



AMENDED 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 October 6, 2009**.

AGENDA ITEMS:

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

- a. Pledge
- b. Recognitions:
 - i. Ethan Morley
 - ii. Utah County Fair
 - iii. 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 HEARING:

- a. * [First Revision of the 2010 FY Budget](#).

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 – September 15, 2009](#).
- b. * [Janitorial Contract Renewal for the Justice Center](#).
- c. * [Acceptance of an Interlocal Agreement with Nebo School District for the Maple Mountain Resource Officer](#).
- d. * [Adoption of a Resolution for the Municipal Wastewater Planning Program Evaluating the Cities Sanitary Sewer and Waste Water Treatment Plant System](#).

6. NEW BUSINESS:

- a. [UDOT I-15 Corridor Update & Presentation](#)
- b. * [Adoption of a Resolution for the proposed adjustment of the Mapleton City Boundary with Spanish Fork City on the South of Mapleton to Highway 6](#).
- c. * [Interlocal Agreement with Utah County Concerning CDBG Grant Funds](#).
- d. * [Argyle Boundary Adjustment and Easement](#).
- e. * [TJ Business Park Preliminary Plat – Request for Approval of Extension](#)
- f. * [Contract to Provide Legal Services to the Dispatch Service District](#).
- g. * [2009 Election Poll Worker Approval](#)
- h. [Board Appointments – Library](#)

7. EXECUTIVE SESSION:

- a. [Pending or Imminent Litigation](#)

- b. Real Property Exchange
- c. Discussion of the Character, Professional Competence or Physical or Mental Health of an Individual

ADJOURN:

* Supporting documentation is available on the City's website 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.
- This agenda is also available on the City's webpage at www.spanishfork.org

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 804-4530.

Spanish Fork City - FY 2010

Budget Revision #1

Summary of Changes:

EXPENSES

1	Salaries and Benefits	\$ (78,109)	Decrease	Engineering: GPS employees are now transferred to other Cities.
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2	Professional Services	\$ 60,000	Increase	Streets: Cut-Bridge work. Payment advance by Developer.
		\$ 42,000	Increase	General Government: Washingon Lobbieist.
		\$ 15,000	Increase	Streets: Transportation Master Plan
		\$ 18,000	Increase	Storm Drain: SAPA Grant Wetlands Design (Old Landfill)
		\$ 9,000	Increase	Storm Drain: Drainage Study (Carryover)
		\$ 4,300	Increase	Storm Drain: Excavation Work
Sub-total		\$ 148,300		

3	Other Services	\$ 11,000	Increase	Arts Council: Youth Theater.
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4	Sundry	\$ 20,000	Increase	Senior Center: Tour Expenses paid for by participants.
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5	Capital Projects	\$ 515,000	Increase	Sewer: Leeve
		\$ 545,000	Increase	Irrigation: PI Pond and PI Pump Station.
		\$ 100,000	Increase	Broadband: VOIP @ DOCSIS 3.0
		\$ 4,500	Increase	Storm Drainage: Lynnbrook Groundwater.
Sub-total		\$ 1,164,500		

6	Liability Claims	\$ 19,300	Increase	Storm Drainage: Claims - Rees School Area.
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7	Indirect Services	\$ 17,065	Increase	Water: indirect charges from General Fund
		\$ 14,156	Increase	Sewer: indirect charges from General Fund
		\$ 5,818	Increase	WWTP: indirect charges from General Fund
		\$ 13,833	Increase	Electric: indirect charges from General Fund
		\$ 3,167	Increase	Garbage: indirect charges from General Fund
		\$ 4,007	Increase	PI: indirect charges from General Fund
		\$ 420	Increase	Pool: Indirect charges from General Fund
		\$ 420	Increase	Broadband: Indirect charges from General Fund
		\$ 420	Increase	Golf Couse: Indirect Charges from General Fund
		\$ 2,747	Increase	Storm Drainage: indirect charges from General Fund
	Sub-total		\$ 62,053	

Grand Total	\$ 1,347,044
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Funded by using Retained Earnings from prior years.

REVENUE

A	Senior Tours Revenue	\$ 20,000	Increase	Senior Center: Fees charged to go on the trips.
B	Shared Employee Services	\$ 15,262	Increase	Nebo School District - Payment to City. Based on Actual Costs.
C	Indirect Services	\$ 62,052	Increase	Additional Revenue from selected Enterprise Funds.
D	Beginning Fund Balance	\$ 110,064	Increase	Budgeting to use more of Beginning Fund Balance.
E	Shared Employee (GPS)	\$ (136,288)	Decrease	Shared employees no longer billing other Cities.

Grand Total	\$ 71,090
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General Fund increase

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**Tentative Minutes
Spanish Fork City Council Meeting
September 15, 2009**

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

Staff Present: Dave Oyler, City Manager; Seth Perrins, Assistant City Manager; Junior Baker, City Attorney; Dave Anderson, Community Development Director; Dale Robinson, Parks and Recreation Director; Kent Clark, Finance Director; Kimberly Robinson, City Recorder

Citizens Present: Jordan Simmons, Madison Simmons, Nathan Anderson, Kathleen Anderson, Eric Anderson, Jen Allen, Michael K. McKell, Lewis Mattinson, Josh Illanes, Matt Barber, LeEarl Peck, Nathan Wheeler, Colton Redmond, Nathan Millington, Steve Maddox, Lew Bankhead, Lana Creer Harris

CALL TO ORDER, PLEDGE:

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

Scouts Matt & Nathan Anderson led in the pledge of allegiance.

Scout Recognition

Mayor Thomas recognized Matt Anderson, Nathan Anderson, and their parents for achieving all 121 merit badges, this is the first time in the history of scouting that two twins have ever done that. He then presented an award of recognition.

County Fair Presentation

This item was moved to a future meeting.

PUBLIC COMMENT:

There was no public comment given at this time.

COUNCIL COMMENTS:

Councilman Nielson reminded everyone that the Harvest Moon Hurrah is this Saturday and it will be free. There will be hayrides, storytelling, melodrama, dancing, juggling, Peter Breinholt will perform and there will be affordable food available as well.

Councilman Davis appreciates the city employees and all that they do for Spanish Fork City. They work hard to make things great and wonderful for us. He thanked the newspapers for how much coverage they give and the great articles they print about Spanish Fork City activities. He noted the Youth Council will be introduced next month.

49 Councilman Andersen appreciates everyone participating in the Windfest and that
50 helped make it a success. He added Saturdays running through October at the city office
51 is a farmers market and he encourages everyone to attend.

52
53 Councilman Dart thanked the city employees for all they do. He stated they appreciate
54 everything they do for our city.

55
56 Councilman Leifson commented his neighbors house caught on fire and when he went
57 down there he was amazed at how fast the fire department arrived and took care of the
58 problem, they also called in neighboring cities to help. He wanted to thank them for being
59 there and the great work that they do. The family would also like to express their
60 gratitude for all the help they have received.

61
62 Mayor Thomas reported the feedback was good for the Windfest. He thanked all those
63 that participated. He encourages all to support the local businesses. He thanked the fire
64 department for their work on some incidents recently in his neighborhood.

65
66 **PUBLIC HEARING:**

67
68 Councilman Andersen made a **Motion** to open the public hearing at 6:09 p.m.
69 Councilman Dart **Seconded** and the motion **Passed** all in favor.

70
71 **Proposed Amendment to Title 15 Urban Village Commercial Zone**

72
73 Mr. Dave Anderson explained that this item was presented for approval so as to restore
74 language in Title15 that was omitted when another amendment was approved earlier this
75 year.

76
77 This item was opened for public comment.

78
79 There was no public comment at this time.

80
81 Councilman Davis made a **Motion** to approve the Proposed Amendments to Title 15
82 Urban Village. Councilman Andersen **Seconded** and the motion **Passed** all in favor.

83
84 **Proposed Amendment to Title 15 Preliminary Plat Review**

85
86 Mr. Junior Baker explained this ordinance proposes to eliminate the public hearing
87 requirements for preliminary plat approval. He then gave some history about changes in
88 the law regarding subdivisions. State law required public hearing when the Council was
89 obligated to approve the plats anyway if it met the city standards. The law has changed
90 recently, removing the public hearing requirement. Staff feels the neighborhood
91 meetings are very constructive and should remain in place, but there is no longer a need
92 for public hearings.

93
94 Matt Barber

95 Mr. Barber commented the Council wears lots of hats, but from the citizens point of view
96 they only see them as elected officials. He understands the concerns of having to listen
97 to citizen's voice their reasons and yet the Council is bound by the law. He is concerned

98 about developers only meeting the letter of the law and holding neighborhood meetings
99 at 3:00 in the afternoon at the city office. He hopes if they pass this they also make a
100 commitment to look at some alternatives to how citizens can be more involved in the
101 process.

102
103 Mayor Thomas feels the public is less involved with government than it should be, he
104 thinks anything that lessens the public involvement is a tragedy. He agrees that having
105 citizens come speak on issues the Council does not have control over, and are bound by
106 law to accept, is not good. There needs to be a requirement to hold the neighborhood
107 meetings at appropriate times. He also noted information about webinar software
108 available that could potentially open more dialogue with the public. He would like to see
109 the City Planner and City Attorney present a proposal regarding this issue.

110
111 Councilman Davis asked what the requirement is to hold a neighborhood meeting.

112
113 Mr. Anderson said the requirement is to provide a notice to all property owners within
114 500 feet. The Staff often provide the information from the neighborhood meetings to the
115 Planning Commission for their review.

116
117 Councilman Dart asked if they could require a specific more available time for the
118 meetings.

119
120 Mr. Anderson agreed there should be a time convenient for those involved.

121
122 Councilman Andersen is concerned that there is no Council or Staff in attendance at the
123 meetings.

124
125 Mr. Baker noted often times there are good changes that come out of the neighborhood
126 meetings. He added that by not having Council or staff in attendance it makes the
127 meeting more informal and people are not as afraid to voice their concerns. It also
128 avoids the threat, if the plat meets all the standards, of claims of undue influence by
129 council or staff.

130
131 Councilman Nielson feels they should require a time convenient for those attending.

132
133 The Council recommended staff bring back a proposal and some feedback regarding
134 how they can enhance the citizen involvement.

135
136 Councilman Nielson made a **Motion** to adopt the Proposed Amendments to Title 15
137 Preliminary Plat approval process. Councilman Davis **Seconded** and the motion **Passed**
138 all in favor.

139
140 Councilman Andersen made a **Motion** to close the public hearings at 6:32 p.m.
141 Councilman Nielson **Seconded** and the motion **Passed** all in favor.

142
143 **CONSENT ITEMS:**

- 144
145 **a. Minutes of Spanish Fork City Council Meeting – August 18, 2009**
146 **b. State Division of Forestry Fire Suppression Contract**

147
148 Councilman Andersen made a **Motion** to approve the consent items. Councilman Davis
149 **Seconded** and the motion **Passed** all in favor.

150
151 **NEW BUSINESS:**

152
153 **Cancer Awareness**

154
155 Mayor Thomas read the proclamation regarding Child Cancer Awareness Week.

156
157 **Purchase of Property for Electric Substation**

158
159 Mr. Baker explained the Harris agreement deals with a piece of property purchased for a
160 substation. He stated this agreement has been negotiated in executive session and
161 because the city is operating with tax payers dollars they can protect their negotiations in
162 a closed session. He stated the property was purchased and they are asking for
163 ratification on this property purchase contract.

164
165 Councilman Andersen stated they purchased enough property for a substation and in the
166 future a satellite fire station.

167
168 The total purchase price for the 9.72 acres is \$657,094.74. The total due at closing is
169 \$328,292.10. The balance of \$328,547.37 is due next July. It was noted that the City
170 owes all the remaining Property Tax billed to the City and the Green Belt Tax Roll back.

171
172 Councilman Andersen made a **Motion** to ratify the Harris property purchase.
173 Councilman Nielson **Seconded** and the motion **Passed** all in favor.

174
175 **Bella Vista, Minimum Lot Size and Width Requirement Waiver Request**

176
177 Mr. Anderson stated what is not being requested by the applicant or that would vest the
178 developer. He is at a point in time where he needs some formal feedback regarding his
179 development. Both the Planning Commission and DRC recommend approval of this
180 change. He then gave some history regarding the property being discussed tonight. He
181 stated the property has had other projects proposed and there have been plans
182 submitted that have not worked in the past. He thanked the developer for working with
183 staff on proposed development ideas for the property. Both the DRC and Planning
184 Commission feel that potentially granting this waiver is recommended. He stated this will
185 be the first time since his employment with the city that they have approved a project
186 with a density lower than allowable. He explained the applicant could approve a project
187 with duplexes without a waiver but staff feels that single family homes, done the right
188 way, is more of the American dream home.

189
190 **Steve Maddox and partner Lew Bankhead**

191 Mr. Maddox stated they have spent hours at neighborhood meetings and working with
192 the staff. He then gave a presentation regarding their proposal for the development.

193
194 Councilman Davis stated they are approving 4,000 square foot lots, and feels they need
195 to have the park finished.

196
197 Mr. Maddox stated they would be willing to meet half way and asked for a concession
198 regarding the park completion with the first phase. He explained they are asking for less
199 density then they can have and hopes they can work together to address the concerns.
200

201 Councilman Davis likes the concept and feels it is a great set of plans. He likes the idea
202 of a single family home instead of a town home, but his concern is they are close
203 together and are on smaller lots. He is also concerned about the park not getting
204 completed.
205

206 Mr. Maddox stated they are willing to work with staff regarding the park issue.
207

208 Councilman Leifson appreciates the participation and willingness the developer has had
209 to create a concept that will work best in Spanish Fork. He likes the concept and has no
210 problem with what they are planning to do.
211

212 Councilman Davis asked if the driveways would be changed.
213

214 Mr. Bankhead stated they would approve the driveway locations but they have the ability
215 to change the look of the home and not affect driveway location.
216

217 Mayor Thomas noted he likes the concept of affordable housing for single family homes
218 and he supports the project. He sees this as a great addition to the city.
219

220 Councilman Nielson made a **Motion** to grant the waiver waiving the 6,000 ft lot
221 requirement and minimum 50 ft frontage based on the superior design, to 4,000 ft
222 minimum and a 40 ft frontage. The size requirements are based on the following
223 findings:

224 **Findings**

- 225 1. That the project consists of single-family detached homes.
- 226 2. That utilities and driveways will be designed in an integrated fashion as part of the
227 platting process.
- 228 3. That the developer will be responsible to install all of the front yard landscaping.
- 229 4. That the HOA will maintain landscaping, fencing, all common areas and front
230 yards.
- 231 5. That a three-acre park, meeting the City's standard amenities, will be installed.
- 232 6. That there will be masonry on the exterior of the homes.
- 233 7. That there will be a planter strip on both sides of the road.
- 234 8. That the streets will be built to City standards.

235 Councilman Davis **Seconded** and the motion **Passed** all in favor.
236

237 **ADJOURN:**
238

239 Councilman Leifson made a **Motion** to adjourn. Councilman Andersen **Seconded** and
240 the motion **Passed** all in favor at 7:18 p.m.
241

242
243 **ADOPTED:**
244

DRAFT

**SPANISH FORK CITY
40 South Main Street
Spanish Fork, Utah 84660**

JANITORIAL SERVICES CONTRACT

For the

Spanish Fork City Justice Center
775 West Center Street
Spanish Fork, Utah

THIS CONTRACT is entered into by and between Spanish Fork City and ISS (Contractor).
The Contractor's address is _____

AGREED:

DATED this 29 day of September, 2009

SPANISH FORK CITY by:

JOE L THOMAS, Mayor

ATTEST: _____
KIM ROBINSON, Recorder

ISS by:

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SECTION I

A. **SCOPE OF WORK**

The contractor shall furnish all supervision, labor and transportation, except as hereinafter noted, necessary to satisfactorily perform the janitorial services required for the buildings specified herein, and in the manner and at the frequencies set forth in the following specifications. It is important that all cleaning specifications and instructions be followed closely by the cleaning contractor. "Short cuts" will always result in complaints. The goal of any contractor should be to assist the City by taking a pro-active approach to the building maintenance.

The work contemplated under this agreement will be administered by the Spanish Fork City Building and Grounds Maintenance Supervisor and shall be performed in the following building:

Spanish Fork City Justice Center

775 West Center Street

Spanish Fork, Utah

B. **CONDITIONS AND EXPECTATIONS**

The intent of the janitorial requirements listed in this package is to preserve the investment of Spanish Fork City in its facilities, to assist in providing a working atmosphere, which is conducive to high employee morale and to showplace facilities, which demonstrate to the public and tenants an orderly and caring compliance to a clean and healthy environment.

C. **CONTRACT TERM**

The term of the services shall be for a period of twelve (12) months beginning upon a fully signed and executed contract. The contract may be renewed for two additional one-year periods at the same terms and conditions, upon the mutual consent of the City and the Contractor.

D. **RULES AND REGULATIONS**

In conducting its operations hereunder, the contractor shall comply with all applicable laws, regulations, and ordinances of City now in force or thereafter prescribed and promulgated by authority of law, specifically including all fire codes and security regulations.

E. **CONTRACTOR'S QUALIFICATIONS AND REQUIREMENTS**

Given the diversity of space, variety of cleaning tasks and very critical and sensitive nature of the operations and equipment, contractor is required to meet the following specifications:

- 1) Contractor is required to submit an organization chart describing the current management of the organization and a brief history of the organization with particular emphasis on its management team(s).
- 2) Contractor is required to submit a plan for the management and staffing required to perform the services set forth in this agreement. This plan should also address the training of employees.

F. **REQUIRED INSURANCE POLICIES**

The Contractor, at its own cost, shall secure and maintain during the term of this Agreement, the following minimum insurance coverage:

- a. **Workers' compensation and employer's liability insurance** as required by the State of Utah. This requirement includes contractors who are doing business as an individual and/or as a sole proprietor as well as corporations, limited liability companies, joint ventures and partnerships.
- b. **Commercial general liability insurance** with the City as an additional insured, in the minimum amount of \$1,000,000 per occurrence with a \$2,000,000 general policy aggregate. The policy shall protect the City and the Contractor from claims for damages for personal injury, including accidental death, and from claims for property damage that may arise from the Contractor's operations under this Agreement, whether performed by the Contractor itself, or anyone directly or indirectly employed by the Contractor. Such insurance shall provide coverage for premises operations, acts of independent contractors, and completed operations.
- c. **Commercial automobile liability insurance** that provides coverage for owned, hired, and non-owned automobiles, with the City as an additional insured, in the minimum amount of \$1,000,000 per occurrence.
- d. **Commercial crime policy or fidelity bond** with a "third party" or "client coverage" endorsement listing the City as "loss payee" in the minimum amount of \$50,000.00. [Alternatively, if the insurance carrier is not willing to list the City as the "loss payee", Spanish Fork City must be added as a "client" in the definitions section of the policy and providing the City with a copy of the definitions section of the policy.]

The Contractor agrees to meet the following requirements with respect to the insurance policies specified above:

- a. The policies shall be issued by insurance companies licensed to do business in the State of Utah and currently rated A- or better by A.M. Best Company.
- b. The selected Contractor shall furnish certificates of insurance, acceptable to the City, verifying compliance with the requirements herein concurrent with the execution hereof and thereafter as required.
- c. In the event Contractor fails to maintain and keep in force any insurance policies as required herein City shall have the right at its sole discretion to obtain such coverage and reduce payments to Contractor for the costs of said insurance.
- d. Any exceptions to these insurance requirements must be submitted to the City prior to bid opening.
- e. If all Federal, State, County and/or City requirements are not provided to Spanish Fork City at the time they are requested, the bid that was submitted will be considered non-responsive and will not be considered for award.

G. CHANGES IN QUANTITY OF WORK/CONTRACT MODIFICATIONS

Any changes in the quantity of work or modifications of the contract will be authorized by written confirmation (change order). The price difference of the modification to the contract will be negotiated between the City and the Contractor. Such a change issued by the City to the contractor shall be for the purpose of authorizing an addition, deletion, or revision in the space, or an adjustment in the contract price or the contract time, issued after the execution of the contract. All such changes shall be issued through the Spanish Fork City Building and Grounds Maintenance Supervisor.

It is the intent of Spanish Fork City that the price quoted in the contractor's bid for the initial 12 month period will remain constant. In the event of any unforeseen changes in the federal minimum

wage laws, contractor shall be entitled to an adjustment in the contract amount, in an amount not to exceed the percentage increase in the Federal Minimum wage for those employees affected by the minimum wage guidelines.

In the event that renewal options are exercised by City beyond the initial twelve month period, contractor may, upon written authorization of the City, adjust his contract price based upon the percentage change in the Consumer Price Index, to be effective no sooner than the first anniversary date of the execution of the contract (first day of the third contract yearly).

Any other adjustment to contractor's price shall be governed by this section.

H. INDEMNIFICATION

The Contractor must agree to fully indemnify, save and hold harmless the City, its officers, agents and employees from and against all losses, damages, claims, injuries, including claims for personal injury, death or damage to personal property or profits and liens of workmen and suppliers, and causes of action of every other kind or character, however allegedly caused, resulting directly or indirectly from or arising out of, negligent acts or omissions of contractor, its agents representatives, officers or employees in the performance of this contract. Expenses of investigations thereof, based upon, resulting from or arising out of damages or injuries to third persons or their property caused wholly by the negligence of the contractor, its officers, agents and employees shall be borne by the contractor. The City shall give the contractor prompt and reasonable written notice of any such claims or actions and the contractor shall have the right to investigate, compromise, and defend the same to the extent of its own interests.

It is further understood and agreed that the City will assume no responsibility for any damages or losses that may occur to the contractor's property, except that the City will agree that it will not willfully, intentionally or negligently damage the property of the contractor.

I. INDEPENDENT CONTRACTOR AND TAXES

The relationship of Spanish Fork City and the contractor shall be that of an independent contractor status. Each party shall have the entire responsibility to discharge all of the obligations of an independent contractor under federal, state and local law, including but not limited to, those obligations relating to employee supervision, benefits and wages; taxes; unemployment compensation and insurance; social security; worker's compensation; disability pensions and tax withholdings, including the filing of all returns and reports and the payment of all taxes, assessments and contributions and other sums required of an independent contractor. Nothing in this contract shall be construed to create the relationship between Spanish Fork City and the contractor of employer and employee, partners or joint ventures.

The parties to this agreement intend that the relationship between them created by this contract is that of employer-independent contractor. No agent, employee or servant of the contractor is or shall be deemed to be the employee, agent or servant of the City. The City is interested only in the results obtained under this contract; the manner and means of conducting the work are under the sole control of the contractor. None of the benefits provided by the City to its employees, including, but not limited to, workers compensation insurance, health insurance and unemployment insurance, are available from the City to the employees, agents or servants of the contractor. Contractor will be solely and entirely responsible for its acts and for the acts of his/her agents, employees, servants or subcontractors during the performance of this contract.

Contractor and City shall each make all commercially reasonable efforts to inform all persons with whom they are involved in connection with this contract to be aware that contractor is an independent contractor.

Prior to the commencement of work under this agreement, the contractor shall notify the Building and Grounds Maintenance Supervisor in order that a work schedule can be established by the contractor. The contractor shall coordinate his/her activities with said Maintenance Supervisor in order that the services required may be performed in a manner designed to satisfy the City's needs. The work schedule as to when janitorial services will be conducted shall be subject to the sole discretion of Spanish Fork City, which discretion shall be exercised reasonably by the City. This provision is not intended to allow and shall not be construed to allow the City to supervise or control the contractor's work under this contract, other than check procedure.

J. DAMAGE TO PROPERTY

Contractor shall be responsible for any and all damage to property belonging to the City and City's tenants caused by a negligent or intentional act or omission of contractor, its agents or employees. Contractor shall be responsible for all costs associated with repairing all damaged property damaged by contractor, its agents, representatives or employees. Contractor shall report promptly to the Maintenance Supervisor in any of the areas serviced regarding heating/ventilating, equipment, lighting, broken furniture, doors or windows, or any other condition that may require attention for repairs, adjustment, replacement or corrections.

K. PERFORMANCE

Contractor acknowledges the standard of performance and professionalism required in the performance of its services under this contract. Contractor agrees to perform the services under this contract with the level of professionalism expected by Spanish Fork City as outlined in this contract. Further, contractor agrees that, while performing its obligations under this contract, it will conduct itself in such a manner that will promote the best interests of the City. Contractor will ensure that its employees dress in modest and appropriate clothing/uniform consistent with janitorial work and which displays the Contractor company insignia on the clothing. Contractor further agrees that it will not accept any fee or financial remuneration from any entity or person other than Spanish Fork City for its performance under this contract.

L. TERMINATION

Termination for Default. City may terminate this contract immediately if contractor fails to perform any of its obligations and such failure continues for a period of more than ten (10) days after written notice to contractor. Should Contractor terminate its obligations under this contract for any reason, Contractor must provide City with thirty (30) days written notice in order to provide City with adequate opportunity to re-bid this contract.

M. ASSIGNMENT OF CONTRACT

The contractor shall not assign or transfer its duties of performance nor its rights to compensation under this contract without the prior written approval of Spanish Fork City. Contractor shall not subcontract to provide any of the services under this contract or execute performance of its obligations under this contract without prior express and written consent of Spanish Fork City.

N. PAYMENT OF CONTRACTOR INVOICES AND COMPENSATION

The contractor will agree to invoice the City in duplicate immediately after the last day of the month in which services were rendered. Payment will not be made prior to a service being rendered.

The contractor shall provide to the City separate invoices for each building if more than one building is involved. Invoices shall be mailed to Spanish Fork City Accounts Payable, Attn: Accounts Payable, 40 South Main Street, Spanish Fork, Utah 84660. Invoices shall be due and payable within 30 days after receipt of invoice by the City.

COMPENSATION:

Spanish Fork City shall pay the Contractor \$ 3,058.00 per month for Janitorial services provided according to this agreement.

O. NON-FUNDING

It is understood and agreed by the contractor that funds are not presently available for performance of this agreement by the City beyond June 30, 2010, the close of the City's current fiscal year. The City's obligation for performance of this agreement beyond this date is contingent upon funds being appropriated for payments due under this agreement.

In the event no funds, or insufficient funds, are appropriated and budgeted in any fiscal year by the City for payments due under this agreement or in the event there is a reduction in appropriations by the City, due to insufficient revenue, resulting in insufficient funds for payments due, or about to become due, under this agreement, this agreement shall create no obligation on the City as to current or succeeding fiscal years, and shall terminate and become null and void on the last day of the fiscal year for which funds were budgeted and appropriated; or, in the event of a reduction in appropriations, on the last day before the reduction became effective, except as to those portions of payments agreed upon for which funds shall have been appropriated and budgeted.

Such termination shall not be construed as a breach or default under this agreement and said termination shall be without penalty, additional payments, or additional expense to the City; of any kind whatsoever, and no right of action for damages or other relief shall accrue to the benefit of the contractor, its successors or assignees, as to this agreement, or any portion thereof, which may be terminated and become null and void.

SECTION II

PERFORMANCE SPECIFICATIONS

A. PERFORMANCE REQUIREMENTS

- 1) Unless otherwise stipulated in the specifications, all cleaning equipment, materials, supplies and articles incorporated in the work covered by this contract are to be provided by the Contractor and at the Contractor's expense.

Contractor will keep a copy at the work site of all MSDS sheets on all cleaning chemicals used in the buildings.

- 2) Spanish Fork City will provide all restroom stock supplies (Paper hand towels, Toilet paper, Toilet seat covers, Sanitary disposal receptacle liners, Trash receptacle liners, Hand washing liquid, foam or boxed liquid soap and Deodorizer cartridge refills) and all dispensers for the above mentioned stock supplies. All stock supplies shall be inserted in the dispensers by the contractor as needed unless herein noted.
- 3) All cleaning supplies, materials, tools, caution signage and equipment for routine or periodical custodial maintenance including, but not limited to, mops, buckets, waxes, polishes, cleaning chemicals, and similar supplies shall be furnished by the Contractor. Any installations of equipment, shelving, dispensing systems or similar items attached to the structure shall be approved by the Maintenance Supervisor in advance of the installation.
- 4) Major work will not be allowed to interfere with the functional operation of the City and its tenants, and shall be accomplished by the contractor between the hours herein specified, unless other arrangements are made with the Maintenance Supervisor.
- 5) At any time the Maintenance Supervisor and contractor may inspect those areas serviced under this contract to ascertain the quality and acceptability of the work performed or in the process of being performed. Contractor's representative shall submit to the Maintenance Supervisor immediately thereafter a written list of corrective action taken or all deficiencies or defects noted by the Maintenance Supervisor during such inspection. Such defects or deficiencies shall be corrected immediately by the contractor.
- 6) Contractor is responsible for determining the type, quality and characteristics of all materials which are to be serviced under this contract. Contractor shall be responsible for the determination of the proper cleaning method for each material so that the material shall remain in clean and proper condition at all times. It is understood that a professional janitorial service contractor has experience and knowledge necessary to employ proper cleaning methods for any material or surface.
- 7) Contractor shall provide, without cost when so requested by the Maintenance Supervisor, samples for testing of any janitorial supplies used by contractor in the accomplishment of required work, if such supplies are not provided by Spanish Fork City. Contractor shall use only such materials as are labeled and are identifiable by a brand name and bear the seal of Underwriter's Laboratories, Inc.

No material treatment or procedures shall be in use on any floors, stairways or sidewalks that would cause, or contribute to, such floor, stairway or sidewalk surface becoming slippery or unsafe to walk upon in all kinds of weather. Any materials used on any floor, stairways, or sidewalk surfaces shall bear the label and meet the requirements and be tested as an anti-slip material by Underwriter's Laboratories, Inc. Appropriate caution signage shall be used by the contractor.

- 8) All flammable materials, which shall include without limiting the generality thereof, waxes, paints, thinners and wastes, shall be handled and stored in accordance with all applicable fire regulations. Any fire, smoke or other damage arising out of contractor's use of said flammable materials shall be the responsibility of the contractor.

B. SUPERVISION

The contractor shall have a competent and experienced Lead Employee authorized to act as the Contractor's Agent as may be required. Contractor will be required to provide to the Maintenance Supervisor the name of on-duty supervisors and where they may be contacted.

C. SPANISH FORK CITY REPRESENTATIVE

The Spanish Fork City Building and Grounds Maintenance Supervisor and the City's representative who the contractor will be required to report to is:

Bill Bushman

Office Address: 775 North Main Street
Spanish Fork, Utah

Mailing Address: PO Box 358
40 South Main Street
Spanish Fork, UT 84660

Telephone: Office Phone (801) 804-4618
Cell Phone (801) 921-9818
Fax (801) 798-5066
Email: bbushman@spanishfork.org

D. INSPECTION PROCEDURE

The following procedure will be in effect for each task required to be performed in each area on a quarterly basis.

- 1) On a quarterly basis or whenever it is deemed necessary by the Maintenance Supervisor he shall inspect the site to ensure that the janitorial work is being performed satisfactorily.
- 2) If the work is not satisfactory, the contractor will be required to re-do any required task until it is deemed to be satisfactory by that Maintenance Supervisor.
- 3) Contractor will be required to do a walk through site inspection with the Maintenance Supervisor quarterly.
- 4) Contractor shall report immediately to the Maintenance Supervisor any irregularities to any of the areas serviced, regarding heating, ventilating, plumbing, equipment, broken furniture,

doors, windows, or any other condition that may require attention for repairs, adjustments, replacement or corrections.

The frequency schedule for the designated areas is intended to provide services adequate to maintain exceptionally attractive and clean buildings. Determination of "exceptionally attractive and clean" standard shall be the sole judgment of the Maintenance Supervisor.

If work to be performed under this agreement is not satisfactorily performed in the opinion of the Maintenance Supervisor, he shall give written notice to the contractor of the unsatisfactory performance. If the unsatisfactory work is not remedied within seven (7) days of receipt of such written notice, this agreement may be terminated in whole. The same shall apply for identical repeated complaints in the same areas that are not permanently corrected.

E. SAFETY

The contractor shall take all necessary safety precautions and shall comply with all applicable provisions of federal, state and municipal safety laws and building codes to prevent accidents or injury to persons on, about or adjacent to the premises where the work is being performed. The City liaison may stop work if safety laws or safe work practices are not being observed.

F. SECURITY

Contractor shall determine, in the company of the Maintenance Supervisor, those security requirements which are pertinent to their building(s). Due to the sensitive nature of many of the areas covered by this contract, the minimum following special requirements will apply:

1. Entrance doors to secured areas are not to be propped open by the Contractor under any circumstances.
2. **Contractor and all employees who will be performing janitorial services under this contract must submit to a security clearance through the City. Said clearance will include a criminal history check through the Bureau of Criminal Information (BCI). A BCI check may be repeated twice annually in order to maintain each employee's secured clearance. A failure to maintain security clearance may result in termination of this contract.**

G. LOCK COMBINATIONS AND KEYS

It is unlawful to make known to anyone not employed by the contractor any digital or numerical lock combination that is used to obtain entrance into a building or room under this contract. It is unlawful to make duplicate copies of the keys that are used to obtain entrance into a building or room under this contract. If a key is lost it is to be reported to Bill Bushman at 801-921-9818 for a replacement. If it is found that the Contractor or its staff have made a duplicate key(s) Spanish Fork City will re-key all locks at the contractor's expense.

H. SCHEDULING OF WORK

All work scheduling will be coordinated with the Maintenance Supervisor

I. STANDARDS OF CONDUCT

1. The contractor shall counsel his/her employees against the unauthorized reading and disclosing of materials and documents available in the facilities of the City, and against the

unauthorized use or removal of City and personal property, such as radios, typewriters, computer or other data processing terminals, calculators, etc., which may be in any of the City's facilities.

2. The contractor shall counsel his/her employees against having unauthorized personnel on the premises such as children, friends or a spouse.
3. The contractor shall be responsible to see that the contractor's employees do not disturb papers on desks or on other office furnishings and that they do not open drawers of furnishings and cabinetry.
4. Further, the contractor's employees **shall not** provide access to any person to any space of the City, without prior authorization from the Maintenance Supervisor.
5. It is expected that the contractor's employees shall immediately advise the Maintenance Supervisor directly of any obvious unauthorized or suspicious person(s) and/or activities in or about City buildings.
6. Employees of the contractor shall not be assisted or accompanied by non-employees or employees currently not on shift during their work shift.
7. The City has specific policies applying to the use of City telephones for personal use. The contractor shall be expected to ensure that their employees observe these policies. Unauthorized telephone usage which can be directly attributed to an employee of the contractor shall be the responsibility of the contractor for payment of any costs incurred by the City for such unauthorized use.
8. The Contractor shall review and sign a Pledge of Confidentiality form (a copy is located in Section IV. Enclosed Forms). The Contractor will assume all responsibility for their staff if such confidential information is disclosed to unauthorized persons, and to do so would result in a serious violation of the law/statute that governs the operation of Spanish Fork City and its tenants and would jeopardize the contractual relationship with Spanish Fork City.
9. Violation of any of the above proscriptions by any of the contractor's employees shall require immediate remedy by the contractor.

J. FOUND ITEMS

Items found by the contractor's janitorial staff shall be reported to and/or given to respective supervisors immediately for appropriate handling. Such items are to be tagged with information specifying the date, time, building, room/room number and the name of the individual who found the item.

SECTION III

CLEANING SCHEDULES AND SPECIFICATIONS

Spanish Fork City Justice Center Custodial Service Specifications

General

The Spanish Fork City Justice Center provides office space for Spanish Fork City Police Staff and the Fourth District Court staff and court rooms. On any given weekday the building is occupied by approximately 60 staff. In addition to the staff the building accommodates approximately 500 daily visitors conducting business with the City and the Court.

Spanish Fork City Police office hours are Monday through Thursday from 8 am to 6 pm, and Fridays from 8 am to 4 pm. The Fourth District Court is open Monday through Friday from 8 am to 5 pm. Many of the staff routinely arrive at the building at 7 am and may stay until 7 pm. Portions of the building are also scheduled for use approximately 3 evenings per week and some Saturdays and Sundays. The City Police staff members come and go from the building 24 hours a day, 7 days a week.

The custodial service must be scheduled whenever the building is vacant or mostly vacant. The cleaning days and times must be selected in such a way as to provide clean conditions by 7 am Monday through Friday. Typically custodial service can be scheduled weekdays before 7 am or after 7 pm and on Saturdays and Sundays unless the building is scheduled. The building schedule will be provided to the custodial staff as it becomes available. The custodial service must be provided 5 days each week, 52 weeks per year excluding scheduled holidays, (New Year's Day, Presidents Day, Memorial Day, Independence Day, Pioneer Day, Labor Day, Thanksgiving, The day after Thanksgiving, Christmas Eve Day and Christmas Day). When a scheduled cleaning day falls on a scheduled holiday the cleaning day is shifted to the following day.

The contractor must provide a day porter to check through the building at mid day, Monday through Friday to replenish stock supplies and "freshen up" restrooms, break rooms, kitchens and generally respond to janitorial requests of the building tenants. Some areas can only be cleaned while building tenant is present. The day porter can clean in the restricted daytime cleaning only areas based on the frequency schedule provided in Enclosure C below.

The custodian is required to observe the orderly position and alignment of all building furniture and objects and strive to maintain this order. When items appear out-of-place the custodian is required to tidy up accordingly, on his/her own, without special request. The custodian must take pride in the building and cleanliness and independently respond to the custodial needs of the building. Custodian must maintain clean and orderly custodial closet areas.

The custodian must respond to requests from the Spanish Fork City Building Maintenance Supervisor with regard to building custodial requirements. The custodian must rearrange cleaning schedule when building reservation schedule conflicts as notified by Building Maintenance Supervisor.

The custodian must be prepared to offer cost estimates as requested on special cleaning projects not included in this Custodial Service Specification such as large area carpet cleaning and general window cleaning.

Service 5 Days per Week (M, T, W, T and F or Saturday or Sunday):

General Building

- Empty wastebaskets and trash containers
- Empty large container cans to exterior dumpster
- Change can liners as necessary
- Vacuum all carpeted areas including interior entrance mats
- Spot clean carpet stains
- Damp-dust desks, tables, bookshelves, file cabinets and counter tops that have been cleared by tenant
- Clean all entrance doors, hardware, glass and side glass and frames
- Clean and sanitize drinking fountains

Service 5 Days per Week (M, T, W, T and F or Sat):

Restrooms

- Sweep, mop and sanitize restroom floors
- Clean and sanitize restroom toilets and urinals
- Clean and sanitize walls immediately surrounding the toilets and urinals
- Clean and sanitize restroom stall partitions and sanitary napkin bag dispenser/disposal receptacle
- Clean and sanitize restroom sinks and polish chrome fixtures
- Clean restroom mirrors
- Clean and sanitize light switches
- Stock restrooms with all paper goods, urinal deodorizers, room deodorizer cartridges and soap as needed
- Empty all waste disposal receptacles, change liners as needed

Service Once a Week (Friday or Saturday):

- Clean and polish elevator stainless steel surfaces and clean entrance thresholds
- Dust exterior entrance area for cob webs and insects
- Dust counter tops, ledges, windowsills, furniture, etc.
- Damp-dust hand railings, base moldings and stair balusters
- Clean interior glass in walls and doors
- Clean and sanitize break room tables, chairs, counter tops, sink and cooking equipment and refrigerators
- Clean and sanitize telephones, door knobs and light switches

Service Monthly:

- Check spray deodorizers-check spray canister and batteries
- Inspect for and vacuum insects from interior light lenses as needed
- Dust for cobwebs on exterior porch areas including ceiling and lights
- Vacuum and dust upholstered furniture and vacuum or clean underneath entrance mats
- Spot clean walls and light switches

Service Quarterly:

- Damp-dust silk plants
- High surface dusting, lights, vents, over doors, etc.
- Wash transom windows
- Vacuum insects from light lenses as needed
- Damp-dust baseboards, hand railings, door casings, picture frames, transoms ledges, etc.
- Vacuum/dust upholstered furniture and vacuum underneath entrance mats

SECTION IV
ENCLOSURES

-- This space is intentionally left blank --

Pledge of Confidentiality

The vendor, _____, certifies by signature

that, while performing contractual duties, if any of it's staff or agents becomes privileged to any information regarding clients of Spanish Fork City and its tenants, he or she will not disclose said information to unauthorized persons, including parties external to Spanish Fork City or its tenants, and to do so would result in a serious violation of the law/statute that governs the operation of Spanish Fork City and its tenants.

Furthermore, the contractor/vendor and their staffs or agents will not fraternize with Spanish Fork City or its tenants clients, receive gifts from them or in any way conduct themselves in an unethical or unprofessional manner while discharging their duties at a Spanish Fork City facility.

Vendor is hereby cautioned that such acts which, include divulging of privileged information, would jeopardize their contractual relationship with Spanish Fork City. Consequently, Spanish Fork City, acting in the interest of our clients may suspend or terminate the contractual relationship between vendor and Spanish Fork City.

Contractor/Vendor

Position

Date

MEMO

To: Mayor and City Council
From: S. Junior Baker
Date: 29 October 2009
Re: Nebo Interlocal Agreement for a School Resource Officer at Maple Mountain High School

The October 6 council agenda contains a consent items for the Nebo School District Interlocal Agreement for a school resource officer at the new Maple Mountain High School. The Council, earlier, approved an Agreement with the School District for a similar position at Spanish Fork High School. This agreement is consistent with the earlier one, thus it is on as a consent item. The one difference is that we are not providing a full time officer at MMHS, as we are at SFHS. Therefore, the contract provides an officer will be present a minimum of two hours per day, plus extracurricular events when an officer is needed. The District will pay us \$20,000.00 per year for those services.

Memo

To: Mayor and City Council
From: Chris Thompson
Date: October 1, 2009
Re: Annual Municipal Planning Program Self-Assessment Report

Staff Report

Here is a draft of the Annual Municipal Planning Program Self-Assessment Report. The purpose of this report is to identify and solve potential problems with our sewer system before they become serious and costly.

The only significant finding is the fact that we need to work on solving inflow and infiltration problems in the sewer system. This is something we have been working on for a couple years now and we anticipate this problem decreasing as old sewer lines are either replaced or lined.

It is our recommendation that the city council approve by resolution this report for submittal to the state Water Quality Board.

Attached: Draft Annual Municipal Planning Program Self-Assessment Report

STATE OF UTAH

MUNICIPAL WASTEWATER PLANNING PROGRAM

SELF-ASSESSMENT REPORT

FOR

SPANISH FORK CITY

2008



Resolution Number _____

MUNICIPAL WASTEWATER PLANNING PROGRAM RESOLUTION

RESOLVED that **SPANISH FORK CITY** informs the Water Quality Board the following actions were taken by the **CITY COUNCIL**

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2008.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (If Applicable)

Passed by a (majority) (unanimous) vote on

(date)

Mayor/Chairman

Attest:

Recorder/Clerk

Municipal Wastewater Planning Program (MWPP) Financial Evaluation Section

Owner Name: *SPANISH FORK CITY*

Name and Title of Contact Person:

Chris Thompson

Assistant Public Works Director

Phone: (801) 804-4556

PLEASE SUBMIT TO STATE BY: October 1, 2009

Mail to: MWPP - Department of Environmental Quality
c/o Paul Krauth, P.E.
Division of Water Quality
288 North 1460 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : 538-6146

NOTE: This questionnaire has been compiled for your benefit by a state sponsored task force comprised of representatives of local government and service districts. It is designed to assist you in making an evaluation of your wastewater system and financial planning. Please answer questions as accurately as possible to give you the best evaluation of your facility. If you need assistance please call, Emily Cantön. Utah Division of Water Quality: (801) 538-6070.

I. Definitions: The following terms and definitions may help you complete the worksheets and questionnaire:

User Charge (UC) - A fee established for one or more class(es) of users of the wastewater treatment facilities that generate revenues to pay for costs of the system.

Operation and Maintenance Expense - Expenditures incurred for materials, labor, utilities, and other items necessary for managing and maintaining the facility to achieve or maintain the capacity and performance for which it was designed and constructed.

Repair and Replacement Cost - Expenditures incurred during the useful life of the treatment works for obtaining and installing equipment, accessories, and/or appurtenances necessary to maintain the existing capacity and the performance for which the facility was designed and constructed.

Capital Needs - Cost to construct, upgrade or improve the facility.

Capital Improvement Reserve Account - A reserve established to accumulate funds for construction and/or replacement of treatment facilities, collection lines or other capital improvement needs.

Reserve for Debt Service - A reserve for bond repayment as may be defined in accordance with terms of a bond indenture.

Current Debt Service - Interest and principal costs for debt payable this year.

Repair and Replacement Sinking Fund - A fund to accumulate funds for repairs and maintenance to fixed assets not normally included in operation expenses and for replacement costs (defined above).

Part I: OPERATION AND MAINTENANCE

Complete the following table:

Question	Points Earned	Total
Are revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs <i>at this time</i> ?	YES = 0 points NO = 25 points	0
Are the projected revenues sufficient to cover operation, maintenance, and repair & replacement (OM&R) costs for the <i>next five years</i> ?	YES = 0 points NO = 25 points	0
Does the facility have sufficient staff to ensure proper O&M?	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for repair & replacement costs?	YES = 0 points NO = 25 points	0
Is the repair & replacement sinking fund adequate to meet anticipated needs?	YES = 0 points NO = 25 points	0
TOTAL PART I =		0

Part II: CAPITAL IMPROVEMENTS

Complete the following table:

Question	Points Earned	Total
Are present revenues collected sufficient to cover all costs and provide funding for capital improvements?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <i>next five years</i> ?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <i>next ten years</i> ?	YES = 0 points NO = 25 points	0
Are projected funding sources sufficient to cover all projected capital improvement costs for the <i>next twenty years</i> ?	YES = 0 points NO = 25 points	0
Has a dedicated sinking fund been established to provide for future capital improvements?	YES = 0 points NO = 25 points	0
TOTAL PART II =		0

Part III: GENERAL QUESTIONS

Complete the following table:

Question	Points Earned	Total
Is the wastewater treatment fund a separate enterprise fund/account or district?	YES = 0 points NO = 25 points	0
Are you collecting 95% or more of your sewer billings?	YES = 0 points NO = 25 points	0
Is there a review, at least annually, of user fees?	YES = 0 points NO = 25 points	0
Are bond reserve requirements being met if applicable?	YES = 0 points NO = 25 points	0
TOTAL PART III =		0

Part IV: PROJECTED NEEDS

Estimate as best you can the following:

Cost of projected capital improvements (in thousands)	2010	2011	2012	2013	2014
	1,300	0	0	0	2,000

Point Summation

Fill in the values from Parts I through III in the blanks provided in column 1. Add the numbers to determine the MWPP point total that reflects your present financial position for meeting your wastewater needs.

Part	Points
I	0
II	0
III	0
Total	0

Municipal Wastewater Planning Program (MWPP) Collection System Section

Owner Name: *SPANISH FORK CITY*

Name and Title of Contact Person:

James Chappel

Sewer Foreman

Phone: (801) 804-4454

PLEASE SUBMIT TO STATE BY: October 1, 2009

Mail to: Department of Environmental Quality
c/o Paul Krauth, P.E.
Division of Water Quality
288 North 1460 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : 538-6146

Form completed by

James Chappel

Part I: SYSTEM AGE

A. What year was your collection system first constructed (approximately)?

Year 1935

B. What is the oldest part of your present system ?

Oldest part 73 years

Part II: BYPASSES

A. Please complete the following table:

Question	Number	Points Earned	Total Points
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater in the system due to rain or snowmelt?	0	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	0
How many days last year was there a bypass, overflow or basement flooding by untreated wastewater due to equipment failure? (except plugged laterals)	4	0 times = 0 points 1 time = 5 points 2 times = 10 points 3 times = 15 points 4 times = 20 points 5 or more = 25 points	20
TOTAL PART II =			20

B. Please specify whether the bypass(es) was caused a contract or tributary communities, etc.

N/A

Part III: NEW DEVELOPMENT

A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry (or other development) moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10 - 20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
TOTAL PART III =		0

B. Approximate number of new residential sewer connections in the last year
202 new residential connections

C. Approximate number of new commercial/industrial connections in the last year
10 new commercial/industrial connections

D. Approximate number of new population serviced in the last year
725 new people served

Part IV: OPERATOR CERTIFICATION

A. How many collection system operators are currently employed by your facility?
5 collection system operators employed

B. What is/are the name(s) of your DRC operator(s)?
 Marvin Banks

C. You are required to have the DRC operator(s) certified at *GRADE III*.
 What is the current grade of the DRC operator(s)? IV

D. State of Utah Administrative Rules require all operators considered to be in DRC to be appropriately certified. List all the operators in your system by their certification class.

Not Certified	<u>1</u>
Small Lagoons	<u> </u>
Collection I	<u> </u>
Collection II	<u>3</u>
Collection III	<u> </u>
Collection IV	<u>1</u>

E. Please complete the following table:

Question	Points Earned	Total Points
Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? (see C)	Yes = 0 points No = 50 points	0
How many continuing education units has each of the DRC operator(s) completed over the last 3 years?	3 or more = 0 points less than 3 = 10 points	0
TOTAL PART IV =		0

Part V: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	0
Is it written?	Yes = 0 points No = 20 points	0
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	0
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	0
Do you have a written safety plan?	Yes = 0 points No = 20 points	0
TOTAL PART V =		0

Part VI: SUBJECTIVE EVALUATION

This section should be with the system operators.

A. Describe the physical condition of the sewer collection system: (lift stations, etc. included)

Lift stations in good condition with backup generators and SCADA Systems in place. Sewer collection pipes in good condition. Some infiltration problems.

B. What sewerage system improvements does the community have under consideration for the next 10 years?

Replacement of old sewer mains and continue to work on and solve I & I.

Part VI: SUBJECTIVE EVALUATION (cont.)

- C. Explain what problems, other than plugging have you experienced over the last year

None

- D. Is your community presently involved in formal planning for system expansion/upgrading? If so explain.

Yes, we have a ten year plan for replacement and rehabilitation of sewer mains.
Working with SUVMWA on regional waste water treatment plant

- E. How many times in the last year were there sewage in basements at any point in the collection system for any reason, except plugging of the lateral connections?

4 times sewage was in basements

- F. Does the municipality/district pay for the continuing education expenses of operators?

ALWAYS SOMETIMES NO

If they do, what percentage is paid?

approximately 100 %

- G. Is there a written policy regarding continuing education and training for wastewater operators?

YES NO

Part VI: SUBJECTIVE EVALUATION (cont.)

H. Any additional comments? (Attach additional sheets if necessary.)

POINT SUMMATION

Fill in the values from Parts II through V in the blanks provided in column 1. Add the numbers to determine the MWPP point total that your wastewater facility has generated for the past twelve months.

Part	Points
II	20
III	0
IV	0
V	0
Total	20

Municipal Wastewater Planning Program (MWPP) Mechanical Plant Section

Owner Name: *SPANISH FORK CITY*

Name and Title of Contact Person:

Dennis R. Sorensen

Phone:

(801) 804-4466

PLEASE SUBMIT TO STATE BY: October 1, 2009

Mail to: Department of Environmental Quality
Division of Water Quality
c/o Paul Krauth, P.E.
288 North 1460 West
P.O. Box 144870
Salt Lake City, Utah 84114-4870
Phone : 538-6146

Form completed by

Dennis R. Sorenson

Part I: INFLUENT INFORMATION

- A. Please update (if needed) the average design flow and average design BOD₅ and TSS loading for your facility.

	Average Design Flow (MGD)	Average Design BOD ₅ Loading (lbs/day)	Average Design TSS Loading (lbs/day)
Design Criteria	6	9007	9007
90% of the Design Criteria	5.4	8106	8106

- B. Please list the average monthly flows in millions of gallons per day (MGD) and BOD₅ and TSS loadings in milligrams per liter (mg/L) **received** at your facility during 2008. (Calculate the BOD₅ and TSS loadings in pounds per day (lbs/day)).

Month	(1) Average Monthly Flow (MGD)	(2) Average Monthly BOD ₅ Concentration (mg/L)	(3) Average BOD ₅ Loading (lbs/day) ¹	(4) Average Monthly TSS Concentration (mg/L)	(5) Average TSS Loading (lbs/day) ²
January	3.7	251	7745	187	5770
February	3.9	254	8262	183	5952
March	4.5	224	8407	178	6680
April	4.0	179	5971	178	5938
May	4.3	204	7316	184	6599
June	4.1	210	7093	193	6519
July	4.1	215	7352	176	6018
August	4	131	4370	116	3870
September	4.3	177	6348	160	5738
October	4	195	6505	181	6038
November	3.7	230	7097	185	5709
December	3.6	221	6635	186	5584
Average	4.0	208	6925	176	5868

¹ BOD₅ Loading (3) = Average Monthly Flow (1) x Average Monthly BOD₅ Concentration (2) x 8.34

² TSS Loading (5) = Average Monthly Flow (1) x Average Monthly TSS Concentration (4) x 8.34

Part I. INFLUENT INFORMATION (cont.)

C. Refer to the information in A & B to determine a point value for your facility. Please enter the points for each question in the blank provided.

Question	Number	Points Earned	Total Points
How many times did the average monthly flow (Part B., Column 1) to the wastewater facility exceed 90% of design flow?	0	0 = 0 points 1 - 2 = 10 points 3 - 4 = 20 points 5 or more = 30 points	0
How many times did the average monthly flow (Part B., Column 1) to the wastewater facility exceed the design flow?	0	0 = 0 points 1 - 2 = 20 points 3 - 4 = 40 points 5 or more = 60 points	0
How many times did the average monthly BOD ₅ loading (Part B., Column 3) to the wastewater facility exceed 90% of the design loading?	2	0-1 = 0 points 1 - 2 = 10 points 3 - 4 = 20 points 5 or more = 30 points	10
How many times did the average monthly BOD ₅ loading (Part B., Column 3) to the wastewater facility exceed the design loading?	0	0 = 0 points 1 - 2 = 20 points 3 - 5 = 40 points 5 or more = 60 points	0
TOTAL PART I =			10

Part II: EFFLUENT INFORMATION

- A. Please list the average monthly BOD₅, TSS, Ammonia (NH₃), monthly maximum Cl₂, minimum monthly DO, and 30-day geometric averages for Fecal and Total Coliform, or E-Coli produced by your facility during 2008.

Month	(1) BOD ₅ (mg/L)	(2) TSS (mg/L)	(3) Fecal Coliform (#/100 mL)	(4) Total Coliform (#/100 mL)	(5) E-Coli	(6) Cl ₂ (mg/L)	(7) DO (mg/L)	(8) NH ₃ (mg/L)
	Whole Numbers Only					One Decimal Place Only		
January	8	5			39	1	5	4.7
February	6	5			6	1.8	5	10.3
March	14	11			21	1.7	5	9.4
April	6.5	4.9			4.5	1.6	5	5.2
May	10	7			11	1.4	5	4.5
June	9	8			1.7	1.3	5	3.7
July	9	7			2.1	1.4	5	5.6
August	7	6			5	1.3	5	2.1
September	7.1	8			13	1.3	4	4.1
October	7	8			2.4	1.9	4	5.2
November	7	8			5	1.8	4.5	6.7
December	8	8			6	1.9	4	14
<i>Average</i>	8.2	7.2			6	1.5	4.7	6.3

- B. Please list the monthly average permit limits for the facility in the blanks below.

	BOD ₅ (CBOD ₅) (mg/L)	maximum Cl ₂ (mg/L)	NH ₃ (mg/L)	minimum DO (mg/L)
Monthly Permit Limit	25	2	18	4
80% of the Permit Limit	20	1.6	14.4	4.8

Part II: EFFLUENT INFORMATION (cont.)

C. Refer to the information in A & B and your operating reports to determine a point values for your facility.

Question	Number	Points Earned	Total Points
How many months did the effluent BOD ₅ (CBOD ₅) exceed 80% of monthly permit limit?	0	0 - 1 = 0 points 2 = 5 points 3 = 10 points 4 = 15 points 5 or more = 20 points	0
How many months did the effluent BOD ₅ (CBOD ₅) exceed the monthly permit limits?	0	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	0
How many months did the effluent TSS exceed 20 mg/L?	0	0 - 1 = 0 points 2 = 5 points 3 = 10 points 4 = 15 points 5 or more = 20 points	0
How many months did the effluent TSS exceed 25 mg/L?	0	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	0
How many times did the Cl ₂ exceed permit limit?	0	0 = 0 points 1 - 2 = 15 points 3 or more = 30 points	0
How many times did the NH ₃ exceed permit limits?	0	0 = 0 points 1 - 2 = 15 points 3 or more = 30 points	0
How many times did the DO not meet permit limit?	0	0 = 0 points 1 - 2 = 15 points 3 or more = 30 points	0
How many months did the 30-day fecal coliform exceed 200 #/100 mL?	N/A	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	N/A
How many months did the 30-day total coliform exceed 2,000 #/100 mL?	N/A	0 = 0 points 1 - 2 = 10 points 3 or more = 20 points	N/A
How many months did the 30-day E-coli exceed 126 #/100 mL?	0	0 = 0 points 1 - 2 = 20 points 3 or more = 40 points	0
TOTAL PART II =			0

Part III: FACILITY AGE

In what year were the following process units constructed or underwent a major upgrade?
To determine a point score subtract the construction or upgrade year from 2008.

Points = Age = Present Year - Construction or Upgrade Year.

Enter the calculated age below.

If the point total exceeds 20 points, enter only 20 points.

Unit Process	Current Year	Construction or Last Upgrade Year	Age = Points
Headworks	2008	2000	8
Primary Treatment	2008	2007	1
Secondary Treatment	2008	2003	5
Solids Handling	2008	2003	5
Disinfection	2008	1998	10
TOTAL PART III (not greater than 20) =			39

Part IV: BYPASSES

Please complete the following table:

Question	Number	Points Earned	Total Points
How many days in the past year was there a bypass or overflow of untreated wastewater due to high flows?	0	0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points 4 = 20 points 5 or more = 25 points	0
How many days in the last year was there a bypass or overflow of untreated wastewater due to equipment failure?	0	0 = 0 points 1 = 5 points 2 = 10 points 3 = 15 points 4 = 20 points 5 or more = 25 points	0
TOTAL PART IV =			0

Part V: SOLIDS HANDLING

A. Please complete the following table:

Current Disposal Method (check all that apply)	Points Earned	Total Points
Landfill	Class B = 0 points < Class B = 50 points	0
Land Application	Site Life 0 - 5 years = 20 points 5 - 10 years = 10 points 10+ years = 0 points	10
Give Away/Distribution and Marketing	Class A = 10 points Class B = 20 points	0
TOTAL PART V =		10

Part VI: NEW DEVELOPMENT

A. Please complete the following table:

Question	Points Earned	Total Points
Has an industry (or other development) moved into the community or expanded production in the past two years, such that either flow or wastewater loadings to the sewerage system were significantly increased (10 - 20%)?	No = 0 points Yes = 10 points	0
Are there any major new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years, such that either flow or BOD ₅ loadings to the sewerage system could significantly increase (25%)?	No = 0 points Yes = 10 points	0
Have you experienced any upset due to septage haulers?	No = 0 points Yes = 10 points	0
TOTAL PART VI =		0

Part VI: NEW DEVELOPMENT (cont.)

- B. Approximate number of new residential sewer connections in the last year
202 new residential connections
- C. Approximate number of new commercial/industrial connections in the last year
10 new commercial/industrial connections
- D. Approximate number of new population serviced in the last year
725 new people served

Part VII: OPERATOR CERTIFICATION

- A. How many operators are currently employed by your facility?
3 operator(s) employed
- B. What is/are the name(s) of your DRC operator(s)?
Dennis R. Sorensen
Jerry L. Hadlock
- C. You are required to have the DRC operator(s) certified at GRADE III.
What is the current grade of the DRC operator(s)? IV, III
- D. State of Utah Administrative Rules Require that all operators considered to be in DRC to be appropriately certified. List all the operators in your system by their certification class.

Not Certified	<u> </u>
Treatment I	<u> </u>
Treatment II	<u> 1 </u>
Treatment III	<u> 1 </u>
Treatment IV	<u> 1 </u>

Part VII: OPERATOR CERTIFICATION (cont.)

E. Please complete the following table:

Question	Points Earned	Total Points
Is/are your DRC operator(s) currently certified at the appropriate grade for this facility? (see C)	Yes = 0 points No = 50 points	0
How many continuing education units has each of the DRC operator(s) completed over the last 3 years?	3 or more = 0 points less than 3 = 10 points	0
TOTAL PART VII =		0

Part VIII: FACILITY MAINTENANCE

A. Please complete the following table:

Question	Points Earned	Total Points
Do you follow an annual preventative maintenance program?	Yes = 0 points No = 30 points	0
Is it written?	Yes = 0 points No = 20 points	0
Do you have a written emergency response plan?	Yes = 0 points No = 20 points	0
Do you have an updated operations and maintenance manual	Yes = 0 points No = 20 points	0
Do you have a written safety plan?	Yes = 0 points No = 20 points	0
TOTAL PART VIII =		0

Part IX: SUBJECTIVE EVALUATION

This section should be completed with the facility operators.

- A. Do you consider your wastewater facility to be in good physical and structural condition?

YES NO

If NOT, why?

- B. What improvements do you think the plant will need in the next 5 years?

New Digester (2009-2010)

Headworks Upgrade

- C. Where there any backups into basements at any point in the collection system in 2008.

YES NO

Why? (do not include backups due to clogged laterals)

- D. Does the municipality/district pay for the continuing education expenses of operators?

ALWAYS SOMETIMES NO

If so, what percentage do they pay?

approximately 100 %

Part IX: SUBJECTIVE EVALUATION (cont.)

E. Is there a written policy regarding continuing education and training for wastewater operators?

YES NO

F. Have you done any major repairs or mechanical equipment replacement in 2008?
(do not include construction or upgrade projects)

YES NO

G. What was the approximate cost for those repairs or replacements?

\$ 23000.00

H. Any additional comments? (Attach additional sheets if necessary.)

POINT SUMMATION

Fill in the values from Parts I through VIII in the blanks provided in column 1. Add the numbers to determine the MWPP point total that your wastewater facility has generated for the past twelve months.

Part	Points
I	10
II	0
III	39
IV	0
V	10
VI	0
VII	0
VIII	0
Total	49

MEMO

To: Mayor and Council
From: S. Junior Baker
Date: 30 Sept. 2009
Re: Mapleton Boundary Adjustment

On the City Council agenda, for October 6, is an item to adjust our common boundary with Mapleton City. The Ensign-Bickford property is currently in our city. It is under contract for residential development. Given the railroad and Highways 6 and 89, it is much easier and less costly to develop in Mapleton than in Spanish Fork. It is also difficult for us to access the property for public safety and maintenance if there is significant development on the property. The property owner has asked that all of its property be in Mapleton. Utah Code Ann. allows cities to adjust common boundaries without the need to de-annex and annex into the adjoining city.

The process starts with a resolution of intent to adjust a common boundary. This is what is on the agenda for October 6. Not less than 60 days after the resolution of intent, a public hearing must be held to conclude the matter. Prior the public hearing, notice must be published in newspaper once a week for three consecutive weeks. A property owner within the area to be adjusted has the right to protest. If property owners owning more than 25% of the real property with over 15% of the value protest, the boundary adjustment cannot take place. Otherwise, the state law requires the notice to state the adjustment "will" take place. In light of the "will" language in the Utah Code, we must make sure we have all of our concerns resolved prior to publishing notice. That gives us about three weeks to work out issues over the sewer plant and the cost Mapleton and/or the developer must pay for capacity in the plant in order for the Ensign-Bickford property to be moved to Mapleton.

Given the time constraints of the Utah Code, we need to adopt the resolution of intent on October 6. The public hearing will need to be held on December 15, if this is to be accomplished prior to the new year. That only gives us about three weeks, as indicated above, to work out sewer issues prior to the time we must publish notice.

RESOLUTION 09-10

ROLL CALL

VOTING	YES	NO
MAYOR JOE L THOMAS (votes only in case of tie)		
G. WAYNE ANDERSEN City Council member		
ROD DART City Council member		
RICHARD M. DAVIS City Council member		
STEVE LEIFSON City Council member		
JENS P. NIELSON City Council member		

I MOVE this resolution be adopted: _____
City Council member

I SECOND the foregoing motion: _____
City Councilperson

RESOLUTION 09-10

**RESOLUTION OF INTENT TO ADJUST
A COMMON BOUNDARY WITH MAPLETON CITY**

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

WHEREAS, except for a large parcel owned by Ensign-Bickford, U.S. Highway 89 and State Road 6 form a natural boundary between Spanish Fork and Mapleton; and

WHEREAS, the Ensign-Bickford parcel is under contract to be purchased for residential development, with a small amount of commercial and/or office space development; and

WHEREAS, it would be much less expensive to provide utility service to the Ensign-Bickford parcel if it was in Mapleton; and

WHEREAS, Spanish Fork City is willing to allow the Ensign-Bickford parcel to become part of Mapleton, if sewer issues can be resolved, since development of that parcel will use the Spanish Fork wastewater treatment facility no matter which city it is in; 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 the Ensign-Bickford property into Mapleton 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 Mapleton City by allowing all property located on the east or north side of the railroad right of way located adjacent to U.S. Highway 89 and State Road 6 to be located within Mapleton 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 Utah Code Ann. §10-2-419 to accomplish the boundary adjustment.
3. That the property to be removed from Spanish Fork City and incorporated into Mapleton City is described as follows:

BEGINNING AT THE NORTH QUARTER CORNER OF SECTION 34,
TOWNSHIP 8 SOUTH, RANGE 3 EAST, SALT LAKE BASE AND MERIDIAN;
THENCE N00°10'52"W 1323.83 FEET; THENCE EAST 2703.26 FEET;
THENCE N01°30'00"E 1014.30 FEET; THENCE S88°30'00"E 1238.87 FEET;

THENCE S00°08'57"E 2328.48 FEET; THENCE S01°47'26"E 1321.79 FEET;
THENCE EAST 1320.00 FEET; THENCE S01°47'26"E 1321.79 FEET; THENCE
WEST 1320.00 FEET; THENCE S04°08'46"W 2655.43 FEET; THENCE WEST
730.47 FEET; THENCE N35°22'32"W 4309.03 FEET; THENCE ALONG THE
ARC OF A 1125.00 FOOT RADIUS CURVE TO THE LEFT 778.97 FEET
(CHORD BEARS: N55°12'43"W 763.51 FEET); THENCE N75°02'54"W 231.89
FEET; THENCE ALONG THE ARC OF A 2950.00 FOOT RADIUS CURVE TO
THE RIGHT (CHORD BEARS: N16°14'32"W 1295.50 FEET); THENCE
N03°33'29"W 832.79 FEET; THENCE EAST 172.81 FEET; THENCE
S05°32'32"E 886.30 FEET; THENCE S87°33'00"E 370.20 FEET; THENCE
N00°30'00"E 128.00 FEET TO THE POINT OF BEGINNING.
CONTAINING: 535.50 ACRES

4. This resolution is effective immediately upon passage.

DATED this _____ day of October, 2009.

JOE L THOMAS, Mayor

Attest:

Kimberly Robinson, City Recorder

AGREEMENT NO. 2009-_____

INTERLOCAL COOPERATION AGREEMENT

between

UTAH COUNTY and AMERICAN FORK CITY, PLEASANT GROVE CITY,
ALPINE CITY, EAGLE MOUNTAIN CITY, SPANISH FORK CITY,
SANTAQUIN CITY, LEHI CITY, SPRINGVILLE CITY, PAYSON CITY,
MAPLETON CITY, SALEM CITY, SARATOGA SPRINGS CITY,
LINDON CITY, HIGHLAND CITY, TOWN OF CEDAR FORT,
CEDAR HILLS CITY, ELK RIDGE CITY, TOWN OF FAIRFIELD,
TOWN OF GENOLA, TOWN OF GOSHEN, TOWN OF VINEYARD,
and WOODLAND HILLS CITY

relating to the conduct of

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

for FEDERAL FISCAL YEARS 20__ THROUGH 20__

and successive 3 year periods thereafter

INTERLOCAL COOPERATION AGREEMENT

THIS IS AN INTERLOCAL COOPERATION AGREEMENT, made and entered into by and between UTAH COUNTY, UTAH, a body corporate and politic of the State of Utah, AMERICAN FORK CITY, PLEASANT GROVE CITY, ALPINE CITY, EAGLE MOUNTAIN CITY, SPANISH FORK CITY, SANTAQUIN CITY, LEHI CITY, SPRINGVILLE CITY, PAYSON CITY, MAPLETON CITY, SALEM CITY, SARATOGA SPRINGS CITY, LINDON CITY, HIGHLAND CITY, TOWN OF CEDAR FORT, CEDAR HILLS CITY, ELK RIDGE CITY, TOWN OF FAIRFIELD, TOWN OF GENOLA, TOWN OF GOSHEN, TOWN OF VINEYARD, and WOODLAND HILLS CITY, all municipal corporations.

RECITALS

A. In 1974 the U.S. Congress enacted the Housing and Community Development Act of 1974, as since amended (42 U.S.C. 5301 *et seq.*), and in 1990 the U.S. Congress enacted the Cranston-Gonzales National Affordable Housing Act, as since amended (42 U.S.C. 5301 *et seq.*) collectively (the “Act”), permitting and providing for the participation of the United States government in a wide range of local housing and community development activities and programs of the Act which activities and programs are administered by the U.S. Department of Housing and Urban Development (“HUD”).

B. The primary objective of the Act is the development of viable urban communities and access by every resident to decent housing, shelter and ownership opportunity regardless of income or minority status, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income, with this objective to be accomplished by the federal government providing financial assistance pursuant to the Act in the

form of community development block grant (“CDBG”) Program funds to state and local governments to be used in the conduct and administration of housing, shelter and community development activities and projects as contemplated by the primary objectives of the Act (the “CDBG program”).

C. To implement the policies, objectives and other provisions of the Act, HUD has issued rules and regulations governing the conduct of the CDBG program, published in 24 Code of Federal Regulations (CFR), Part 92 and Part 570 (the “Regulations”), which regulations provide that a county may qualify as an “urban county,” as defined in Section 570.3 of the Regulations, and thereby become eligible to receive entitlement grants from HUD for the conduct of CDBG program activities as an urban county and that cities and other units of general local governments in the same metropolitan statistical area that do not or cannot qualify for separate entitlement grants may be included as a part of the urban county by entering into cooperation agreements with the urban county in accordance with the requirements of the Regulations.

D. The County is now qualified under the Regulations to become an urban county and to begin receiving CDBG program funds from HUD by annual grant agreements beginning on _____. All of the municipalities located in the County which do not receive separate community development entitlement grants have been and will continue to be included as a part of the County in its CDBG program.

E. In 1981, and again since then, HUD amended the Regulations, pursuant to amendments of the Act, revising the qualification period for urban counties by providing that the qualification by HUD of an urban county shall remain effective for three successive federal fiscal years regardless of changes in its population during that period, except for failure of an urban county to receive a grant during any year of that period, and also providing that during the three-year period of

qualification, no included city or other unit of general local government may withdraw from nor be removed from the urban county for HUD's grant computation purposes, and no city or other unit of general local government covering an additional area may be added to the urban county during that three-year period except where permitted by HUD regulations.

F. This Agreement provides for an initial three year term with successive three year terms corresponding with HUD qualification periods, up to a maximum term of 50 years.

G. The County recognizes and understands that it does not have independent legal authority to conduct some kinds of community development and housing assistance activities within the boundaries of an incorporated city without that city's approval. In order to ensure participation by the Cities in the urban county and as part of the fiscal years 20 —20- -- urban county qualification process, the County and the Cities are required to enter into this interlocal agreement authorizing the County to undertake or to assist in undertaking essential community development and housing assistance activities within the Cities as may be specified in the "Annual Action Plan of Community Development Objectives and Projected Use of Funds" (the "Action Plan") to be submitted to HUD annually by the County to receive its annual CDBG and home entitlement grants.

H. Under general provisions of Utah law governing contracting between governmental entities and by virtue of specific authority granted in the Utah Interlocal Cooperation Act, Section 11-13-101 *et seq.*, Utah Code Ann. (2005), any two or more public agencies may enter into agreements with one another for joint or cooperative action, or for other purposes authorized by law.

I. Accordingly, the County and Cities have determined that it will be mutually beneficial and in the public interest to enter into this interlocal cooperation agreement regarding the conduct of the County's CDBG Program,

THEREFORE, in consideration of the promises and the cooperative actions contemplated hereunder, the parties agree as follows:

1. A fully executed copy of this interlocal cooperation agreement (the “agreement”), together with the approving resolutions of the Cities and the County, shall be submitted to HUD by the County as part of its qualification documentation. The Cities hereby give the County the authority to carry out CDBG Program activities and projects within the Cities’ respective municipal boundaries. By entering into this agreement with the County, the Cities shall be included as a part of the urban county for CDBG program qualification and grant calculation purposes. The period of performance of this agreement shall cover three CDBG Program years beginning _____, 20__ and ending _____, 20__ and successive 3-year periods thereafter. Each City will participate for the next three program years, and for each successive 3-year period thereafter up to a maximum term of 50 years. Subject to the termination provisions set forth in Paragraph 13, below, a City may terminate its participation in the agreement by giving written notice to the County prior to the commencement of the next 3-year period; provided, however, that this agreement will remain in effect until the CDBG funds and income received in the 3-year period then in effect are expended and the funded activities completed. As provided in Section 570.307 of the Regulations, the qualification of the County as an urban county shall remain effective for the entire 3-year period in effect regardless of changes in its population during that period of time, and the parties agree that a City or Cities may not withdraw from nor be removed from inclusion in the urban county for HUD’s grant computation purposes during that 3-year period. Prior to the beginning of each succeeding qualification period, by the date specified in HUD’s urban county qualification notice for the next qualification period, the County shall notify each City in writing of its right not to

participate and shall send a copy of such notice to the HUD field office by the date specified in the urban county qualification schedule issued for that period.

2. The Cities and the County shall cooperate in the development and selection of CDBG program activities and projects to be conducted or performed in the Cities during each of the three program years and for each successive 3-year covered by this agreement. The Cities understand and agree, however, that the County shall have final responsibility for selecting the CDBG program activities and projects to be included in each annual grant request and for annually filing the Annual Action Plan with HUD.

3. The Cities recognize and understand that the County, as a qualified urban county, will be the entity required to execute all grant agreements received from HUD pursuant to the County's annual requests for CDBG program funds and that as the grantee under the CDBG programs it will be held by HUD to be legally liable and responsible for the overall administration and performance of the annual CDBG programs, including the projects and activities to be conducted in the Cities. By executing the agreement, the Cities understand that they (1) may not apply for grants under the Small Cities or State CDBG Programs from appropriations for fiscal years during the period in which they are participating in the urban county's CDBG program; and (2) may not participate in a HOME consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation. Accordingly, the Cities agree that as to all projects and activities performed or conducted in the Cities under any CDBG program grant agreement received by the County which includes the Cities, that the County shall have the ultimate supervisory and administrative control.

4. The Cities shall cooperate fully with the County in all CDBG program efforts planned and performed hereunder. The Cities agree to allow the County to undertake or assist in undertaking, essential community development and housing assistance activities within the Cities as may be approved and authorized in the County's CDBG grant agreement including the 5-year Consolidated Plan. The Cities and the County also agree to cooperate to undertake, or assist in the undertaking, community renewal and lower income housing assistance activities, specifically, urban renewal and publicly assisted housing, as they may be planned and specified in the County's Action Plan submitted annually to HUD for the expenditure of CDBG funds granted to the County for such activities.

5. The Cities understand that it will be necessary for the Cities to enter into separate project agreements or sub-grants in writing with the County with respect to the actual conduct of the projects and activities approved for performance in the Cities and that the funds designated in the County's Final Statements for those projects and activities will also be funded to the City under those separate project agreements or subgrants. Subject to the provisions of Paragraph 3 above, the Cities will administer and control the performance of the projects and activities specified in those separate project agreements, will be responsible for the expenditure of the funds allocated for each such project or activity, and will conduct and perform the projects and activities in compliance with the Regulations and all other applicable federal laws and requirements relating to the CDBG program. The Cities also understand and agree that, pursuant to 24 CFR 570.501(b), they are subject to the same requirements applicable to subrecipients, including the requirement of a written agreement as described in 24 CFR 570.503. Prior to disbursing any CDBG program to any subrecipients, the

Cities shall enter into written agreements with such subrecipients in compliance with 24 CFR 570.503 (CDBG) of the Regulations.

6. All CDBG program funds that are approved by HUD for expenditure under the County's grant agreements for the three Program years covered by this agreement and its extensions, including those that are identified for projects and activities in the Cities, will be budgeted and allocated to the specific projects and activities described and listed in the County's Annual Plan submitted annually to HUD and those allocated funds shall be used and expended only for the projects or activities to which the funds are identified. No project or activity, or the amount of funding allocated for such project or activity, may be changed, modified, substituted or deleted by a City without the prior written approval of the County and the approval of HUD when that approval is required by the Regulations.

7. Each City agrees to do all things that are appropriate and required of it to comply with the applicable provisions of the grant agreements received by the County from HUD, the provisions of the Act, and all Rules and Regulations, guidelines, circulars and other requisites promulgated by the various federal departments, agencies, administrations and commissions relating to the CDBG program. The Cities and the County agree that failure by them to adopt an amendment to the agreement incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice applicable for a subsequent three-year qualification period, and to submit the amendment to HUD as provided in the urban county qualification notice, will void the automatic renewal of such qualification period. In addition the Cities and the County shall take all actions necessary to assure compliance with the certification required of the County by Section 104(b) of Title I of the Housing and Community Development Act

of 1974 as amended, Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974 and other applicable laws. In addition, the parties understand and agree that the County may not provide any CDBG funding for activities in or in support of any City that does not affirmatively further fair housing within its jurisdiction, or that impedes the County's actions to comply with its fair housing certification.

8. Each City affirms that it has adopted and is enforcing:
 - (a) a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - (b) a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

9. During the period of performance of this agreement as provided in Paragraph 1, each City shall:

- (a) Report and pay to the County any program income, as defined in 24 CFR 570.500(a) for the CDBG program, received by the City, or retain and use that program income subject to and in accordance with the applicable program requirements and the provisions of the separate CDBG project agreements that will be entered into between the City and the County for the actual conduct of the CDBG program,
- (b) Keep appropriate records regarding the receipt of, use of, or disposition of all program income and make reports thereon to the County as will be required under the separate CDBG project agreement between the City and the County, and

(c) Pay over to the County any program income that may be on hand in the event of close-out or change in status of the City or that may be received subsequent to the close-out or change in status as will be provided for in the separate CDBG project agreements mentioned above.

10. The separate CDBG project agreements or sub-grants that will be entered into between the County and the Cities for the conduct of the CDBG Program, as mentioned and referred to elsewhere in this agreement, shall include provisions setting forth the standards which shall apply to any real property acquired or improved by the Cities in whole or in part using CDBG Program funds. These standards will require the Cities to:

(a) Notify the County in a timely manner of any modification or change in the use of that property from the use planned at the time of the acquisition or improvement and this notice requirements shall include any disposition of such property.

(b) Reimburse the County in an amount equal to the current fair market value of property acquired or improved with CDBG Program funds (less any portion thereof attributable to expenditures of non-CDBG funds) that is sold or transferred for a use which does not qualify under the Regulations, and

(c) Pay over to the County any Program income that is generated from the disposition or transfer of property either prior to or subsequent to any close-out, change of status or termination of this cooperation agreement or any separate project agreement that is applicable.

11. References within this agreement to the “Cities” should not be interpreted as a requirement for the Cities to act collectively. Each City is a separate party to this agreement and is subject to its terms and provisions without regard to the actions or omissions of any other City.

12. Any changes and modifications to this agreement shall be made in writing, shall be executed by both parties prior to the performance of any work or activity involved in the change and be approved by HUD if necessary to comply with the Regulations.

13. This agreement shall be and remain in force and effect for the period of performance specified in Paragraph 1. When the County has been qualified by HUD as an urban county for a particular 3-year qualification period, neither the County nor any City may terminate this agreement or withdraw therefrom during that 3 year qualification period of performance; provided, however, if the County fails to qualify as an urban county or does not receive CDBG funding in any year of the three Program years for which it has qualified, or if any federal legislation should change the qualification or entitlement status of the County or any City, the County may terminate this agreement in whole or any City may withdraw from this agreement, subject to the termination provisions set forth in Paragraph 1.

14. If the County qualifies as an urban county and the City is included, during the three Program years for which the County has qualified, the parties agree not to veto or otherwise obstruct the implementation of the approved 5-year Consolidated Plan during that three year period and for such additional time as may be required for the expenditure of Consolidated Plan funds granted for that period.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be duly authorized and executed by each City on the date specified on the respective signature pages and by the County on the ____ day of _____, 20__.

SIGNATURE PAGE FOR UTAH COUNTY
TO
INTERLOCAL COOPERATION AGREEMENT
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FOR FEDERAL FISCAL YEARS 20__ – 20__ AND
SUCCESSIVE THREE YEAR PERIODS THEREAFTER

BOARD OF COUNTY COMMISSIONERS
UTAH COUNTY, UTAH

LARRY ELLERTSON, Chairman

STATE OF UTAH)
 :SS
COUNTY OF UTAH)

On this ____ day of _____, 2009, personally appeared before me Larry Ellertson, who being duly sworn, did say that he is the Chairman of the Board of County Commissioners of Utah County, State of Utah, and that the foregoing instrument was signed on behalf of _____ County, by authority of law.

NOTARY PUBLIC
Residing in _____ County

ATTEST: BRYAN E. THOMPSON
Utah County Clerk/Auditor

Reviewed as to form and compatibility with
the laws of the State of Utah

By: _____
Deputy Clerk/Auditor

COUNTY ATTORNEY

REAL ESTATE EXCHANGE AND EASEMENT AGREEMENT

COME NOW the parties hereto, Spanish Fork City (City) and Nadine J. Argyle (Argyle), and in consideration of the mutual promises made herein, hereby contract, covenant and agree as follows:

1. The parties own adjacent parcels of real property in Spanish Fork City, with overlapping descriptions. The parties desire to correct the overlapping descriptions by using an existing fence line as the correct boundary. In addition, City is desirous of obtaining from Argyle a portion of property for the construction of a sewer siphon. Accordingly, Argyle agrees to deed to City the following real property located in Utah County, Utah, more particularly described as follows:

BEGINNING AT A FENCE CORNER WHICH IS SOUTH 00°15'58" EAST 431.00 FEET ALONG THE SECTION LINE (NAD 83 BEARING) AND EAST 1185.86 FEET FROM THE WEST QUARTER CORNER OF SECTION 7, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SALT LAKE BASE AND MERIDIAN: THENCE SOUTH 36°56'36" EAST 30.00 FEET ALONG A FENCE LINE; THENCE SOUTH 53°03'24" WEST 30.00; THENCE NORTH 36°56'36" WEST 30.00 FEET TO A FENCE LINE; THENCE NORTH 53°03'24" EAST 30.00 FEET ALONG SAID FENCE LINE TO THE POINT OF BEGINNING.
Containing: 900 Square Feet.

City agrees to deed to Argyle the following real property located in Utah County, Utah, more particularly described as follows:

BEGINNING AT A FENCE CORNER WHICH IS SOUTH 00°15'58" EAST 431.00 FEET ALONG THE SECTION LINE (NAD 83 BEARING) AND EAST 1185.86 FEET FROM THE WEST QUARTER CORNER OF SECTION 7, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SALT LAKE BASE AND MERIDIAN: THENCE SOUTH 36°56'36" EAST 100.00 FEET ALONG A FENCE LINE; THENCE SOUTH 53°03'24" WEST 48.17 FEET MORE OR LESS TO THE NORTHEASTERLY LINE OF QUIT-CLAIM DEED ENTRY# 81874:1997; THENCE NORTH 36°30'00" WEST 100.00

FEET TO A FENCE LINE; THENCE NORTH 53°03'24" EAST 47.39 FEET
ALONG SAID FENCE LINE TO THE POINT OF BEGINNING.
Containing: 4,778 Square Feet.

2. In addition to the boundary line adjustment, City is desirous of obtaining from Argyle a temporary construction easement over the following described property upon the terms and conditions set forth herein:

A PARCEL OF LAND BEGINNING AT A FENCE CORNER WHICH IS SOUTH 00°15'58" EAST 431.00 FEET ALONG THE SECTION LINE AND EAST 1185.86 FEET FROM THE WEST QUARTER CORNER OF SECTION 7, TOWNSHIP 8 SOUTH, RANGE 3 EAST, SALT LAKE BASE AND MERIDIAN; THENCE SOUTH 36°56'36" EAST 100.00 FEET ALONG A FENCE LINE THENCE SOUTH 53°03'24" WEST 80.00 FEET; THENCE NORTH 36°56'36" WEST 100.00 FEET; THENCE NORTH 53°03'24" EAST 80.00 FEET ALONG A FENCE LINE TO THE POINT OF BEGINNING.

3. As consideration for the property and easement, City will construct, on behalf of Argyle, curb and gutter in front of the Argyle property along 200 East from 1951 North northward to the City substation at approximately 2000 North, together with a six foot high chain link fence from the existing gate located on the Argyle property just north of the existing shop located at 1951 North 200 East and proceeding north and then northwest along the Argyle property line to the northeast corner of the Argyle property adjacent to the railroad right-of-way and the City substation.
4. The conditions of the construction easement are set forth in that document entitled "Grant of Easement" attached hereto as Exhibit A and incorporated herein by this reference.
5. The easement and deeds shall be executed by each of the parties upon the execution of this agreement.
6. The deeds implementing the boundary adjustment shall be quit claim deeds. Possession shall be transferred at the time of execution of the deeds.
7. This document represents the entire agreement between the parties. All prior negotiations, representations, commitments, or understandings are merged herein and superceded hereby. This agreement may only be amended by a written agreement entered into between the parties.

8. Time is of the essence of this agreement. In case either party shall fail to perform the requirements of this agreement, at the time performance is required, the other party may, at its election, terminate the agreement.
9. The obligations of the parties to this agreement shall survive the closing and shall not be merged into or become a part of any of the documents executed and delivered at closing.
10. If any action, suit, or proceeding is brought by a party with respect to a matter governed by this agreement, all costs and expenses of the prevailing party in such action, suit, or proceeding, including reasonable attorneys fees, shall be paid by the non-prevailing party.
11. All risk of loss or damage to the property shall be borne by the seller until possession exchanges.

DATED this ____ day of October, 2009.

SPANISH FORK CITY by:

JOE L THOMAS, Mayor

ATTEST:

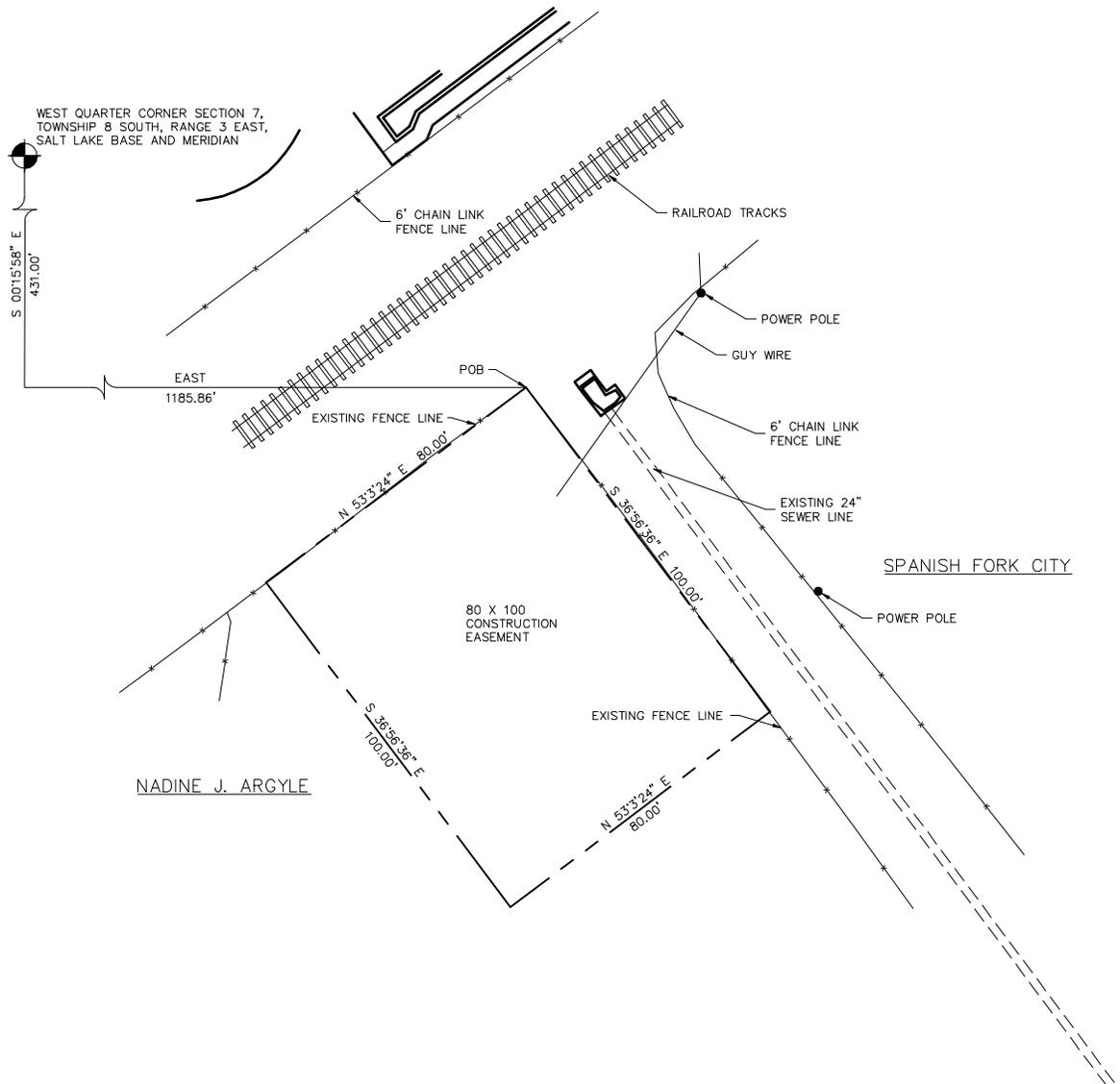
KIM ROBINSON, Recorder

NADINE J. ARGYLE



80 X 100 CONSTRUCTION EASEMENT

Beginning at a fence corner which is South 00°15'58" East 431.00 feet along the section line and east 1185.86 feet from the West Quarter Corner of Section 7, Township 8 South, Range 3 East, Salt Lake Base and Meridian; thence South 36°56'36" East 100.00 feet along a fence line thence South 53°03'24" West 80.00 feet; thence North 36°56'36" West 100.00 feet; thence North 53°03'24" East 80.00 feet along a fence line to the point of beginning



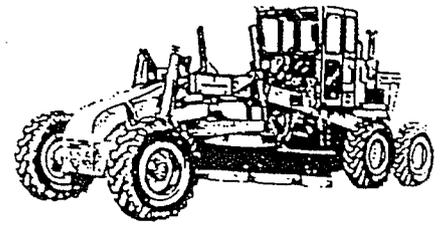
**TRANE
ENGINEERING**

**RAILROAD SIPHON
SPANISH FORK, UT**

80 X 100 CONSTRUCTION EASEMENT
ARGYLE PROPERTY

Evans Grader and Paving

Excavation, Asphalt Paving, Rock Products, Asphalt and Concrete Recycling



2068 South Mountain Vista Lane
Provo, Utah 84606
(801) 377-9999 Fax (801) 373-8988
Evansgrader@comcast.net

September 21, 2009

Dave Anderson
Spanish Fork City Council
40 South Main Street
Spanish Fork City, UT 84660

Re: TJ Business Park Preliminary Plat Extension Request

Dear Dave,

Due to the down turn in our economy it was necessary that I put a hold on the construction of TJ Business Park. My preliminary plat permit will expire on October 7, 2009. Therefore I respectfully request an extension.

I look forward to a number of good changes in the economy that will allow us to resume construction which will benefit Spanish Fork City as well.

If you have any questions please call my office.

Sincerely,

Jamie Evans
Evans Grader & Paving
2068 S Mountain Vista Lane
Provo, UT 84606
801-377-7698

UTAH VALLEY DISPATCH SPECIAL SERVICE DISTRICT
CONTRACT FOR LEGAL SERVICES

COME NOW the parties hereto, Utah Valley Dispatch Special Service District (District) and Spanish Fork City (City) and recite as follows:

RECITATIONS

District was organized in 2009 as a special service district to provide dispatch services to the following government entities in Utah County: Utah County, Alpine City, American Fork City, Cedar Fort Town, Cedar Hills City, Eagle Mountain City, Elk Ridge City, Fairfield Town, Genola Town, Goshen Town, Highland City, Lehi City, Payson City, Salem City, Santaquin City, City of Saratoga Springs, Spanish Fork City, Vineyard Town, and Woodland Hills City.

District has an occasional need for legal services, but cannot justify full time counsel, but desires the ability to consult with counsel, when needed, at a reasonable cost.

Spanish Fork City has a legal staff with two full time attorneys and support staff who are experienced in local government law and who are willing to offer legal assistance to District.

As a member of District, City has an interest in keeping legal costs for the District to a minimum.

NOW THEREFORE, the parties hereby contract, covenant, and agree as follows:

CONTRACT

1. City will provide legal services to the District upon the terms and conditions set forth herein.
2. District agrees to maintain liability insurance to protect against claims of negligence, misconduct, or other types of action which would result in the District incurring liability. The City will assist in the initial defense of any such claims, but will not be actively involved in the defense of these claims.

3. The City will assist with developing and writing policies and procedures for District, together with any amendments thereto.
4. City will provide legal consultation for personnel questions and issues, including assisting with and attending any administrative hearings.
5. City will provide legal consultation for any questions which may arise, including risk management, contracts, purchasing procedures, personnel, or other matters typically encountered by local government entities.
6. City will charge District at the rate of \$125.00 per hour for the legal consultation rendered. City will invoice monthly, for those months where services are provided. District will pay all invoices within 30 days of receipt.
7. The term of this contract shall be for one year, from July 1, 2009 through June 30, 2010. Thereafter, if both parties desire to continue the arrangement, the parties will attempt to negotiate a lump sum contract so District can better budget for its expenses.
8. This document represents the entire agreement between the parties. All prior arrangement, contracts, understandings, negotiations, or promises are merged herein and superceded hereby.
9. Any modification of this agreement must be in writing, executed by each of the parties hereto.
10. Either party may terminate this agreement by giving 60 days written notice. Notice shall be given by United States Postal Service first class mail, postage prepaid, addressed as follows:

Utah Valley Dispatch Specialist District
Attn: Executive Director
3000 N Main Street
Spanish Fork, Ut 84660

Spanish Fork City
Attn: City Manager
40 S Main Street
Spanish Fork, Ut 84660

DATED this ____ day of October, 2009

Spanish Fork City by:

Joe L Thomas, Mayor

ATTEST:

Kimberly Robinson, Recorder

Utah Valley Special Service District

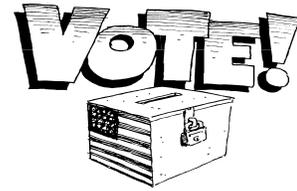
Barry Edwards, Chairman

Attest:

Secretary

2009 Spanish Fork City Election

October 6, 2009



Mayor & City Council:

RE: Election Judges

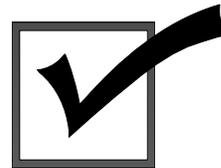
(General Election - November 3rd)

Attached is a list of names from each voting district who have been asked to serve as "ELECTION POLL WORKERS". They are selected from a previously approved list from prior years and from citizens who have called asking to be an election worker. Some will be poll workers and some will be counting workers who will come in at the end of the day. They all have been contacted and are willing to serve this year. They will need to be approved by you at the next Council Meeting.

If there are names you would like to add to the list, please let me know.

Thank you,

Kimberly Robinson



Voting Place:

District # 1, & 4

Rees School

574 North Rees Ave

Principal: Mike Larsen - 798-4055

Anne Brierley 798-7043
Donna Gilger 798-9080
Jay Rindlisbacher 798-7220
Laure Petty 798-2373

645 East 800 North
443 East 900 North
245 North 600 East
482 East 900 North

Kehaulani Keliilike 798-1003
Lisa Olsen 798-9303
Ladena Beins 798-2040

698 North Rees Ave
1208 West 900 South
1185 East 550 South

District # 2 & 6

Jr. High School

600 South 820 East

Principal: Scott Carson 798-4075

Rich Harris 798-2168
Bev Herbert 798-8879
Ruby Hansen 794-3318
Victor Hansen 794-3318

1657 West 900 South
526 South 1700 East
766 South 1040 East
766 South 1040 East

Keith Grover 794-9839
Jacqueline Lucas 798-9120
John Howard 798-0356

1097 South 1740 East
836 South 770 East
755 South 530 East

District # 3, & 8**Riverview Elementary****628 South West Park Drive**

Principal: Sandra Jarvis/ Tricia - 798-4050

Amanda Woodruff
Vivian Johnson
Vesta Robertson
John Robertson

805-525-0940
 798-6436
 798-2608
 798-2608

449 West 200 South
 260 South 400 East
 1922 West 900 South
 1922 West 900 South

Mary Chapman
 Ray Chapman
 Gerry Baird

798-1867
 798-1867
 615-1975

1744 Fairway Lane
 1744 Fairway Lane
 2588 East 1600 South

District # 5, 7, & 12**Brockbank School****340 West 500 North**

Principal: Allison Hansen 798-4025

Cleo Cox
Christie Atwood
Judith Stone
James Hombs

798-3302
 798-6354
 798-1898
 615-1691

146 West 500 North
 890 North 300 East
 391 West 470 North
 3181 River Bottoms Rd.

Karina Carson
 Marion Dickey
 Sandra Griffiths

798-3692
 794-0675
 798-1019

740 North 300 East
 160 East 900 North
 90 East 200 South

District # 9, 10 & 16**Larsen Elem. School****1175 East Flonette Ave**

Principal: Mike Johnson 798-4035

Cindy Phillips
DeAnna Lundgreen
Joanne Wilson
Mary Webster

798-8848
 798-7802
 798-2270
 798-7212

975 East Sterling Dr.
 950 Sterling Dr.
 1789 East 640 South
 310 South 900 East

Amy Huhtala
 Angel Linde
 Merylin Hall

794-3328
 504-9972
 794-0538

1671 South 2520 East
 3077 East 1480 South
 1254 South 2700 East

District # 11, 13 & 15**Canyon Elem. School****1492 East 1240 South**

Principal: Dave Harlan - 798-4610

Ruby Hansen
Vistor Hansen
Angela Grimm
Whitney Grimm

794-9775
 794-9775
 787-1834
 787-1834

884 South 820 East
 884 South 820 East
 1704 South 2000 East
 1704 South 2000 East

Michael Harrison
 Roy Henrichsen
 Jeff Deloach

798-1538
 794-9677
 798-2119

2092 East 1590 South
 471 North 600 East
 1259 Firefly Dr.

District # 14**Spanish Oaks Elem. School****2701 East Canyon Crest Dr.**

Principal: Susan Huff - 798-7411

John Hardy
Norman Smith
Kristin McInelly
Signe Dayton

794-0414
 798-1609
 794-0779
 319-9881

2802 East 1320 South
 360 South 1360 East
 3323 Canyon Crest
 1425 South 2600 East

Alternates:

Marvin Wharton	798-6932	678 South 1550 East
Karlee Jarvis	798-6351	247 North 100 West
Joe Broderick	798-8848	631 South 1800 East

Spanish Fork

<u>Voting #</u>	<u>Place</u>	<u>Address</u>
1, 4	Rees Elementary	574 North Rees Ave
2, 6,	Jr. High School	600 South 820 East
3, 8	Riverview Elementary	628 South West Park Dr.
5, 7, 12	Brockbank Elem. School	340 West 500 North
9, 10, 16	Larsen Elem. School	1175 East Flonette Ave.
11, 13, 15	Canyon Elem. School	1492 East 1240 South
14	Spanish Oaks Elem. School	2701 East Canyon Crest Dr.

