 East

## Background Discussion

In 2007, a Preliminary Plat was approved for the subject property. Since that original approval, the applicant has modified his plan for the development of the property and has worked with the Corps of Engineers to delineate wetlands within the proposed plat.

The most significant modification to the plat involves the inclusion of a cul-de-sac that will provide access to lots within the development. Also, wetlands have been identified within the area included in the proposed Preliminary Plat. As presented, the proposed plat meets the City's requirements for subdivisions in the Industrial 1 zone.

It appears as though the wetlands will require mitigation as they are located within the City's preferred alignment for 1100 East. On that note, there will need to be some level of cooperation between the City and the applicant as both parties work with the Corps of Engineers to resolve this issue. Given that no wetlands are located within the first phase of the development, there is an opportunity to address the wetland issue while the applicant proceeds with the first phase of the project.

1100 East has been planned as a five lane facility. As such, staff is recommending that the developer be reimbursed for dedicating right-of-way for the portion of 1100 East that exceeds the minimum size needed for their development. A draft Development Agreement has been prepared to address these issues. A copy of that agreement accompanies this report.



## Development Review Committee

### Esplin Industrial Park

Applicant: Reed Esplin  
 General Plan: Light Industrial  
 Zoning: Industrial 1  
 Location: 1500 South Mill Road

Mr. Anderson said a preliminary plat was approved last year and this is an amendment. He said we do know of some wetland issue but relative to

what Mr. Esplin would like to do for his first phase the wetlands will not be an issue.

Discussion was held regarding the retention basin.

Mr. Nielson feels that because 1100 East is proposed to be a 5 lane road he feels Mr. Esplin should be compensated for the additional right-of-way width.

Mr. Baker **moved** to recommend **approval** of the amended Preliminary Plat for Esplin Industrial Park at 900 East 1950 North subject to the following conditions:

### Conditions

1. That the applicant meet all of the conditions of the previous approval.
2. That before any building occurs on areas impacted by wetlands that the wetlands be resolved.
3. That a development agreement be executed to provide for the dedication requirements of 1100 East.

Mr. Banks **seconded** and the motion **passed** all in favor.

### Planning Commission

The Planning Commission reviewed this request in their July 2 meeting and recommended that it be approved. Draft minutes from their meeting read as follows:

#### Esplin Industrial Park

Applicant: Reed Esplin

General Plan: Light Industrial

Zoning: Industrial 1

Location: 900 East 1950 North

Mr. Anderson explained the proposal. He said that the wetlands would need to be mitigated. Mr. Thompson explained the mitigation options. Mr. Anderson said that 1100 East would be significant and it is planned as a 104-foot right-of-way and will be a larger facility than what the proposal would use.

Commissioner Christianson asked for the City's standard on cul-de-sac length.

The applicant explained their plans.

Discussion was held regarding retention basins, roads, access and 1100 East.

Chairman Robins welcomed public comment. There was none.

Commissioner Stroud recommended a temporary access to the basin from the cul-de-sac.

Commissioner Huff **moved** to recommend to the City Council that the proposed Preliminary Plat for the Esplin Industrial Park be **approved** subject to the following conditions:

### Conditions

1. That the applicant meets all of the conditions of the previous approval.
2. That the wetland issue be resolved before phase two of the development is approved.
3. That a development agreement be executed to provide for the dedication and construction requirements of 1100 East.

Commissioner Stroud **seconded** and the motion **passed** all in favor by a roll call vote.

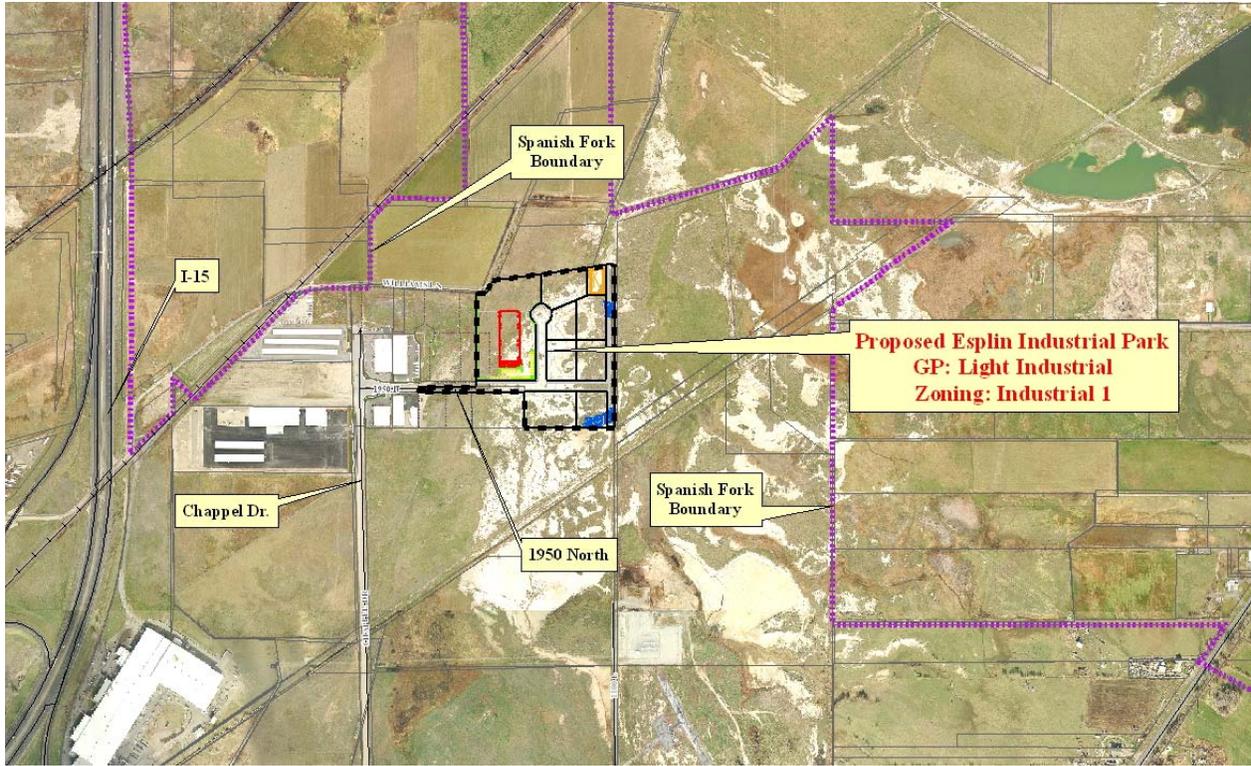
### Budgetary Impact

Industrial development should generate more revenue than expenses and should, therefore, provide some windfall for the City. Even so, development of this part of the City will eventually require the construction of significant roadways and perhaps upgrades to the power system which will likely be sizable expenses for the City.

### Recommendation

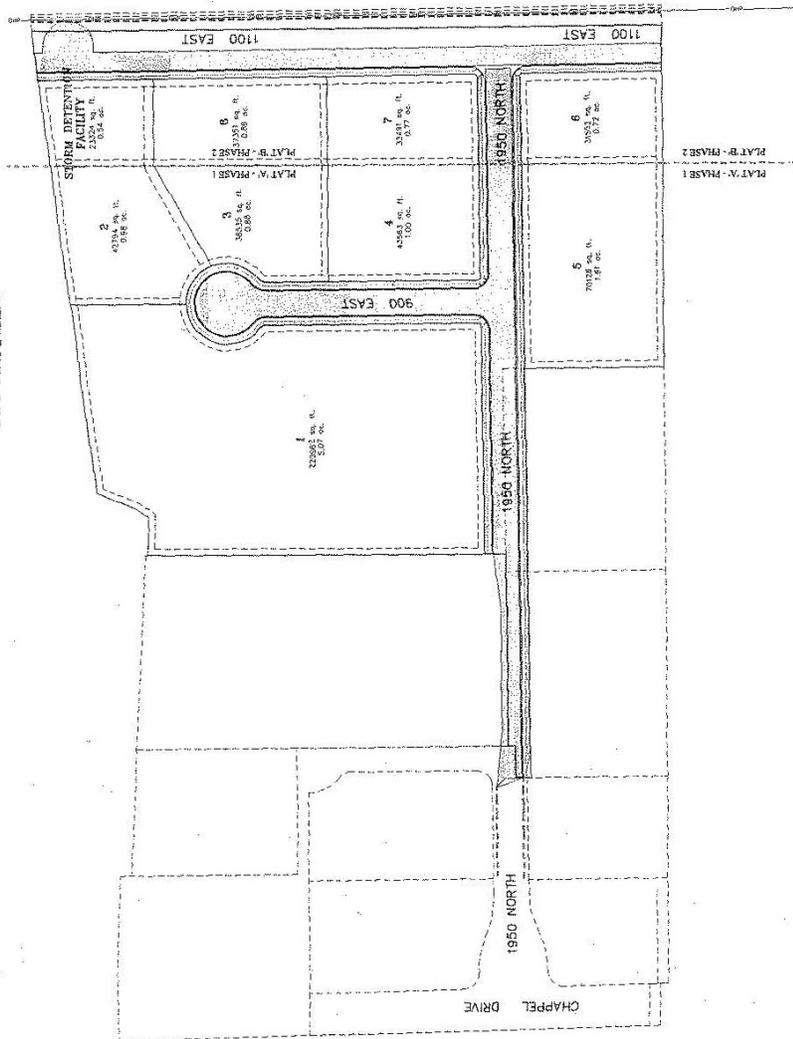
Staff recommends that the City Council approve the proposed Preliminary Plat for the Esplin Industrial Park subject to the following conditions:

1. That the applicant meet all of the conditions of the previous approval.
2. That the wetland issue be resolved before phase two of the development is approved.
3. That a development agreement be executed to provide for the dedication and construction requirements of 1100 East.

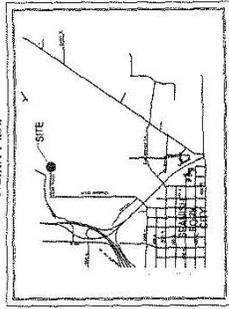


# -ESPLIN INDUSTRIAL PARK-

AN INDUSTRIAL PARK DEVELOPMENT  
 LOCATED IN THE EAST PART OF SECTION 1,  
 TOWNSHIP 3 SOUTH, RANGE 3 EAST,  
 SALT LAKE BASE & MERIDIAN



VICINITY MAP



- PROJECT DEVELOPER**  
 SOUTHWEST INDUSTRIAL  
 DEVELOPMENT COMPANY  
 1000 WEST 1000 SOUTH  
 SALT LAKE CITY, UTAH 84119
- PROJECT SURVEYOR**  
 JORDAN AMERSON  
 SURVEYING & ENGINEERING  
 1000 WEST 1000 SOUTH  
 SALT LAKE CITY, UTAH 84119
- PROJECT ENGINEER**  
 JOHN TELLENS  
 SURVEYING & ENGINEERING  
 1000 WEST 1000 SOUTH  
 SALT LAKE CITY, UTAH 84119

**INDEX TO SHEETS:**

- CS-01 COVER SHEET & NOTES
- PL-01 GENERAL CONSTRUCTION NOTES
- PL-02 FINAL PLAT - PLAT 'A'
- PL-03 UTILITY PLAN
- PP-01 PLAT B - PHASE 2 INDEX
- PP-02 PLAT A - PHASE 1 INDEX
- PP-03 PLAT B - PHASE 2 PROFILE SHEETS
- PP-04 PLAT A - PHASE 1 PROFILE SHEETS
- PP-05 PLAT B - PHASE 2 TYPICAL DETAILS
- PP-06 PLAT A - PHASE 1 TYPICAL DETAILS



**PROJECT DATA**

ZONING DISTRICT - I-2.2 ACRES  
 TOTAL AREA - 3,320 ACRES  
 TOTAL LOT AREA - 3,320 ACRES  
 STORM DETENTION AREA - 0.47 ACRES  
 TOTAL LOTS - PLAT 'A' - 5 LOTS  
 TOTAL LOTS - PLAT 'B' - 3 LOTS  
 TOTAL LOTS - 8 LOTS  
 AVERAGE DENSITY - 0.30 LOTS PER ACRES OR 0.0030 LOTS PER ACRE  
 DENSITY - 0.08 DTA

JOB NO.  
00-00-00  
SHEET NO.  
CS-01

COVER SHEET & NOTES  
SPANISH FORK, UTAH

ESPLIN INDUSTRIAL PARK

1040 E. 800 N., 84097  
 OGDEN, UTAH 84202  
 (801) 601-8992

**Northern ENGINEERING INC**  
 ENGINEERING - AND PLANNING  
 1000 WEST 1000 SOUTH, SALT LAKE CITY, UTAH 84119



NO.	DATE	DESCRIPTION
1	10/15/00	ISSUED FOR PERMITTING
2	10/15/00	ISSUED FOR PERMITTING
3	10/15/00	ISSUED FOR PERMITTING
4	10/15/00	ISSUED FOR PERMITTING
5	10/15/00	ISSUED FOR PERMITTING
6	10/15/00	ISSUED FOR PERMITTING
7	10/15/00	ISSUED FOR PERMITTING
8	10/15/00	ISSUED FOR PERMITTING
9	10/15/00	ISSUED FOR PERMITTING
10	10/15/00	ISSUED FOR PERMITTING





# REPORT TO THE CITY COUNCIL FARNSWORTH ZONE CHANGE

**Agenda Date:** August 5, 2008

**Staff Contacts:** Dave Anderson, Planning Director

**Reviewed By:** Development Review Committee

**Request:** The applicant is requesting that the zoning of two parcels comprising 1.6 acres be changed from Rural Residential to R-1-9.

**Zoning:** Rural Residential existing, R-1-9 requested

**General Plan:** Residential 2.5 to 3.5 Units Per Acre

**Project Size:** 1.6 Acres

**Number of lots:** N/A

**Location:** 1355 East Canyon

## Background Discussion

The subject property is currently zoned Rural Residential. The applicant has requested that the zoning be changed to R-1-9. There is a single-family dwelling on one of two involved parcels; the other parcel is vacant.

The proposed zoning is consistent with the General Plan.

## Development Review Committee

The Development Review Committee reviewed this request in their June 25 meeting and recommended that it be approved. Draft minutes from the DRC meeting read as follows:

### Farnsworth Zone Change

Applicant: Chip Farnsworth  
 General Plan: Residential 2.5 to 3.5 Units Per Acre  
 Zoning: Rural Residential existing, R-1-9 requested  
 Location: 1355 East Canyon

Mr. Anderson explained the proposal and its location.

Discussion was held regarding the structures on the property.

Mr. Baker **moved to approve** the Farnsworth Zone Change located at 1355 East Canyon to R-1-9 based on the following finding:

### Finding

1. That the zone is consistent with the General Plan.

Mr. Banks **seconded** and the motion **passed** all in favor.

## Planning Commission

### Farnsworth Zone Change

Applicant: Chip Farnsworth  
 General Plan: Residential 2.5 to 3.5 Units Per Acre



Zoning: Rural Residential existing, R-1-9  
requested  
Location: 1355 East Canyon Road

Mr. Anderson explained the proposal. He said that the number of residential dwellings Mr. Farnsworth could have would be three, but that he would need to work out the ingress and egress with the Department of Transportation.

Chairman Robins welcomed public comment.

Mr. Garry Ferry asked if the Zone Change was for residential, because he would be opposed to commercial.

Mr. Anderson explained the Zone Change was for residential and not commercial uses.

Commissioner Marshall **moved** to recommend to the City Council that the Farnsworth Zone Change be **approved** based on the following findings:

### **Findings**

1. That the proposed change is consistent with the General Plan.
2. That R-1-9 zoning is consistent with the surrounding zoning, particularly of the properties to the north.

Commissioner Stroud **seconded** and the motion **passed** all in favor by a roll call vote.

### **Budgetary Impact**

There is no anticipated budgetary impact with the proposed Zone Change.

### **Recommendation**

Staff recommends that the City Council approve the Farnsworth Zone Change based on the following findings:

1. That the proposed change is consistent with the General Plan.
2. That R-1-9 zoning is consistent with the surrounding zoning of the property to the north.





# REPORT TO THE CITY COUNCIL WHITE GENERAL PLAN AMENDMENT

**Agenda Date:** August 5, 2008

**Staff Contacts:** Dave Anderson, Planning Director

**Reviewed By:** Development Review Committee

**Request:** The applicants, Claire and Dan White, are representing a group of three property owners who are requesting that the General Plan of those three properties be changed From Residential 5.5 to 8 units per acre to Residential 5.5 to 8 units per acre/General Commercial.

**Zoning:** R-1-6

**General Plan:** Residential 5.5 to 8 Units Per Acre existing, Residential 5.5 to 8 Units Per Acre/General Commercial requested

**Project Size:** Approximately 1.2 Acres

**Number of lots:** 3

**Location:** 900 North 200 East

## Background Discussion

Claire and Dan White have submitted an application on behalf of three property owners who own homes on the north side of 900 North between 200 East and 300 East.

The impetus for this proposed General Plan Amendment is the proposed Thomas Zone Change that involves the property immediately north of the proposed amendment.

Given the fact that the property immediately north is planned for commercial development and that the property to the west is nonresidential, it seems reasonable that this property be included with the Thomas Zone Change.

However, before the zoning of the subject properties can be changed to Commercial 2, this proposed General Plan Amendment needs to be approved.

In reviewing this request, several Planning Commissioners suggested that the City should not be amending the General Plan for individual properties but that we should instead review more comprehensive changes. In fact, the Commission recommended that staff approach other property owners on 9<sup>th</sup> North to the east of the proposed change to inquire about their desire to have the General Plan designation changed for their properties. Nonetheless, the Commission did ultimately recommend that this change be approved, with the understanding that additional changes may occur in the near future.

## Development Review Committee

The Development Review Committee reviewed this request in their June 25 meeting and recommended that it be approved. Draft minutes from that meeting read as follows:

### White General Plan Amendment

Applicant: Dan and Claire White  
General Plan: Residential 5.5 to 8 Units Per Acre existing, General Commercial requested  
Zoning: R-1-6 and R-3 existing, Commercial 2 requested



Location: 900 North 200 East

Mr. Anderson explained the proposal and its location.

Discussion was held regarding timing and other commercial uses along 1000 north.

Mr. Baker said he felt that we should be going slowly where it is adjacent to residential uses and does not feel this is the right time.

Discussion was held regarding the current general plan designations and what to assign this proposal.

Mr. Banks **moved** to recommend **approval** of the White General Plan Amendment located at 900 North 200 East based on the following findings:

### Findings

1. That this proposal is at the request of the property owners.
2. That the change is consistent with the property to the north.

### Planning Commission

Draft minutes from the Planning Commission's July 21 meeting read as follows:

Applicant: Dan and Claire White  
General Plan: Residential 5.5 to 8 Units Per Acre existing, General Commercial requested  
Zoning: R-1-6, C-2 requested  
Location: 900 North 200 East

Mr. Anderson explained the proposal.

Discussion was held regarding the General Plan and whether or not the homes could be adapted to some type of commercial use.

Chairman Robins welcomed public comment.

Mr. Barry Carlson expressed he wanted the option to change his property from residential to commercial so that if a big box store were to come in behind him his property value would not be affected and he could move.

Ms. Glenda Collins said she was unaware of the changes and felt more neighbors should have been notified. Mr. Anderson explained to her that

a 300 foot radius from the property was the standard for which neighbors receive public notices. She then asked for clarification on the General Plan designations. Mr. Anderson explained them. Ms. Collins said she feels that there should be more input on this and does not feel that the North Park was well received and green space issues were violated. She expressed her concern that there is a conflict of interest because Mayor Joe Thomas owns the property. She said she was completely opposed to the proposal.

Gilbert Jensen

Mr. Jensen is concerned with an impediment of view and aesthetics. He feels that the neighbors should be involved in what is going to be done on the proposal.

Joe Thomas

Mr. Thomas does not see any conflict of interest. He expressed that he feels the North Park development will benefit the City and would like his name to go down in history regarding North Park because it will be one of the best things to happen to the City. He expressed his delight that the neighbors on the corner would like to be included in the Zone Change because businesses have shown an interest and have asked about the corner properties.

Ms. Claire White said she feels they are already across from the busy post office on a busy road and would like the option to move.

Mr. Jensen feels there should be a buffer zone between commercial and residential. He feels the proposal should be tabled so that other property owners can be contacted to see if they would be amiable to changing to commercial.

Mr. Anderson explained that the applicant's approached the City to have their properties changed. The City did not approach them and that the Planning department would be more than happy to go through a formal process to get some feedback on what adjacent property owners would support. He does not feel that the proposal should be held up by expanding the scope to include additional properties.

Commissioner Stroud feels the Professional Office zone would be an appropriate buffer along the north side of 900 North.

Commission discussion was held regarding treating this proposal as a bigger picture.

Commissioner Marshall **moved** to recommend to the City Council that the White General Plan Amendment be **approved** based on the following finding:

### **Finding**

1. That the proposed change is consistent with the proposed Zone Change to the north.

Commissioner Christianson **seconded** and the motion **passed** all in favor by a roll call vote.

### **Budgetary Impact**

There is no immediate budgetary impact anticipated with the proposed General Plan amendment.

### **Recommendation**

Staff recommends that the City Council approve the White General Plan Amendment based on the following finding:

1. That the proposed change is consistent with the proposed Zone Change to the north.







# REPORT TO THE CITY COUNCIL THOMAS ZONE CHANGE

**Agenda Date:** August 5, 2008

**Staff Contacts:** Dave Anderson, Planning Director

**Reviewed By:** Development Review Committee

**Request:** The applicant, Joe Thomas, is requesting that the zoning of several parcels be changed from R-3 to C-2.

**Zoning:** R-3 and R-1-6 existing, Commercial 2 requested

**General Plan:** Residential 9 to 12 Units Per Acre or General Commercial

**Project Size:** Approximately 3.6 Acres

**Number of lots:** N/A

**Location:** 950 North 200 East

## Background Discussion

The subject property is currently zoned R-3 and R-1-6. The applicants have requested that the zoning be changed to Commercial 2. At present, there is a mobile home park and three single-family dwellings on the 3.6-acre site.

The proposed zoning is consistent with the General Plan with the exception of the 3 single-family homes that front onto 900 North. Those homes presently do not have a commercial designation on the General Plan. However, the owner's of those homes have petitioned the City to have the General Plan changed so as to conform to this Zone Change request. That request, the White General Plan Amendment, will be presented for the Council's review in this meeting.

## Development Review Committee

The Development Review Committee reviewed this request in their June 25 meeting and recommended that it be approved.

## Planning Commission

The Planning Commission reviewed this request in their July 2, 2008 meeting and recommended that it be approved. Draft minutes from that meeting read as follows:

### Thomas Zone Change

Applicant: Joe Thomas  
General Plan: General Commercial and Residential 9 to 12 Units Per Acre  
Zoning: R-1-6 and R-3 existing, Commercial 2 requested  
Location: 950 North 200 East

Mr. Anderson explained the proposal.

Mr. Don Thomas explained that they were faced with a dilemma regarding the property and felt it would be a benefit to the City to change the zoning. He feels the businesses that have considered the property are clean and would be unobtrusive to the neighbors. They are trying to



be fair and feel it would clean up something that has been an eyesore.

Chairman Robins asked what size the stores would be.

Mr. Anderson said that there had not been any type of commitments, but six 7,000 square foot buildings are most likely.

Chairman Robins welcomed public comment.

Mr. Jensen is concerned with the density and objects to a building that is tall. He said he would like to see the entire block change as a unit.

Ms. Collins is opposed to the development and said the City should look at other property across I-15 and stop encroaching on residential.

Commission discussion was held regarding supporting the proposal and it being in the City's best interest.

Commissioner Christianson **moved** to recommend to the City Council that the Thomas Zone Change be **approved** based on the following finding:

### **Finding**

1. That the proposed change is consistent with the General Plan.

Commissioner Marshall **seconded** and the motion **passed** all in favor.

### **Budgetary Impact**

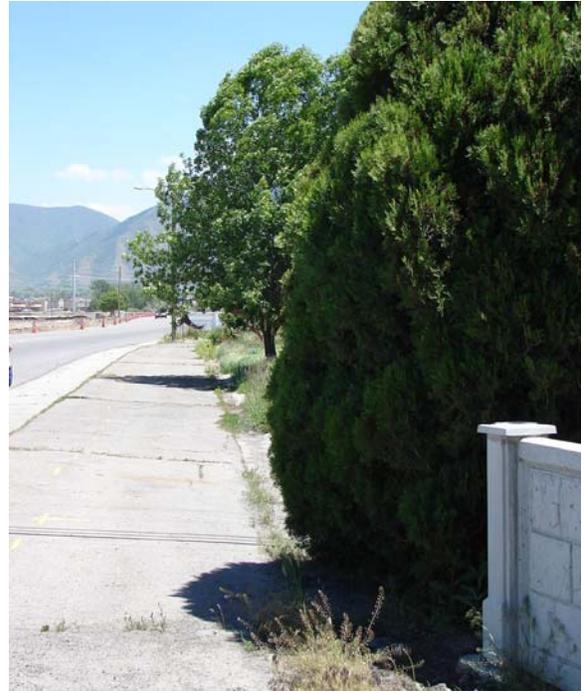
There is no immediate budgetary impact anticipated with the proposed Zone Change.

### **Recommendation**

Staff recommends that the City Council approve the Thomas Zone Change based on the following finding:

1. That the proposed change is consistent with the General Plan, provided that the White General Plan Amendment is approved.







# REPORT TO THE CITY COUNCIL ALA ZONE CHANGE

**Agenda Date:** August 5, 2008

**Staff Contacts:** Dave Anderson, Planning Director

**Reviewed By:** Development Review Committee

**Request:** The applicant is requesting that the zoning of a 19.89-acre parcel be changed from R-1-30 to R-1-12.

**Zoning:** R-1-30 existing, R-1-12 requested

**General Plan:** Residential 1 Unit Per 5+ Acres or 1.5 to 2.5 Units Per Acre

**Project Size:** 19.89 Acres

**Number of lots:** N/A

**Location:** 898 West 1100 South

## Background Discussion

The subject property is currently zoned R-1-30. The applicants have requested that the zoning be changed to R-1-12. At present, there is a school on the 19.89-acre parcel.

The proposed zoning is consistent with the General Plan.

The Planning Commission reviewed this request on July 2, 2008 and recommended that it be approved.

## Development Review Committee

The Development Review Committee reviewed this request in their June 25 meeting and recommended that it be approved. Draft minutes from the DRC meeting read as follows:

### ALA Zone Change

Applicant: American Leadership Academy  
 General Plan: Residential 1.5 to 2.5 Units Per Acre  
 Zoning: Rural Residential existing, R-1-12 proposed  
 Location: 1050 South Mill Road

Mr. Anderson explained the reason for the zone change request was to build some type of a structure west of the athletic field.

Discussion was held regarding adding classrooms above the bleachers. The need for the Zone Change was to meet setback standards.

Mr. Baker **moved** to recommend **approval** of the ALA Zone Change located at 1050 South Mill Road to R-1-12 based on the following finding:

### Finding

1. That the zone change is consistent with the General Plan.

Mr. Banks **seconded** and the motion **passed** all in favor.

## Planning Commission



## ALA Zone Change

Applicant: American Leadership Academy  
General Plan: Residential 1.5 to 2.5 Units Per Acre  
Zoning: Rural Residential existing, R-1-15  
proposed  
Location: 1050 South Mill Road

Mr. Anderson gave background information, explained the proposal and said that there were a couple of items left unfinished from the original construction of the school; the lack of completion of street improvements on Del Monte Road and the park strip on Mill Road. He said that staff would be recommending that the City Council require the items to be finished before the Zone Change ordinance is edited.

(illegible) explained that the football team does not have anywhere to go at half time during games and feel it is a hazard. He said that they are planning to build a locker room and classroom. He said they were recently made aware of the unfinished street improvements and park strip and were working with the developer to get them finished. He would not like for the improvements to hold up his proposal.

Chairman Robins welcomed public comment.

Mr. David Isaac said he was completely unaware of the changes and feels that a neighborhood meeting should have been held. He does not feel it was fair to the neighbors that a building was built that did not conform to the City's standards and does not feel that the zone should be changed just to fix the developer's mistake.

Commissioner Huff asked about the DRC minutes and the building of classrooms above the bleachers. The applicant explained what they planned to build and said it would not be taller than the press box that is currently there. Mr. Huff expressed that the facility was built without getting approval and now the developer is requesting to fix something that someone did wrong.

Discussion was held regarding setbacks and maximum building height.

Commissioner Huff feels that this request further complicates the situation and feels that it is unfair to the neighbors.

Discussion was held regarding the setbacks and how the developer was able to build a structure that did not meet the City's setback standards. Mr. Anderson gave background information on the building (the building was built without a permit) and said he feels that the City and the tenants are trying to make the situation better.

Commissioner Marshall said he feels the damage is done and that approving the proposal will not negatively impact adjacent property owners. He feels this proposal makes the property better.

Commissioner Huff said he feels that there is a concern if a structure is being built on top of a non-conforming structure.

Chairman Robins said he feels okay with granting the proposal.

Commissioner Marshall **moved** to recommend to the City Council that the ALA Zone Change be **approved** based on the following findings and subject to the following conditions:

### Findings

1. That the proposed change is consistent with the General Plan.
2. That R-1-12 zoning is consistent with the surrounding zoning of the property to the north.

### Conditions

1. That the public street improvements on Del Monte be completed.
2. Park strip on Mill Road be landscaped and completed.

Commissioner Christianson **seconded** and the motion **passed** all in favor by a roll call vote.

Chairman Robins strongly recommends that the ALA board have a neighborhood meeting.

### Budgetary Impact

There is no anticipated budgetary impact with the proposed Zone Change.

### Recommendation

Staff recommends that the City Council approve the ALA Zone Change based on the following findings and subject to the following conditions:

### **Findings**

1. That the proposed change is consistent with the General Plan.
2. That R-1-12 zoning is consistent with the surrounding zoning of the property to the north.

### **Conditions**

1. That the public street improvements on Del Monte be completed.
2. That the park strip on Mill Road be landscaped and completed.





## MEMO

To: Mayor and Council  
From: S. Junior Baker  
Date: 16 July 2008  
Re: Springville Boundary Adjustment

On the City Council agenda, for August 19, is an item to adjust our common boundary with Springville City. The Forbush property is partially in Springville and partially in Spanish Fork. The property owner has asked that all of its property be in Spanish Fork. Utah Code Ann. allows cities to adjust common boundaries without the need to de-annex and annex into the adjoining city.

The Council passed a resolution of intent on March 20, 2007 to proceed. Springville also passed a resolution of intent, but then changed their mind before it could be fully acted upon. They have now passed a new resolution and are ready to proceed. Our resolution has never been rescinded, so we are proceeding without doing another one. I am attaching a copy of the resolution adopted. If any of you have any objection, let me know right away. Otherwise, a public hearing to conclude the boundary adjustment will be heard on August 19.

# RESOLUTION

## ROLL CALL

VOTING	YES	NO
<b>MAYOR JOE L THOMAS</b> (votes only in case of tie)		
<b>G. WAYNE ANDERSEN</b> City Councilman		
<b>MATTHEW D. BARBER</b> City Councilman		
<b>STEVE LEIFSON</b> City Councilman		
<b>SETH V. SORENSEN</b> City Councilman		
<b>CHRIS C. WADSWORTH</b> City Councilman		

I MOVE this resolution be adopted: \_\_\_\_\_  
City Councilperson

I SECOND the foregoing motion: \_\_\_\_\_  
City Councilperson

## RESOLUTION \_\_\_\_\_

### RESOLUTION OF INTENT TO ADJUST A COMMON BOUNDARY

WHEREAS, Spanish Fork City shares a common boundary with Springville City; and

WHEREAS, MD and SK Forbush Investment Trust Dated December 1, 2003 owns a parcel  
of property in both jurisdictions; and

WHEREAS, MD and SK Forbush Investment Trust Dated December 1, 2003 owns other  
parcels within Spanish Fork City and desires the split parcel to be in Spanish Fork City; and

WHEREAS, Spanish Fork City is willing to accept the split parcel and provide municipal services to such property; and

WHEREAS, Springville City is willing to release the split parcel; and

WHEREAS, Utah Code Annotated §10-2-419 sets forth the procedure and requirements for municipalities with common boundaries to adjust such boundaries without the need to disconnect from one and annex to the other; and

WHEREAS, it is in the best interest of all parties to adjust the common boundary to bring all of the MD and SK Forbush Investment Trust Dated December 1, 2003 property into Spanish Fork City;

NOW THEREFORE, be it resolved by the Spanish Fork City Council as follows:

1. Spanish Fork City intends to adjust its common boundary with Springville City by incorporating all of the MD and Sk Forbush Investment Trust Dated December 1, 2003 property located within Springville City into the Spanish Fork City municipal boundaries.
2. Spanish Fork City staff is directed to publish notice of this intent and schedule a public hearing and is further directed to follow all of the requirements of U.C. A. §10-2-419 to accomplish the boundary adjustment.
3. That the MD and SK Forbush Investment Trust Dated December 1, 2003 property to be removed from Springville City and incorporated into Spanish Fork City is described as follows:

BEGINNING AT THE SOUTH QUARTER CORNER OF SECTION 8, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SALT LAKE BASE AND MERIDIAN; THENCE SOUTH 89°31'22" WEST 1,327.97 FEET ALONG THE SECTION LINE

AND THE EXISTING SPRINGVILLE / SPANISH FORK CITY BOUNDARY LINE TO A FENCE; THENCE NORTH 00°34'04" WEST 259.31 FEET ALONG SAID FENCE TO A FENCE CORNER; THENCE ALONG EXISTING FENCES ALL OF THE FOLLOWING COURSES TO WIT: NORTH 89°52'50" EAST 905.07 FEET, SOUTH 89°52'34" EAST 457.56 FEET, NORTH 88°07'28" EAST 89.29 FEET, SOUTH 88°54'36" EAST 168.89 FEET, SOUTH 89°47'51" EAST 167.13 FEET, NORTH 89°42'22" EAST 287.57 FEET, SOUTH 89°30'41" EAST 164.27 FEET, SOUTH 88°37'31" EAST 105.43 FEET, SOUTH 85°55'46" EAST 26.53 FEET; THENCE SOUTH 34°17'43" WEST 282.13 FEET ALONG A FENCE ALONG THE WEST LINE OF HIGHWAY 91; THENCE SOUTH 58°23'26" EAST 6.72 FEET ALONG THE EXTENSION OF THE EXISTING SPANISH FORK CITY BOUNDARY LINE TO THE SECTION LINE; THENCE ALONG THE EXISTING SPRINGVILLE / SPANISH FORK BOUNDARY LINE AND ALONG SAID SECTION LINE SOUTH 89°31'41" WEST 887.83 FEET TO THE POINT OF BEGINNING.

AREA = 13.19 ACRES.

4. This resolution is effective immediately upon passage.

DATED this \_\_\_\_\_ day of March, 2007.

\_\_\_\_\_  
JOE L THOMAS, Mayor

Attest:

\_\_\_\_\_  
KENT R. CLARK, City Recorder

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**Tentative Minutes**  
**Spanish Fork City Council Meeting**  
**June 17, 2008**

Elected Officials Present: Mayor Joe L Thomas, Councilmember's G. Wayne Andersen, Jens P. Nielson, Rod Dart, Richard M. Davis, Steven M. Leifson

Staff Present: John Bowcut, Dave Oyler, Seth Perrins, Dave Anderson, Dee Rosenbaum, Richard Heap, Junior Baker, Kent Clark, Kimberly Robinson

Citizens Present: Joel Harris, Grant Jackson, Jayson Buhler, Linda Connell, Kathy Anderson, Joey, Donovan Bagshaw, Lana Creer Harris, Jen Allen, Wayne Niederhauser, Burt *Illegible*

**CALL TO ORDER, PLEDGE:**

Mayor Thomas called the meeting to order and led in the pledge of allegiance at 6:00 p.m.

**PUBLIC COMMENTS:**

There was no public comment given at this time.

**COUNCIL COMMENTS:**

Councilman Dart reported the Chamber of Commerce business directory has been sent out, and he asked everyone to support the local businesses. He recognized Verona Andrews for her collection of cans. Over the years she has collected 37,000 pounds of aluminum cans and donates all the money to the high school.

Councilman Leifson thanked the city for all they did for his little brother that passed away. He thanked the fire department for the way they honored him and the things they did. He feels the city went above and beyond the call of duty for it.

Councilman Andersen reported he attended the transportation meeting. He explained the county has entered into a contract for a South County Transportation Study. They will work together with our plans as the city to avoid problems like North County have experienced. Fiesta Days Rodeo tickets are available and are being sold at the city office and online. He attended the annual PRCA meeting they had some positive input at that meeting and made some good contacts.

Councilman Davis reported Fiesta Days is coming up and he thanked his great committee. All the booths are filled and the entertainment is full. He would like to Honor Everett and Nikki Kelepolo, Terry and Lil Shepherd, and Mike and Alicia Norris for their service on the committee. They are really excited about what will happen at Fiesta Days this year. The Pioneer cemetery is being worked on and they will be pouring the sidewalks in the next few weeks. He thanked Kent Clark for the budget report and all he does for the city. He thanked all the volunteers and city employees who help keep Main street beautiful.

Councilman Nielson has had people ask about the recycling program, he reminded everyone they can sign up online or get information from the city office.

51 Mr. Perrins stated there are currently 482 people signed up, there will be a promotion tonight that  
52 anyone signing up during Council meeting can get \$6.00 off their next utility bill.

53  
54 Mayor Thomas gave updates on the windmills, he said they are commissioned and will be up and  
55 turning soon. The North Park has progress on the widening of the road. He thanked the Chamber  
56 of Commerce for the brochure they sent out. He commented about expansion with Klune  
57 industries and the good things coming to Spanish Fork.

58  
59 **PUBLIC HEARINGS:**

60  
61 Councilman Leifson made a **Motion** to open the public hearings. Councilman Davis **Seconded**  
62 and the motion **Passed** all in favor at 6:17 p.m.

63  
64 **Amended Preliminary Plat for Spanish Trails**

65  
66 Mr. Anderson explained the proposed amendment for the preliminary plat for Spanish Trails. He  
67 reminded the amendment has been approved last fall with the change of an additional 4.2 acre  
68 site that will be occupied by a facility owned by the LDS Church. The change will reduce the  
69 total number of lots for single family homes to accommodate the use. He added the remedy to  
70 make the church work is that the road is designed as a collector class street. He noted all  
71 committees recommended the plat be approved.

72  
73 This item was opened for public comment.

74  
75 There was no public comment given at this time.

76  
77 Councilman Leifson made a **Motion** to approve the Amended preliminary plat for Spanish Trails  
78 based on the following findings:

- 79 1. That the proposed change is consistent with the General Plan.  
80 2. That R-1-9 zoning is consistent with the surrounding zoning of the surrounding properties.  
81 Councilman Neilson **Seconded** and the motion **Passed** all in favor.

82  
83 **Reviior Zone Change**

84  
85 Mr. Anderson explained the proposal to change the zoning at 2870 East Canyon Road, it is  
86 currently zoned rural residential and the property owner is requesting the city change the zoning  
87 to R-1-9, which is consistent for the area and conforms to the General Plan. Both the DRC and  
88 Planning Commission recommend approval.

89  
90 Discussion was made regarding the nuisance strip.

91  
92 This item was opened for public comment.

93  
94 There was no public comment given at this time.

95  
96 Councilman Davis made a **Motion** to approve the Reviior zone change based on the following  
97 findings:

- 98 1. That the proposed change is consistent with the General Plan.  
99 2. That the R-1-9 zoning is consistent with the surrounding zoning of the surrounding  
100 properties.

101 Councilman Neilson **Seconded** and the motion **Passed** all in favor.

102

103 Councilman Andersen made a **Motion** to close the public hearing. Councilman Leifson  
104 **Seconded** and the motion **Passed** all in favor at 6:30 p.m.

105

106 **CONSENT ITEMS:**

107

108 **Minutes of Spanish Fork City Council Meeting – June 3, 2008**

109 **Ratification of the FAA Grant Agreement for Airport Runway Improvements**

110 **Spanish Fork – Springville Airport Notice of Award**

111

112 Councilman Andersen made a **Motion** to approve the consent items. Councilman Davis  
113 **Seconded** and the motion **Passed** all in favor.

114

115 **NEW BUSINESS:**

116

117 **Academy Park Plat “A” Amended Preliminary Plat – Dave Anderson**

118

119 Mr. Anderson explained the proposed amendment and explained it is being amended to  
120 accommodate a facility owned by the LDS Church. The DRC and Planning Commission  
121 recommend approval.

122

123 Councilman Nielson expressed his concern for the road width and improvements that would be  
124 needed for the site.

125

126 Mr. Anderson explained it would be upgraded as needed.

127

128 Councilman Leifson made a **Motion** to approve the proposed Preliminary Plat Amendment  
129 subject to the following conditions:

- 130 1. That the applicant meets all conditions of the original approval.  
131 2. That all improvements be installed according to City standards.  
132 3. That the site plan approval address foot traffic from the Charter School to the Church site.

133

134 Councilman Davis **Seconded** and the motion **Passed** all in favor.

135

136 **Budget Adoption FY 2009**

137

138 Mr. Clark explained the changes to the certified tax rate. He explained they lowered the natural  
139 gas sales tax revenue estimate.

140

141 Councilman Andersen made a **Motion** to adopt the FY 2009 budget. Councilman Leifson  
142 **Seconded** and the motion **Passed** all in favor.

143

144 **Ordinance Increasing Telephone Franchise Tax**

145

146 Mr. Clark explained within the budget there is an increase in the telephone franchise tax raising  
147 it to 1.5%, which is still less than the maximum allowed.

148

149 Councilman Nielson clarified there would be an increase to the average citizen of less than a  
150 dollar.

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Councilman Davis made a **Motion** to adopt Ordinance 09-08, Amending the Tax Rate on the Gross Receipts of Telecommunications Service Providers. Councilman Nielson **Seconded** and the motion **Passed** all in favor.

**Police Cost of Living Retirement Resolution – Dee Rosenbaum**

Mr. Rosenbaum explained the change allows for a cost of living adjustment for retired police officers. He said the reason this is before the Council is because the state will fund the cost for their employees but cities will have to add additional funds to their retirement contribution rates. In order to do so the Council must pass it by resolution.

Mayor Thomas would like to know more information regarding this item.

Mr. Rosenbaum explained because of the type of work, shift work, and what they are exposed to, the legislature decided to allow qualification for 50% retirement at 20 years. If individuals decide to stay in the work force the retirement can continue to build up, police officers do not have that option.

Mayor Thomas would like to know the information on how many officers retire out and elect to work again.

Councilman Andersen clarified that in order to fund this cost of living it is required to be funded by all police officers.

Mayor Thomas would like to know some more information.

Councilman Leifson would like to get more information so they can make a decision.

Councilman Andersen explained he has discussed this item with Mr. Rosenbaum and has a few questions, he would like a little more time to review the item.

Councilman Dart asked which other cities have adopted this resolution.

Mr. Rosenbaum stated Salem and Orem have recently adopted this change.

Mayor Thomas would like some general data of how many officers draw retirement at 20 years and what the average age is.

Councilman Nielson stated they need to remember Spanish Fork City needs to have the best officers they can, and we need to be competitive with other cities to do so.

Mayor Thomas does not feel it will be a big factor, and that it will be unknown on the affect.

The Council would like the information brought back to a future City Council meeting. They would like a comparison of how many other cities are adopting this.

**Branding Contract – North Star – Seth Perrins**

200 Mr. Perrins explained they have been working on this branding proposal for a while, tonight the  
201 contract chosen is before the Council for approval.

202  
203 Discussion was made regarding the amount of money and the fact that they need to make a game  
204 plan as to where and what should happen.

205  
206 Councilman Leifson made a **Motion** to accept the contract with North Star, and begin the  
207 branding process. Councilman Dart **Seconded** and the motion **Passed** all in favor.

208  
209 **Amendment to Lease Agreement with New Cingular Wireless – Junior Baker**

210  
211 Mr. Baker explained the background regarding this lease agreement. He stated the rate will be a  
212 constant rate of return over the next five years. It is here tonight for the Councils Approval.

213  
214 Councilman Andersen made a **Motion** to accept the Amendment Option and Lease Agreement  
215 with New Cingular Wireless. Councilman Dart **Seconded** and the motion **Passed** all in favor.

216  
217 **Sewer Interlocal Agreement with Salem – Richard Heap**

218  
219 Mr. Heap explained the last few years they have been discussing how to best optimize the  
220 sewage treatment in the South County area. They worked with Salem to handle the Leland area  
221 sewer and have a contract for up to 400 units.

222  
223 Discussion was made regarding the conditions of the lift station and units allowed.

224  
225 Wayne Neiderhauser

226 Mr. Neiderhasuer is developing Old Mill Estates, and a project in Salem. He explained the  
227 benefit of the project is that there will no longer need to be a lift station in Old Mill Estates.

228  
229 Councilman Leifson made a **Motion** to adopt the Interlocal Agreement allowing sewage and  
230 wastewater from portions of Spanish Fork to flow to the Salem wastewater treatment plant.

231 Councilman Andersen **Seconded** and the motion **Passed** all in favor.

232  
233 **Purchase for Satellite Fire Station Land and Electric Substation – Richard Heap**

234  
235 Mr. Heap explained they have been negotiating with two property owners to acquire property for  
236 two city facilities. It is their recommendation to approve the two real estate purchase agreements  
237 with the Olsen and Thomas families.

238  
239 Mayor Thomas recused himself and stated this property was negotiated by staff, he had nothing  
240 to do with it. He then turned the time over to the Mayor Pro Tem. He also stated one contract  
241 will be signed by him and the other will be signed by the Mayor Pro Tem.

242  
243 Councilman Andersen wanted to ensure the roadway stayed the same all the way to 400 North.  
244 He wants to ensure traffic flows well and that the road does not get smaller and cause a bottle  
245 neck.

246  
247 Councilman Davis made a **Motion** to purchase the property from the Thomas family and  
248 authorize signature of the Mayor Pro tem, also to purchase the Olsen property with the signature  
249 of the Mayor. Councilman Nielson **Seconded** and the motion **Passed** all in favor.

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**Crab Creek Waterline PRV – Richard Heap**

Mr. Heap explained the project and the need for the change to maintain pressure.

Councilman Leifson made a **Motion** to accept the bid from Hall Engineering in the amount of \$36,800 for the Crab Creek Waterline PRV. Councilman Dart **Seconded** and the motion **Passed** all in favor.

**NRCS Grant Agreement**

Mr. Heap explained they have been working with NRCS and are pleased with the progress. They found another \$150,000 as an additional amendment to the grant in the amount of \$298,000.

Councilman Dart made a **Motion** to approve the NRCS grant agreement #2. Councilman Andersen **Seconded** and the motion **Passed** all in favor.

**ADJOURN TO RDA MEETING:**

Councilman Leifson made a **Motion** to adjourn to the Redevelopment Agency Meeting. Councilman Nielson **Seconded** and the motion **Passed** all in favor at 7:58 p.m.

Councilman Leifson made a **Motion** to adjourn back to the regular meeting. Councilman Andersen **Seconded** and the motion **Passed** all in favor at 8:03 p.m.

**EXECUTIVE SESSION:**

Councilman Dart made a **Motion** to adjourn to executive session for the purpose of potential litigation and personnel. Councilman Davis **Seconded** and the motion **Passed** all in favor at 8:04 p.m.

ADOPTED:

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Kimberly Robinson, City Recorder

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**Tentative Minutes**  
**Spanish Fork City Council Meeting**  
**July 1, 2008**

Elected Officials Present: Mayor Joe L Thomas, Councilmember's G. Wayne Andersen, Steven M. Leifson, Jens P. Nielson, Rod Dart, Richard M. Davis

Staff Present: Dave Oyler, City Manager; Seth Perrins, Assistant City Manager; Junior Baker, City Attorney; Richard Heap, Public Works Director; Dale Robinson, Parks and Recreation;

Citizens Present: Joseph Pace, Taft Pace, Tyrel Long, Carol Harman, Chastity Arnold, Bailee Sizemore, Shelby Kirby, Shawn Youd, James Gull, Corey Christensen, Jen Allen, Lana Creer Harris, Santaquin Royalty

**CALL TO ORDER, PLEDGE, PRESENTATION:**

Mayor Thomas called the meeting to order at 6:00 p.m.

Boy Scout Taft Pace led in the pledge of allegiance

**Fiesta Days Royalty**

Steven Money

Mr. Money welcomed everyone out to the Fiesta Days Rodeo 2008. He then introduced the president of the riding club Corey Christensen.

Mr. Christensen is grateful for the relationship they have putting on the rodeo. He introduced the Vice President Shawn Youd, and James Gull as the Secretary.

Mr. Gull introduced the Fiesta Days Rodeo Royalty. The Queen Bailee Sizemore from Kamus, First Attendant Shelby Kirby from South Jordan, Second Attendant Chastity Arnold from Heber City.

**Miss Santaquin Presentation**

Miss Santaquin and her attendants invited all to attend their Orchard Days Celebration. They presented Caramel Apples and a print to the Council.

**Utah County Fair**

Carol Harman

Ms. Harman is the chairman of the Utah County Fair. They are glad to be back in Spanish Fork with the fair. They are grateful for the support they are getting and feel they will bring a great County Fair this year.

**South Utah County High School Rodeo**

Mr. Perrins read a letter from Utah County High School Rodeo. They thanked Spanish Fork for the support and use of the facilities.

51 Councilman Leifson stated his nephew is involved in the team roping and is ranked #1 in the  
52 state. He said the team really does appreciate all that the City does.

53  
54 **PUBLIC COMMENTS:**

55  
56 There were no public comments made at this time.

57  
58 **COUNCIL COMMENTS:**

59  
60 Councilman Dart attended the Library Board meeting, they are highly involved in the summer  
61 reading program. He wanted to commend the girls Nachele and Natalie Stewart for representing  
62 Spanish Fork so well.

63  
64 Councilman Leifson mentioned parks and recreation have the pavilions and parks available he is  
65 thankful for the staff and employees that keep those nice. He asked the citizens of Spanish Fork  
66 to conserve our pressurized irrigation water.

67  
68 Mr. Heap explained the pressure has been cut back to around 40 lbs and the reservoir is up to  
69 85% and asked that the people be very cautious about their water use.

70  
71 Councilman Andersen recognized the volunteers that do such a great job with our gun club.

72  
73 Councilman Davis said Fiesta Days is going to be great this year. It will kick off Friday July 18<sup>th</sup>.  
74 There will be a Baby contest, kickball, movie night, Saturday is the children's parade and events  
75 at the park. There will be a flag retirement ceremony followed by a street dance on center street.  
76 The parade will be a good one this year they have an emphasis on floats. He invites everyone out  
77 to Fiesta Days it will be great this year.

78  
79 Mayor Thomas encourages all to join in on the recycling program.

80  
81 Mr. Perrins explained the process to sign up for the Recycling program go to  
82 [www.spanishfork.org/recycle](http://www.spanishfork.org/recycle). He stated we now have over 600 residents signed up. If you have  
83 any questions please e-mail [recycle@spanishfork.org](mailto:recycle@spanishfork.org).

84  
85 Mayor Thomas reported he's been getting comments about the windmills. The North Park is  
86 moving forward and they are still working through the wetlands issues. He attended the  
87 American Public Power Association event in New Orleans. He hopes through the Chamber of  
88 Commerce there can be a program for the low energy light bulbs to be available at an affordable  
89 price. He said he attended the break out sessions that were geared more towards the citizens.

90  
91 **CONSENT ITEMS:**

92  
93 **DUP Lease Agreement**  
94 **Interlocal Agreement with Utah County**

95  
96 Councilman Andersen made a **Motion** to approve the consent items. Councilman Davis  
97 **Seconded** and the motion **Passed** all in favor.

98  
99 **NEW BUSINESS:**

100

101 **Cooperative Agreement with UDOT – Richard Nielson**

102  
103 Mr. Heap explained this would spell out where potential intersections would be for our future  
104 road crossings on Highway 6. He proposes that the City enter into this agreement with UDOT,  
105 staff recommends approval.

106  
107 Councilman Leifson made a **Motion** to enter into the cooperative agreement with UDOT.  
108 Councilman Nielson **Seconded** and the motion **Passed** all in favor.

109  
110 **Bid Award 1000 North 600 East Chappel Drive Utility Project**

111  
112 Mr. Heap explained the project and the area it entailed. He said originally they were told by  
113 UDOT they could open trench across Highway 6, but have since been notified we will not be  
114 able to do so.

115  
116 Councilman Andersen made a **Motion** to approve the additional cost for the Chappel Drive  
117 Utility Project and to award the change order bid. Councilman Dart **Seconded** and the motion  
118 **Passed** all in favor.

119  
120 **ADJOURN TO RDA MEETING:**

121  
122 Councilman Nielson made a **Motion** to adjourn to the Redevelopment Agency Meeting.  
123 Councilman Davis **Seconded** and the motion **Passed** all in favor at 6:56 p.m.

124  
125 Councilman Leifson made a **Motion** to move out of RDA. Councilman Neilson **Seconded** and  
126 the motion **Passed** all in favor at 7:00 p.m.

127  
128 **EXECUTIVE SESSION:**

129  
130 Councilman Davis made a **Motion** to adjourn to executive session for real property and  
131 personnel. Councilman Leifson **Seconded** and the motion **Passed** all in favor at 7:01 p.m.

132  
133 ADOPTED:

134  
135 \_\_\_\_\_  
Kimberly Robinson, City Recorder

## MEMO

To: Mayor and Council  
From: S. Junior Baker  
Date: 11 July 2008  
Re: SUVWMA lease renewal

On the City Council agenda for August 5, is an item to approve a lease renewal with SUVWMA. When SUVWMA bonded to purchase property for the regional sewer plant, it entered into lease agreements with each participating city in order to show a revenue stream for the bonding. Since the council can't bind a future council with respect to financing, it must renewed each year, according to the bond documents. We need a resolution renewing the lease terms.

Since this has already been reviewed when the purchase was made and bonding completed, it has been placed on the consent agenda.

**RESOLUTION 08-12**

**ROLL CALL**

<b>VOTING</b>	<b>YES</b>	<b>NO</b>
<b>MAYOR JOE L THOMAS</b> (votes only in case of tie)		
<b>G. WAYNE ANDERSEN</b> City Councilman		
<b>RODNEY DART</b> City Councilman		
<b>RICHARD M. DAVIS</b> City Councilman		
<b>STEVE LEIFSON</b> City Councilman		
<b>JENS P. NIELSON</b> City Councilman		

I MOVE this resolution be adopted: \_\_\_\_\_  
City Councilperson

I SECOND the foregoing motion: \_\_\_\_\_  
City Councilperson

**RESOLUTION 08\_12**

**RESOLUTION RENEWING THE MASTER LEASE AGREEMENT  
BETWEEN SUVWMA AND SPANISH FORK CITY**

WHEREAS, Spanish Fork City has entered into a Master Lease Agreement with SUVWMA in order to provide a revenue stream for SUVWMA to purchase property, with bond proceeds, for a regional wastewater treatment facility; and

WHEREAS, the Master Lease Agreement expires each year and needs to be renewed annually in order to fund the property purchase; and

WHEREAS, a regional wastewater treatment facility is the most inexpensive way for the City to meet its future wastewater treatment needs; and

WHEREAS, renewing the Master Lease Agreement will reap economic benefits to the City in the future; and

WHEREAS, the City has budgeted for the lease payment in its fiscal year 2009 budget; and

WHEREAS, it is in the best interest of all parties to renew the Master Lease Agreement with SUVWMA;

NOW THEREFORE, be it resolved by the Spanish Fork City Council as follows:

1. Spanish Fork City intends to renew the Master Lease Agreement with SUVWMA, which expired on June 30, 2008 and extend its terms another year, through June 30, 2009.
2. The Spanish Fork City mayor is authorized to execute and deliver, to Zions First National Bank, a certificate of renewal.
3. This resolution is effective retroactive to July 1, 2008.

DATED this 5th day of August, 2008.

\_\_\_\_\_  
JOE L THOMAS, Mayor

Attest:

\_\_\_\_\_  
KIMBERLY ROBINSON, City Recorder

## MEMO

To: Mayor and Council  
From: S. Junior Baker  
Date: 23 July 2008  
Re: McDonald License Agreement

On the City Council agenda, for August 5, is an item to approve a license agreement with Chad and Brooke McDonald for the driveway at their home located next to the junior high school. As we have reviewed this previously, I have placed this on the consent agenda.

This agreement allows McDonalds to use our lane, as long as they pave it. The paving has been completed for over a month now. The license agreement is revocable, if we change the uses of our property, or if we sell it. If we revoke the license within 5 years, we will owe them the cost of paving. If between 5 and 10 years, we will owe them half the cost. If after 10 years, we will owe nothing.

As you can see from your copies, McDonalds have already signed the agreement.

**RESOLUTION 08-13**

ROLL CALL

<b>VOTING</b>	<b>YES</b>	<b>NO</b>
<b>MAYOR JOE L THOMAS</b> (votes only in case of tie)		
<b>G. WAYNE ANDERSEN</b> City Councilman		
<b>RODNEY DART</b> City Councilman		
<b>RICHARD M. DAVIS</b> City Councilman		
<b>STEVE LEIFSON</b> City Councilman		
<b>JENS P. NIELSON</b> City Councilman		

I MOVE this resolution be adopted: \_\_\_\_\_  
City Councilperson

I SECOND the foregoing motion: \_\_\_\_\_  
City Councilperson

**RESOLUTION No. 08-13**

RESOLUTION OF THE LEGISLATIVE BODY OF SPANISH FORK CITY, CONSENTING TO THE INCLUSION OF AREA WITHIN SPANISH FORK CITY IN THE UTAH VALLEY DISPATCH SPECIAL SERVICE DISTRICT.

WHEREAS, the Board of County Commissioners of Utah County, Utah (“the Board”) has initiated proceedings to create a special service district to provide consolidated 911 and emergency dispatch services within Utah County to be known as the Utah Valley Dispatch Special Service District (the “District”); and

WHEREAS, the Board intends to adopt its resolution creating the District on August 12, 2008; and

WHEREAS, Section 17D-1-202 of the Act requires that the legislative body of any municipality, which has area to be included within a special service district, consent by adoption of a resolution or ordinance to the inclusion of said municipality’s area in the special service district;

NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE BODY OF SPANISH FORK CITY, AS FOLLOWS:

Section 1. Spanish Fork City hereby consents to the inclusion of area within its municipal boundaries in the District.

Section 2. This Resolution shall become effective immediately.

ADOPTED, RESOLVED, and ORDERED, by the legislative body of Spanish Fork City this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
JOE L THOMAS, Mayor

Attest:

\_\_\_\_\_  
Kimberly Robinson, City Recorder

**RESOLUTION 08-11**

**ROLL CALL**

<b>VOTING</b>	<b>YES</b>	<b>NO</b>
<b>MAYOR JOE L THOMAS</b> (votes only in case of tie)		
<b>G. WAYNE ANDERSEN</b> City Councilman		
<b>RODNEY DART</b> City Councilman		
<b>RICHARD M. DAVIS</b> City Councilman		
<b>STEVE LEIFSON</b> City Councilman		
<b>JENS P. NIELSON</b> City Councilman		

I MOVE this resolution be adopted: \_\_\_\_\_  
City Councilperson

I SECOND the foregoing motion: \_\_\_\_\_  
City Councilperson

**RESOLUTION 08\_11**

**RESOLUTION OF INTENT TO ADJUST  
A COMMON BOUNDARY**

WHEREAS, Spanish Fork City shares a common boundary with Mapleton City; and

WHEREAS, Jack Evans owns and/or has interests in parcels of property which lie in both jurisdictions; and

WHEREAS, Jack Evans has requested each city to adjust its common boundaries in order to match up with property lines; and

WHEREAS, matching city boundaries with property lines makes sense for the property owner and for the city as far as planning and development; and

WHEREAS, Utah Code Annotated §10-2-419 sets forth the procedure and requirements for municipalities with common boundaries to adjust such boundaries without the need to disconnect from one and annex to the other; and

WHEREAS, it is in the best interest of all parties to adjust the common boundary to match city boundary lines with property lines;

NOW THEREFORE, be it resolved by the Spanish Fork City Council as follows:

1. Spanish Fork City intends to adjust its common boundary with Mapleton City by adjusting its boundaries in accordance with the map attached hereto as exhibit A.
2. Spanish Fork City staff is directed to publish notice of this intent and schedule a public hearing and is further directed to follow all of the requirements of U.C. A. §10-2-419 to accomplish the boundary adjustment.
3. That the boundary line between Spanish Fork City and Mapleton City, east of U.S.

Highway 89 is described as follows:

A line located in portions of Sections 26, 27, & 35, Township 8 South, Range 3 East, Salt Lake Base & Meridian, more particularly described as follows:

Beginning at a point on the Spanish Fork City Corporate limits located N0°11'11"W along the ¼ Section line 770.00 feet and S89°59'41"W 627.53 feet from the South ¼ Corner of Section 27, T8S, R3E, S.L.B.&M.; thence S5°31'00"E 773.99 feet to the Section line; thence N89°57'06"E along the Section line 555.63 feet to said South ¼ Corner of Section 27, T8S, R3E, S.L.B.& M.; thence N0°11'11" W along the ¼ Section line 1,346.48 feet; thence S89°30'16"E 1,325.51 feet; thence S0°10'05"E 12.85 feet; thence N89°58'03"E 1,325.46 feet to the east line of said Section 27; thence N0°09'03"W along the Section line 1,018.03 feet; thence N89°49'10"E 1,287.28 feet to the 1/16<sup>th</sup> (40 acre) Section line; thence S0°10'07"W along the 1/16<sup>th</sup> (40 acre) Section line 2,350.50 feet to the Southeast Corner of the SW1/4 of the SW 1/4 of Section 26; thence S0°23'11"E along the 1/16<sup>th</sup> (40 acre)

Section line 1,328.18 feet to the Southwest Corner of the NE1/4 of the NW1/4 of Section 35; thence N89°30'31"E along the 1/16<sup>th</sup> (40 acre) Section line 1,241.71 feet to a point of terminus at the North 1/16<sup>th</sup> Corner (Southeast Corner of the NE1/4 of the NW1/4) of said Section 35 which is located S70°10'25"E 6,170.68 feet from the point of beginning.

4. This resolution is effective immediately upon passage.

DATED this \_\_\_\_\_ day of July, 2008.

\_\_\_\_\_  
JOE L THOMAS, Mayor

Attest:

\_\_\_\_\_  
KENT R. CLARK, City Recorder



**MEMO  
SPANISH FORK CITY  
PUBLIC WORKS DEPARTMENT**

**DATE:** July 25, 2008

**TO:** Mayor Thomas and City Council

**FROM:** Richard Heap, Public Works Director

**RE:** Change Order - Lynnbrook Saddle and Corporation Stop Replacement

Over the last several years we have had many of the water saddles in Lynnbrook Subdivision fail. A water saddle is what we use to connect a water service that runs to a house to the water main in the road. They were failing because their cast iron components were disintegrating in the highly corrosive soils of that area. This year the city has replaced the remaining 68 saddles with new corrosive resistant ones.

As construction to replace these saddles proceeded we found that the water main followed a snake like pattern down the road that was impossible to bluestake. This required the contractor to make much larger excavations in the road to locate the water main and the saddles. This project was installed before current GPS inspection procedures were in place but now we have been able to survey all the connections on the main line as they were dug up. This will make it possible to accurately find them in the future.

Upon completion of the project we used our GPS equipment to survey all the pavement patches in the road. We compared the total area of these patches to the area required in normal construction conditions. The additional cost for excavation down 5 feet and to build up the base and patch back the road came to \$15,230.54. We recommend that the City Council approve a change order for this amount to Blaine Hone Excavating.

# Memo

To: Mayor & City Council  
From: Dale Robinson, Parks and Recreation Director  
Date: July 31, 2008  
Re: Golf Course Sprinkler System Pump Station Project Sales Tax

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## Staff Report

The city requested proposals this year to rebuild the pump station that feeds the sprinkler system at the golf course. The selected contractor had written in his proposal that his bid did not include sales tax. The city is required to pay sales tax for materials that are not installed by city employees. His costs plus sales tax still made him the lowest bidder. These costs were within the budget so we awarded the project. We planned to pay the sales tax either within our reporting system to the state or through the contractor adding it to his order of the materials.

As the project progressed we learned that several upgrades were needed to the current electric service at the golf course to provide power to the pump station. We worked with the electric department and bid out some additional electric work to change out the transformers that fed the golf course and update the panels. This electric service work used up the remaining budget so we are requesting that the City Council increase the budget \$8,818.25 so there will be money allocated to pay the sales tax on the pumps.

# Memo

To: Mayor & City Council  
From: Richard Heap, Public Works Director/City Engineer  
Date: August 1, 2008  
Re: Airport Runway 12/30 Pavement Rehabilitation & Masterplan Engineering

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## Staff Report

The airport currently has an FAA sponsored project to rehabilitate the runway. The FAA has increased their funding for the project to finish the construction engineering for the project and also to add to the project an update to the airport masterplan. This agreement is to modify the contract with Armstrong Consultants to provide these services.

Attached: Contract Documents

**ATTACHMENT D TO AGREEMENT BETWEEN OWNER  
AND ENGINEER FOR PROFESSIONAL SERVICES,  
DATED \_\_\_\_\_, 2008**

**FURTHER DESCRIPTION OF PROFESSIONAL SERVICES**

1. This Attachment is made a part of and incorporated by reference into the Agreement made in January, 2004, between the **CITIES OF SPANISH FORK, UTAH AND SPRINGVILLE, UTAH, (Owner)** and **ARMSTRONG CONSULTANTS, INC., (Engineer)** providing for professional engineering services. The Services of Engineer as described in Section 1 of the Agreement are amended or supplemented as indicated below and the time periods for the performance of certain services are stipulated as indicated below.

2. **WORK PROGRAM** – Attached

3. **FEES** - The fees will be as noted below. (All lump sums)

**Project # 1 – Runway 12/30 Pavement Rehabilitation**

Bidding -	\$ 5,000
Phase 4 -	\$65,000

<b>Project # 2 – ALP Update, Phase 1</b>	<b>\$45,000</b>
--	-----------------

**OWNER:  
SPRINGVILLE, UTAH**

By \_\_\_\_\_  
Gene Mangum, Mayor

**OWNER:  
SPANISH FORK, UTAH**

By \_\_\_\_\_  
Joe Thomas, Mayor

**ENGINEER:  
ARMSTRONG CONSULTANTS, INC.**

By \_\_\_\_\_  
Keith E. Koler, President

**SCOPE OF WORK  
SPANISH FORK / SPRINGVILLE AIRPORT  
AIP #3-49-0034-16**

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On May 1, 2008 bids were opened for the following Schedules:

Schedule I – Runway 12/30 Pavement Rehabilitation

Schedule II – Runway Light Rehabilitation

Sufficient FAA funding has been obtained to award Schedules I & II:

Schedule I – \$1,630,128.17

Schedule II – \$238,975.50

Anticipated Contract Construction Period for both Schedules is anticipated to be 60 Calendar Days.

## **BIDDING SERVICES**

These services will include assisting the Owner with the advertisement for bids, notification of local airport users of the construction schedule and general completion of the final construction contract documents for the project. The following outline describes in greater detail the tasks and products.

1. Provide sets of contract documents.
2. Assist the Owner with advertising and interpretation of project requirements during the bidding phase.
3. Assist the Owner with preparation of the FAA grant application and other documentation.
4. Provide technical assistance and recommendations to the Owner during construction.
5. Assist with pre-bid conference and bid opening. Issue addenda, prepare an abstract of bids and make recommendations for award.
6. Assist in award notification to successful bidder and notify and return bid bonds to the unsuccessful bidders.

## **PHASE 4 - CONSTRUCTION SERVICES**

During the construction phase of the project, the Engineer will assist the Owner to monitor and document progress for quality and cost control. Review contractor payment requests, quality control and acceptance testing, continually inform the Owner of project progress and problems, complete the test summary, conduct the final project inspection and complete the final project report. Activities include:

1. Review bonds, insurance certificates, construction schedules, etc.
2. Conduct preconstruction conference.
3. Provide review of submittals and shop drawings during construction.
4. Provide technical assistance to the Owner during construction.
5. Provide a fulltime resident inspector to monitor and document construction progress, confirm conformance with schedules, plans and specifications, measure and document construction pay quantities, document significant conversations or situations, document input or visits by local authorities, etc.
6. Prepare change orders and supplemental agreements, if required.
7. Prepare and submit weekly inspection reports.
8. Prepare and confirm monthly payment requests.
9. Conduct and document periodic wage rate interviews.
10. Prepare and submit the project test summary.
11. Conduct a final project inspection with the Owner, the FAA and the contractor.
12. Update ALP drawings as required.
13. Prepare record drawings and the final project report.

**SPANISH FORK-SPRINGVILLE AIRPORT  
SPANISH FORK, UTAH  
AIRPORT LAYOUT PLAN UPDATE WITH NARRATIVE  
PHASE I – TERMINAL AREA PLAN UPDATE  
SCOPE OF WORK**

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***OBJECTIVE***

The Cities of Spanish Fork and Springville, Utah desire to update their Airport Layout Plan and supporting narrative report for the Spanish Fork-Springville Airport to address key issues, objectives and goals pertinent to the airport's development. Due to limited funding the first Phase of the project will include the tasks necessary to develop a refined Terminal Area Plan drawing to accommodate the existing demand for aviation related development at the airport. The first phase will include base mapping, and a series of project workshops to formulate the preferred configuration of taxilanes, hangars access roads and utilities for the landside development areas on the north and south sides of the airport. The Airport Layout Plan drawing will be subsequently updated to reflect the refined terminal area configuration. Phase II of the Airport Layout Plan Update is expected to include the remaining elements of the airport planning process and update of the remaining drawings typically included in the ALP drawing set.

Armstrong Consultants will retain responsibility for the technical aspects of the planning study and will assure the coordination with and exchange of information between the Consultant Team, Airport Management and City Staff, the Airport Board, Working Groups, Interested Parties, the State Aeronautics Division and the FAA in order that the overall project is completed in a timely and quality manner.

The Terminal Area Plan and Airport Layout Plan drawing will be prepared in accordance with the current regional FAA ALP checklist, FAA Advisory Circulars 150/5070-6B, Airport Master Plans; 150/5300-13, Airport Design; 150/5060-5, Airport Capacity and Delay; and 150/5325-4B, Runway Length Requirements for Airport Design; FAR Part 77, Objects Affecting Navigable Airspace; FAA Order 5100.38C, AIP Handbook; FAA Order 1050.1E, Environmental Impacts: Policies and Procedures, and other applicable Advisory Circulars (ACs), FAA Orders and Federal Aviation Regulations (FARs).

***Task 1. Obtain Background Data and Base Mapping***

Description: Obtain copies of existing reports, plans, photographs, base mapping or other documents which may provide data on the history of the airport, economic impact, area transportation systems, utilities, jurisdictional boundaries or other data and information pertinent to the study. Assemble, catalogue and review all data for use in later tasks of the study.

***Task 2. Wetland Mapping***

Description: GPS mapping of the revised wetland areas based on US Army Corps of Engineers site visit(s) will be completed. This mapping will be used as a basis for wetland impact avoidance, minimization and mitigation requirements.

### ***Task 3. Prepare Preliminary Conceptual Layout***

Description: A preliminary conceptual layout and visual aids will be prepared for discussion at the first project workshop meeting. Minimum setbacks from runways and taxiways will be identified and taxiways, access roads and parcel boundaries will be included.

### ***Task 4. Project Workshop Meeting No. 1***

Description: A project workshop meeting will be conducted with interested parties and stakeholders. The preliminary layout and visual aids prepared in Task 3 will be used to solicit input, feedback and to confirm the development needs, goals and alternatives for the terminal area.

### ***Task 5. Prepare Revised Landside/Terminal Area Conceptual Layout***

Description: The landside/terminal facility needs developed in the previous Task will be refined and revised based on input from Task 4. Hangar and parcel configurations will be adjusted to meet tenant applicant needs and parcel sizes. This will include consideration of:

- Operational Performance: Including capacity and aircraft circulation.
- Best Planning Tenets and Other Factors: Including safety & security, conformance with design standards, airspace, flexibility, alignment with sponsor's strategic vision and social and political feasibility.
- Environmental Factors: Including potential significant environmental impacts, wetland avoidance and permitting requirements, tenant development needs and land acquisition, if any.
- Fiscal Factors: Including estimated development costs and phasing.

### ***Task 6. Conduct Project Workshop No. 2***

Description: A second project workshop will be conducted with interested parties and stakeholders to review, discuss and provide feedback and input for the draft terminal plan. The visual aids prepared in Task 5 will be used as the basis for discussion to refine the conceptual layout into a preferred configuration.

### ***Task 7. Preliminary Draft Terminal Area Plan***

Description: Base on the input from Task 6 a Preliminary Draft Terminal Area Plan drawing will be prepared and distributed to interested parties, stakeholders, State Aeronautics and FAA for review and comment.

### ***Task 8. Prepare Section 404 Permit Application/Notification***

Description: A Section 404 Pre-Construction Notification (PCN) for Section 404 Clean Water Act Nationwide Permit 14, Linear Transportation Crossings will be prepared for submittal by the Sponsor to the USACE for the planned taxiway crossings of delineated wetland drainage channels.

**Task 9. Draft Terminal Area Plan and Airport Layout Plan (ALP) Drawing**

Description: Following agency review of the Preliminary Draft Terminal Plan, the Draft Terminal area Plan and Airport Layout Plan drawing will be prepared and distributed to interested parties, stakeholders and State Aeronautics for review and to the FAA for airspace coordination.

**Task 10. Final Terminal Area Plan and Airport Layout Plan Drawing**

Description: Following receipt of FAA airspace review comments the Final Terminal Area Plan and Airport Layout Plan drawing will be submitted to the Sponsor for signature and to the FAA for approval and distribution.

**SUMMARY OF DELIVERABLES**

The deliverables to be prepared as part of this project are outlined below.

DELIVERABLE	SPONSOR	FAA	STATE
Preliminary Conceptual Terminal Area Layout	15	1	1
Refined Conceptual Terminal Area Layout	15	1	1
Preliminary Draft Terminal Area Plan	15	1	1
Draft Terminal area Plan and ALP Drawing	15	5	1
Final Terminal Area Plan and ALP Drawing	15	5	1