



The logo for Spanish Fork, Utah, features a mountain range with a sun rising behind it. The words "SURROUND" and "YOURSELF" are arched above and below the mountain respectively. "Spanish Fork" is written in a large, elegant script across the middle, with "UTAH" in smaller letters below it.

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 **4:00 p.m. on May 15, 2012.**

WORK SESSION:

1. 4:00 pm – Site Visit; North Park Commercial Development
2. 5:00 pm – City Office Council Chambers – Meeting with Chamber of Commerce

6:00 pm AGENDA ITEMS:

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

- a. Pledge, led by invitation
- b. Pleasant Grove City Royalty
- c. ALA Baseball Team

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. SPANISH FORK 101: Storm Drain Utility Equivalent Service Units

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 – [May 1, 2012](#)

6. NEW BUSINESS:

- a. * [Drinking Water, Electric, Pressurized Irrigation, Storm Drain and Waste Water Masterplan Revisions](#)
- b. * [Resolution #12-04 Consideration for adoption of a resolution of the City Council of Spanish Fork City, Utah authorizing the issuance and sale of not more than \\$4,100,000 aggregate principal amount of Water Revenue Bonds, Series 2012; and related matters.](#)
- c. * [Proposed Policy on Incentives for Existing Industries](#)
- d. * [Ordinance #06-12 Amending Parking Requirements in Commercial Areas](#)
- e. * [Ordinance #07-12 Amending Title 2 - Administration of Government; Title 4 - Employee Personnel System; Title 7 - General Government Boards, Commissions, and Committees](#)
- f. [Historical Committee Board Appointments](#)

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 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.

Tentative Minutes
Spanish Fork City Council Meeting
May 1, 2012

Elected Officials Present: Mayor G. Wayne Andersen, Councilmembers Steve Leifson, Rod Dart, Keir A. Scoubes, Richard Davis, Brandon Gordon.

Staff Present: David Oyler, City Manager; Junior Baker, City Attorney; Seth Perrins, Assistant City Manager; Dave Anderson; Community Development Director; Chris Thompson, Public Works Director; Kent Clark City Recorder/Finance Director; Angie Warner, Deputy Recorder.

Citizens Present: Adrienne Ventura, Sharie Petersen, GayLynn Jacobson, Amanda Petersen, Katelyn Nielson, unknown, Eric Stouffer, William Paxton, Max Scholes, Nate Chandler, Glen Campbell, Richard A. Evans, Dillon Muirbrook, Justin Blake, Tanner Parker, Karson Jensen, Garrett Farnes, Jacob Lane, Logan Coffey, Merlin Shepherd, Kaylee Alldredge, Brooke Billat, Cary Hanks, Cary Robarge, Sam Darrington, Max Darrington.

CALL TO ORDER, PLEDGE, RECOGNITION:

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

Mayor Andersen led in the pledge of allegiance.

Maple Mountain High School Police Investigations Team, Sgt. Cory Slaymaker & Detective Courtney Jones

Sgt. Cory Slaymaker introduced Detective Courtney Jones, the Resource Officer for Maple Mountain High School.

Detective Jones introduced Amanda Peterson, Katelyn Nielson and Zach Jacobson. These students are in a program called Skills Competition USA that teaches skills that a detective would use at a crime scene. They attended the competition for this and took 2nd place.

PUBLIC COMMENTS:

Cary Hanks & Cary Robarge with the Spanish Fork Salem Area Chamber of Commerce highlighted some events going on. They attended the ribbon cutting for the park trails system last week. The Rotary Golf Tournament is this Thursday at Spanish Oaks Golf Course. The junior livestock show is starting this Wednesday until Saturday. And congratulations to Jaxies, they are the May business of the month.

Rick Evans expressed his opinion against condemnation.

COUNCIL COMMENTS:

Councilman Dart said citizens can start signing up for the library summer activities on May 21st. Councilman Dart announced that Jack Swenson is beginning his 60th year of coaching the same little league team.

Councilman Leifson gave an update on the SUVPS and UMPA meetings.

48 Councilman Gordon said the Youth Council attended their team building weekend, it was great.
49 Councilman Gordon reminded the citizens that this Saturday is the open house at the fire &
50 ambulance station.

51
52 Mayor Andersen reminded the public that this week is the junior livestock show at the
53 fairgrounds. There will be a lot of visitors in town so please be great citizens.

54
55 **SPANISH FORK 101:** Dave Anderson – Industrial Incentives

56
57 **CONSENT ITEMS:**

- 58 a. Minutes of Spanish Fork City Council Meeting – April 17, 2012
- 59 b. Sumsion Investment, LLC Property Purchase Agreement
- 60 c. MDF Estate Planning Services as Trustee of the MD & SK Forbush Investment Trust
- 61 Property Purchase Agreement

62
63 Councilman Gordon made a **Motion** to **approve** the consent items.
64 Councilman Leifson **Seconded** and the motion **Passed** all in favor.

65
66 **NEW BUSINESS:**

67 **Board Appointment – Bonnie Davis, Senior Citizen's Board**

68 Councilman Dart recognized that Ruth Peay passed away and this recommendation would
69 replace her position on the board.

70
71 Mayor Andersen recommended Bonnie Davis be appointed to the Senior Citizen's Board.

72
73 Councilman Dart made a **Motion** to **approve** the Mayor's appointment of Bonnie Davis to the
74 Senior Citizen's Board.

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

76
77 **Resolution #12-03 Authorizing the Purchase or the Initiation and Filing of a Condemnation Action**
78 **to Exercise the Power of Eminent Domain in Order to Acquire Property for a Street and Right-of-**
79 **Way Purposes as Part of the Spanish Fork City Transportation System**

80 Junior Baker said this resolution is to help with the north industrial land swap between property
81 owners. The City needs to acquire 8 parcels with 8 different owners. The City currently owns
82 three; an additional three should be wrapped up in the next two weeks. For the two left with the
83 progress it appears that the City will not have to use condemnation at this time. In dealings of
84 land purchase or land swaps citizens have asked to have the City adopt a resolution for
85 condemnation.

86
87 Councilman Gordon asked how much property there is.

88
89 Junior Baker said about 3 to 4 acres total. The initial request is to acquire the right-of-way by
90 July 1st.

91
92 Discussion about using this resolution or not and the benefits of the resolution for the citizens
93 and the City.

94
95 Chris Thompson said if the engineering department did not have the option of condemnation,
96 staff would have to build the street system by who was willing to sell their land. That system
97 would not work or the City would likely have to pay very high prices for land.

98

99 Discussion regarding the process of condemnation.

100

101 Junior Baker clarified that when the City takes the property through eminent domain, the owner
102 is paid for the land, though the owner may be forced to sell at a fair market price.

103

104 Councilman Leifson made a **Motion** to **approve** Resolution #12-03 Authorizing the Purchase or
105 the Initiation and Filing of a Condemnation Action to Exercise the Power of Eminent Domain in
106 Order to Acquire Property for a Street and Right-of-Way Purposes as Part of the Spanish Fork
107 City Transportation System.

108 Councilman Dart **Seconded** and the motion **Passed** all in favor with a roll call vote.

109

110 **Railroad Encroachment Agreement for Spanish Fork River Bank Stabilization Project**

111 Chris Thompson said the water line project down the canyon is just about finished. There is an
112 area along the river with significant erosion that needs to be fixed. Staff applied for and received
113 a grant to do stream bank protection. The railroad saw the benefit to them and agreed with
114 moving forward. Staff recommends City Council approve the agreement with a change of the
115 date to what the contractor can get the project done; which will be decided in a project meeting.

116

117 Councilman Dart made a **Motion** to **approve** the Railroad Encroachment Agreement for Spanish
118 Fork River Bank Stabilization Project. With the condition: that a negotiable date agreed to by
119 staff for the completion of the project.

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

121

122 **Fiscal Year 2013 Tentative Budget**

123 Dave Oyler and Kent Clark presented the budget to the council.

124

125 Kent Clark said tonight the Council is presented the tentative budget. The public hearing on the
126 budget will be June 5th staff and council will then have two more weeks to modify the budget.
127 The final FY 2013 budget will then be presented on June 19th for adoption.

128

129 Mr. Clark highlighted the changes in the budget.

130

131 Seth Perrins said also included in the budget is the salary range adjustments. The ranges get
132 moved but the employee salaries do not.

133

134 Councilman Leifson made a **Motion** to **approve** the Fiscal Year 2013 Tentative Budget.

135 Councilman Gordon **Seconded** and the motion **Passed** all in favor.

136

137 **ADJOURN TO REDEVELOPMENT AGENCY**

138 Councilman Davis made a **Motion** to adjourn out of City Council Meeting and into
139 Redevelopment Agency Meeting.

140 Councilman Gordon **Seconded** and the motion **Passed** all in favor at 7:30 p.m.

141

142 Councilman Davis made a **Motion** to adjourn Redevelopment Agency meeting and reconvene
143 back to City Council meeting.

144 Councilman Dart **Seconded** and the motion **Passed** all in favor at 7:33 p.m.

145

146 **FY 2013 Tentative Airport Budget**

147 Kent Clark presented the Spanish Fork/Springville Airport budget. Mr. Clark said that
148 Springville takes care of the financials then asks for our approval of the budget.

149

150 Councilman Davis made a **Motion** to **approve** the Fiscal Year 2013 Tentative Airport Budget.
151 Councilman Dart **Seconded** and the motion **Passed** all in favor.

152
153 **Capital Financing Information – Water Revenue Bonds – Zion’s Bank Public Finance**
154 Chris Thompson explained that Cold Springs is the City’s most productive spring and is now
155 threatened by cross contamination. The City needs to install a second collection system. To fund
156 the project, the City will need to acquire a bond. Construction costs are quite low right now as
157 well as interest rates. The City is applying for a permit with the Army Corp of Engineers.

158
159 Johnathan Ward presented the options of applying for the bond: private placement or market.

160
161 Mr. Clark reviewed the process for applying for a bond.

162
163 Council preferred to move forward with a private placement, if the project is funded with the
164 FY2013 budget.

165
166 **ADJOURN:**

167 Councilman Gordon made a **Motion** to **adjourn** to Closed Session to discuss Land Acquisition.
168 Councilman Leifson **Seconded** and the motion **Passed** all in favor at 8:09 p.m.

169
170 ADOPTED:

171
172 _____
Angie Warner, Deputy Recorder



Memo

To: Mayor and City Council
From: Chris Thompson, Public Works Director/City Engineer
Date: May 11, 2012
Re: Drinking Water, Electric, Pressurized Irrigation, Storm Drain and Waste Water Masterplan Revisions

Staff Report

As we have worked to create feasible 10 year capital facility plans (CFPs) to base budgets and impact fees on it has come to our attention the importance of updating these plans annually. These revisions attempt to bring the 10 year CFPs up to date in each of the approved masterplans.

It is important that each project in the CFPs includes updated engineers estimates and analysis by the consulting firms on how much of each project is growth related. When calculating impact fees, we need to collect back funds for some projects that have already been constructed. The growth related portions of these projects needs to be reimbursed by impact fees. We have added sections in each of these masterplans that includes analysis of these completed projects and the proportion of them that is growth related.

Finally, we are proposing a revision to the storm drain masterplan on how growth related proportions of projects are calculated. Instead of using a minimum pipe size standard as we do in water and sewer masterplans we are applying a percent of overall pipe capacity approach. This means the percent of the anticipated flow in each pipe that is attributed to growth will be applied to overall cost of the pipe in determining the cost that can be reimbursed by impact fees. We feel this appropriate since the state does not have minimum pipe size requirements for storm drain as it does for water and sewer. We have provided some clarification on how these approaches are applied in the masterplans.

Attached: proposed revised sections of each masterplan





DRINKING WATER SYSTEM MASTER PLAN

(HAL Project No.: 348.08.100)

May 2012

**TABLE VI-1
CAPITAL IMPROVEMENT PROJECTS
(CONTINUED)**

TYPE	ID	RECOMMENDED PROJECT	COST
Future Expansion Projects	94	Install 10-in PRV at 750 E and 2650 S (See project 65)	\$43,000
Cold Springs Development	95	Fill in the Cold Springs Pond and develop the entire spring for use in the drinking water system	\$2,500,000
Make Water Right Changes	96	Clean up drinking water system water rights and make sure all source capacities match available water rights	\$100,000
Develop New wells	97	Develop new well sources for backup and redundancy for future growth	\$3,780,000
5.0 MG Malcomb Tanks Replacement	98	Replace the Malcomb Tanks with a 5.0 MG Tank	\$4,050,000
0.6 MG Oaks Tanks Replacement	99	Replace the Oaks Tanks with a 0.6 MG Tank	\$810,000
System Planning Updates	100	Update the Model and Master Plan as needed, and update the Impact Fees annually	\$248,013

**TABLE VI-2
CAPITAL IMPROVEMENT PROJECT SUMMARY**

TYPE	DESCRIPTION	TOTAL COST
Crab Creek Transmission Line Project	New transmission line from Cold Springs to the Upper Crab Creek Zone to allow Cold Springs to gravity flow	\$3,000,000
Malcomb Transmission Projects	Projects to increase transmission capacity from the Malcomb Tanks and allow Cold Springs to supply the lower pressurized irrigation zone by gravity.	\$136,000
Fire Flow Projects	Projects to resolve fire flow deficiencies	\$1,910,000
Cold Springs Transmission Projects	Projects to allow Cold Springs to supply both the drinking water and pressurized irrigation system by gravity which includes the creation of the Cold Springs Zone	\$284,000
Leak Detection & Repair	Leak detection program and specific projects to eliminate lost water due to leaks in the system	\$1,550,000
Future Expansion Projects	Projects to increase the system capacity to meet future expansion demands	\$43,032,013
TOTAL		\$49,912,013

infrastructure programs to wisely manage their own finances will be a key element in evaluating whether many secondary funding sources, such as federal and state loans, will be available to the City.

Impact Fees

Impact fees can be applied to water related facilities under the Utah Impact Fees Act. The Utah Impacts Fees Act is designed to provide a logical and clear framework for establishing new development assessments. It is also designed to establish the basis for the fee calculation which the City must follow in order to comply with the statute. However, the fundamental objective for the fee structure is the imposition on new development of only those costs associated with providing or expanding water infrastructure to meet the capacity needs created by that specific new development. The following information on reimbursement for pipelines over 8-inch and existing remaining capacity is provided to the City to aid in the calculation of impact fees. It is recommended that the impact fee calculation be updated annually.

Reimbursement for Pipelines over 8-inch

The City requires that a developer be responsible to install the minimum size pipe in a new development. If the pipe size recommended by the model and Master Plan is a larger diameter pipe to accommodate future growth then it is recommended that the City require the developer to install the larger pipeline. It is also recommended that the developer be reimbursed the difference between the larger pipe cost and the cost of minimum sized pipe (8 inch) as shown in Table VI-3. An estimated reimbursement cost over the next 10 years for growth related pipeline capacity above 8-inch is listed in Table VI-4 with an ID of A.

**TABLE VI-3
PERCENTAGE OF PIPELINE COST RELATED TO GROWTH**

PIPE SIZE	COST PER LINEAL FOOT	% GROWTH RELATED
8 inch	\$91/ft	0%
10 inch	\$102/ft	11%
12 inch	\$114/ft	20%
16 inch	\$130/ft	30%
18 inch	\$148/ft	39%
20 inch	\$157/ft	42%
24 inch	\$186/ft	51%
30 inch	\$248/ft	63%
36 inch	\$328/ft	72%

Existing Remaining Capacity

The Utah Impact Fees Act allows for the calculation of Impact Fees based on an estimated cost of existing system capacity that will be recouped by future development. The following is an estimate of remaining capacity in the existing drinking water source, storage and distribution system.

Source. The remaining capacity of source for the Drinking Water System was calculated based on the level of service Design Criteria presented in Table I-1 and I-2. The level of service for source is 0.56 gpm per ERC with a total existing system source requirement of 6,716 gpm. Table III-2 shows the total of existing sources as 10,400 gpm. Because the 1700 East Well is needed as a pressurized irrigation source, this reduces the existing capacity to 8,700 gpm. Subtracting the existing source requirement of 6,716 gpm from the existing capacity leaves 1,984 gpm capacity or 3,543 ERCs.

Storage. The remaining capacity of storage for the drinking water system was calculated based on the level of service Design Criteria presented in Table I-1 and IV-2. Currently, the City has no remaining capacity in any of the existing storage tanks except for the new 5 MG Sterling Hollow Tank which currently has 3.15 MG of storage capacity remaining or 7,875 ERCs. At the time the Sterling Hollow Tank was constructed, the City did not have a storage deficiency, so it was 100% built for future growth. The 5 MG Sterling Hollow Tank is listed in Table VI-4 with an ID of B.

Distribution System. The capacity for the distribution system was calculated based on the level of service Design Criteria presented in Table I-1. Using the existing extended period hydraulic model for the drinking water system, the demand was increased until the existing system reached unacceptable performance during peak instantaneous demand. Unacceptable performance was defined as a minimum normal operating pressure of 50 psi. The highest elevations in each zone reaching 50 psi corresponded to a maximum system-wide pressure reduction during peak instantaneous demand of 20 psi caused by high velocities. The maximum capacity of the existing drinking water system was determined to be 22,300 ERCs. Given the existing demand on the system of 12,031 ERCs, the remaining capacity of the distribution system is 10,269 ERCs or 46%.

Summary of Impact Fee Related Projects

Table VI-4 shows impact fee eligible projects that Spanish Fork City has recently completed or anticipates completing in the next ten years. The percent impact fee eligible column is the current remaining capacity available to new development for the existing projects and the anticipated percentage of the proposed projects attributed to new development. Projects already constructed have letter IDs. Master Plan recommended projects have Map ID numbers from Table VI-1.

**TABLE VI-4
IMPACT FEE RELATED PROJECTS**

ID	DESCRIPTION	% IMPACT FEE ELIGIBLE	TOTAL COST
A	Maple Mtn. High School 2550 E Trunkline	58%	\$174,347
B	5 MG Water Tank – Sterling Hollow	100%	\$3,215,705

**TABLE VI-4
IMPACT FEE RELATED PROJECTS
(CONTINUED)**

ID	DESCRIPTION	% IMPACT FEE ELIGIBLE	TOTAL COST
1	Crab Creek Transmission Line	48%	\$1,955,139
15	Main St 1400 N to 1600 N Trunk line	88%	\$215,000
95	Cold Springs Pond Fill & Collection Line	100%	\$2,500,000
100	Model, Master Plan & Impact Fee Updates	100%	\$248,013

SUMMARY OF RECOMMENDATIONS

Several recommendations were made throughout the master plan report. The following is a summary of the recommendations.

1. It is recommended that the City continue to update the model as the water system changes and use the model as a tool for determining: the effect of changes to the system, verification of pipe diameters and location of proposed water mains, operational efficiency, and capacity of the system to provide fire flows.
2. It is recommended that City staff continue to conduct fire flow tests and SCADA data on an ongoing basis to refine the model calibration as system conditions change.
3. It is recommended that the Existing and Future Recommended Projects be completed.
4. It is recommended that the City move additional Strawberry Project water (similar to water right 51-6497) or move additional canal company irrigation stock (similar to water right 51-5523) to Cold Springs. The amount moved should be enough to cover the full capacity of the springs including the full developed capacity of Cold Springs. It is anticipated that this should be an additional 1,000 to 4,000 gpm and 1,600 to 6,450 ac-ft/year.
5. It is recommended that the City continue to monitor and perfect water rights and shares as land in Spanish Fork City is developed. It is also recommended that redundancy be incorporated into the drinking water system so that the drinking water system is able to meet all of the demand objectives at build-out with a major source unavailable.
6. It is recommended that the City continue funding and developing a pipe replacement program, and establish a program to locate leaks and other sources of unaccounted water loss in the drinking water system and repair them. It is recommended that the City budget at least \$500,000 to \$1,000,000 a year for pipeline replacement.
7. It is recommended that the City use lower cost water first whenever possible.
8. It is recommended that the City continue to develop well sources with the City's existing ground water rights as additional source as needed.
9. It is recommended that the pond at Cold Springs be removed, and the springs be fully developed and put back into the drinking water system as soon as possible.

10. Currently, Spanish Fork City has 11.25 MG of storage and a calculated storage requirement of 8.10 MG. Even though there is a surplus of 3.15 MG, the Malcomb Tanks have a shortage and the Sterling Tanks have a surplus. It is recommended that 2.5 MG of storage in the Sterling Tanks be reserved for the Malcolm Springs and Industrial Zones.
11. Under build-out conditions, storage deficiencies are projected for both the Oaks Tanks and the Malcomb Tanks. The state requirements for indoor equalization storage are quite conservative, according to the model. It is therefore recommended that the City consider asking the DDW executive secretary for an exception from the equalization storage requirements. It is recommended that the storage situation be monitored as development occurs.
12. It is recommended that a 5.0 MG storage tank replacing the Malcomb tanks when replacement is necessary. At least a 0.6 MG storage tank should replace the Oaks Tanks when they need replacement not only for increased equalization storage but also for more efficient pump operation.
13. It is recommended that the impact fee calculation be updated annually.
14. The City requires that a developer be responsible to install the minimum size pipe in a new development. If the pipe size recommended by the model and Master Plan is a larger diameter pipe to accommodate future growth then it is recommended that the City require the developer to install the larger pipeline.

ID	Project Description	Work	Size	UNIT	UNIT TYPE	UNIT COST	COST	Contingency (20%) and Engineering (15%)	TOTAL COST	PROJECT COST
89	Install 10-in PRV on east side of Expressway Lane and State Road 51 intersection	PRV Install	10	1	each	\$32,000	\$32,000	\$11,200	\$43,000	\$43,000
90	Install 10-in PRV at 2300 S and 1100 E (See project 36)	PRV Install	10	1	each	\$32,000	\$32,000	\$11,200	\$43,000	\$43,000
91	Install 10-in PRV at 2550 E and 150 N intersection	PRV Install	10	1	each	\$32,000	\$32,000	\$11,200	\$43,000	\$43,000
92	Install 10-in PRV at 1830 E and 2080 S (See project 67)	PRV Install	10	1	each	\$32,000	\$32,000	\$11,200	\$43,000	\$43,000
93	Install 10-in PRV at Legacy Farms Parkway and State Road 51 (See project 59)	PRV Install	10	1	each	\$32,000	\$32,000	\$11,200	\$43,000	\$43,000
94	Install 10-in PRV at 750 E and 2650 S (See project 65)	PRV Install	10	1	each	\$32,000	\$32,000	\$11,200	\$43,000	\$43,000
95	Fill in the Cold Springs Pond and develop the entire spring for use in the drinking water system	Future Sources		1	each	\$2,500,000	\$2,500,000	\$-00	\$2,500,000	\$2,500,000
96	Clean up drinking water system water rights and make sure all source capacities match available water rights	Future Sources		1	each	\$100,000	\$100,000	\$-00	\$100,000	\$100,000
97	Develop new well sources for backup and redundancy for future growth	Future Sources		1	each	\$2,800,000	\$2,800,000	\$980,000	\$3,780,000	\$3,780,000
98	Replace the Malcomb Tanks with a 5.0 MG Tank	Future Storage		1	each	\$3,000,000	\$3,000,000	\$1,050,000	\$4,050,000	\$4,050,000
99	Replace the Oaks Tanks with a 0.6 MG Tank	Future Storage		1	each	\$600,000	\$600,000	\$210,000	\$810,000	\$810,000
100	Model, Master Plan, & Impact Fee Updates	Design & Planning							\$248,013	\$248,013
Total									\$50,185,013	

IMPACT FEE RELATED PROJECT COST ESTIMATES

ID	Project Description	Work	Size	UNIT	UNIT TYPE	UNIT COST	COST	Contingency (20%) and Engineering (15%)	TOTAL COST	% Impact Fee Eligible	PROJECT COST	Project Cost % IF	
A	Maple Mtn. High School 2550 E Trunkline	ACTUAL COST									58%	\$175,997	\$102,078
B	5 MG Water Tank - Sterling Hollow	ACTUAL COST									100%	\$3,215,705	\$3,215,705
1	Crab Creek Transmission	New Pipe	24	22085	foot				\$2,740,223	48%	\$2,740,223	\$1,315,307	
15	Main St 1400 N to 1600 N Trunk line	New Pipe	16	1,225	foot					88%	\$215,000	\$189,200	
95	Cold Springs Pond Fill & Collection Line	Future Sources		1	each	\$2,500,000	\$2,500,000	\$-00	\$2,500,000	100%	\$2,500,000	\$2,500,000	
100	Model, Master Plan & Impact Fee Updates									100%	\$248,013	\$248,013	

Spanish Fork City Electric System Capital Facilities Plan

April 24, 2012

Spanish Fork City has determined that the growth of the City is placing demands on various services provided by the City, including the electric system. Growth has created a need for additional and larger substations, and the need to increase capacity on transmission and distribution lines.

The City has studied various ways of providing the funding for these facilities. The sources of revenue for electricity needs are rates, general funds or impact fees. In comparing an equitable allocation to the costs borne in the past and to be borne in the future, in comparison to the benefits already received and yet to be received, the City has determined that impact fees are the most equitable way of financing the growth related electric facilities.

In determining what percent of Cost is appropriate for load growth due to new customers and what percent of cost is appropriate for load growth due to existing customers several approaches have been considered.

Commercial customers actively pursue energy conservation in an effort to lower their energy costs. Residential customers generally realize energy conservation as they replace existing appliances with newer higher efficiency appliances and replacing existing lighting with energy efficient lighting. All these efforts are strongly supported by the city to reduce the pressure on the peak system load growth.

The major area that has an impact on system growth from existing customers comes from residential customers who change from evaporative swamp coolers to air conditioning.

Of Spanish Fork's peak load, approximately 75% is generated by residential customers. With approximately 3,725 residential customers without air-conditioning and estimating 15% will convert to air conditioning each year (with an average 3 kW impact on system peak per conversion) and including the small impact of other native load growth, 20% of additional capacity needs can be attributable to native system load growth. As a result the impact fee is calculated using 80% of the cost of projects for system capacity increases unless otherwise justified.

1. Maple Mountain Substation

Why needed:

Included in 2009 IF Study – Load growth related transformer capacity increase.

Cost Estimate:

\$1,093,259

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the substation, which provides the required increase in transformer capacity identified in the 2009 Impact Fee Study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

2. New 138/46kV to 12 kV Substation Transformer (2550 East Area)

Why needed:

Included in 2009 Study – Load growth related transformer capacity increase as identified by Comlink.

Cost Estimate:

\$276,019

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the substation, which provides the required increase in transformer capacity identified in the 2009 Impact Fee Study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

3. 138/46kV Dry Creek Substation Structures and Equipment (SUVPS)

Why needed:

Included in 2009 IF Study - SUVPS participation - load growth related transformer capacity increase as identified by SUVPS studies.

Cost Estimate:

\$247,500 – SUVPS Estimate

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the substation, which provides the required increase in transformer capacity identified in the 2009 Impact Fee study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

4. Wood House/Bonner – Transformer Capacity Upgrade and Substation Rebuild

Why needed:

Included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements.

Cost Estimate:

\$1,535,000 – Replace existing Wood House Substation transformer with a new 20 MVA transformer. Uses the old Wood House transformers in the Bonner Substation rebuild.

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the substation, which provides the required increase in transformer capacity identified in the 2009 Impact Fee study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

5. 1700 West 1400 South Substation Land – 6 acres for substation 46/12.47kV

Why needed:

Included in 2009 IF Study - Land for Leland area substation, load growth related transformer capacity increase.

Cost Estimate:

\$328,548 – actual sale price

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the substation, which provides the required increase in transformer capacity identified in the 2009 Impact Fee study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

6. 138/46kV Transformer Dry Creek Substation (SUVPS)

Why needed:

Included in 2009 IF Study - SUVPS participation - load growth related transformer capacity increase as identified by SUVPS studies.

Cost Estimate:

\$431,164 – SUVPS Estimate

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the substation, which provides the required increase in transformer capacity identified in the 2009 Impact Fee study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

7. Master Plan & Impact Fee Studies

Why needed:

Used as the basis for determining equitable impact fees for new customer load growth.

Cost Estimate:

\$250,000

Percent of Cost Supported by Impact Fees and Justification:

100% - As allowed by the Impact Fee Act

8. Upsize 200 Amp to 600 Amp by Developers

Why needed:

Included induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

Cost Estimate:

Varies

Percent of Cost Supported by Impact Fees and Justification:

54.9% - This cost estimate only reflects the increased cost over the capital expenditure for the standard 200 Amp system of a development provided for local service. The increased capacity is to maintain established service levels of reliability, system operability and capacity requirements. The projects enable load transfers between substations as required with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

9. 12kV 600 Amp Circuit US 6 to Oaks Subdivision

- a. Circuit from US 6 to Spanish Oaks
- b. 3400 East to US 6 and Power House Road

Why needed:

Not included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

Cost Estimate:

\$368,000 – Spanish Fork City Electrical Department estimate based on \$80 per foot for a 600 amp line

Percent of Cost Supported by Impact Fees and Justification:

54.9% - Spanish Fork City Electrical Department has calculated the cost difference from a 600 amp feeder line from a 200 amp feeder line. Construction costs, from department records, for 600 amp feeder line and 200 amp feeder line were compared and it was determined that 54.9% of the 600 amp feeder line construction cost was greater than the construction cost of a 200 amp feeder.

10. 12kV SESD Leland/Cal Pac Area Rebuild (Carry Over)

Why needed:

Load growth induced capital improvement integrating the area into Spanish Fork's power system and to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

Cost Estimate:

Leland Mill Extension: \$22,374

Calpac Extension: \$95,000

Total: \$117,374

Percent of Cost Supported by Impact Fees and Justification:

21% - Work needed to provide load transfer capability between substations to meet the system reliability standard was 21% of the Cost. 79% of the projects cost was system improvements to serve the existing customers.

11. 46kV 2700 North Transmission Line to Dry Creek Substation

Why needed:

Included in 2009 IF Study – SUVPS participation – load growth related transformer capacity increase as identified by SUVPS studies.

Cost Estimate:

\$500,000 – SUVPS Estimate

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the line, which provides the required increase in transmission capacity identified in the 2009 Impact Fee Study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

12. 46 kV - Addition to Nebo Substation (46 kV Structure, Buss, Metering) (SUVPS)

Why needed:

Included in 2009 IF Study - SUVPS participation - load growth related transformer capacity increase related and identified by SUVPS studies.

Cost Estimate:

\$83,420 – SUVPS Estimate

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the line, which provides the required increase in transmission capacity identified in the 2009 Impact Fee Study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

13. Woodhouse Substation Bussing

Why needed:

Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements.

Cost Estimate:

\$30,000

Percent of Cost Supported by Impact Fees and Justification:

80% - The percent of cost supported by impact fees is adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

14. 138/46kV Substation - Add 75 MVA Transformer and Interconnect at Nebo Substation (SUVPS)

Why needed:

Included in 2009 IF Study - SUVPS participation - load growth related transformer capacity increase related and identified by SUVPS studies.

Cost Estimate:

\$1,300,000 – SUVPS Estimate

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the substation, which provides the required increase in transformer capacity identified in the 2009 Impact Fee Study with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

15. 12 kV Overhead Tie Line 2700 North Chappel Dr. to North Substation

Why needed:

Included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

Cost Estimate:

\$350,000 – Spanish Fork City Electrical Department estimate based on \$25 per foot for 12.47kV 600 amp overhead line.

Percent of Cost Supported by Impact Fees and Justification:

21% - Integrates the North Substation as a looped system element. Brings North Substation to established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

16. 12kV - UG 600 Circuit Ties

- a. Loop line from 100 South 900 West to 1400 West Arrowhead Trail

Why needed:

Not included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

Cost Estimate:

\$600,000 – Spanish Fork City Electrical Department estimate based on \$80 per foot for a 600 amp line.

Percent of Cost Supported by Impact Fees and Justification:

54.9% - Spanish Fork City Electrical Department has calculated the cost difference from a 600 amp feeder line from a 200 amp feeder line. Construction costs, from department records, for 600 amp feeder line and 200 amp feeder line were compared and it was determined that 54.9% of the 600 amp feeder line construction cost was greater than the construction cost of a 200 amp feeder.

17. 46kV Reconductor Upgrades - Citywide

Why needed:

Not included in the 2009 IF Study – New load exceeds the ability to transfer substation loads on the existing conductor. Conductor with additional capacity will allow load transfers. Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

Cost Estimate:

\$3,752,350 – Cost estimate based on recent construction estimates for 46kV class lines and replacement of poles due to increased loads for larger conductor.

Percent of Cost Supported by Impact Fees and Justification:

21% - New load exceeds the ability to transfer substation loads on the existing conductor. Conductor with additional capacity will allow load transfers. Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required. Costs incurred for the conductor upgrades provides the required increase in line capacity identified in the 2009 IF Study with the percent attributed to new growth adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

18. Reconductor 200 East URD from 2000 North to 2700 North

Why needed:

Not included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements.

Cost Estimate:

\$283,500

Percent of Cost Supported by Impact Fees and Justification:

33.3% - Spanish Fork City Electrical Department has calculated the cost difference from a 600 amp feeder line from a 200 amp feeder line. Construction costs, from department records, for 600 amp feeder line and 200 amp feeder line were compared and it was determined that 54.9% of the 600 amp feeder line construction cost was greater than the construction cost of a 200 amp feeder.

19. 12 kV – UAMPS 1600 A 138/46 kV Transmission Line Easements

Why needed:

Not included in 2009 IF Study - UAMPS participation - load growth related Transmission capacity increase related and identified by UAMPS studies.

Cost Estimate:

\$59,055

Percent of Cost Supported by Impact Fees and Justification

100% - Costs incurred constructing the transmission line, which provides the required increase in transmission capacity. The percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

20. West Distribution Overhead

Why needed:

Not included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers between substations as required.

Cost Estimate:

\$550,000

Percent of Cost Supported by Impact Fees and Justification

21% - The percent of cost supported by impact fees is adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

21. Reconductor SUVPS 46kV Circuits

Why needed:

Not included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements as justified by SUVPS studies.

Cost Estimate:

\$2,150,000 – SUVPS estimate

Percent of Cost Supported by Impact Fees and Justification

21% - Costs incurred constructing the transmission line, which provides the required increase in transmission capacity. The percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.

22. Upgrade Argyle Sub Transformer

Why needed:

Not included in 2009 IF Study – Growth related transformer capacity increase identified as needed in the 2009 IF Study which replaces capacity increases associated with substation capacity increases of future substations identified in the 2009 Impact Fee study. Those substations will be pushed further into the future as a result.

Cost Estimate:

\$750,000 – Spanish Fork City Electrical Department estimate based recent transformer purchases

Percent of Cost Supported by Impact Fees and Justification:

63% - The Argyle transformer has a capacity of 7.5 MVA. The replacement transformer will have a capacity of 20 MVA. The increased available capacity available for load growth over the replaced transformer is 63%.

23. Woodhouse Expansion

Why needed:

Included in 2009 IF Study – Load growth induced capital improvement to maintain established service levels of reliability, system operability and capacity requirements. Enables load transfers transformers and between substations as required.

Cost Estimate:

\$1,175,000

Percent of Cost Supported by Impact Fees and Justification:

80% - Costs incurred constructing the new substation transformer bay, which provides the required increase in transformer capacity identified in the future with the percent adjusted for growth relating to existing customers as explained in the statement at the beginning of this document.



PRESSURIZED IRRIGATION SYSTEM MASTER PLAN

(HAL Project No.: 348.09.200)

May 2012

**TABLE VI-1
CAPITAL IMPROVEMENT PROJECTS
(CONTINUED)**

ID	DESCRIPTION	COST
41	Install 5,620 feet of 12-in pipe in 1800 W and along I-15 between 3000 S and 900 S	\$781,000
42	Install 2,770 feet of 12-in pipe in 1300 S between 1200 W and 1800 W	\$385,000
43	Install 10,420 feet of 12-in pipe in 3000 S between 1000 W and 2200 W	\$1,449,000
44	Install 5,520 feet of 12-in pipe in From 2200 W and 3000 S to 1950 W and 900 S	\$768,000
45	Install 16,420 feet of 12-in pipe in 900 S between 2000 W and 1150 W	\$2,283,000
46	Install 4,510 feet of 12-in pipe in From 900 S and 2500 W to 100 S and 2000 W	\$627,000
47	Install 8,080 feet of 12-in pipe from 100 S and 1850 W to 1000 N and 700 W	\$1,124,000
48	Install 2,520 feet of 12-in pipe in 400 N between 1230 W and 650 W	\$350,000
49	Install 10" PRV at Woodland Hills Road and South Field Road (See project 18)	\$31,000
50	Install 10" PRV at 750 E and 2650 S (See project 19)	\$31,000
51	Install 10" PRV at 1050 E and 2250 S (See project 1)	\$31,000
52	Install 10" PRV at Expressway Lane and 1600 E (See project 28)	\$31,000
53	Install 10" PRV at Legacy Farms Parkway and State Road 51 (See project 30)	\$31,000
54	Canyon Road Transmission Pipeline	\$993,000
55	Install 4,000 gpm VFD pump at 2550 E and Canyon Road	\$1,200,000
56	Install 6,000 gpm VFD pump at 2850 E and River Bottoms Road	\$1,500,000
57	Update the Model and Master Plan as needed, and update the Impact Fees Annually	\$304,183
58	Install connection to the 36-inch reservoir transmission line from the eventual Central Utah Project pipeline	\$150,000
TOTAL		\$38,868,183

FUNDING OPTIONS

Funding options for the recommended projects, in addition to water use fees, could include the following options: general obligation bonds, revenue bonds, State/Federal grants and loans, and impact fees. In reality, the City may need to consider a combination of these funding options. The following discussion describes each of these options. Currently the City is making payments on a revenue bond through fiscal year 2017. Details of the debt service schedule are found in Appendix D. It is recommended that the City start to fund a pipeline and facility replacement program. The City could start with a small amount of \$50,000 to \$100,000 a year until the bond is paid off. It would then be recommended to fund the pipeline replacement program with \$250,000 to \$500,000 a year--the lower end representing one percent of the estimated replacement cost based on actual cost and the higher end representing the estimated replacement cost over 50 years using master plan cost estimates.

General Obligation Bonds

This form of debt enables the City to issue general obligation bonds for capital improvements and replacement. General Obligation (G.O.) Bonds would be used for items not typically financed through the Water Revenue Bonds (for example, the purchase of water source to ensure a sufficient water supply for the City in the future). G.O. bonds are debt instruments backed by the full faith and credit of the City which would be secured by an unconditional pledge

of the City to levy assessments, charges or ad valorem taxes necessary to retire the bonds. G.O. bonds are the lowest-cost form of debt financing available to local governments and can be combined with other revenue sources such as specific fees, or special assessment charges to form a dual security through the City's revenue generating authority. These bonds are supported by the City as a whole, so the amount of debt issued for the PI system is limited to a fixed percentage of the real market value for taxable property within the City.

Revenue Bonds

This form of debt financing is also available to the City for utility related capital improvements. Unlike G.O. bonds, revenue bonds are not backed by the City as a whole, but constitute a lien against the water service charge revenues of a Water Utility. Revenue bonds present a greater risk to the investor than do G.O. bonds, since repayment of debt depends on an adequate revenue stream, legally defensible rate structure /and sound fiscal management by the issuing jurisdiction. Due to this increased risk, revenue bonds generally require a higher interest rate than G.O. bonds, although currently interest rates are at historic lows. This type of debt also has very specific coverage requirements in the form of a reserve fund specifying an amount, usually expressed in terms of average or maximum debt service due in any future year. This debt service is required to be held as a cash reserve for annual debt service payment to the benefit of bondholders. Typically, voter approval is not required when issuing revenue bonds.

State/Federal Grants and Loans

Historically, both local and county governments have experienced significant infrastructure funding support from state and federal government agencies in the form of block grants, direct grants in aid, interagency loans, and general revenue sharing. Federal expenditure pressures and virtual elimination of federal revenue sharing dollars are clear indicators that local government may be left to its own devices regarding infrastructure finance in general. However, state/federal grants and loans should be further investigated as a possible funding source for needed PI system improvements.

It is also important to assess likely trends regarding federal/state assistance in infrastructure financing. Future trends indicate that grants will be replaced by loans through a public works revolving fund. Local governments can expect to access these revolving funds or public works trust funds by demonstrating both the need for and the ability to repay the borrowed monies, with interest. As with the revenue bonds discussed earlier, the ability of infrastructure programs to wisely manage their own finances will be a key element in evaluating whether many secondary funding sources, such as federal/state loans, will be available to the City.

Impact Fees

Impact fees can be applied to water related facilities under the Utah Impact Fees Act. The Utah Impacts Fees Act is designed to provide a logical and clear framework for establishing new development assessments. It is also designed to establish the basis for the fee calculation which the City must follow in order to comply with the statute. However, the fundamental objective for the fee structure is the imposition on new development of only those costs associated with providing or expanding water infrastructure to meet the capacity needs created by that specific new development. The following information on reimbursement for pipelines over 6-inch and existing remaining capacity is provided to the City to aid in the calculation of impact fees. It is recommended that the impact fee calculation be updated annually.

Reimbursement for Pipelines Over 6-inch

The City requires that a developer install the minimum size of pipe in a new development. If the pipe size is recommended by the model and Master Plan to be a larger diameter to accommodate future growth than it is recommended that the City require the developer to install the larger pipeline. It is recommended that the developer be reimbursed the difference between the larger pipe cost and the cost of minimum sized pipe (6 inch) as shown in Table VI-2. Reimbursement for growth related capacity above 6-inch is listed in Table VI-3 with an ID of A and a total cost representing an estimated reimbursement cost over the next 10 years. The 2550 E Project listed in Table VI-3 with an ID of B is already constructed and

**TABLE VI-2
PERCENTAGE OF PIPELINE COST RELATED TO GROWTH**

PIPE SIZE	COST PER LINEAL FOOT	% GROWTH RELATED
6 inch	\$73/ft	0%
8 inch	\$81/ft	10%
10 inch	\$91/ft	20%
12 inch	\$103/ft	29%
16 inch	\$119/ft	39%
18 inch	\$136/ft	46%
20 inch	\$145/ft	50%
24 inch	\$174/ft	58%
30 inch	\$236/ft	69%
36 inch	\$316/ft	77%

Existing Remaining Capacity

The Utah Impact Fees Act allows for the calculation of Impact Fees based on an estimated cost of existing system capacity that will be recouped by future development. The following is an estimate of remaining capacity in the existing pressurized irrigation source, storage, and distribution.

Source. The remaining capacity of source for the Spanish Fork Irrigation System was calculated based on the level of service Design Criteria presented in Table I-1 and I-2. The level of service for source is 0.90 gpm per ERC with a total existing system source requirement of 8,861 gpm. Table III-1 shows the total of existing sources as 15,975 gpm. Because Cold Springs is not available yet for use as a source in the pressurized irrigation system, this reduces the existing capacity to 11,975 gpm. Subtracting the existing source requirement of 8,861 gpm from the existing capacity leaves a 3,114 gpm capacity or 3,460 ERCs. At the time the Golf Course PI Pond Pump Station facility was constructed, 100% of the capacity was for future growth. The Golf Course PI Pond Pump Station is listed in Table VI-3 as project C.

Storage. The remaining capacity of storage for the Spanish Fork Irrigation System was calculated based on the level of service Design Criteria presented in Table I-1 and IV-1.

Currently the City has 77 ac-feet of storage and an existing requirement of 28 ac-ft in the Spanish Oaks reservoir. This leaves a remaining capacity available for future growth of 63%. The Golf Course Pond has a capacity of 24 ac-ft. At the time the Golf Course PI Pond was constructed, 100% of the capacity was for future growth. The Spanish Oaks reservoir is listed in Table VI-3 with the pressurized irrigation distribution system with an ID of D. The Spanish Oaks reservoir and the citywide pressurized irrigation distribution system have a combined remaining capacity of 55%. The Golf Course Pond is listed in Table VI-3 with an ID of D.

Distribution System. The capacity for the distribution system was calculated based on the level of service Design Criteria presented in Table I-1. Using the existing extended period hydraulic model for the Pressurized Irrigation System, the demand was increased until the existing system reached unacceptable performance during peak instantaneous demand. Unacceptable performance was defined as a minimum normal operating pressure of 50 psi. The highest elevations in each zone reaching 50 psi corresponded to a maximum system-wide pressure reduction during peak instantaneous demand of 20 psi caused by high velocities. The maximum capacity of the existing pressurized irrigation distribution system was determined to be 16,686 ERCs. In 2003, when the system was completed, there were 8,067 existing ERCs. The additional capacity of the distribution system for future growth was 8,619 ERCs, or 52%. The pressurized irrigation distribution system is listed in Table VI-3 with the Spanish Oaks reservoir with an ID of D. The Spanish Oaks reservoir and the citywide pressurized irrigation distribution system have a combined remaining capacity of 55%.

Summary of Impact Fee Related Projects

Table VI-3 shows impact fee eligible projects that Spanish Fork City has completed or anticipates completing in the next ten years. The percent impact fee eligible column is the current remaining capacity available to new development for the existing projects and the anticipated percentage of the proposed projects attributed to new development. Projects already constructed have letter IDs. Master Plan recommended projects have Map ID numbers from Table VI-1.

**TABLE VI-3
IMPACT FEE RELATED PROJECTS**

ID	DESCRIPTION	% IMPACT FEE ELIGIBLE	TOTAL COST
B	2550 E Trunkline (Nebo School District)	41%	\$110,554
C	Golf Course PI Pond Pump Station	100%	\$314,882
D	Citywide Pressurized Irrigation System	55%	\$17,315,139
E	Golf Course PI Pond	100%	\$638,430
6	2000 N 200 E Railroad Casing	29%	\$13,043
54	Canyon Road Transmission Line/Crab Creek	100%	\$993,000
57	Model, Master Plan & Impact Fee Updates	100%	\$304,183
58	CUP Connection	100%	\$150,000

SUMMARY OF RECOMMENDATIONS

Several recommendations were made throughout the master plan report. The following is a summary of the recommendations.

1. It is recommended that the City continue to update the model as the PI system changes and use the model as a tool for determining: the effect of changes to the system, verification of pipe diameters, and location of proposed PI water mains. It is recommended that the City update the Master Plan as needed.
2. It is recommended that redundancy be incorporated into the pressurized irrigation system so that the pressurized irrigation system is able to meet all of the demand objectives with a major source unavailable.
3. It is recommended that the City continue to exact water rights and shares as land in Spanish Fork City is developed. However, the City should avoid accepting water rights that are not for current use in the Policy Declaration Boundary or in current sources. Irrigation companies that have service areas within the Policy Declaration Boundary include the Highline Division, Spanish Fork East Bench Irrigation, Spanish Fork South Irrigation Co., Spanish Fork Southeast Irrigation Co., Spanish Fork West Field Irrigation Co., and Springville Irrigation District. The irrigation companies and their service areas can be seen in Appendix A on the map Ditches & Irrigation Companies. It is recommended that the City exact that amount of water the new development will use to irrigate. This master plan assumes that 4.0 acre-feet is needed per irrigated acre. It was determined that the average irrigated acreage per ERC is 0.15 acres which produces a yearly demand requirement of 0.6 acre-feet per ERC. It is recommended that for nonresidential development the City calculate the amount of water required by multiplying the irrigated acreage by 4.0 acre-feet.
4. The City's water rights and water shares far exceed the City's current ability to receive the water through existing sources. It is recommended that the City continue to monitor and perfect water rights and shares. It is recommended that the City also continue to develop sources as more sources are needed.
5. Currently, the Central Utah Project (CUP) water is anticipated to be at a much higher cost than the other potential sources. It is therefore recommended that the other sources of water be developed first.
6. It is recommended that the City promote the need for a CUP pipeline that is planned to convey water south from the existing 96-inch CUP pipeline so that the City can convey irrigation shares and Strawberry Project water at a high pressure directly to the Spanish Oaks reservoir.
7. It is recommended that the City add a 4,000 gpm pump station with VFD at the 2550 East Tank and well site to deliver irrigation share water and Cold Springs water out of the storage tank.
8. It is recommended that the City add a 2,000 to 6,000 gpm pump station with VFD at the Golf Course Pond to deliver additional irrigation share water out of the pond and to allow the Golf Course Pond as equalization storage.

9. It is recommended that the City start to fund a pipeline and facility replacement program. The City could start with a small amount of \$50,000 to \$100,000 a year until the bond is paid off. It would then be recommended to fund the pipeline replacement program with \$250,000 to \$500,000 a year--the lower end representing one percent of the estimated replacement cost based on actual cost and the higher end representing the estimated replacement cost over 50 years using master plan cost estimates.
10. It is recommended that the impact fee calculation be updated annually.
11. The City requires that a developer install the minimum size of pipe in a new development. If the pipe size is recommended by the model and Master Plan to be a larger diameter to accommodate future growth than it is recommended that the City require the developer to install the larger pipeline. It is recommended that the developer be reimbursed the difference between the larger pipe cost and the cost of minimum sized pipe.

ID	Project Description	Work	Size	UNIT	UNIT TYPE	UNIT COST	COST	Contingency (20%) and Engineering (15%)	TOTAL COST	PROJECT COST
38	Install 1,020 feet of 12-in pipe and 2,480 feet of 16-in pipe from 620 E and South Field Road to 2300 S and 1100 E	New Pipe	12	1,020	foot	\$103	\$105,060	\$36,771	\$142,000	\$540,000
		New Pipe	16	2,480	foot	\$119	\$295,120	\$103,292	\$398,000	
39	Install 1,570 feet of 12-in pipe in Rivers Bottom Road between Canyon Glen Loop and 2770 E	New Pipe	12	1,570	foot	\$103	\$161,710	\$56,599	\$218,000	\$218,000
40	Install 8,760 feet of 12-in pipe in 3000 S between 2400 E and 620 E	New Pipe	12	8,760	foot	\$103	\$902,280	\$315,798	\$1,218,000	\$1,218,000
41	Install 5,620 feet of 12-in pipe in 1800 W and along I-15 between 3000 S and 900 S	New Pipe	12	5,620	foot	\$103	\$578,860	\$202,601	\$781,000	\$781,000
42	Install 2,770 feet of 12-in pipe in 1300 S between 1200 W and 1800 W	New Pipe	12	2,770	foot	\$103	\$285,310	\$99,859	\$385,000	\$385,000
43	Install 10,420 feet of 12-in pipe in 3000 S between 1000 W and 2200 W	New Pipe	12	10,420	foot	\$103	\$1,073,260	\$375,641	\$1,449,000	\$1,449,000
44	Install 5,520 feet of 12-in pipe in From 2200 W and 3000 S to 1950	New Pipe	12	5,520	foot	\$103	\$568,560	\$198,996	\$768,000	\$768,000
45	Install 16,420 feet of 12-in pipe in 900 S between 2000 W and 1150 W	New Pipe	12	16,420	foot	\$103	\$1,691,260	\$591,941	\$2,283,000	\$2,283,000
46	Install 4,510 feet of 12-in pipe in From 900 S and 2500 W to 100 S and 2000 W	New Pipe	12	4,510	foot	\$103	\$464,530	\$162,586	\$627,000	\$627,000
47	Install 8,080 feet of 12-in pipe from 100 S and 1850 W to 1000 N and 700 W	New Pipe	12	8,080	foot	\$103	\$832,240	\$291,284	\$1,124,000	\$1,124,000
48	Install 2,520 feet of 12-in pipe in 400 N between 1230 W and 650 W	New Pipe	12	2,520	foot	\$103	\$259,560	\$90,846	\$350,000	\$350,000
49	Install 10" PRV at Woodland Hills Road and South Field Road (See project 18)	PRV Install	8	1	each	\$23,000	\$23,000	\$8,050	\$31,000	\$31,000
50	Install 10" PRV at 2800 S and 1000 E (See project 19)	PRV Install	8	1	each	\$23,000	\$23,000	\$8,050	\$31,000	\$31,000
51	Install 10" PRV at 1000 E and 2350 S (See project 1)	PRV Install	8	1	each	\$23,000	\$23,000	\$8,050	\$31,000	\$31,000
52	Install 10" PRV at Expressway Lane and 1600 E (See project 28)	PRV Install	8	1	each	\$23,000	\$23,000	\$8,050	\$31,000	\$31,000
53	Install 10" PRV at Legacy Farms Parkway and State Road 51 (See project 30)	PRV Install	8	1	each	\$23,000	\$23,000	\$8,050	\$31,000	\$31,000
54	Canyon Road Transmission Pipeline								\$993,000	\$993,000
55	Install 4,000 gpm pump at 2550 E and Canyon Road	Pump Instal	4000	1	each	\$888,741	\$888,741	\$311,059	\$1,200,000	\$1,200,000
56	Install 6,000 gpm VFD pump at 2850 E and River Bottoms Road	Pump Instal	6000	1	each	\$1,111,106	\$1,111,106	\$388,887	\$1,500,000	\$1,500,000
57	Update the Model and Master Plan as needed and update the impact fees annually								\$304,183	\$304,183
58	Install connection to the 36-inch reservoir transmission line from the eventual CUP pipeline								\$150,000	\$150,000
Total									\$38,868,183	

IMPACT FEE RELATED PROJECT COST ESTIMATES

ID	Project Description	NOTES	ACTUAL COST	ESTIMATED FUTURE COST	% Impact Fee Eligible
B	2550 E Trunkline (Nebo School District)		\$110,554		39%
C	Golf Course PI Pond Pump Station		\$314,882		50%
D	Citywide Pressurized Irrigation System		\$17,315,139		57%
E	Golf Course PI Pond		\$638,430		58%
6	2000 N 200 E Railroad Casing	Portion of Project ID 6	\$13,043		29%
54	Canyon Road Transmission Pipeline/Crab Creek		\$993,000		100%
57	Model, Masterplan & Impact Fee Updates			\$304,183	100%
58	CUP Connection			\$150,000	100%

STORM DRAINAGE MASTER PLAN

Prepared for:



Prepared by:



**154 East 14000 South
Draper, Utah 84020**

Updated May 2012

Project No. 204-10-01

STORM DRAINAGE MASTER PLAN

Prepared by:



154 East 14000 South
Draper, Utah 84020



Updated May 2012

Project No. 204-10-01

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ACRONYMS AND ABBREVIATIONS

BC&A – Bowen, Collins and Associates

City – Spanish Fork City

CN – Curve Number

GIS – Geographic Information System

I-CORE – UDOT Utah County Corridor Expansion Project

UDOT – Utah Department of Transportation

CHAPTER 5

RECOMMENDED STORM DRAINAGE SYSTEM CAPITAL IMPROVEMENTS PLAN

GENERAL APPROACH

The following major tasks were completed to accomplish the objectives of this study:

- Peak discharge rates and runoff volumes produced by design storms were estimated for the drainage basins and subbasins within the study area.
- Estimates of hydraulic capacities of existing storm drainage facilities in the study area were provided by Spanish Fork City.
- The results of the hydrologic and hydraulic analyses were used to identify deficiencies in storm drainage trunklines and storm water detention basins.
- Improvements were recommended to resolve storm drainage system deficiencies under projected future development conditions.

GENERAL RECOMMENDATIONS

Spanish Fork City has a Storm Water Drainage Design Manual that provides design detail requirements for designing new storm drain facilities. The analyses used to identify recommended improvements is based on future development conditions and the design criteria defined in the Storm Water Drainage Design Manual (see Attachment 1), including post-construction peak discharge requirements.

Post-construction peak design storm discharge shall not be greater than 0.15 cfs per acre for industrial, commercial and high density residential areas, or a net peak discharge, including public right-of-ways, of 0.2 cfs per acre (see Section 3.2 of the Storm Water Drainage Design Manual). Future residential development areas were model assuming there would be no local detention constructed. The discharge from future residential areas was calculated based on unit densities from the Spanish Fork General Plan (see Appendix C). If development is approved for higher densities than what is on the current General Plan, additional detention will be required.

RECOMMENDED CAPITAL IMPROVEMENTS

The results of the hydrologic and hydraulic analyses completed in the course of this study were used to identify storm drainage facilities that have the potential for flooding during high intensity cloudburst design storm event. A detailed list of recommended projects for trunk lines and regional detention basins is presented in Table 5-1 and are shown in Figure 5-1. The back-up cost estimate calculations for the recommended projects are included in Appendix D.

The projects are not listed by priority or construction order. Spanish Fork City personnel will prepare a separate Impact Fee Facility Plan where the proposed projects will be prioritized. The trunk lines are numbered by subfigure as indicated in Table 5-1.

Table 5-1
Trunk Line ID Numbering

Figure Number	Trunk Line ID
5-1A	100-199
5-1B	200-299
5-1C	1-99
5-1D	300-399

As shown in Tables 5-2, 5-3 and 5-4 estimated costs for recommended improvement projects were divided based on the percentage of each project attributable to existing system deficiencies and the portion of the project necessitated by future development. A more detailed description of the cost ratio calculation methodology is found in Appendix G.

COORDINATION WITH THE UDOT I-CORE PROJECT

The Utah Department of Transportation (UDOT) is currently expanding Interstate 15 through Spanish Fork under the Utah County Corridor Expansion Project (I-CORE). Spanish Fork City and UDOT developed and entered into a Storm Drain System Maintenance and Cooperative Agreement in conjunction with the I-CORE Project (see Appendix E).

Representatives from the I-CORE design team, Spanish Fork City and BC&A met multiple times during the I-CORE design process to coordinate the discharge of storm water from UDOT facilities. Several recently constructed storm drainage projects in Spanish Fork City resulted from the I-CORE project. See Appendix F for the I-CORE Drainage Report.

MODEL ACCURACY

The hydrologic and hydraulic models developed as part of the Spanish Fork Master Drainage Study are based on data obtained during field surveys and inventories, information obtained from Spanish Fork City, and information from other drainage studies completed for the study area. BC&A and Spanish Fork City are not responsible for the results or accuracy of these models when used or modified by others.

Table 5-2
Estimated Costs of Capital Improvements
Recommended Storm Drain Trunk Lines

Project Identifier	Total Estimated Cost	Percentage of Cost Attributable to:		Cost Attributable to:	
		Existing Development	Future Development	Existing Development	Future Development
R1	\$ 273,943	0%	100%	\$ -	\$ 273,943
R2	\$ 243,985	0%	100%	\$ -	\$ 243,985
R3	\$ 532,853	0%	100%	\$ -	\$ 532,853
R4	\$ 288,943	0%	100%	\$ -	\$ 288,943
R5	\$ 265,357	0%	100%	\$ -	\$ 265,357
R6	\$ 250,851	0%	100%	\$ -	\$ 250,851
R7	\$ 1,267,970	0%	100%	\$ -	\$ 1,267,970
R8	\$ 409,646	0%	100%	\$ -	\$ 409,646
R9	\$ 736,340	0%	100%	\$ -	\$ 736,340
R10	\$ 809,279	0%	100%	\$ -	\$ 809,279
R11	\$ 177,404	0%	100%	\$ -	\$ 177,404
R12	\$ 621,388	0%	100%	\$ -	\$ 621,388
R13	\$ 2,243,057	0%	100%	\$ -	\$ 2,243,057
R14	\$ 1,499,734	0%	100%	\$ -	\$ 1,499,734
R19	\$ 1,171,277	0%	100%	\$ -	\$ 1,171,277
R20	\$ 1,660,388	0%	100%	\$ -	\$ 1,660,388
R21	\$ 1,003,331	0%	100%	\$ -	\$ 1,003,331
R22	\$ 548,854	0%	100%	\$ -	\$ 548,854
R23	\$ 733,486	0%	100%	\$ -	\$ 733,486
R24	\$ 758,491	0%	100%	\$ -	\$ 758,491
R25	\$ 1,554,115	0%	100%	\$ -	\$ 1,554,115
R26	\$ 233,996	0%	100%	\$ -	\$ 233,996
R28	\$ 1,017,360	19%	81%	\$ 193,783	\$ 823,577
R29	\$ 734,286	23%	77%	\$ 165,807	\$ 568,480
R32	\$ 279,606	30%	70%	\$ 82,584	\$ 197,022
R33	\$ 402,460	30%	70%	\$ 118,870	\$ 283,590
R34	\$ 586,254	30%	70%	\$ 173,155	\$ 413,099
R35	\$ 181,788	30%	70%	\$ 53,693	\$ 128,095
R43	\$ 181,666	85%	15%	\$ 155,081	\$ 26,585
R44	\$ 340,029	85%	15%	\$ 288,974	\$ 51,055
R47	\$ 82,958	100%	0%	\$ 82,958	\$ -
R104	\$ 640,163	19%	81%	\$ 120,870	\$ 519,293
R105	\$ 376,174	0%	100%	\$ -	\$ 376,174
R106	\$ 376,121	0%	100%	\$ -	\$ 376,121
R107	\$ 115,537	100%	0%	\$ 115,537	\$ -
R108	\$ 403,403	0%	100%	\$ -	\$ 403,403
R109	\$ 272,571	0%	100%	\$ -	\$ 272,571
R110	\$ 98,199	0%	100%	\$ -	\$ 98,199
R111	\$ 1,165,927	0%	100%	\$ -	\$ 1,165,927
R112	\$ 1,544,843	0%	100%	\$ -	\$ 1,544,843
R113	\$ 1,670,508	0%	100%	\$ -	\$ 1,670,508

Table 5-2
Estimated Costs of Capital Improvements
Recommended Storm Drain Trunk Lines

Project Identifier	Total Estimated Cost	Percentage of Cost Attributable to:		Cost Attributable to:	
		Existing Development	Future Development	Existing Development	Future Development
R114	\$ 326,289	100%	0%	\$ 326,289	\$ -
R115	\$ 530,432	100%	0%	\$ 530,432	\$ -
R116	\$ 506,534	100%	0%	\$ 506,534	\$ -
R118	\$ 592,491	100%	0%	\$ 592,491	\$ -
R119	\$ 130,895	100%	0%	\$ 130,895	\$ -
R120	\$ 292,764	100%	0%	\$ 292,764	\$ -
R121	\$ 263,526	100%	0%	\$ 263,526	\$ -
R122	\$ 208,935	100%	0%	\$ 208,935	\$ -
R129	\$ 478,257	100%	0%	\$ 478,257	\$ -
R130	\$ 509,326	100%	0%	\$ 509,326	\$ -
R131	\$ 592,079	100%	0%	\$ 592,079	\$ -
R141	\$ 151,842	93%	7%	\$ 141,100	\$ 10,742
R142	\$ 522,847	100%	0%	\$ 522,847	\$ -
R143	\$ 406,742	100%	0%	\$ 406,742	\$ -
R144	\$ 110,415	100%	0%	\$ 110,415	\$ -
R145	\$ 122,159	100%	0%	\$ 122,159	\$ -
R148	\$ 271,666	31%	69%	\$ 83,458	\$ 188,207
R150	\$ 59,981	31%	69%	\$ 18,427	\$ 41,554
R151	\$ 1,010,122	0%	100%	\$ -	\$ 1,010,122
R152	\$ 1,359,130	0%	100%	\$ -	\$ 1,359,130
R153	\$ 461,822	0%	100%	\$ -	\$ 461,822
R157	\$ 580,632	0%	100%	\$ -	\$ 580,632
R158	\$ 362,387	0%	100%	\$ -	\$ 362,387
R159	\$ 855,039	92%	8%	\$ 790,432	\$ 64,607
R160	\$ 674,537	55%	45%	\$ 370,159	\$ 304,378
R161	\$ 504,413	44%	56%	\$ 220,210	\$ 284,203
R162	\$ 240,040	100%	0%	\$ 240,040	\$ -
R163	\$ 234,892	56%	44%	\$ 131,307	\$ 103,584
R164	\$ 578,472	54%	46%	\$ 313,697	\$ 264,775
R165	\$ 978,032	54%	46%	\$ 531,055	\$ 446,977
R178	\$ 48,476	89%	11%	\$ 43,178	\$ 5,298
R188	\$ 301,111	100%	0%	\$ 301,111	\$ -
R189	\$ 81,142	100%	0%	\$ 81,142	\$ -
R190	\$ 126,889	91%	9%	\$ 115,158	\$ 11,731
R192	\$ 110,846	100%	0%	\$ 110,846	\$ -
R193	\$ 134,007	87%	13%	\$ 116,356	\$ 17,651
R194	\$ 51,870	80%	20%	\$ 41,496	\$ 10,374
R195	\$ 350,448	100%	0%	\$ 350,448	\$ -
R196	\$ 51,414	86%	14%	\$ 44,052	\$ 7,363
R198	\$ 88,562	84%	16%	\$ 74,637	\$ 13,925
R199-A	\$ 229,826	100%	0%	\$ 229,826	\$ -

Table 5-2
Estimated Costs of Capital Improvements
Recommended Storm Drain Trunk Lines

Project Identifier	Total Estimated Cost	Percentage of Cost Attributable to:		Cost Attributable to:	
		Existing Development	Future Development	Existing Development	Future Development
R199-B	\$ 188,257	100%	0%	\$ 188,257	\$ -
R199-C	\$ 1,354,367	100%	0%	\$ 1,354,367	\$ -
R199-D	\$ 337,980	0%	100%	\$ -	\$ 337,980
R200	\$ 227,158	0%	100%	\$ -	\$ 227,158
R201	\$ 220,361	0%	100%	\$ -	\$ 220,361
R202	\$ 434,524	0%	100%	\$ -	\$ 434,524
R203	\$ 378,796	0%	100%	\$ -	\$ 378,796
R204	\$ 541,790	91%	9%	\$ 491,322	\$ 50,468
R207	\$ 511,304	95%	5%	\$ 485,561	\$ 25,743
R208	\$ 306,990	100%	0%	\$ 306,990	\$ -
R209	\$ 473,559	99%	1%	\$ 467,010	\$ 6,549
R212	\$ 70,864	100%	0%	\$ 70,864	\$ -
R214	\$ 90,226	100%	0%	\$ 90,226	\$ -
R216	\$ 563,787	100%	0%	\$ 563,787	\$ -
R219	\$ 177,144	97%	3%	\$ 172,606	\$ 4,538
R220	\$ 278,808	100%	0%	\$ 278,808	\$ -
R221	\$ 280,685	99%	1%	\$ 277,752	\$ 2,933
R224	\$ 144,048	100%	0%	\$ 144,048	\$ -
R225	\$ 381,634	100%	0%	\$ 381,634	\$ -
R227	\$ 265,613	100%	0%	\$ 265,613	\$ -
R231	\$ 514,171	70%	30%	\$ 358,949	\$ 155,221
R232	\$ 182,486	63%	37%	\$ 115,012	\$ 67,474
R233	\$ 330,598	63%	37%	\$ 208,360	\$ 122,238
R234	\$ 510,597	0%	100%	\$ -	\$ 510,597
R237	\$ 241,473	0%	100%	\$ -	\$ 241,473
R238	\$ 146,453	0%	100%	\$ -	\$ 146,453
R244	\$ 771,695	100%	0%	\$ 771,695	\$ -
R245	\$ 457,661	82%	18%	\$ 374,610	\$ 83,050
R246	\$ 183,231	94%	6%	\$ 172,660	\$ 10,571
R247	\$ 197,836	87%	13%	\$ 172,837	\$ 24,999
R249	\$ 69,668	0%	100%	\$ -	\$ 69,668
R250	\$ 2,591,131	0%	100%	\$ -	\$ 2,591,131
R251	\$ 937,870	0%	100%	\$ -	\$ 937,870
R252	\$ 636,322	0%	100%	\$ -	\$ 636,322
R253	\$ 238,998	0%	100%	\$ -	\$ 238,998
R254	\$ 1,520,964	0%	100%	\$ -	\$ 1,520,964
R255	\$ 274,056	76%	24%	\$ 208,564	\$ 65,492
R256	\$ 227,461	45%	55%	\$ 102,193	\$ 125,268
R258	\$ 518,625	71%	29%	\$ 367,114	\$ 151,511
R259	\$ 403,283	80%	20%	\$ 322,170	\$ 81,114
R260	\$ 456,388	72%	28%	\$ 327,261	\$ 129,128

Table 5-2
Estimated Costs of Capital Improvements
Recommended Storm Drain Trunk Lines

Project Identifier	Total Estimated Cost	Percentage of Cost Attributable to:		Cost Attributable to:	
		Existing Development	Future Development	Existing Development	Future Development
R261	\$ 318,044	0%	100%	\$ -	\$ 318,044
R262	\$ 514,097	79%	21%	\$ 406,993	\$ 107,104
R265	\$ 25,198	82%	18%	\$ 20,698	\$ 4,500
R266	\$ 164,338	71%	29%	\$ 116,473	\$ 47,865
R267	\$ 108,724	79%	21%	\$ 86,073	\$ 22,651
R268	\$ 158,769	83%	17%	\$ 132,003	\$ 26,766
R270	\$ 99,835	63%	37%	\$ 63,145	\$ 36,691
R271	\$ 327,370	83%	17%	\$ 272,181	\$ 55,189
R274	\$ 167,406	26%	74%	\$ 43,120	\$ 124,286
R275	\$ 836,186	34%	66%	\$ 282,008	\$ 554,178
R277	\$ 201,496	79%	21%	\$ 158,472	\$ 43,024
R300	\$ 364,915	71%	29%	\$ 260,902	\$ 104,013
R302	\$ 119,378	93%	7%	\$ 111,152	\$ 8,225
R303	\$ 243,138	71%	29%	\$ 173,836	\$ 69,302
R304	\$ 516,989	0%	100%	\$ -	\$ 516,989
R305	\$ 158,601	0%	100%	\$ -	\$ 158,601
R306	\$ 216,049	0%	100%	\$ -	\$ 216,049
R307	\$ 371,874	43%	57%	\$ 161,685	\$ 210,190
R308	\$ 239,499	0%	100%	\$ -	\$ 239,499
R309	\$ 141,155	0%	100%	\$ -	\$ 141,155
R310	\$ 456,940	0%	100%	\$ -	\$ 456,940
R311	\$ 129,845	0%	100%	\$ -	\$ 129,845
R312	\$ 217,163	0%	100%	\$ -	\$ 217,163
R313	\$ 373,485	0%	100%	\$ -	\$ 373,485
R314	\$ 430,382	21%	79%	\$ 89,580	\$ 340,801
R315	\$ 814,053	20%	80%	\$ 165,337	\$ 648,716
R316	\$ 249,125	23%	77%	\$ 57,165	\$ 191,960
R317	\$ 410,561	0%	100%	\$ -	\$ 410,561
R318	\$ 390,046	0%	100%	\$ -	\$ 390,046
R319	\$ 174,408	0%	100%	\$ -	\$ 174,408
R320	\$ 195,505	15%	85%	\$ 29,496	\$ 166,009
R321	\$ 244,199	71%	29%	\$ 174,130	\$ 70,068
R322	\$ 297,304	0%	100%	\$ -	\$ 297,304
R323	\$ 82,506	0%	100%	\$ -	\$ 82,506
R324	\$ 324,370	0%	100%	\$ -	\$ 324,370
R325	\$ 222,302	0%	100%	\$ -	\$ 222,302
R326	\$ 310,452	0%	100%	\$ -	\$ 310,452
R327	\$ 262,685	0%	100%	\$ -	\$ 262,685
R330	\$ 88,520	78%	22%	\$ 68,987	\$ 19,532
R331	\$ 60,810	75%	25%	\$ 45,587	\$ 15,223
R332	\$ 197,344	71%	29%	\$ 140,266	\$ 57,078

Table 5-2
Estimated Costs of Capital Improvements
Recommended Storm Drain Trunk Lines

Project Identifier	Total Estimated Cost	Percentage of Cost Attributable to:		Cost Attributable to:	
		Existing Development	Future Development	Existing Development	Future Development
R333	\$ 356,013	0%	100%	\$ -	\$ 356,013
R334	\$ 1,165,528	57%	43%	\$ 668,974	\$ 496,554
R335	\$ 1,168,811	56%	44%	\$ 658,416	\$ 510,395
R336	\$ 753,101	18%	82%	\$ 137,232	\$ 615,869
R337	\$ 1,260,651	57%	43%	\$ 723,572	\$ 537,080
R338	\$ 475,408	82%	18%	\$ 392,131	\$ 83,277
R339	\$ 659,830	17%	83%	\$ 111,115	\$ 548,715
R341	\$ 347,924	0%	100%	\$ -	\$ 347,924
R342	\$ 86,545	0%	100%	\$ -	\$ 86,545
R343	\$ 1,181,697	74%	26%	\$ 873,553	\$ 308,145
R344	\$ 2,037,062	74%	26%	\$ 1,513,124	\$ 523,938
R345	\$ 89,513	73%	27%	\$ 65,559	\$ 23,954
R346	\$ 460,080	37%	63%	\$ 168,480	\$ 291,600
R347	\$ 237,232	83%	17%	\$ 195,996	\$ 41,236
R348	\$ 212,463	57%	43%	\$ 120,821	\$ 91,642
R349	\$ 167,600	100%	0%	\$ 167,600	\$ -
Total	\$ 73,465,765	44%	56%	\$ 32,615,716	\$ 40,850,048

Table 5-3
Estimated Costs of Capital Improvements
Recommended Detention Basin Facilities

Name	Total Estimated Cost	Percentage of Cost Attributable to:		Cost Attributable to:	
		Existing Development	Future Development	Existing Development	Future Development
100 North	\$ 152,100	71%	29%	\$ 108,643	\$ 43,457
100 South	\$ 431,300	65%	35%	\$ 281,283	\$ 150,017
1400 East	\$ 118,100	50%	50%	\$ 59,050	\$ 59,050
1450 East	\$ 689,700	26%	74%	\$ 177,650	\$ 512,050
2000 South	\$ 231,300	0%	100%	\$ -	\$ 231,300
2550 East	\$ 350,100	85%	15%	\$ 298,233	\$ 51,867
400 South	\$ 155,000	79%	21%	\$ 122,708	\$ 32,292
600 East	\$ 89,200	80%	20%	\$ 71,360	\$ 17,840
700 East	\$ 89,200	80%	20%	\$ 71,360	\$ 17,840
780 East	\$ 152,100	100%	0%	\$ 152,100	\$ -
Abbie Court	\$ 151,300	100%	0%	\$ 151,300	\$ -
Arrowhead Trail	\$ 4,740,100	0%	100%	\$ -	\$ 4,740,100
DB1	\$ 743,600	0%	100%	\$ -	\$ 743,600
DB3	\$ 401,200	0%	100%	\$ -	\$ 401,200
DB4	\$ 443,100	43%	57%	\$ 192,652	\$ 250,448
DB5	\$ 361,500	0%	100%	\$ -	\$ 361,500
DB6	\$ 316,700	0%	100%	\$ -	\$ 316,700
DB7	\$ 149,300	0%	100%	\$ -	\$ 149,300
DB8	\$ 253,900	0%	100%	\$ -	\$ 253,900
Fair Grounds	\$ 352,900	82%	18%	\$ 289,882	\$ 63,018
RB1	\$ 1,879,200	0%	100%	\$ -	\$ 1,879,200
RB3	\$ 316,700	0%	100%	\$ -	\$ 316,700
Total	\$ 12,567,600	16%	84%	\$ 1,976,221	\$ 10,591,379

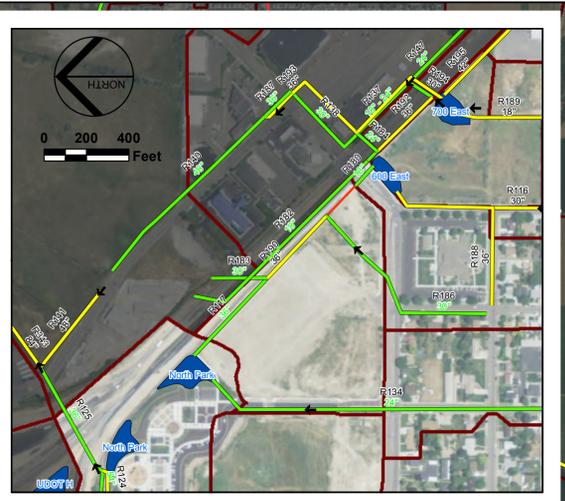
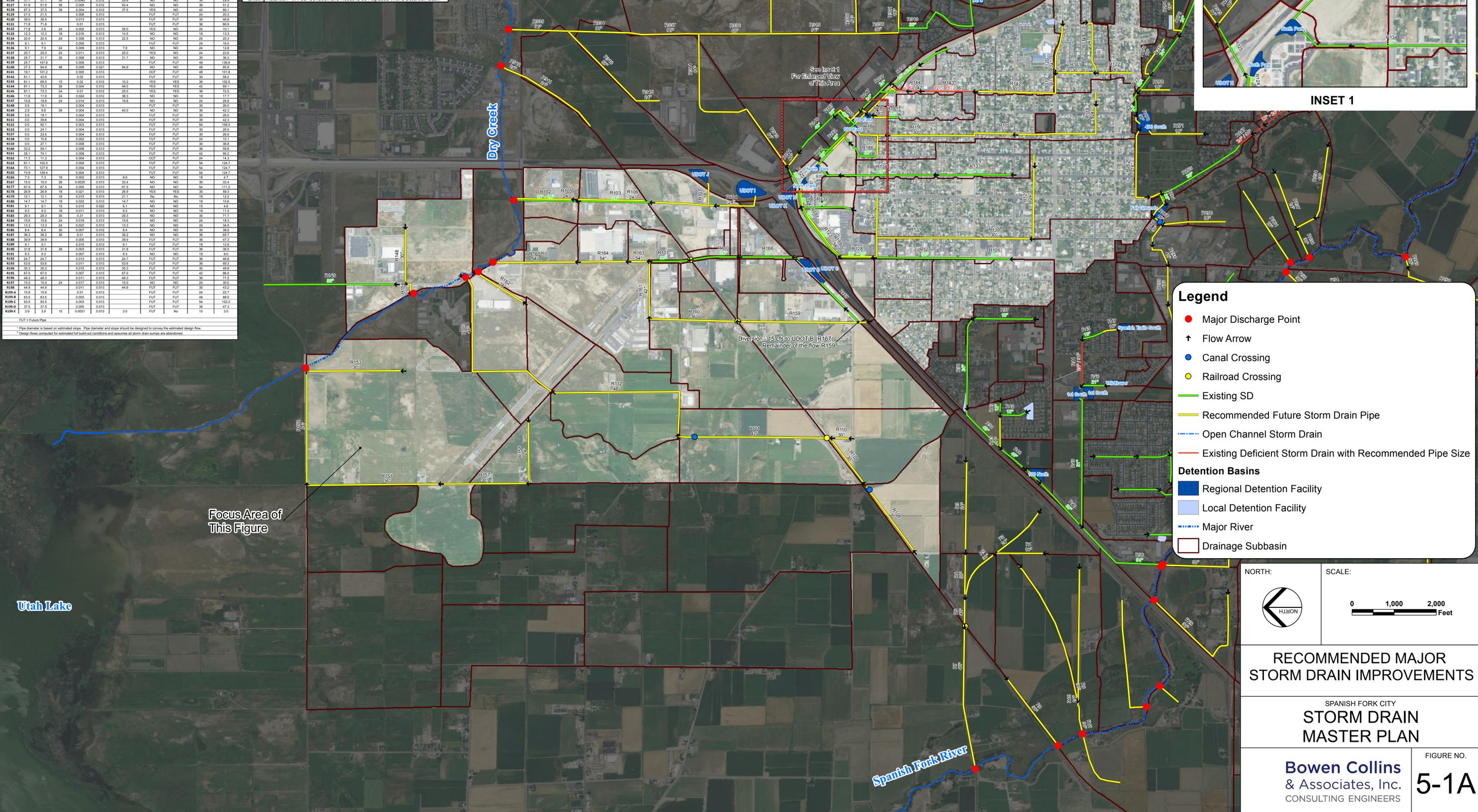
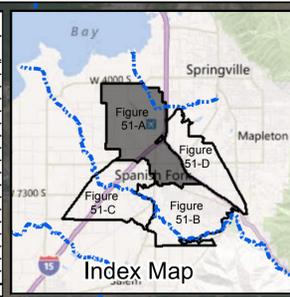
Table 5-4
Estimated Costs of Capital Improvements
Recommended Debris Mitigation Facilities

Name	Total Estimated Cost	Percentage of Cost Attributable to:		Cost Attributable to:	
		Existing Development	Future Development	Existing Development	Future Development
Millrace Canal Diversion Floating Boom	\$ 60,000	100%	0%	\$ 60,000	\$ -
East Bench Canal Diversion Floating Boom	\$ 60,000	100%	0%	\$ 60,000	\$ -
Total	\$ 120,000	100%	0%	\$ 120,000	\$ -

Recommended Pipe Sizes									
ID	Existing Flow (cfs)	Design Flow (cfs)	Existing Diameter (in)	Estimated Manning's n	Estimated Existing Full Pipe Capacity (cfs)	Existing Deficient	Future Deficient	Recommended Future Diameter (in)	Estimated Future Pipe Capacity (cfs)
R100	0.0	0.0	24	0.003	0.013	NO	NO	24	2.4
R101	24.1	27.3	30	0.008	0.013	NO	NO	30	36.8
R102	3.6	11.0	24	0.004	0.013	NO	NO	24	14.3
R103	4.6	12.0	24	0.007	0.013	NO	NO	24	19.0
R104	2.7	14.3	30	0.004	0.013	FUT	FUT	24	14.3
R105	2.7	14.3	30	0.009	0.013	FUT	FUT	24	21.6
R106	8.0	15.5	30	0.005	0.013	FUT	FUT	24	16.0
R107	0.4	0.4	30	0.002	0.013	FUT	FUT	18	4.7
R108	0.0	14.6	30	0.003	0.013	FUT	FUT	30	22.5
R109	0.0	18.1	30	0.003	0.013	FUT	FUT	30	22.5
R110	0.0	41.1	30	0.003	0.013	FUT	FUT	30	22.5
R111	0.0	41.8	30	0.003	0.013	FUT	FUT	30	22.5
R112	0.0	85.7	30	0.003	0.013	FUT	FUT	48	79.6
R113	0.0	118.3	30	0.006	0.013	FUT	FUT	48	111.6
R114	14.8	14.8	30	0.009	0.013	FUT	FUT	24	17.6
R115	29.1	39.1	30	0.002	0.013	FUT	FUT	30	45.1
R116	39.9	39.9	30	0.014	0.013	FUT	FUT	30	48.7
R117	1.8	1.8	30	0.003	0.013	NO	NO	30	19.3
R118	20.0	20.0	30	0.01	0.013	FUT	FUT	24	22.7
R119	50.8	50.8	30	0.02	0.013	FUT	FUT	30	66.2
R120	4.8	4.8	30	0.008	0.013	FUT	FUT	24	29.3
R121	35.9	35.9	30	0.008	0.013	FUT	FUT	30	36.8
R122	14.8	14.8	30	0.008	0.013	FUT	FUT	24	29.3
R123	77.1	79.7	48	0.002	0.013	NO	NO	54	80.0
R124	173.7	66.6	54	0.002	0.013	NO	YES	78	73.6
R125	296.1	138.1	36	0.002	0.013	NO	YES	36	129.1
R126	31.1	31.1	30	0.0045	0.013	NO	NO	30	29.9
R127	31.8	31.8	30	0.008	0.013	NO	NO	30	42.1
R128	67.3	37.5	36	0.004	0.013	YES	NO	42	69.1
R129	21.5	21.5	30	0.008	0.013	FUT	FUT	24	29.3
R130	18.1	18.1	30	0.008	0.013	FUT	FUT	30	49.9
R131	71.8	71.8	30	0.01	0.013	FUT	FUT	36	66.9
R132	24.0	24.0	30	0.008	0.013	NO	NO	30	36.8
R133	12.3	12.3	18	0.016	0.013	NO	NO	18	13.3
R134	20.5	20.5	24	0.008	0.013	NO	NO	24	29.3
R135	9.1	9.1	24	0.009	0.013	NO	NO	24	12.8
R136	9.1	7.9	24	0.009	0.013	NO	NO	24	12.8
R137	25.7	25.7	30	0.008	0.013	NO	NO	30	36.8
R138	25.7	31.7	30	0.008	0.013	NO	NO	30	36.8
R139	25.7	107.8	30	0.008	0.013	FUT	FUT	48	126.8
R140	27.2	94.9	48	0.009	0.013	NO	NO	48	69.8
R141	19.1	101.2	30	0.009	0.013	NO	NO	48	101.8
R142	8.1	8.1	30	0.008	0.013	NO	NO	30	36.8
R143	8.1	8.1	15	0.02	0.013	NO	YES	36	102.5
R144	8.1	23.3	36	0.004	0.013	NO	YES	42	69.1
R145	8.1	23.3	36	0.004	0.013	NO	YES	36	72.6
R146	11.6	11.6	24	0.024	0.013	NO	NO	18	17.7
R147	19.8	19.8	24	0.014	0.013	NO	NO	24	26.0
R148	5.9	5.9	24	0.004	0.013	FUT	FUT	30	26.0
R149	2.8	9.8	36	0.004	0.013	NO	NO	36	42.3
R150	5.8	9.1	30	0.004	0.013	FUT	FUT	30	29.0
R151	0.0	38.6	30	0.004	0.013	FUT	FUT	36	42.3
R152	0.0	62.1	30	0.004	0.013	FUT	FUT	36	58.0
R153	0.0	64.1	30	0.004	0.013	FUT	FUT	30	26.0
R154	0.0	27.1	30	0.008	0.013	FUT	FUT	30	36.8
R155	33.2	64.1	30	0.008	0.013	FUT	FUT	36	69.8
R156	39.1	74.1	30	0.008	0.013	NO	NO	42	69.2
R157	11.3	11.3	30	0.004	0.013	NO	NO	24	14.3
R158	6.1	102.8	30	0.004	0.013	FUT	FUT	54	124.7
R159	73.1	127.9	30	0.004	0.013	FUT	FUT	54	124.7
R160	73.9	129.4	30	0.004	0.013	FUT	FUT	54	124.7
R161	7.3	7.3	18	0.002	0.013	NO	NO	18	12.2
R162	15.0	15.0	36	0.0025	0.013	NO	NO	36	33.4
R163	14.7	14.7	18	0.002	0.013	NO	NO	18	15.9
R164	9.1	9.1	15	0.015	0.022	NO	NO	15	4.6
R165	9.3	9.3	15	0.015	0.013	NO	NO	15	11.0
R166	29.3	29.3	30	0.31	0.013	NO	NO	30	71.7
R167	15.6	15.6	24	0.019	0.013	NO	NO	24	16.3
R168	13.3	13.3	24	0.002	0.013	NO	NO	24	30.0
R169	8.4	8.4	30	0.007	0.013	NO	NO	30	39.0
R170	5.2	5.2	30	0.01	0.013	NO	NO	30	65.7
R171	39.9	39.9	30	0.005	0.013	FUT	FUT	36	47.3
R172	9.1	9.1	30	0.015	0.013	FUT	FUT	18	12.9
R173	31.8	31.8	36	0.009	0.013	FUT	FUT	36	39.5
R174	9.3	9.3	30	0.007	0.013	NO	NO	18	8.0
R175	14.7	14.7	30	0.019	0.013	NO	NO	30	49.8
R176	53.6	53.6	30	0.011	0.013	FUT	FUT	36	69.3
R177	35.3	35.3	30	0.015	0.013	FUT	FUT	30	49.9
R178	67.0	67.0	30	0.007	0.013	FUT	FUT	42	69.0
R179	49.3	49.3	30	0.011	0.013	FUT	FUT	36	71.5
R180	15.0	15.0	24	0.017	0.013	NO	NO	24	26.0
R181	44.9	44.9	30	0.011	0.013	FUT	FUT	30	43.2
R182	15.9	15.9	30	0.01	0.013	FUT	FUT	24	22.7
R183	63.6	63.6	30	0.003	0.013	FUT	FUT	48	69.5
R184	93.5	93.5	30	0.003	0.013	FUT	FUT	54	102.2
R185	37.8	37.8	30	0.005	0.013	FUT	FUT	36	47.3
R186	3.9	3.9	15	0.0021	0.013	FUT	NO	15	3.0

Detention Facilities						
Name	Existing Volume	Capacity Deficient	Future Volume	Discharge (cfs)	Discharge (cfstsd)	Existing?
100 South	-	-	0.8	1.7	0.055	No
1400 East	-	-	6.6	6.8	0.032	No
2000 South	-	-	1.2	8	0.075	No
2550 East	-	-	2.7	4	0.021	No
400 North	-	-	1.1	14	0.10	No
600 East	-	-	2.4	8	0.018	No
700 East	-	-	0.5	60	0.187	No
780 East	-	-	1.1	18.5	0.021	No
Abbie Court*	2.5	Yes	1.9	7.6	0.019	Yes
Arrowhead Trail	-	-	57.9	10	0.018	Yes
Canyon School	5	No	-	10	0.041	Yes
Fair Grounds	-	-	2.8	10	0.041	No
North Park*	2.8	No	-	162.9	0.29	Yes
Parkside Estates*	1.9	No	-	17	0.02	Yes
Spanish Trails North**	0.4	No	-	0.8	0.05	Yes
Wildflower*	0.2	No	-	0.4	0.05	Yes

*Orifice Size May Need to be Adjusted
 ** Existing Retention - In Poor Condition and Needs to be Replaced With a Detention Basin



Legend

- Major Discharge Point
- ↑ Flow Arrow
- Canal Crossing
- Railroad Crossing
- Existing SD
- Recommended Future Storm Drain Pipe
- Open Channel Storm Drain
- Existing Deficient Storm Drain with Recommended Pipe Size

Detention Basins

- Regional Detention Facility
- Local Detention Facility
- Major River
- Drainage Subbasin

NORTH:

SCALE:

RECOMMENDED MAJOR STORM DRAIN IMPROVEMENTS

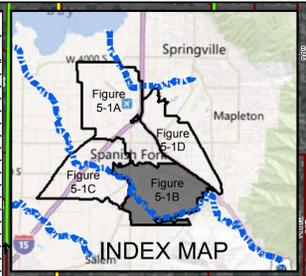
SPANISH FORK CITY
STORM DRAIN MASTER PLAN

FIGURE NO.
5-1A

Bowen Collins & Associates, Inc.
 CONSULTING ENGINEERS

ID	Existing Pipe (cfs)	Design Flow (cfs)	Existing Diameter (in)	Estimated Pipe Slope (ft/c)	Estimated Manning's n	Existing Full Pipe Capacity (cfs)	Future Deficient	Future Recommended	Estimated Future Pipe Capacity (cfs)		
R200	0.0	8.0	18	0.006	0.013	FUT	FUT	11.6	18	28.8	
R201	0.0	8.0	18	0.006	0.013	FUT	FUT	11.6	18	28.8	
R202	0.0	8.0	18	0.006	0.013	FUT	FUT	11.6	18	28.8	
R203	0.0	8.0	18	0.006	0.013	FUT	FUT	11.6	18	28.8	
R204	2.0	20.1	18	0.004	0.013	4.5	NO	YES	27.2	30	28.0
R205	4.0	4.0	18	0.008	0.022	6	NO	NO	19.0	24	3.4
R206	4.0	4.0	18	0.008	0.013	5	NO	NO	13.1	18	9.4
R207	11.8	11.8	18	0.003	0.013	6	YES	YES	23.0	24	12.4
R208	20.7	20.7	18	0.008	0.013	5	YES	YES	24.2	24	29.3
R209	42.9	42.9	24	0.004	0.013	10	YES	YES	36.2	36	42.3
R210	7.8	7.8	18	0.005	0.013	30.3	NO	NO	20.0	18	17.7
R211	8.7	8.7	18	0.005	0.012	7.8	NO	NO	18.5	18	8.1
R212	20.1	20.1	18	0.002	0.013	4.3	YES	YES	31.0	30	18.4
R213	4.5	4.5	18	0.002	0.012	4	NO	NO	12.7	18	3.1
R214	28.0	28.0	18	0.005	0.013	7.5	YES	YES	28.6	30	29.1
R215	8.7	7.5	21	0.004	0.022	6.5	NO	NO	22.9	21	9.9
R216	11.4	15.0	18	0.004	0.012	8	YES	YES	19.7	24	13.3
R217	13.2	13.2	24	0.004	0.012	15	NO	NO	22.6	24	15.5
R218	1.8	1.8	18	0.002	0.012	3	YES	YES	15.3	18	14.4
R219	18.4	18.4	24	0.002	0.013	3	YES	YES	18.8	30	18.4
R220	12.8	12.8	18	0.004	0.013	6	YES	YES	23.0	24	14.3
R221	38.3	38.3	24	0.004	0.013	8	YES	YES	33.3	36	41.3
R222	1.6	1.6	18	0.001	0.012	2	NO	NO	13.3	15	2.2
R223	11.0	11.0	24	0.005	0.012	13.7	NO	NO	20.2	24	17.4
R224	10.0	10.0	24	0.001	0.013	3	FUT	FUT	20.1	24	19.0
R225	38.9	38.9	24	0.006	0.012	6.7	YES	YES	30.8	30	34.5
R226	38.9	38.9	24	0.013	0.012	135	NO	NO	14.8	28	138.8
R227	18.5	18.5	18	0.002	0.013	FUT	FUT	30.1	30	18.4	
R228	18.5	28.5	18	0.002	0.013	FUT	FUT	34.4	30	29.9	
R229	1.9	3.0	18	0.002	0.013	OCF	FUT	15.2	18	4.7	
R230	0.0	8.0	18	0.003	0.013	FUT	FUT	18.3	18	8.8	
R231	0.0	8.0	18	0.003	0.013	FUT	FUT	18.3	18	8.8	
R232	0.0	24.0	18	0.004	0.013	FUT	FUT	29.1	30	28.0	
R233	13.0	13.0	24	0.006	0.013	16	NO	NO	21.1	24	16.6
R234	37.0	37.0	30	0.025	0.013	200	NO	NO	19.8	30	205.8
R235	19.0	20.0	18	0.005	0.013	12.4	YES	YES	28.5	30	28.1
R236	19.0	20.0	24	0.005	0.013	4.2	YES	YES	38.0	30	41.1
R237	38.5	45.0	24	0.011	0.013	13.8	YES	YES	30.8	30	41.1
R238	38.5	33.1	18	0.016	0.013	30.3	YES	FUT	30.6	30	30.4
R239	0.0	45.2	18	0.003	0.013	FUT	FUT	39.0	42	55.3	
R240	0.0	11.0	18	0.003	0.013	FUT	FUT	22.9	24	12.4	
R241	0.0	11.0	18	0.003	0.013	FUT	FUT	22.9	24	12.4	
R242	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R243	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R244	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R245	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R246	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R247	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R248	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R249	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R250	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R251	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R252	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R253	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R254	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R255	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R256	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R257	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R258	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R259	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R260	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R261	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R262	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R263	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R264	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R265	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R266	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R267	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R268	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R269	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R270	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R271	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R272	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R273	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R274	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R275	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R276	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R277	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	
R278	0.0	22.0	18	0.002	0.013	FUT	FUT	30.1	36	29.9	

Name	Existing Volume	Capacity Deficient	Future Volume	Discharge (cfs)	Discharge (cfs)	Existing?
1400 South	-	-	2.3	0.77	0.055	No
1450 East	-	-	6.6	6.8	0.032	No
2000 South	-	-	1.2	8	0.075	No
2550 East	-	-	2.7	4	0.021	No
100 North	-	-	1.1	14	0.10	No
400 South	-	-	2.4	8	0.018	No
600 East	-	-	0.5	30	0.220	No
700 East	-	-	0.5	60	0.187	No
780 East	-	-	1.1	18.5	0.021	No
Abbie Court*	2.5	Yes	1.9	7.6	0.019	Yes
Arrowhead Trail	-	-	57.9	10	0.018	Yes
Canyon School	5	No	-	-	-	Yes
Fair Grounds	2.8	No	-	162.9	0.29	No
North Park*	1.9	No	-	17	0.02	Yes
Parkside Estates*	0.4	No	-	0.8	0.05	Yes
Spanish Trails North**	0.2	No	-	0.4	0.05	Yes
Wildflower*	-	-	-	-	-	-



Legend

- Recommended Floating Boom
- Canal Crossing
- Railroad Crossing
- Major Discharge Point
- Flow Arrow

Storm Drain Trunklines

- Existing SD
- Recommended Future Storm Drain Pipe
- Open Channel Storm Drain
- Existing Deficient Storm Drain with Recommended Pipe Size

Major River

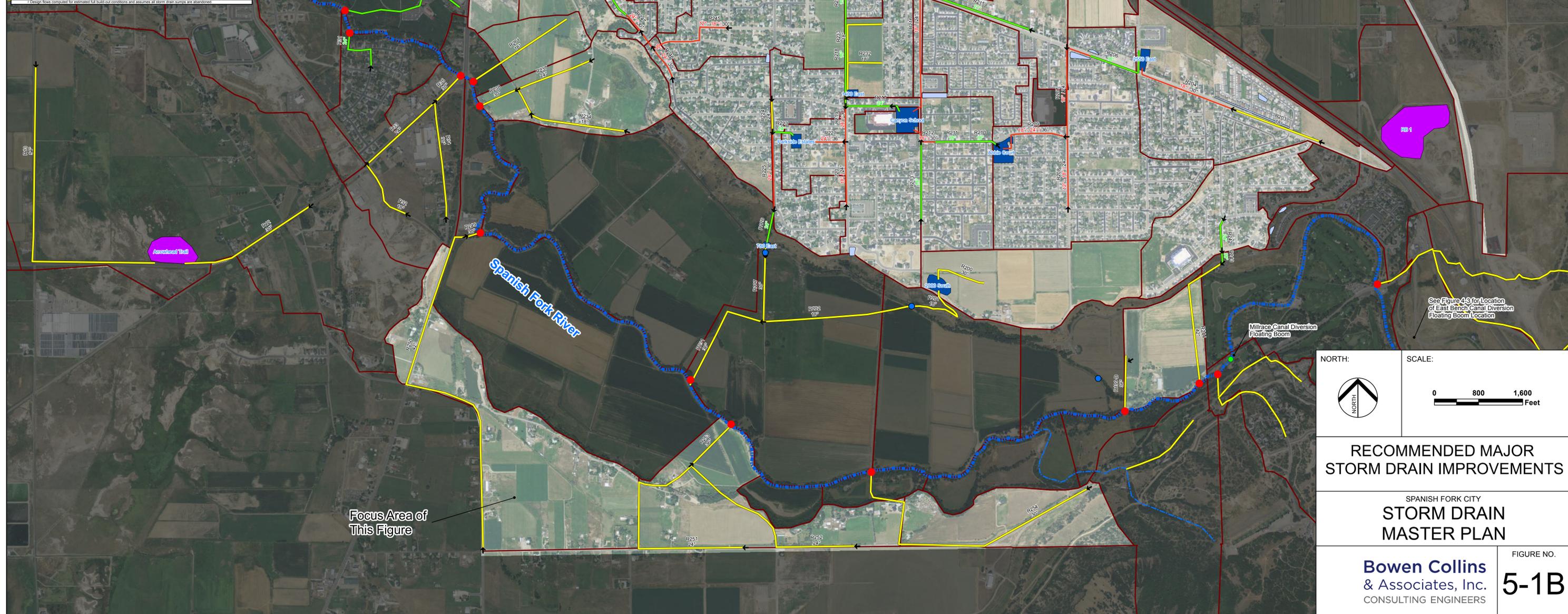
- Major River

Drainage Subbasin

- Drainage Subbasin

Detention Basins

- Regional Detention Facilities
- Local Detention Facilities
- Retention Facilities



NORTH:

SCALE:

RECOMMENDED MAJOR STORM DRAIN IMPROVEMENTS

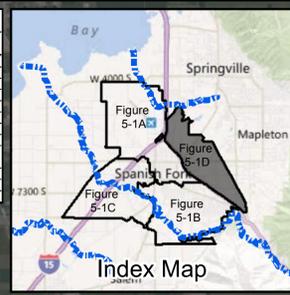
SPANISH FORK CITY
STORM DRAIN MASTER PLAN

Bowen Collins & Associates, Inc.
CONSULTING ENGINEERS

FIGURE NO.
5-1B

ID	Existing Flow (cfs)	Design Flow (cfs)	Existing Diameter (in)	Estimated Manning's n	Existing Full Pipe Capacity (cfs)	Existing Detention	Future Detention	Recommended Future Diameter (in)	Estimated Future Capacity (cfs)	
R300	15.0	15.0	24	0.015	14.7	NO	NO	24	14.7	
R301	0.0	15.0	24	0.0042	0.013	14.7	NO	24	14.7	
R302	0.0	23.7	24	0.015	0.013	0.0	YES	30	25.4	
R303	40.0	43.1	24	0.012	0.013	13.0	YES	30	45.1	
R304	0	43.2	24	0.002	0.013	0.0	FUT	FUT	42	45.1
R305	0	31.3	24	0.02	0.013	0.0	FUT	FUT	24	32.1
R306	0	26.3	24	0.02	0.013	0.0	FUT	FUT	30	44.6
R307	9	9.0	24	0.003	0.013	0.0	FUT	FUT	24	12.4
R308	0	23.0	24	0.0044	0.013	0.0	FUT	FUT	30	27.3
R309	0	13.1	24	0.004	0.013	0.0	FUT	FUT	24	14.3
R310	0	48.5	24	0.002	0.013	0.0	FUT	FUT	42	45.1
R311	0	31.1	24	0.003	0.013	0.0	FUT	FUT	30	26.6
R312	0	7.9	24	0.003	0.013	0.0	FUT	FUT	24	12.4
R313	0	49.9	24	0.008	0.013	0.0	FUT	FUT	30	26.6
R314	4.7	22.6	24	0.02	0.013	0.0	FUT	FUT	24	32.1
R315	84.3	176.0	24	0.011	0.013	0.0	FUT	FUT	34	206.8
R316	4.7	25.5	24	0.02	0.013	0.0	FUT	FUT	24	32.1
R317	0	54.0	24	0.004	0.013	0.0	FUT	FUT	42	63.8
R318	0	10.0	24	0.004	0.013	0.0	FUT	FUT	24	14.3
R319	0	18.9	24	0.004	0.013	0.0	FUT	FUT	30	26.0
R320	15.6	100.4	24	0.01	0.013	0.0	FUT	FUT	42	142.7
R321	3.8	5.3	24	0.01	0.013	0.0	FUT	FUT	18	10.5
R322	0	12.4	24	0.006	0.013	0.0	FUT	FUT	24	16.0
R323	0	17.7	24	0.003	0.013	0.0	FUT	FUT	30	22.5
R324	0	28.0	24	0.0046	0.013	0.0	FUT	FUT	30	27.9
R325	0	9.5	24	0.004	0.013	0.0	FUT	FUT	24	15.4
R326	0	27.8	24	0.0035	0.013	0.0	FUT	FUT	30	39.6
R327	0	20.1	24	0.003	0.013	0.0	FUT	FUT	30	22.5
R328	0.4	1.0	15	0.003	0.013	3.5	NO	15	3.5	
R329	0.4	1.0	15	0.004	0.013	4.1	NO	15	4.1	
R330	15.6	21.3	15	0.004	0.013	4.1	YES	30	26.0	
R331	14.1	18.8	15	0.004	0.013	4.1	YES	30	26.0	
R332	11.6	16.3	15	0.004	0.013	4.1	YES	24	14.3	
R333	0	25.5	24	0.02	0.013	0.0	FUT	FUT	24	32.1
R334	414.4	206.1	15	0.005	0.013	0.0	FUT	FUT	30	244.4
R335	414.4	408.0	0.01	0.013	0.0	FUT	FUT	60	646.7	
R336	28.7	230.8	0.01	0.013	0.0	FUT	FUT	60	261.1	
R337	411.9	379.0	0.005	0.013	0.0	FUT	FUT	90	544.4	
R338	48.5	58.8	0.01	0.013	0.0	FUT	FUT	30	65.9	
R339	20.1	178.24	0.005	0.013	0.0	FUT	FUT	24	138.4	
R340	28.7	42.4	36	0.005	0.013	27.3	NO	36	47.3	
R341	0	9.5	24	0.006	0.013	0.0	FUT	FUT	24	12.6
R342	0	19.2	24	0.008	0.013	0.0	FUT	FUT	24	17.6
R343	39.7	392.1	0.003	0.013	0.0	FUT	FUT	84	359.8	
R344	0	361.2	0.003	0.013	0.0	FUT	FUT	84	359.8	
R345	19.4	14.2	24	0.01	0.013	0.0	FUT	FUT	24	41.1
R347	19.3	23.3	24	0.005	0.013	19.0	NO	30	26.1	
R348	13.3	23.0	24	0.005	0.013	19.0	NO	24	16.0	
R349	15.6	15.6	24	0.0067	0.013	0.0	FUT	FUT	24	18.6

Name	Existing Volume (ac-ft)	Capacity Deficient?	Future Volume (ac-ft)	Discharge (cfs)	Discharge (cfs/ac)	Existing?
DB1	-	-	6.5	7.9	0.04	No
DB3	-	-	4.5	13.1	0.08	No
DB4	-	-	4.9	12.2	0.05	No
DB5	-	-	3.1	89.3	0.11	No
DB6	-	-	2.6	20.5	0.15	No
DB7	-	-	1	5.7	0.15	No
DB8	-	-	2	2.8	0.05	No
DB9	1.7	No	1.7	47.1	0.32	Yes
Spanish Highlands	3.7	No	3.7	2.5	0.04	Yes
RB1	-	-	22.7	0	-	Yes
RB2	-	-	2.3	0	-	Yes
RB3	-	-	2.8	0	-	No



Legend

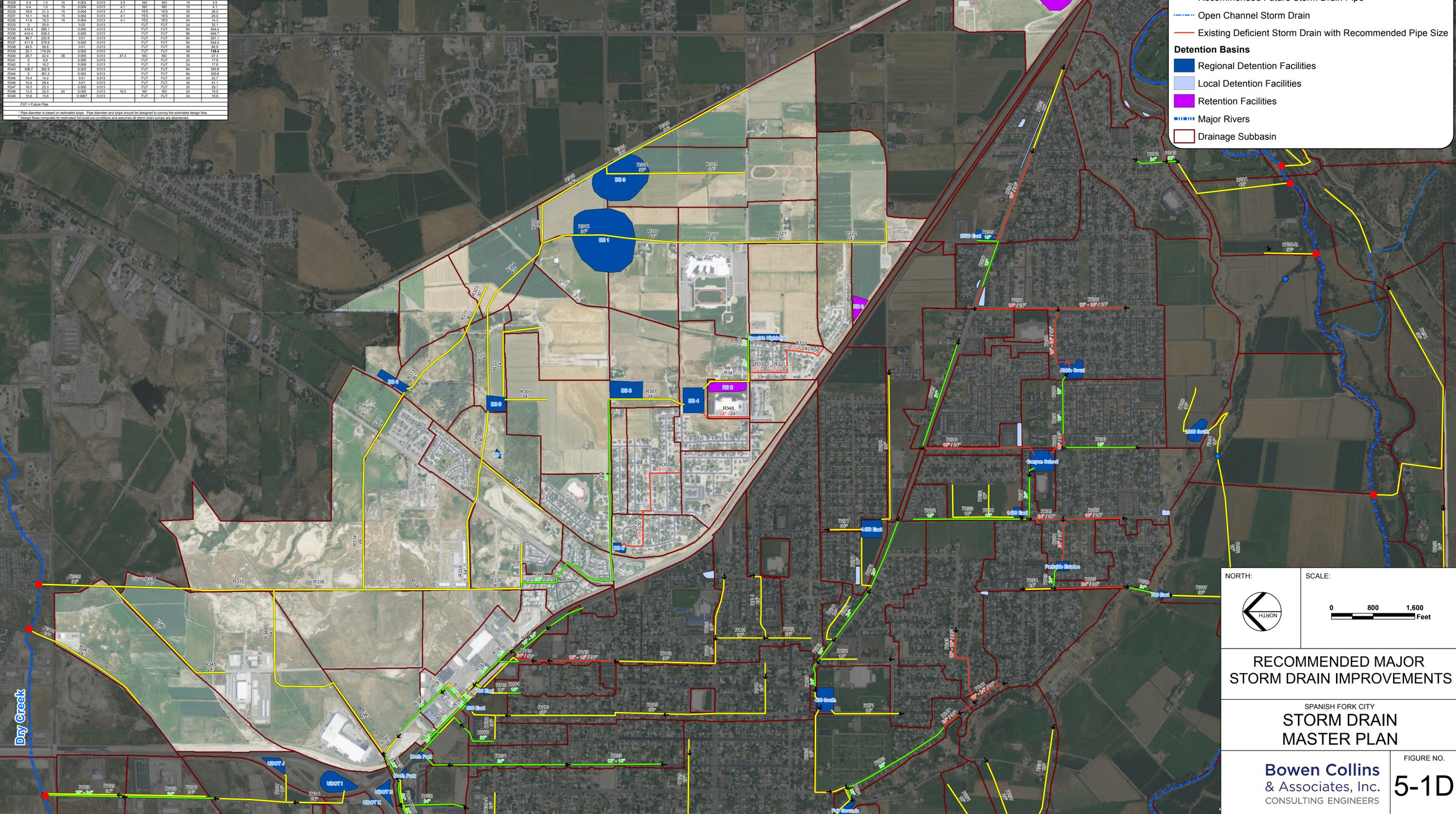
- Major Discharge Point
- ↑ Flow Arrow
- Canal Crossing
- Railroad Crossing

Storm Drain Trunklines

- Existing SD
- Recommended Future Storm Drain Pipe
- Open Channel Storm Drain
- Existing Deficient Storm Drain with Recommended Pipe Size

Detention Basins

- Regional Detention Facilities
- Local Detention Facilities
- Retention Facilities
- Major Rivers
- Drainage Subbasin



NORTH:

SCALE:

RECOMMENDED MAJOR STORM DRAIN IMPROVEMENTS

SPANISH FORK CITY
STORM DRAIN MASTER PLAN

Bowen Collins & Associates, Inc.
CONSULTING ENGINEERS

FIGURE NO.
5-1D

CHAPTER 6 SYSTEM RENEWAL

In addition to the capacity related improvements described in previous chapters, it is recommended that Spanish Fork City consider and prepare for expected future expenditures associated with the general maintenance and renewal of the existing storm drainage system. The purpose of this chapter is to present recommendations regarding system maintenance and renewal. This is not a comprehensive evaluation of existing maintenance procedures or system conditions, nor is it a complete asset management plan. Instead, it is a collection of general recommendations developed assembled during the master planning process relative to system maintenance and renewal.

SYSTEM RENEWAL

Along with system capacity improvements, effective infrastructure planning must also include asset rehabilitation and replacement, commonly termed renewal. To effectively identify which system facilities need replacement and plan for future asset renewal projects, Spanish Fork City needs to accurately assess and document the current condition of system assets. Towards this goal, BC&A would recommend improvements to its data collection and storage practices regarding system facilities and how the condition of existing facilities is assessed.

City personnel should inspect all pipes about once every 10 years. This will require City personnel to inspect at least 10 percent of the City's storm drainage system every year. This will provide sufficient inspection frequency to identify most pipe deterioration issues before they become problems. In some cases, however, groundwater, vegetation, and/or sediment concerns may merit more frequent inspection. When possible, inspections should be conducted during, and immediately after, major precipitation events to assess conditions.

SYSTEM RENEWAL BUDGET

The total cost to replace all of the pipes in the Spanish Fork Collection system would be approximately \$54 million based on 2011 construction costs. For the purposes of this evaluation, BC&A recommends that Spanish Fork assume a 100-year system service life. To replace 1 percent of the collection system every year (or 100 percent every 100-years), it would cost approximately \$540,000/year in 2011 dollars.

CFP-A - MASTER PLAN UPDATES

This report, the associated recommendations, and the Capital Facilities Plan should be updated about every 5 years, or more frequently, depending on how and where the City has developed and proposed or adopted zoning or land use changes. We would also recommend the existing conditions model be updated on an ongoing basis, as development occurs in Spanish Fork City. Regular updates to the model will allow the City to analyze the impact of development on the City's storm water facilities. For final years 2010, 2011, and 2012, Spanish Fork City spent \$95,048 on this storm drain master plan, and its associated studies. The costs associated with updates to this report, model updates, and other analyzes associated with this report are anticipated by Spanish Fork City to be about \$15,000 per year.

APPENDIX G
COST RATIO CALCULATIONS



TECHNICAL MEMORANDUM

TO: Spanish Fork City

FROM: Matthew Stayner, P.E. and Kameron Ballentine, P.E.
Bowen Collins and Associates
154 East 14000 South
Draper, UT 84020

DATE: May 10, 2012

SUBJECT: Spanish Fork Storm Drain Master Plan Cost Ratio Calculations

Introduction

Bowen, Collins & Associates (BC&A) was retained by Spanish Fork City (City) to update the cost ratios and the costs in Tables 5-2 and 5-3 in the storm drain master plan. The purpose of the Technical Memorandum is to describe the methodology used to estimate the cost ratios.

Cost Ratio Calculations

As part of the Storm Drain Master Plan, a cost estimate was prepared for each project listed on of the Capital Facility Projects (CFP). Also, a cost distribution, or cost ratio, was estimated for each project list in the Capital Facility Plan. The cost ratio is based on how much of the project cost is attributable to storm water runoff currently generated by the City, and how much storm water runoff is estimated to be generated by future development. The cost distribution can be used to estimate the percent of the project cost that should be paid for with impact fees, and the percentage of the project cost that should be paid for by the City's general fund.

The distribution of costs for storm drain pipes was estimated based on flow rates. For example, pipe R275 has an estimated 8.6 cubic feet per second (cfs) of storm water runoff from the existing conditions model, while 25.5 cfs is the estimated flow rate for build-out from the future conditions model. Thus, 34 percent ($8.6/25.5$) of the cost of the project improvement is attributable to existing users vs. 66 percent ($16.9/25.5$) of the cost is attributable to future development.

The distribution of costs for detention basins was estimated based on volume. For example, the 1450 East Detention Facility has an estimated required storage volume of 1.7 acre-feet from the existing conditions model, while an estimated 6.6 acre-feet of

storage will be required for build-out from the future conditions model. Thus 26 percent (1.7/6.6) of the cost of the project improvement is attributable to existing users vs. 74 percent (4.9/6.6) of the cost is attributable to future development.

The cost ratios of pipes immediately downstream of detention basins were assigned based on the cost ratio of the upstream detention facility. For example, pipe R307 is immediately downstream of Detention Facility project DB4. Project DB4 has an estimated required storage volume of 1.0 acre-feet estimated from the existing conditions model, while an estimated 2.3 acre-feet of storage will be required for build-out from the future conditions model. Thus 43 percent (1.0/2.3) of the cost of the project improvement is attributable to existing users vs. 57 percent (1.3/2.3) of the cost is attributable to future development. Because pipe R307 is immediately downstream of project DB4, and no additional storm water runoff is contributing to the flow in pipe R307 other than the flow from DB4, 43 percent of the cost of pipe R307 is attributable to existing users vs. 57 percent of the cost is attributable to future development. The cost ratios for the storm drain master plan are found on Tables 5-2 and 5-3.

APPENDIX D
COST ESTIMATE DATA

Table D-2
Conceptual Cost Estimate Unit Cost Summary
Spanish Fork Storm Drainage Master Plan

Project Identifier	Pipe Length (ft)	Diameter (in)	Catch Basin / Inlet Box (EA)	Junction Box / Manhole (EA)	Outlet Works (EA)	Asphalt Road Repair (sq yd)	Estimated Project Cost (includes Contingency, Engineering, Admin, and Legal Fees)
R1	1219	18	3	4	0	1344	\$ 273,942.86
R2	1453	24	3	4	0	0	\$ 243,985.44
R3	2206	24	5	7	0	2574	\$ 532,853.35
R4	1065	30	2	3	0	1324	\$ 288,942.73
R5	1335	30	3	4	0	0	\$ 265,357.33
R6	682	42	1	2	0	974	\$ 250,851.31
R7	3399	42	8	11	0	4853	\$ 1,267,969.73
R8	2058	30	5	6	0	0	\$ 409,645.53
R9	3659	30	9	12	0	0	\$ 736,340.40
R10	3333	24	8	11	0	3888	\$ 809,279.11
R11	654	30	1	2	0	813	\$ 177,403.50
R12	2583	30	6	8	0	1750	\$ 621,387.55
R13	5781	54	14	19	0	0	\$ 2,243,057.03
R14	5966	36	14	19	0	1500	\$ 1,499,733.98
R19	5830	30	14	19	0	0	\$ 1,171,276.73
R20	3402	66	8	11	0	0	\$ 1,660,388.40
R21	4234	36	10	14	0	0	\$ 1,003,330.65
R22	2742	30	6	9	0	0	\$ 548,853.60
R23	1681	60	4	5	0	0	\$ 733,485.53
R24	2757	30	6	9	0	3428	\$ 758,490.78
R25	3192	66	7	10	0	0	\$ 1,554,114.60
R26	1384	24	3	4	0	0	\$ 233,996.25
R28	3684	30	9	12	0	4581	\$ 1,017,359.67
R29	2683	30	6	8	0	3336	\$ 734,286.36
R32	1248	18	3	4	0	1375	\$ 279,606.31
R33	1670	24	4	5	0	1948	\$ 402,459.59
R34	2124	30	5	7	0	2641	\$ 586,254.22
R35	672	30	1	2	0	835	\$ 181,788.10
R43	776	24	1	2	0	905	\$ 181,665.96
R44	1184	30	2	3	1	1473	\$ 340,028.84
R47	394	18	0	1	0	434	\$ 82,957.83
R104	2661	24	6	8	0	3105	\$ 640,162.91
R105	1566	24	3	5	0	1827	\$ 376,174.09
R106	1565	24	3	5	0	1826	\$ 376,120.54
R107	540	18	1	1	0	595	\$ 115,537.12
R108	2022	30	5	6	0	0	\$ 403,402.75
R109	1377	30	3	4	0	0	\$ 272,571.28
R110	513	30	1	1	0	0	\$ 98,198.50
R111	3623	42	9	12	0	2040	\$ 1,165,926.64
R112	4040	48	10	13	0	3000	\$ 1,544,842.58
R113	4514	48	11	15	0	2400	\$ 1,670,508.40

Table D-2
Conceptual Cost Estimate Unit Cost Summary
Spanish Fork Storm Drainage Master Plan

Project Identifier	Pipe Length (ft)	Diameter (in)	Catch Basin / Inlet Box (EA)	Junction Box / Manhole (EA)	Outlet Works (EA)	Asphalt Road Repair (sq yd)	Estimated Project Cost (includes Contingency, Admin, Engineering, and Legal Fees)
R114	1360	24	3	4	0	1586	\$ 326,288.61
R115	1938	30	4	6	0	2410	\$ 530,432.29
R116	1842	30	4	6	0	2290	\$ 506,533.64
R118	2439	24	6	8	0	2845	\$ 592,491.20
R119	489	30	1	1	0	608	\$ 130,894.83
R120	1203	24	3	4	0	1404	\$ 292,763.98
R121	962	30	2	3	0	1197	\$ 263,526.43
R122	884	24	2	2	0	1032	\$ 208,934.59
R129	1997	24	4	6	0	2329	\$ 478,257.47
R130	1853	30	4	6	0	2304	\$ 509,326.32
R131	1860	36	4	6	0	2547	\$ 592,078.94
R141	460	48	1	1	0	0	\$ 151,841.76
R142	1907	30	4	6	0	2372	\$ 522,846.52
R143	1277	36	3	4	0	1748	\$ 406,742.07
R144	303	42	0	1	0	433	\$ 110,415.36
R145	400	36	0	1	0	548	\$ 122,159.24
R148	1372	30	3	4	0	0	\$ 271,665.65
R150	314	30	0	1	0	0	\$ 59,980.55
R151	3176	36	7	10	0	4349	\$ 1,010,122.19
R152	2826	54	7	9	0	4369	\$ 1,359,130.13
R153	2327	30	5	7	0	0	\$ 461,822.18
R157	2101	30	5	7	0	2613	\$ 580,631.74
R158	1501	24	3	5	0	1752	\$ 362,386.84
R159	3108	30	7	10	0	3864	\$ 855,039.20
R160	2110	36	5	7	0	2889	\$ 674,537.30
R161	1361	42	3	4	0	1943	\$ 504,413.36
R162	1426	24	3	4	0	0	\$ 240,039.50
R163	497	54	1	1	0	769	\$ 234,891.78
R164	1200	54	3	4	0	1856	\$ 578,471.88
R165	2040	54	5	6	0	3154	\$ 978,032.07
R178	196	30	0	0	0	243	\$ 48,475.66
R188	947	36	2	3	0	1297	\$ 301,110.74
R189	385	18	0	1	0	424	\$ 81,141.85
R190	402	36	1	1	0	551	\$ 126,888.74
R192	361	36	0	1	0	494	\$ 110,846.40
R193	427	36	1	1	0	584	\$ 134,006.57
R194	210	30	0	0	0	261	\$ 51,869.95
R195	943	42	2	3	0	1346	\$ 350,448.38
R196	177	36	0	0	0	242	\$ 51,414.30
R198	334	30	0	1	0	416	\$ 88,562.17
R199-A	955	24	2	3	0	1114	\$ 229,825.50

Table D-2
Conceptual Cost Estimate Unit Cost Summary
Spanish Fork Storm Drainage Master Plan

Project Identifier	Pipe Length (ft)	Diameter (in)	Catch Basin / Inlet Box (EA)	Junction Box / Manhole (EA)	Outlet Works (EA)	Asphalt Road Repair (sq yd)	Estimated Project Cost (includes Contingency, Engineering, Admin, and Legal Fees)
R199-B	447	48	1	1	0	668	\$ 188,257.44
R199-C	2815	54	7	9	0	4353	\$ 1,354,367.38
R199-D	1000	36	2	3	1	1369	\$ 337,980.21
R200	1045	30	2	3	1	0	\$ 227,157.78
R201	1432	18	3	4	0	0	\$ 220,360.70
R202	2772	18	6	9	0	0	\$ 434,523.62
R203	1705	18	4	5	0	1878	\$ 378,795.63
R204	1897	30	4	6	1	2359	\$ 541,789.65
R207	2105	24	5	7	0	2456	\$ 511,303.94
R208	1270	24	3	4	0	1481	\$ 306,990.32
R209	1432	36	3	4	1	1961	\$ 473,558.81
R212	286	30	0	0	0	356	\$ 70,864.09
R214	277	30	0	0	1	345	\$ 90,225.62
R216	2250	24	5	7	1	2625	\$ 563,786.55
R219	653	30	1	2	0	812	\$ 177,143.55
R220	1184	24	2	3	0	1381	\$ 278,808.04
R221	823	36	2	2	1	1127	\$ 280,684.91
R224	600	24	1	2	0	700	\$ 144,048.21
R225	1400	30	3	4	0	1741	\$ 381,633.89
R227	1336	30	3	4	0	0	\$ 265,612.63
R231	2177	36	5	7	0	0	\$ 514,170.53
R232	1048	18	2	3	1	0	\$ 182,486.31
R233	1998	18	4	6	1	0	\$ 330,598.12
R234	2298	18	5	7	0	2532	\$ 510,596.66
R237	1436	24	3	4	0	0	\$ 241,472.69
R238	759	30	1	2	0	0	\$ 146,452.50
R244	2546	42	6	8	0	710	\$ 771,695.43
R245	1667	30	4	5	0	2073	\$ 457,660.61
R246	677	30	1	2	0	842	\$ 183,231.48
R247	736	30	1	2	0	916	\$ 197,836.07
R249	281	30	0	0	0	350	\$ 69,668.29
R250	6930	42	17	23	0	9894	\$ 2,591,130.85
R251	4256	24	10	14	0	3400	\$ 937,869.56
R252	3695	24	9	12	0	0	\$ 636,322.31
R253	1025	36	2	3	0	0	\$ 238,998.46
R254	5514	30	13	18	0	6857	\$ 1,520,964.48
R255	749	42	1	2	0	1070	\$ 274,056.24
R256	1487	18	3	4	0	0	\$ 227,460.80
R258	1346	54	3	4	0	0	\$ 518,624.84
R259	947	48	2	3	0	1415	\$ 403,283.49
R260	1200	54	2	3	0	0	\$ 456,388.28

Table D-2
Conceptual Cost Estimate Unit Cost Summary
Spanish Fork Storm Drainage Master Plan

Project Identifier	Pipe Length (ft)	Diameter (in)	Catch Basin / Inlet Box (EA)	Junction Box / Manhole (EA)	Outlet Works (EA)	Asphalt Road Repair (sq yd)	Estimated Project Cost (includes Contingency, Admin, Engineering, and Legal Fees)
R261	2036	18	5	6	0	0	\$ 318,044.14
R262	2484	18	6	8	0	2030	\$ 514,096.86
R265	175	24	0	0	0	0	\$ 25,197.94
R266	531	36	1	1	0	727	\$ 164,338.12
R267	720	18	1	2	0	0	\$ 108,724.16
R268	731	18	1	2	0	806	\$ 158,768.53
R270	269	36	0	0	1	368	\$ 99,835.32
R271	1382	18	3	4	1	1523	\$ 327,370.34
R274	1098	18	2	3	0	0	\$ 167,405.50
R275	2968	30	7	9	1	3690	\$ 836,185.90
R277	664	30	1	2	1	826	\$ 201,496.24
R278	1105	18	1	2	0	1215	\$ 161,280.00
R300	1332.27	30	3	4	0	1657	\$ 364,914.98
R302	442.7	30	1	1	0	551	\$ 119,377.53
R303	816.01	30	2	2	1	1015	\$ 243,138.16
R304	1802.47	42	4	6	0	0	\$ 516,989.11
R305	817.31	24	2	2	1	0	\$ 158,600.81
R306	915.14	36	2	3	0	0	\$ 216,049.49
R307	1471.78	24	3	4	1	1717	\$ 371,874.38
R308	1422.08	24	3	4	0	0	\$ 239,499.00
R309	728.29	30	1	2	0	0	\$ 141,155.03
R310	1524.84	42	3	5	1	0	\$ 456,939.85
R311	576.05	36	1	1	0	0	\$ 129,845.42
R312	1266.7	24	3	4	0	0	\$ 217,163.13
R313	1595.97	36	3	5	0	0	\$ 373,485.00
R314	2505.96	24	6	8	0	0	\$ 430,381.75
R315	2053.19	54	5	6	1	0	\$ 814,052.66
R316	1489.04	24	3	4	0	0	\$ 249,124.50
R317	1367.82	42	3	4	1	0	\$ 410,560.93
R318	2293.36	24	5	7	0	0	\$ 390,045.50
R319	796.06	30	1	2	1	0	\$ 174,407.85
R320	844.16	36	2	2	0	0	\$ 195,504.60
R321	1571.97	18	3	5	0	0	\$ 244,198.62
R322	1756.2	24	4	5	0	0	\$ 297,303.75
R323	421.63	30	1	1	0	0	\$ 82,506.18
R324	1518.74	30	3	5	1	0	\$ 324,370.15
R325	1302.45	24	3	4	0	0	\$ 222,302.19
R326	1321.15	36	3	4	0	0	\$ 310,452.20
R327	1319.48	30	3	4	0	0	\$ 262,685.30
R330	456.49	30	1	1	0	0	\$ 88,519.53
R331	319.19	30	0	1	0	0	\$ 60,810.28

Table D-2
Conceptual Cost Estimate Unit Cost Summary
Spanish Fork Storm Drainage Master Plan

Project Identifier	Pipe Length (ft)	Diameter (in)	Catch Basin / Inlet Box (EA)	Junction Box / Manhole (EA)	Outlet Works (EA)	Asphalt Road Repair (sq yd)	Estimated Project Cost (includes Contingency, Engineering, Admin, and Legal Fees)
R332	1196.83	24	2	3	0	0	\$ 197,344.31
R333	1974.61	24	4	6	1	0	\$ 356,012.69
R334	1504.62	90	3	5	0	0	\$ 1,165,528.45
R335	1383.66	96	3	4	0	0	\$ 1,168,811.41
R336	1728.76	60	4	5	0	0	\$ 753,101.36
R337	1626.49	90	4	5	0	0	\$ 1,260,651.28
R338	2018.75	36	5	6	0	0	\$ 475,408.20
R339	1711.25	54	4	5	0	0	\$ 659,830.47
R341	2040.34	24	5	6	0	0	\$ 347,923.88
R342	534.05	24	1	1	0	0	\$ 86,544.69
R343	1682.66	84	4	5	0	0	\$ 1,181,697.16
R344	2896.78	84	7	9	0	0	\$ 2,037,061.99
R345	554.7	24	1	1	0	0	\$ 89,513.13
R346	2317.13	30	5	7	0	0	\$ 460,079.93
R347	1103.59	30	2	3	1	0	\$ 237,231.78
R348	960	30	2	3	1	0	\$ 212,462.50
R349	1500	24	2	3	1	0	\$ 167,600.00

WASTEWATER MASTER PLAN

**Prepared for:
Spanish Fork City**



Prepared by:



**154 East 14000 South
Draper, Utah 84020**

May 2012

Project No. 204-10-03

WASTEWATER MASTER PLAN

Prepared by:



154 East 14000 South
Draper, Utah 84020



May 2012

Project No. 204-10-03

The only manhole that currently serves as a hydraulic diversion is located at 900 North 50 East. As the City updates its collection system database, information at the other locations should be updated to reflect that there is no connection.

SIPHONS

Sewer main siphons or inverted siphons provide a means of conveying wastewater under obstructions such as rivers. Inverted siphons flow under pressure and should have flow velocities greater than 3 ft/sec to keep solids suspended. Spanish Fork has three inverted siphons.

200 East/WWTP Siphon (From South)

This siphon passes underneath the Union Pacific Railroad directly south of the WWTP (flowing north along 200 East). This siphon consists of three pipes: an 8-inch, 10-inch, and 24-inch main.

Fastenal/WWTP Siphon (From West)

This siphon is located west of the WWTP and passes underneath a spur of the Union Pacific Railroad. The upstream end of this siphon surcharged up to 9 feet under normal operating conditions and is within 3 feet of becoming a potential sanitary sewer overflow. The size of this siphon was unknown at the time of this study, and further investigation of this location is recommended.

Quail Hollow Siphon (481 W Riverside Lane)

This siphon is located just west of the home at 481 W. Riverside Lane and flows underneath the Spanish Fork River. This siphon consists of one 8-inch and one 12-inch diameter sewer pipe.

TREATMENT PLANT

The WWTP, located at 175 East 2160 North as shown in Figure 2-1, treats all of the Spanish Fork City wastewater, with the exception of a small amount of discharge that is sent to the Salem Water Treatment Facility. The WWTP also treats discharge from Mapleton City as part of an inter-local agreement. The WWTP was placed into operation in 1956 and has been expanded several times. The most recent expansion occurred in 2011 (see Chapter 7 for additional detail).

RECENT IMPROVEMENT PROJECTS

Several projects were recently completed at the WWTP related to existing deficiencies and future growth. Table 2-4 lists these two projects and their related costs as provided by Spanish Fork City personnel and Aqua Engineering (see Appendix for “Siphon and digester cost attributed to growth” technical memorandum).

Table 2-4
Recently Completed Capital Projects at the WWTP

Project No.	Project Description	Cost	Percent Attributable to Future Growth	Years
TP-0	SUVMWA Land for Regional WWTP	\$818,337	100%	2006 - 2011
TP-1	Trunk Line & Siphon Upsize	\$181,346	99%	2010 - 2011
TP-2	New Digester and Common Equip.	\$1,150,460	80%	2009 - 2011
TP-3	New Digester Engineering	\$54,279	100%	2010 - 2011

UNIT COSTS

Many of the projects identified in Table 6-1 will be constructed in undeveloped areas. The City normally requires developers to install 8-inch diameter pipes. However, where capital projects are constructed through developing areas, it is recommended that the City require developers to install the larger pipe size(s) recommended by the model in the master plan. Developers should be reimbursed for the difference between the larger pipe cost and the cost of the 8-inch sewer main. Reimbursement for growth related capacity above 8-inch is listed in Table 6-2. Unit price costs are shown in 2011 dollars based on the July 2011 Engineering News Record (ENR) Construction Index value. Note that these costs may be updated on annual basis using the ratio of the current ENR Index value to the July 2011 ENR Index value.

Table 6-2
Construction Cost Estimates for Sewer Pipe

Pipe Diameter (in)	Cost per Lineal Foot	% Growth Related
8	\$189	0%
10	\$196	3%
12	\$203	7%
15	\$236	20%
18	\$270	30%
21	\$304	38%
24	\$338	44%
30	\$432	56%
36	\$594	68%
42	\$756	75%
48	\$878	78%

In 2009 a new 50-foot digester was installed. It was installed to better treat the biosolids in the treatment system and the design flow is currently 6MGD.

Design Parameters

Flow:

Spanish Fork – 123 gal/capita/day
Mapleton – 71 gal/capita/day

BOD:

Spanish Fork – 0.17 lb/capita/day
Mapleton – 0.17 lb/capita/day

Facility Average Concentrations:

BOD – 180 mg/l
TSS – 180 mg/l
TKN – 40 mg/l

Design Loadings

BOD – 9007 lb/day
TSS – 9007 lb/day

Effluent Requirements:

BOD – 25 mg/l
TSS – 25 mg/l
E-Coli – 30 Day Average: 126 MPN/100 ml
E-Coli – 70 Day Average: 157 MPN/100 ml
Dissolved Oxygen – 4.8 mg/l
Ammonia – Nitrogen – 18 mg/l
pH – 6.5-9.0

WASTEWATER TREATMENT PLANT FACILITY IMPROVEMENTS

There are three main projects planned for the future which will expand the facility to a total capacity of 8MGD. However, the City will eventually contribute to the construction of a regional treatment facility and has already begun encumbering funds to purchase land (approximately \$820,000 as of FYE2011). Estimated funding for future land purchases is estimated to be approximately \$1.3 million by Fiscal Year 2018.

Project 1

Primary Mechanism Replacement. The mechanism in the old primary clarifier is 30 years old and it has lasted beyond its anticipated life expectancy. The concrete tank is still in functional shape; therefore, removing the existing mechanism and installing a new mechanism will extend the life of this unit process. Replacing the mechanism will not expand the capacity of the facility. However, it will prevent the facility from losing existing capacity that it already has.

problems with the wastewater on the media. For these reasons it is anticipated that this unit process will be replaced.

A summary of these projects is shown in Table 7-1 below. Projections for growth have come from Spanish Fork City personnel. The timing of when these facility projects will need to be constructed will depend on the rate of growth in Spanish Fork City wastewater service area. The future layout of the 8 MGD facility is shown in the Figure 7-1.

Table 7-1
Recommended WWTP Improvements

Project No.	Total Population (Spanish Fork City + Mapleton City)	Projected Year of Required Completion¹	Project Name	Percent Attributable to Future Growth	Total Cost in 2011 Dollars
0.1	--	2018	Purchase Land for Future Regional Treatment Plant	100%	\$1,277,000
1.1	54,000	2013	Primary Mechanism Replacement	0	\$140,000
1.2	54,000	2013	Install Snail Removal System	0	\$150,000
1.3	54,000	2020	Install New Automatic Transfer Switch on Backup Generator	0	\$10,000
1.4	54,000	2020	Convert Chlorine Contact Basin to UV Disinfection	25%	\$1,000,000
	54,000		Project 1 Total		\$1,260,000
2.1	57,637	2023	New STM Aerotor	100%	\$2,600,000
2.2	57,637	2023	90-Foot Final Clarifier	100%	\$700,000
2.3	57,637	2023	Headworks Upgrade	100%	\$200,000
2.4	57,637	2023	Remove Old Trickling Filter	0	\$100,000
			Project 2 Total		\$3,600,000
3.1	68,000	2030	Replace Existing Trickling Filter With STM Aerotor ²	0	\$3,000,000
			Project 3 Total		\$3,000,000
Total WWTP Improvements					\$9,136,030

1- Based on the population projections as described in Chapter 3.

2- This project will need to be done when the existing trickling filter has reached the useful life or when it becomes too difficult to operate.

be spending approximately \$54,500/year on lift station rehabilitation. This may include saving funds for future rehabilitation of wet wells, pump replacement, or control repairs.

Wastewater Treatment Plant

The City's Wastewater Treatment Plant is one of the most expensive parts of its wastewater system. Based on data provided by Aqua Engineering, estimated costs for wastewater treatment plant improvements are approximately \$7,860,000 over the next 20 years. Therefore the City should be saving approximately \$400,000 per year to provide sufficient funds for treatment plant improvements. Table 8-2 shows the total renewal costs that should be spent or saved every year for system rehabilitation and/or replacement.

Table 8-2
Required System Renewal Budgets for Various System Components

System Component	Renewal Cost
Collection System	\$800,000
Lift Stations	\$54,500
Wastewater Treatment Plant	\$400,000
Total	\$1,254,500

CFP-A Planning Costs

This report, the associated recommendations, and the Capital Facilities Plan should be updated to about every 5 years, or more frequently, depending on how and where the City has developed and proposed or adopted zoning or land use changes. We would also recommend the existing conditions model be updated on an ongoing basis, as development occurs in Spanish Fork City. Regular updates to the model will allow the City to analyze the impact of development on the City's wastewater facilities. The costs associated with updates to this report, model updates, and other analyzes associated with this report are anticipated by Spanish Fork City to be \$34,541 for Fiscal Year Ending 2012 and about \$15,000 per year thereafter (\$90,000 through 2018).

SYSTEM RENEWAL PRIORITIES

Because of limited funding, it may be necessary to prioritize initial system rehabilitation activities based on the potential consequence of various pipes. The following criteria may aid Spanish Fork City personnel in identifying pipes that are most critical based on their relative importance in the Spanish Fork City collection system:

- **Sewer Flow Rate** – Flow rate in a sewer pipe is the single most important indicator of the importance of a pipe. In most situations, the higher the flow rate, the larger the area that pipe serves. Bypass pumping cost, the risk of property damage, environmental and regulatory consequences, the cost of pipe replacement, and problems from sewage backing up in the system are all greater for larger flow rates. In a worst case scenario, if a pipe collapses or becomes blocked (due to corrosion or a natural disaster) and surcharging in the pipeline results in wastewater flows in basements and the street, there is a greater health hazard to the public with a larger wastewater flow rate.



533 WEST 2600 SOUTH SUITE 275, BOUNTIFUL, UTAH 84010

TECHNICAL MEMORANDUM

TO: CHRIS THOMPSON
FROM: BRAD RASMUSSEN
SUBJECT: SIPHON AND DIGESTER COST ATTRIBUTED TO GROWTH
DATE: APRIL 9, 2012
CC: FILE

The costs associated with the siphon project and digester project can be attributed to current customers and future users.

The new digester allows the treatment facility operators to take down any of the existing digesters for cleaning, repair or maintenance. Without the new digester it was impossible to meet the digestion treatment requirements when the big digester was taken off line for an extended period of time. The digesters typically are cleaned every 3-5 years and this process takes somewhere between 30 and 60 days. During the cleaning the digester is down and cannot be used. Once the digester is put back on line it will take about 30 days for the process to function normally. It is estimated that the valued of the new digester to the existing community is about 20% of the cost. The other 80 % of the cost associated with the new digester should be assigned to new growth.

The siphon project increased the capacity of the wastewater flow that could cross the railroad tracks. The existing siphon is still in use and could handle the flow from existing customers 99% of the time. The new siphon will increase the line capacity for additional growth on the new line. It is assumed that the new siphon should be assigned to growth based on a 99% usage and only 1% would be used by existing customers.

Summary

Digester - 80% to new growth 20% to existing customers.

Siphon - 99% to new growth and 1% to existing customers.

Spanish Fork, Utah

May 15, 2012

The City Council (the "Council") of Spanish Fork City, Utah (the "City"), met in regular public session at the regular meeting place of the Council in Spanish Fork City, Utah on May 15, 2012, at the hour of 6:00 p.m., with the following members of the Council being present:

G. Wayne Andersen	Mayor
Rod Dart	Councilmember
Richard M. Davis	Councilmember
Brandon Gordon	Councilmember
Steve Leifson	Councilmember
Keir Scoubes	Councilmember

Also present:

David A. Oyler	City Manager
Kent R. Clark	Finance Director/City Recorder
S. Junior Baker	City Attorney

Absent:

After the meeting had been duly called to order and after other matters not pertinent to this resolution had been discussed, the City Recorder presented to the Council a Certificate of Compliance with Open Meeting Law with respect to this May 15, 2012, meeting, a copy of which is attached hereto as Exhibit A.

The following resolution was then introduced in written form, was fully discussed, and pursuant to motion duly made by Councilmember _____ and seconded by Councilmember _____, was adopted by the following vote:

AYE:

NAY:

The resolution is as follows:

RESOLUTION NO. 12-04

A RESOLUTION OF THE CITY COUNCIL OF SPANISH FORK CITY, UTAH (THE "ISSUER"), AUTHORIZING THE ISSUANCE AND SALE OF NOT MORE THAN \$4,100,000 AGGREGATE PRINCIPAL AMOUNT OF WATER REVENUE BONDS, SERIES 2012; FIXING THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF THE BONDS, THE MAXIMUM NUMBER OF YEARS OVER WHICH THE BONDS MAY MATURE, THE MAXIMUM INTEREST RATE WHICH THE BONDS MAY BEAR, AND THE MAXIMUM DISCOUNT FROM PAR AT WHICH THE BONDS MAY BE SOLD; DELEGATING TO CERTAIN OFFICERS OF THE ISSUER THE AUTHORITY TO APPROVE THE FINAL TERMS AND PROVISIONS OF THE BONDS WITHIN THE PARAMETERS SET FORTH HEREIN; PROVIDING FOR THE PUBLICATION OF A NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED AND THE RUNNING OF A CONTEST PERIOD; AUTHORIZING AND APPROVING THE EXECUTION OF A SUPPLEMENTAL INDENTURE OF TRUST, A BOND PURCHASE AGREEMENT AND OTHER DOCUMENTS REQUIRED IN CONNECTION THEREWITH; AUTHORIZING THE TAKING OF ALL OTHER ACTIONS NECESSARY TO THE CONSUMMATION OF THE TRANSACTIONS CONTEMPLATED BY THIS RESOLUTION; AND RELATED MATTERS.

WHEREAS, pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended (the "Act"), the City Council (the "Council") of Spanish Fork City, Utah (the "Issuer"), is authorized to issue water revenue bonds payable from the net revenues of its existing water system (the "System") for the municipal purposes set forth therein; and

WHEREAS, subject to the limitations set forth herein, the Issuer desires to issue its Water Revenue Bonds, Series 2012 (the "Series 2012 Bonds") (to be issued in one or more series and with such other series or title designation(s) as may be determined by the Issuer) to (a) finance the acquisition and construction of improvements to the System and related water improvements (collectively, the "Project"), (b) fund a deposit to a debt service reserve fund if necessary and (c) pay costs of issuance of the Series 2012 Bonds, pursuant to this Resolution, a General Indenture of Trust dated as of October 1, 1998 between the Issuer and Zions First National Bank, as trustee (the "Trustee"), as previously supplemented and amended (the "General Indenture") and a Supplemental Indenture of Trust between the Issuer and the Trustee (the "Supplemental Indenture," and together with the General Indenture, the "Indenture"), in substantially the forms presented at the meeting at which this Resolution was adopted and which are attached hereto as Exhibit B; and

WHEREAS, the Act provides that prior to issuing bonds, an issuing entity must (a) give notice of its intent to issue such Series 2012 Bonds and (b) hold a public hearing to receive input from the public with respect to (i) the issuance of the Series 2012 Bonds

and (ii) the potential economic impact that the improvement, facility or property for which the Series 2012 Bonds pay all or part of the cost will have on the private sector; and

WHEREAS, the Issuer desires to call a public hearing for this purpose and to publish a notice of such hearing with respect to the Series 2012 Bonds, including a notice of bonds to be issued, in compliance with the Act; and

WHEREAS, there has been presented to the Council at this meeting a form of a bond purchase agreement (the “Bond Purchase Agreement”) to be entered into between the Issuer and the purchaser selected by the Issuer for the Series 2012 Bonds (the “Purchaser”), in substantially the form attached hereto as Exhibit C and

WHEREAS, in order to allow the Issuer flexibility in setting the pricing date of the Series 2012 Bonds, the Council desires to grant to the Mayor or Mayor pro tem (collectively, the “Mayor”), the City Manager of the Issuer (the “City Manager”) or the Finance Director of the Issuer (the “Finance Director”) of the Issuer (the “Designated Officers”) the authority to select the Purchaser, and approve the final interest rates, principal amounts, terms, maturities, redemption features, and purchase price at which the Series 2012 Bonds shall be sold, to determine whether the Series 2012 Bonds should be sold, and any changes with respect thereto from those terms which were before the Council at the time of adoption of this Resolution, provided such terms do not exceed the parameters set forth for such terms in this Resolution (the “Parameters”);

NOW, THEREFORE, it is hereby resolved by the City Council of Spanish Fork City, Utah, as follows:

Section 1. For the purpose of (a) financing the Project, (b) funding a deposit to a debt service reserve fund, if necessary, and (c) paying costs of issuance, the Issuer hereby authorizes the issuance of the Series 2012 Bonds which shall be designated “Spanish Fork City, Utah Water Revenue Bonds, Series 2012” (or with such other series or title designation as may be determined by the Issuer) in the initial aggregate principal amount of not to exceed \$4,100,000. The Series 2012 Bonds shall mature in not more than eleven (11) years from their date or dates, shall be sold at a price not less than ninety-eight percent (98%) of the total principal amount thereof, shall bear interest at a maximum net effective rate or rates of not to exceed five percent (5.0%) per annum, as shall be approved by any two of the Designated Officers, all within the Parameters set forth herein. The issuance of the Series 2012 Bonds shall be subject to the final approval of Bond Counsel and to the approval of the City Attorney for the Issuer.

Section 2. The Indenture and the Bond Purchase Agreement, in substantially the forms presented to this meeting and attached hereto as Exhibits B and C respectively, are hereby authorized, approved, and confirmed. The Mayor and the City Recorder are hereby authorized to execute and deliver the Indenture and the Bond Purchase Agreement, in substantially the forms and with substantially the content as the forms presented at this meeting for and on behalf of the Issuer, with final terms as may be established by the Designated Officers within the Parameters set forth herein, and with such alterations, changes or additions as may be necessary or as may be authorized by

Section 3 hereof. The Designated Officers are each hereby authorized to select the Purchaser, to specify and agree as to the final principal amounts, terms, discounts, maturities, interest rates, redemption features, and purchase price with respect to the Series 2012 Bonds for and on behalf of the Issuer, provided that such terms are within the Parameters set by this Resolution. The execution of the Bond Purchase Agreement will signify the approval of the Designated Officers.

Section 3. The appropriate officials of the Issuer are authorized to make any alterations, changes or additions to the Indenture, the Series 2012 Bonds, the Bond Purchase Agreement, or any other document herein authorized and approved which may be necessary to conform the same to the final terms of the Series 2012 Bonds (within the Parameters set by this Resolution), to conform to any applicable bond insurance or reserve instrument or to remove the same, to correct errors or omissions therein, to complete the same, to remove ambiguities therefrom, or to conform the same to other provisions of said instruments, to the provisions of this Resolution or any resolution adopted by the Council or the provisions of the laws of the State of Utah or the United States.

Section 4. The form, terms, and provisions of the Series 2012 Bonds and the provisions for the signatures, authentication, payment, registration, transfer, exchange, redemption, and number shall be as set forth in the Indenture. The Mayor or Mayor pro tem and the City Recorder are hereby authorized and directed to execute and seal the Series 2012 Bonds and to deliver said Series 2012 Bonds to the Trustee for authentication. The signatures of the Mayor or Mayor pro tem and the City Recorder may be by facsimile or manual execution.

Section 5. The appropriate officials of the Issuer are hereby authorized and directed to execute and deliver to the Trustee the written order of the Issuer for authentication and delivery of the Series 2012 Bonds in accordance with the provisions of the Indenture.

Section 6. Upon their issuance, the Series 2012 Bonds will constitute special limited obligations of the Issuer payable solely from and to the extent of the sources set forth in the Series 2012 Bonds and the Indenture. No provision of this Resolution, the Indenture, the Series 2012 Bonds, or any other instrument, shall be construed as creating a general obligation of the Issuer, or of creating a general obligation of the State of Utah or any political subdivision thereof, or as incurring or creating a charge upon the general credit of the Issuer or its taxing powers.

Section 7. The appropriate officials of the Issuer, and each of them, are hereby authorized and directed to execute and deliver for and on behalf of the Issuer any or all additional certificates, documents (including, but not limited to, tax compliance procedures) and other papers and to perform all other acts they may deem necessary or appropriate in order to implement and carry out the matters authorized in this Resolution and the documents authorized and approved herein.

Section 8. After the Series 2012 Bonds are delivered by the Trustee to the Purchaser, and upon receipt of payment therefor, this Resolution shall be and remain

irrepealable until the principal of, premium, if any, and interest on the Series 2012 Bonds are deemed to have been duly discharged in accordance with the terms and provisions of the Indenture.

Section 9. The Issuer shall hold a public hearing on June 5, 2012, to receive input from the public with respect to (a) the issuance of the Series 2012 Bonds, and (b) the potential economic impact that the improvements to be financed with the proceeds of the Series 2012 Bonds will have on the private sector, which hearing date shall not be less than fourteen (14) days after notice of the public hearing is first published (i) once a week for two consecutive weeks in The Daily Herald, a newspaper of general circulation in the Issuer, (ii) on the Utah Public Notice Website created under Section 63F-1-701, Utah Code Annotated 1953, as amended, and (iii) on the Utah Legal Notices website (www.utahlegals.com) created under Section 45-1-101, Utah Code Annotated 1953, as amended, no less than fourteen (14) days before the public hearing date. The City Recorder shall cause a copy of this Resolution (together with all exhibits hereto) to be kept on file in Spanish Fork City offices, for public examination during the regular business hours of the Issuer until at least thirty (30) days from and after the date of publication thereof. The Issuer directs its officers and staff to publish a “Notice of Public Hearing and Bonds to be Issued” in substantially the following form:

NOTICE OF PUBLIC HEARING AND BONDS TO BE ISSUED

NOTICE IS HEREBY GIVEN pursuant to the provisions of the Local Government Bonding Act, Title 11, Chapter 14, Utah Code Annotated 1953, as amended, that on May 15, 2012, the City Council (the "Council") of Spanish Fork City, Utah (the "Issuer"), adopted a resolution (the "Resolution") in which it authorized the issuance of the Issuer's Water Revenue Bonds, Series 2012 (the "Series 2012 Bonds") (to be issued in one or more series and with such other series or title designation(s) as may be determined by the Issuer) and called a public hearing to receive input from the public with respect to (a) the issuance of the Series 2012 Bonds and (b) any potential economic impact that the Project described herein to be financed with the proceeds of the Series 2012 Bonds may have on the private sector.

TIME, PLACE AND LOCATION OF PUBLIC HEARING

The Issuer shall hold a public hearing on June 5, 2012, at the hour of 6:00 p.m. at 40 South Main, Spanish Fork, Utah. The purpose of the hearing is to receive input from the public with respect to (a) the issuance of the Series 2012 Bonds and (b) any potential economic impact that the Project to be financed with the proceeds of the Series 2012 Bonds may have on the private sector. All members of the public are invited to attend and participate.

PURPOSE FOR ISSUING THE SERIES 2012 BONDS

The Series 2012 Bonds will be issued for the purpose of (a) financing the acquisition and construction of improvements to the Issuer's water system and related water improvements (collectively, the "Project") and (b) paying costs of issuance of the Series 2012 Bonds.

PARAMETERS OF THE SERIES 2012 BONDS

The Issuer intends to issue its Water Revenue Bonds, Series 2012 in the aggregate principal amount of not more than Four Million One Hundred Thousand Dollars (\$4,100,000), to mature in not more than eleven (11) years from their date or dates, to be sold at a price not less than ninety-eight percent (98%) of the total principal amount thereof, and bearing interest at a rate or rates not to exceed five percent (5.00%) per annum. The Series 2012 Bonds are to be issued and sold by the Issuer pursuant to the Resolution, including as part of said Resolution, a General Indenture of Trust (the "General Indenture"), and a Supplemental Indenture of Trust (the "Supplemental Indenture" and together with the General Indenture, the "Indenture") which were before the Council and attached to the Resolution in substantially final form at the time of the adoption of the Resolution and said Supplemental Indenture is to be executed by the Council in such form and with such changes thereto as shall be approved by the Mayor or Mayor pro tem, and City Recorder; provided that the principal amount, interest rate or rates, maturity, and discount of the Series 2012 Bonds will not exceed the maximums set forth above.

A copy of the Resolution and the Indenture are on file in the office of Spanish Fork City Recorder, 40 South Main, Spanish Fork, Utah, where they may be examined during regular business hours of the City Recorder from 8:00 a.m. to 5:00 p.m. for a period of at least thirty (30) days from and after the date of publication of this notice.

NOTICE IS FURTHER GIVEN that a period of thirty (30) days from and after the date of the publication of this notice is provided by law during which any person in interest shall have the right to contest the legality of the Resolution, the Indenture, or the Series 2012 Bonds, or any provision made for the security and payment of the Series 2012 Bonds, and that after such time, no one shall have any cause of action to contest the regularity, formality, or legality thereof for any cause whatsoever.

DATED this May 15, 2012.

/s/ Kent R. Clark
City Recorder

Section 10. For purposes of and in accordance with Section 265 of the Code, the Issuer hereby designates the Series 2012 Bonds as an issue qualifying for the exception for certain qualified tax-exempt obligations to the rule denying banks and other financial institutions 100% of the deduction for interest expenses which is allocable to tax-exempt interest. The Issuer reasonably anticipates that the total amount of tax-exempt obligations (other than obligations described in Section 265(b)(3)(C)(ii) of the Code) which will be issued by the Issuer and by any aggregated issuer during calendar year 2012 will not exceed \$10,000,000. For purposes of this section, “aggregated issuer” means any entity which (i) issues obligations on behalf of the Issuer, (ii) derives its issuing authority from the Issuer, or (iii) is subject to direct or indirect control by the Issuer within the meaning of Treasury Regulatory Section 1.150-1(e). The Issuer hereby represents that (a) it has not created and does not intend to create and does not expect to benefit from any entity formed or availed of to avoid the purposes of Section 265(b)(3)(C) or (D) of the Code and (b) the total amount of obligations so designated by the Issuer, and all aggregated issuers for calendar year 2012 does not exceed \$10,000,000.

Section 11. The Issuer hereby declares its intention and reasonable expectation to use proceeds of tax-exempt bonds to reimburse itself for initial expenditures for costs of the Project. The Series 2012 Bonds are to be issued, and the reimbursements made, by the later of 18-months after the payment of the costs or after the Project is placed in service, but in any event, no later than three years after the date the original expenditure was paid. The maximum principal amount of the Series 2012 Bonds which will be issued to finance the reimbursed costs of the Project is not expected to exceed \$4,100,000.

Section 12. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, hereby repealed and this Resolution shall be in full force and effect immediately upon its approval and adoption.

APPROVED AND ADOPTED this May 15, 2012.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

(Other business not pertinent to the foregoing appears in the minutes of the meeting.)

Upon the conclusion of all business on the Agenda, the meeting was adjourned.

(SEAL)

By: _____
Mayor

ATTEST:

By: _____
City Recorder

STATE OF UTAH)
 :
COUNTY OF UTAH)

ss.

I, Kent R. Clark, the duly appointed and qualified City Recorder of Spanish Fork City, Utah (the "City"), do hereby certify according to the records of the City Council of the City (the "City Council") in my official possession that the foregoing constitutes a true and correct excerpt of the minutes of the meeting of the City Council held on May 15, 2012, including a resolution (the "Resolution") adopted at said meeting as said minutes and Resolution are officially of record in my possession.

I further certify that the Resolution, with all exhibits attached, was deposited in my office on May 15, 2012, and pursuant to the Resolution, there was published a Notice of Public Hearing and Bonds to be Issued no less than fourteen (14) days before the public hearing date: (a) one time each week for two consecutive weeks in The Daily Herald, a newspaper having general circulation within the City, the affidavit of which publication is hereby attached, (b) on the Utah Public Notice Website created under Section 63F-1-701 Utah Code Annotated 1953, as amended and (c) on the Utah Legal Notices website (www.utahlegals.com) created under Section 45-1-101, Utah Code Annotated 1953, as amended.

IN WITNESS WHEREOF, I have hereunto subscribed my signature and impressed hereon the official seal of said City, this May 15, 2012.

(SEAL)

By: _____
City Recorder

EXHIBIT A

CERTIFICATE OF COMPLIANCE WITH
OPEN MEETING LAW

I, Kent R. Clark, the undersigned City Recorder of Spanish Fork City, Utah (the “City”), do hereby certify, according to the records of the City in my official possession, and upon my own knowledge and belief, that in accordance with the requirements of Section 52-4-202, Utah Code Annotated, 1953, as amended, I gave not less than twenty-four (24) hours public notice of the agenda, date, time and place of the May 15, 2012, public meeting held by the City Council of the City (the “City Council”) as follows:

(a) By causing a Notice, in the form attached hereto as Schedule 1, to be posted at the principal offices of the City on May ____, 2012, at least twenty-four (24) hours prior to the convening of the meeting, said Notice having continuously remained so posted and available for public inspection until the completion of the meeting;

(b) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be delivered to The Daily Herald on May ____, 2012, at least twenty-four (24) hours prior to the convening of the meeting; and

(c) By causing a copy of such Notice, in the form attached hereto as Schedule 1, to be posted on the Utah Public Notice Website (<http://pmn.utah.gov>) at least twenty-four (24) hours prior to the convening of the meeting.

In addition, the Notice of 2012 Annual Meeting Schedule for the City Council (attached hereto as Schedule 2) was given specifying the date, time, and place of the regular meetings of the City Council to be held during the year, by causing said Notice to be (a) posted on _____, at the principal office of the City Council, (b) provided to at least one newspaper of general circulation within the City on _____, and (c) published on the Utah Public Notice Website (<http://pmn.utah.gov>) during the current calendar year.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature this May 15, 2012.

(SEAL)

By: _____
City Recorder

SCHEDULE 1
NOTICE OF MEETING

SCHEDULE 2

ANNUAL MEETING SCHEDULE

(attach Proof of Publication of
Notice of Bonds to be Issued)

EXHIBIT B

FORM OF INDENTURE

[See Transcript Document Nos. __ and __]

EXHIBIT C

FORM OF BOND PURCHASE AGREEMENT

[See Transcript Document No. ___]



TO: Spanish Fork City Mayor and City Council
FROM: Dave Anderson, Community and Economic Development Director
DATE: May 10, 2012
RE: Proposed Policy on Incentives for Existing Industries

In order to facilitate additional commerce, additional employment and a greater tax base in Spanish Fork, the City adopts this policy regarding incentives that may be provided to existing industries that expand in the City. Qualifying industries may include the following:

1. The addition of new employees;
2. An increase in net property value;
3. A net increase in electric power consumption.

All requests for incentives will be reviewed on a case by case basis. The City Council maintains complete discretion as to whether any industry receives an incentive. The value of any incentive is limited to the value fees associated with the issuance of the Building Permit including Plan Check Fees, Building Permit Fees and Impact Fees. All incentives shall be provided post-performance and cannot exceed the value that the City will directly receive as a result of the expansion.

The City's provision of any incentive will be pursuant to the terms of an Expansion Agreement that has been approved by the City Council. Expansion Agreements shall be enforce for five years or less. Requests for incentives shall be initiated by a prospective industry by making proper application. The application shall describe the nature of the expansion, the anticipated number of new employees, the anticipated capital investment, the current Kwh demand and KW usage and the anticipated Kwh demand and KW usage that would occur after the expansion.



Spanish Fork City

Application for Incentive to Expand

40 South Main Street, Spanish Fork, Utah 84660
 (801) 804-4580 Fax (801) 804-4510

www.spanishfork.org



The following application is provided for industries that currently operate in Spanish Fork who are considering an expansion of their existing operation in Spanish Fork. Complete applications for City provided incentives will be reviewed by City Staff and then be presented to the City Council for their consideration.

Project Information

Application Date:

Company Name:

Company Address:

Company Contact:

Telephone:

Email Address:

Additional Materials

Applicants must submit a general description of the expansion and the nature of the production it will facilitate.

Electric Power Consumption

prior past 12 months average monthly Kwh:		prior past 12 months KW demand monthly average:	
future anticipated 12 months average monthly Kwh:		future anticipated 12 months KW demand monthly average:	

Employment

current number of full-time benefitted employees:

future number of full-time benefitted employees after:

1 year		2 years		3 years		4 years		5 years	
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Capital Investment

current assted value:

anticipated net property value after the expansion:

Additional Materials

Applicants may submit additional information and supporting documents with this application if that information helps to describe the project and the impact it would have on the community. Also, Spanish Fork City may require additional information as deemed necessary.

ORDINANCE NO. 06-12

ROLL CALL

VOTING	YES	NO
G. WAYNE ANDERSEN <i>Mayor (votes only in case of tie)</i>		
ROD DART <i>Council member</i>		
RICHARD M. DAVIS <i>Council member</i>		
STEVE LEIFSON <i>Council member</i>		
BRANDON B. GORDON <i>Council member</i>		
KEIR A. SCUBES <i>Council member</i>		

I MOVE this ordinance be adopted: _____

I SECOND the foregoing motion _____

ORDINANCE No. 06-12

AN ORDINANCE AMENDING PARKING REQUIREMENTS IN COMMERCIAL AREAS

WHEREAS, Spanish Fork City has had a commercial area along main street, which historically has been between 400 North and Center Street; and

WHEREAS, the growth of the City in the last decade has pushed the commercial areas between 400 North and Center Street towards 100 East and 100 West; and

WHEREAS, the nature of this historical development along main street between 400 North and Center Street has been such that parking is very limited; and

WHEREAS, as the expansion of the commercial area occurs, parking concerns are being

created in areas which are in a transitional stage, from residential to commercial uses; and

WHEREAS, it is appropriate to regulate parking to accommodate business and protect the residential uses from further encroachment;

NOW THEREFORE, be it ordained and enacted by the Spanish Fork City Council as follows:

I.

Spanish Fork City Municipal Code §10.16.010 (B) is hereby amended as follows:

10-16-010 Parking Prohibited

B. In addition to the restrictions set forth in paragraph A, it shall be unlawful for any person to park any vehicle on a single block for more than three consecutive hours on Main Street from I-15 to 400 South. It shall also be illegal for any person to park any vehicle for more than three consecutive hours in front of any commercial use, as signed by the City, on either side of the street on the block between 400 North and Center Street and between 100 East and 100 West.

II.

This Ordinance shall become effective 20 days after passage and publication.

PASSED AND ORDERED PUBLISHED BY THE CITY COUNCIL OF SPANISH FORK, UTAH, this 15th day of May, 2012.

G. WAYNE ANDERSEN, Mayor

Attest:

Kent R. Clark, City Recorder

TITLE 2 ADMINISTRATION OF GOVERNMENT

Chapter 2.04	General
Chapter 2.08	City Council
Chapter 2.12	Mayor
Chapter 2.16	City Manager
Chapter 2.20	City Recorder
Chapter 2.24	City Treasurer
Chapter 2.28	Chief of Police
Chapter 2.32	City Engineer
Chapter 2.40	City Finance Director
Chapter 2.44	City Attorney
Chapter 2.48	Elections
Chapter 2.52	Other Offices
Chapter 2.56	Government Records Access and Management Act
Chapter 2.60	Constitutional Taking Issues
Chapter 2.64	Campaign Finance Disclosure

Chapter 2.04 General

2.04.010	Officers - Generally
2.04.020	Legislative and Governing Body
2.04.030	Officers - Eligibility
2.04.040	Oaths and Bonds
2.04.050	Compensation of Officers
2.04.060	Terms
2.04.0760	Conflict of Interest
2.04.0870	Nepotism
2.04.0980	Delivering Property to Successor in Office

2.04.010 Officers - Generally

The municipal government of the city is vested in a mayor and city council, to be composed of five (5) council members to be elected at large.

2.04.020 Legislative and Governing Body

The Mayor and City Council are and shall be the legislative and governing body of ~~this~~ **the** City and as such shall have, exercise and discharge all of the rights, powers, privileges and authority conferred by law upon this city and shall perform all duties required of them by law or ordinance and shall perform such other acts and take such other measures not inconsistent with law as may be necessary for the efficient government of ~~this~~ **the** City.

2.04.030 Officers - Eligibility

All elective officers shall be chosen by qualified voters of the City. No person shall be eligible for any elective office who is not a qualified voter of the City. Any elective officer who moves their domicile outside the city during their term of office shall forfeit their office.

2.04.040 Oaths and Bonds

All **elect**ed or **appointed** officers, ~~whether elected or appointed,~~ shall, before they enter upon the duties of their respective office, take, ~~subscribe and file~~ the constitutional oath of office. ~~;~~ and every such officer shall, before entering upon the duties of his or her office, execute a bond with good and sufficient sureties, payable to the city, in such penal sum as may by resolution or ordinance be directed, and conditioned for the faithful performance of the duties of his or her office and the payment of all moneys received by such officer according to law and the ordinances or resolutions of the city; ~~provided that the treasurer's bond shall be fixed at a sum of not less than the minimum amount set by the state money management council. The bonds of the council member shall be approved by the mayor and the bonds of all other officers shall be approved by the city council.~~ **The City Treasurer shall post a bond in the minimum amount set by the State Money Management Council. The City will provide an Employee Theft and Faithful Performance of Duty bond for other employees in an amount it determines adequate.** The premium charged by a corporate surety for any official bond shall be paid by the City.

2.04.050 Compensation of Officers

A. The ~~elect~~ed, **appointed**, and statutory officers shall receive such compensation for their services as the city council may fix, adopting compensation or compensation schedules enacted after public hearing, **which hearing may be part of the budget hearing.**

~~B. The compensation schedules for all elected, statutory and appointed offices shall be submitted as part of the budget each year and approved as part of the budgeting process after a public hearing.~~

€. The council shall comply with Utah Code Annotated §10-3-818 in setting compensation for elected and statutory officers.

~~2.04.060~~ **Terms**

~~Except for the, as otherwise provided by law or ordinance, the term of office of all appointive officers shall be until the municipal mayoral election next following their appointment and until their respective successors are chosen and qualified, unless they are sooner removed by the mayor with the concurrence of a majority of the members of the city council, or by a majority of the members of the city council with the concurrence of the mayor.~~

2.04.0760 Conflict of Interest

No officer or employee of the City shall be directly or indirectly interested in any contract, work, project, business or in the sale of any item involving the City without first disclosing this interest to the city manager ~~and mayor and council~~. All officers and employees of the city shall comply with and be bound by the "Municipal Officer's and Employee's Ethics Act", (UCA §10-3-1301 et seq.) and the "Utah Public Officer's and Employee's Ethics Act", (UCA §67-16-1 et seq.).

2.04.0870 **Nepotism**

All officers and employees of the city with the responsibility for making appointments or hiring must comply with and be bound by state law prohibiting the employment of relatives found in Utah Code Annotated §52-3-1 et seq.

2.04.0980 **Delivering Property to Successor in Office.**

If any person having been an officer, employee, or other official of this city shall not, within five (5) days after notification and request, deliver to his or her successor in office all property, papers, and effects of every description in his or her actual or constructive possession belonging to the city or appertaining to the office or position he or she held, he or she is guilty of a Class B Misdemeanor.

Chapter 2.08 City Council

- 2.08.010 Powers and Duties
- ~~2.08.020 Regulation of Offices and Departments~~
- 2.08.030 Council - Regular Meetings
- 2.08.035 Telecommunications Meetings
- 2.08.040 Council - Voting
- 2.08.050 Council - Special Meetings
- 2.08.060 Council - Quorum
- 2.08.070 Council - Rules - Member Expulsion
- 2.08.080 Members - Appointments to Other Offices
- 2.08.090 Audit of Accounts - Report
- 2.08.100 Vacancies
- 2.08.110 Budgetary Process
- 2.08.120 Fiscal Year
- 2.08.130 Liability Claims Approval
- 2.08.140 Appointment of Judges of Election - Voting Places
- 2.08.150 Canvass Returns of Election - Issuance of Certificates
- 2.08.160 Evaluation of Manager**

2.08.010 Powers and Duties

The city council shall perform all duties as **that** are ~~or may be~~ prescribed by the statutes of this state or by the city ordinances and shall perform such other acts and take such other measures not inconsistent with law as may be necessary for the efficient government of the city.

~~2.08.020 Regulation of Offices and Departments~~

~~The city council shall have power to formulate and adopt, by ordinance or resolution, all necessary rules and regulations prescribing the duties and conduct of the other officers of the city, including the management and administration of the respective offices, not in conflict with this code or with the laws of the State of Utah and for this purpose may divide the work of the city into departments with each councilmember having responsibility for particular departments or department assigned to him or her.~~

2.08.030 Council - Regular Meetings

The City Council shall conduct **business at** two regular meetings each month, which shall be held on the first and third Tuesdays of the month, at the Spanish Fork City **office** building, 40 South Main. ~~which m~~ Meetings shall begin promptly at 6:00 p.m. If the meeting day is on a legal holiday, then the meeting may be held at the city office building at another date and time established by the Council. The Council shall conform to the state open meeting law in rescheduling meetings **or calling special meetings** ~~continued in conflict with a legal holiday.~~

2.08.035 Telecommunications Meetings

A. Definitions

As used herein, the following terms shall have the following meanings:

Anchor Locations” means Spanish Fork City offices, or such other place where a public meeting is

held, as established by law;

“**City**” means Spanish Fork City;

“**Council**” means the Spanish Fork City Council;

“**Member**” means an individual who serves either on the Council or as staff of City;

“**Real Time**” means instantaneous communications such as speaking face to face, without undue delays, hearing and/or seeing what is being said or done;

“**Remote Location**” means any place other than the anchor location, where a Member is at who participates in a telecommunications meeting;

“**Telecommunications Meeting**” means a formal meeting of the City where one or more Members participates from a remote location via-telephone, internet, television, or other telecommunication means now known or yet to be developed.

B. Telecommunications Meetings Authorized

(i) Members may participate in meetings via telecommunications media.

(ii) Any form of telecommunication may be used, as long as it allows for real time interaction in the way of discussions, questions and answers, and voting.

(iii) Members who desire to participate in a meeting of the City via telecommunications should notify the City of their intent at ~~at least one week~~ in advance of the meeting, **as set forth in paragraph E(iii)**, so that appropriate arrangements can be made to conduct the meeting via telecommunications. The ~~one week~~ notice may be waived by the City in the event of emergency conditions which preclude the ability to give ~~one weeks~~ notice.

(iv) Any member(s) participating from remote locations shall make contact with the City ~~15 minutes~~ prior to the start of the meeting to ensure the equipment to be used is in proper working order.

C. Notices

(i) Notices of meetings are to be given in the manner and within the time frame set forth by law.

(ii) Public notices, to the extent applicable, are to be given according to law, listing the anchor location as the site of the meeting.

D. Quorum

(i) Members participating via telecommunications are to be considered present for purposes of establishing a quorum, as defined by law.

(ii) In the event of failure of equipment, or other factor, which causes a lack of communications with a member(s) causing lack of a quorum, no additional business may be conducted until the quorum can be reconstituted. Continuances may be granted as set forth by law. Business already conducted remains valid and binding.

E. Location

(i) Whenever a meeting is to be held with a member(s) via telecommunications, the anchor location, identified in all notices, shall be the City offices, 40 South Main Spanish Fork, Utah or such other location as determined by the Council in accordance with law.

(ii) Public participation is limited to the anchor location.

(iii) Members who desire to participate in a meeting of the City via telecommunications should notify the City of their intent far enough in advance of the meeting so that appropriate arrangements can be made to conduct the meeting via telecommunications. Notice shall be given to the City Manager’s office, which

office shall determine what is adequate notice.

F. Method

- (i) Any telecommunications method now known or hereafter developed may be used to conduct a telecommunications meeting, so long as the criteria set forth herein can be met.
- (ii) All persons at the anchor location shall be required to have real time video and/or audio contact with member(s) participating from remote locations, so as to know the entire discussion and deliberations of the Council.
- (iii) Members participating from remote locations shall have the obligation to use appropriate equipment or take other precautions to eliminate static or other disturbances to the orderly conduct of the meeting.
- (iv) If available, and not cost prohibitive, an audio and video feed is the preferred method of conducting a telecommunications meeting.

G. Costs

- (i) The City may elect to pay the costs of a telecommunications meeting.
- (ii) If the City is paying the costs, it may make the arrangements and initiate the contact in order to conduct the meeting.

2.08.040 Council - Voting

~~The yeas and nays~~ A **roll call vote** shall be taken upon the passage of all ordinances and all propositions to create any liability against the city and in all other cases at the request of any member of the City Council, which shall be entered upon the journal of its proceedings. The concurrence of a majority of the members present shall be necessary to the passage of any such ordinances or proposition, **provided that at least three votes are required to pass any matter.**

2.08.050 Council - Special Meetings

The Mayor or any two (2) members of the Council may call a special meeting of the city council by giving notice of it to each of the members of the Council, served personally or left at their usual place of abode. No vote of the City Council shall be reconsidered or rescinded at a special meeting, unless at such special meeting there is present as large a number of members as were present when **the initial** ~~such~~ vote was taken.

2.08.060 Council - Quorum

Three (3) members of the Council, constitute a quorum to do business but a smaller number may adjourn from time to time and are in power to compel the attendance of an absent member and may, when necessary, direct the chief of police or any police officer of the city to bring in such member or members under arrest. Should any member of the Council be absent when notified by the chief of police or other proper authority that his or her presence is necessary to form a quorum unless he or she presents an excuse satisfactory to the Council at its next regular meeting, or should any member leave the Council when in session without the consent of the Council, when said leaving would break the quorum, he or she may be fined any sum not exceeding **two hundred** fifty dollars (\$**250.00**).

2.08.070 Council - Rules - Member Expulsion

The City Council shall determine its own rules of proceedings, may punish its members for disorderly conduct, and, with the concurrence of two-thirds of the members, may expel a member for cause. Cause shall include, but not necessarily be limited to, conviction of a felony or conviction of any crime involving moral turpitude.

2.08.080 Members - Appointments to Other Offices

No member of the City Council shall hold ~~or be appointed to~~ any office which shall have been created during the term for which he or she was elected.

2.08.090 Audit of Accounts - Report

The City Council shall require an annual audit of the accounts of all officers of the City having the care, management, collection or disbursement of money belonging to the City or appropriated by law or otherwise for the use and benefit of the City. The annual audit shall be performed by or under the direction of a competent public accountant, not an officer of the City, and shall be prepared within one hundred eighty (180) days following the close of the fiscal year. Copies of all audit reports made pursuant to this section shall be filed in the office of the City Finance Director and with the State Auditor's office, and may be used in addition to or in lieu of the annual report of the City Finance Director as may be required by the City Council.

2.08.100 Vacancies

If any vacancy occurs in the office of a City council member, such vacancy shall be filled by appointment by the City Council. The appointment shall be good until the next municipal election. The City will follow the requirements of state law in making any such appointment.

2.08.110 Budgetary Process

The City shall prepare a budget for each fiscal year in conformance the "Utah Municipal Fiscal Procedures Act".

2.08.120 Fiscal Year

The fiscal year shall begin July 1 and end June 30 of the following year.

2.08.130 Liability Claims Approval

All liability claims properly presented to the City shall be referred to Utah Risk Management Mutual Association for their review. Any claims referred back to the city by U.R.M.M.A. shall be reviewed pursuant to the liability policy of the City.

2.08.140 Appointment of Judges of Election - Voting Places

In all municipal elections the City Council shall appoint ~~judges of election~~ **poll workers** and designate the places of voting. All elections must be conducted according to the general laws of the State, and all notices and lists of names required to be posted by registry agents prior to any general election shall also be posted by the registry agents prior to any municipal election, the necessary changes being made as to time of posting the same.

2.08.150 Canvass Returns of Election - Issuance of Certificates

~~On or before the Monday~~ **The City Council, acting as the municipal canvassers, no sooner than seven, nor later than fourteen days** following any municipal election, ~~the City Council,~~ must convene and publicly canvass the result and issue certificates of election to each person elected by a plurality of votes. When two ~~(2)~~ or more persons have received an equal ~~and highest~~ number of votes for any ~~one (1)~~ of the offices voted for, **and would be elected except for the tie,** the tie shall be decided by lot in the presence of the Mayor and City Recorder upon a day designated by the Mayor.

2.08.160 Evaluation of Manager

The Council and Mayor shall perform an annual performance evaluation of the City Manager.

Chapter 2.12 Mayor

2.12.010 Powers and Duties

2.12.020 Temporary Absence - Appointment of Mayor Pro tempore

2.12.030 No Veto

2.12.040 Vacancy

2.12.010 Powers and Duties

A. The Mayor shall preside at all meetings of the City Council, but shall not vote except in case of a tie when he or she shall cast the deciding vote, **or when the powers, duties, or functions of the Mayor are being enlarged or restricted.**

B. The Mayor has a vote, with the Council, to appoint or remove a city manager.

CB. The mayor shall have such powers and duties as granted by state law or local ordinance and shall perform all duties prescribed by law, ordinance, or resolution.

D. The Mayor has the power to appoint and remove the City Recorder and City Treasurer, which appointments or removals must be approved by a majority of the Council.

E. The Mayor and Council shall perform an annual evaluation of the City Manager. The Mayor shall be responsible to schedule the evaluation with the Council and Manager.

F. The Mayor shall appoint, with the consent of a majority of the Council, members of the commissions, boards, and committees of the City, unless otherwise established by ordinance.

2.12.020 Temporary Absence - Appointment of Mayor Pro Tempore

In the absence of the Mayor or because of his or her inability or refusal to act, the Council may elect a member from the Council to preside over the meeting as mayor pro tempore, who shall have all of the powers and duties of the Mayor during the Mayors absence or disability. The election of a mayor pro tempore shall be entered in the minutes of the meeting. **The Mayor Pro Tempore shall retain his/her vote as a member of the Council.**

2.12.030 No Veto

The Mayor ~~of the city~~ shall have no power to veto any act of the **City Council** ~~governing body~~ unless otherwise specifically authorized by state statute.

2.12.040 Vacancy

Whenever a vacancy in the office of mayor occurs the City Council shall elect a mayor who shall serve until the next municipal election and until his or her successor is elected and qualified.

Chapter 2.16 City Manager

2.16.010 Creation of City Manager

2.16.020 Powers and Duties

2.16.010 Creation and Appointment of City Manager

The City Council hereby creates the office of City Manager pursuant to Utah Code Annotated §10-3-924 ~~3b-303(1)(b)(iii)~~. ~~which shall not be the alternate form of council/manager form of government authorized by UCA §10-3-1201 et.seq. The terms city manager and city administrator shall be interchangeable.~~ **The Manager is appointed by the Governing Body in accordance with Utah Code Ann. §§10-3b-302 and 303.**

2.16.020 Powers and Duties

A. The City Manager shall exercise said powers and perform said duties as set forth herein or established by ordinance or resolution. The powers and duties of the Manager will be to:

1. Faithfully execute and enforce all applicable laws, ordinances, rules, and regulations of the City, create and administer policies, rules, and regulations unless otherwise reserved to the Council, and see that all franchises, leases, permits, contracts, licenses, and privileges granted by the City are observed, having been delegated all administrative powers belonging to the Mayor and Council;

2. Function as the chief administrative officer **of the City**, having authority, supervision and direction over all ~~heads of departments~~ and direct **the** officers and employees of the City through the designated department;

3. Appoint, remove, promote and demote any and all officers and employees of the City, subject to all applicable personnel ordinances, rules, and regulations, ~~except for those offices whose appointment and/or removal is governed by State law or existing city ordinances including the City Recorder and City Treasurer, chief of police, city engineer, and city attorney, appointment, removal and demotion of the department heads shall be subject to the approval of the mayor and city council;~~

4. Carry out all policies and programs as established by the Mayor and City Council;

5. ~~Conduct studies and recommend to the Mayor and City Council such administrative reorganization of offices, positions or units under the administrator's direction as may be indicated in the interest of efficient, effective and economical conduct of the city's business;~~ **Create all necessary departments, divisions, sections, and offices necessary for the government of the City; prepare recommendations for the governing body regarding the addition, deletion, or reduction in municipal services;**

6. Attend all meetings of the City Council and take part in its discussions and deliberations, but without the right to vote;

~~7. establish and administer standards, rules and procedures for the city personnel system;~~

~~87.~~ Prepare or have prepared for the Mayor and City Council the annual budget and be responsible for the administration of the budget upon adoption;

~~98.~~ Submit to the Mayor and City Council plans and programs relating to the development and needs of the City, and annual and special reports concerning the financial, administrative and operational activities of the City ~~office and city departments~~, together with his or her evaluation and recommendations relating to them;

109. Discharge any other duties specified by ordinance statute or imposed by the Mayor and City Council.

B. Nothing in this section shall be construed to delegate to the Manager the legislative and judicial powers of the Mayor, the Mayor's position as chairperson of the governing body, or any *ex officio* position which the Mayor shall hold.

Chapter 2.20 City Recorder

2.20.010	Appointment
2.20.020	Supervision
2.20.030	Record Keeping
2.20.040	Countersigning Contract
2.20.050	General Duties

2.20.010 Appointment

On or before the first Monday in February following a mayoral municipal election there shall be appointed by the Mayor, with the advice and consent of at least three (3) members of the City Council, a City Recorder who shall perform the duties required of him or her by law, the ordinances of the City and the State of Utah, and such other duties as the City Council may require. The City Recorder shall serve until his/her successor is appointed, qualified, and sworn in.

2.20.020 Supervision

The City Recorder shall be under the direction and supervision of the City Manager.

2.20.030 Record Keeping

The City Recorder shall keep a record of the proceedings of the City Council, whose meetings it shall be his or her duty to attend. He or she shall accurately record all ordinances and resolutions passed by the City Council in a book kept for that purpose. He or she shall certify to the publication of all ordinances and retain the affidavits of publication. He or she shall attest all papers signed by the Mayor in his/her official capacity. ~~officially.~~ He or she shall also keep, in a book provided for that purpose, the names of persons elected or appointed to any office, commission, board or committee within the City, together with the dates on which they entered upon the duties of their respective offices or positions and the date of their resignation or removal therefrom.

2.20.040 Countersigning Contract

The City Recorder shall countersign all contracts made on behalf of the City. Every contract made on behalf of the City or to which the City is a party shall be void unless countersigned by the Recorder. He or she shall maintain a record of all contracts, properly indexed, which record shall be open to the inspection of all interested persons.

2.20.050 General Duties

The City Recorder shall perform such other duties as may be required by city ordinance or state law.

Chapter 2.24 City Treasurer

2.24.010 Appointment

2.24.020 Supervision

2.24.030 Duties of Treasurer

2.24.040 Fiscal Procedures

2.24.010 Appointment

On or before the first Monday in February following a **mayoral** municipal election there shall be appointed by the Mayor, with the advice and consent of at least three members of the City Council, a City Treasurer who shall perform the duties required of him or her by law, the ordinances of the City and state of Utah, and such other duties as the City Council may, by resolution, require. The Treasurer shall serve until his/her successor is appointed, qualified, and sworn in.

2.24.020 Supervision

The City Treasurer shall be under the direction and supervision of the City ~~Manager~~ **Finance Director**.

2.24.030 Duties of Treasurer

The City Treasurer shall: 1) be the custodian of all money, bonds or other securities of the City; 2) determine the cash requirements of the City and provide for the investments of all idle cash; 3) receive all public funds and money payable to the City, within three (3) business days after collection, including all taxes, license's, fines, intergovernmental revenue, and keep an accurate detailed account thereof in the manner provided in the Uniform Fiscal Procedures Act for Utah Cities, and as the City Council may, by ordinance or resolution, from time to time direct; 4) collect all special taxes and assessments as provided by law and ordinance.

2.24.040 Fiscal Procedures

The City Treasurer shall act in conformance with and comply with the procedures set forth in the Uniform Fiscal Procedures Act for Utah Cities.

Chapter 2.28 — Chief of Police

2.28.010 — Appointment

2.28.020 — Supervision

2.28.030 — Duties and Powers

2.28.040 — Disposal of Unclaimed Property

2.28.010 — Appointment

There shall be appointed by the mayor, with the advice and consent of at least three (3) members of the city council, a chief of police, who shall perform the duties required of him or her by law, enforce the ordinances of the city and the laws of the state of Utah and perform such other duties as the city council may, by resolution, require. The chief of police shall serve until removed by the mayor, with the advice and consent of at least three (3) members of the city council.

2.28.020 — Supervision

The chief of police shall be under the direction and supervision of the city manager.

2.28.030 — Duties and Powers

The chief of police shall, when required, attend meetings of the city council and execute all orders of the mayor and city council. He or she shall preserve the peace and good order of the city; quell riots; arrest and bring all disorderly persons before the applicable judge or magistrate and see that all orders and judgments of said court are carried into effect. He or she shall take such measures as shall secure the peace and good order of all public meetings and of the city generally. The chief shall also act as the city public safety director.

2.28.040 — Disposal of Unclaimed Property

All unclaimed property coming into the possession of the chief of police or any police officer or law enforcement agency shall be administered and disposed of pursuant to Utah Code Annotated §77-24a-1 et.seq. as it may from time to time be amended.

Chapter 2.32 — City Engineer

2.32.010 — Appointment

2.32.020 — Supervision

2.32.030 — Duty to Maintain Records

2.32.040 — Engineers Seal

2.32.050 — Duties Relating to Improvements

2.32.060 — Records of Improvements

2.32.070 — Fees Required

2.32.080 — Recording or Filing Not to Interfere with Other Offices of Record

2.32.090 — Further Regulations - Fee Schedules

2.32.100 — Private Work Prohibited

2.32.010 — Appointment

~~There shall be appointed by the mayor, with the advice and consent of at least three (3) members of the city council, a city engineer, who shall act as the city public works director, perform the duties required of him or her by law, the ordinances of the City, and the State of Utah, and perform such other duties as the city council may, by resolution, require. The engineer shall serve until removed by the mayor, with the advice and consent of at least three (3) members of the city council.~~

2.32.020 — Supervision

~~The city engineer shall be under the direction and supervision of the city manager.~~

2.32.030 — Duty to Maintain Records

~~A. The city engineer's office shall be an office of record for all maps, plans, plats, profiles, drawings, final estimates, specifications and contracts which in any way relate to public improvements and engineering affairs of the city. The city engineer shall be custodian of and must keep all drawings and documents mentioned in this subsection on file and of record.~~

~~B. The city engineer's office shall be supplied with all necessary books, cases and supplies for recording and filing as required in this chapter. The city engineer shall record and file all drawings and documents pertaining to public lands and improvements of the city. Those made in his or her office shall be placed on record as soon as completed and shall then be open for public inspection, and any person copying the same or taking notes therefrom may do so in pencil only. He or she shall keep the records and files in good condition and turn the same over to his or her successor in office. He or she shall allow no alteration, mutilation or changes to be made in any matter of record, and shall be held strictly accountable for the same.~~



2.32.040 — Engineers Seal

~~The city engineer shall be with a seal for his or her use, as~~

provided follows:

~~2.32.050 — Duties Relating to Improvements~~

~~It shall be the duty of the city engineer to locate the lines and grades of all streets and sidewalks, alleys, avenues or other public ways, and to determine the position, size and construction of all sewers, waterworks, irrigation or drainage canals, reservoirs, culverts, aqueducts, bridges, viaducts or other public works or appurtenances, and to prepare plans, maps or profiles of the same, and to make estimates and furnish specifications for any of said work, whenever required to do so by the city manager, have general charge, supervision and inspection of all public improvements and public work undertaken by or on behalf of the city by contract or otherwise, and shall see that the same are performed in a workmanlike manner, and in accordance with the authorized plans and with the terms and specifications of the contracts.~~

~~2.32.060 — Records of Improvements~~

~~The city engineer shall keep in his or her office, certified copies of all the filed notes, maps or profiles which relate to city surveys, waterworks, sewers, irrigation systems, streets or sidewalks and all other engineering works, and he or she shall arrange and index them in such manner as will enable a ready reference thereto, and all shall be the property of the city.~~

~~2.32.070 — Fees Required~~

~~The city engineer shall not record any drawings or instruments, or file any papers or notices, or furnish any copies, or render any service connected with his office until the fees for the same are paid or tendered as prescribed by law or ordinance.~~

~~2.32.080 — Recording or Filing Not to Interfere with Other Offices of Record~~

~~The recording or filing of any drawing or instrument in the city engineer's office shall not interfere or conflict in any way with the recording or filing of the same in other offices of record.~~

~~2.32.090 — Further Regulations - Fee Schedules~~

~~The city council may, by resolution, make further rules and regulations relative to the duties of the city engineer and, wherein fees are to be charged for certain services, shall make and adopt fee schedules.~~

~~2.32.100 — Private Work Prohibited~~

~~The city engineer is expressly prohibited from doing any private engineering service on properties located within the corporate limits of the city.~~

Chapter 2.40 — City Finance Director

2.40.010 — Appointment

2.40.020 — Supervision

2.40.030 — Fiscal Procedures

2.40.040 — Payment of Monies-List Of Properties

2.40.050 — Ex-Officio Auditor

2.40.060 — General Duties

2.40.010 — Appointment

— There shall be appointed by the mayor, with the advice and consent of at least three (3) members of the city council, a city finance director who shall perform the duties required of him or her by law, the ordinances of the City and State of Utah, and such other duties as the city council may, require. The finance director shall serve until removed by the mayor with the advice and consent of the at least three (3) members of the city council and until a successor shall be appointed and qualified.

2.40.020. — Supervision

— The finance director shall be under the direction and supervision of the city manager.

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2.40.030. — Fiscal Procedures

— The city finance director shall act in conformance with and comply with the Uniform Fiscal Procedures Act for Utah Cities and the State of Utah Uniform Accounting Manual.

2.40.040. — Payment of Monies-List of Properties

— The finance director shall pay into the city treasury all money belonging to the city coming into his or her hands by virtue of his or her office.

2.40.050. — Ex-Officio Auditor

— The city finance director shall be the ex officio auditor of the city and shall perform the duties of such office without extra compensation.

2.40.060. — General Duties

— The city finance director shall not perform any duties of the city treasurer.

~~Chapter 2.44 — City Attorney~~

~~2.44.010 — Appointment~~

~~2.44.020 — Supervision~~

~~2.44.030 — Duties and Powers~~

~~2.44.010 — Appointment~~

~~There shall be appointed by the mayor, with the advise and consent of at least three (3) members of the city council, a city attorney who shall perform the duties required of him or her by law and such other duties as the city council may, by resolution, require. The attorney shall serve until removed by the mayor, with the advice and consent of at least three (3) members of the city council.~~

~~2.44.020 — Supervision~~

~~The city attorney shall be under the direction and supervision of the city manager.~~

~~2.44.030 — Duties and Powers~~

~~The city attorney shall prosecute violations of city ordinances as with the same powers as are exercised by the county attorney in respect to violations of state law, including, but not limited to, granting immunity to witnesses for violations of city ordinances. The city attorney shall, when required, attend meetings of the city council and provide such advice as may be requested. He or she shall review all contracts to be entered into by the city, shall direct or assist in defending or prosecuting actions against or on behalf of the city, and shall be the legal advisor for the city.~~

Chapter 2.48 Elections

- 2.48.010 ~~When Held--Terms of Office~~ **General, Primary, and Special Elections**
- 2.48.020 ~~Nominations~~ **Elective Offices and Terms**
- 2.48.030 ~~Primary Elections~~ **Cancellation of Elections**
- 2.48.040 ~~Certificate of Nomination--Preservation~~ **Candidates**
- 2.48.050 ~~Posting of Notice of Election - Publication~~ **Objections to Candidacy**
- 2.48.060 ~~Objections to Declaration of Candidacy~~ **Conduct of Elections**
- 2.48.070 ~~Withdrawal of Candidacy~~
- 2.48.080 ~~Form of Ballots~~
- 2.48.090 ~~Notice and Preparation for Elections~~
- 2.48.100 ~~Conduct of Elections~~
- 2.48.120 ~~Canvas of Votes~~
- 2.48.140 **070 Election Offences**

2.48.010 ~~When Held--Terms of Office~~ **General, Primary, and Special Elections**

~~On the Tuesday next, following the first Monday in November 1973, and biennially thereafter, there shall be held an election to fill all elective offices to be vacated in the City at twelve noon (12:00) on the first Monday of January following. Such elected officers shall continue in office for the term as hereinafter provided unless sooner removed for cause, resignation or death.~~

~~There shall be elected in the year 1973 a mayor, and two (2) councilmembers for the term of four (4) years and two (2) councilmembers for a term of two (2) years, and quadrennially thereafter, a mayor and two (2) councilmembers for a term of four (4) years. In the year 1975 there shall be elected three (3) councilmembers for a term of four (4) years and quadrennially thereafter.~~

~~The officers so elected shall be required to take the oath of office on the first Monday in January, at 12:00 noon, or as soon thereafter as practically possible. [This paragraph and the one preceding it are moved to 2.48.020, with changes.]~~

~~General, primary, and special elections shall be held at the times and in the manner identified in Utah Code Ann. §§20A-1-202, 20A-1-203, and 20A-9-404.~~

2.48.020 ~~Nominations~~ **Elective Offices and Terms**

~~A. Any person who is a registered voter may be a candidate and hold office, if the person has resided within the City for a period of twelve (12) consecutive months immediately preceding the date of the election. In the event of an annexation, any person who has resided within the territory annexed for the prescribed twelve month period is deemed to meet the residency requirements for candidacy.~~

~~B. To become a candidate for elective office at a November election of the City, a declaration of candidacy or nomination petition shall be filed with the City Recorder during office hours between July 1st and July 15th. In the event July 15th falls on a weekend or a holiday, the deadline shall be extended to the next business day at 5:00 p.m. The declaration of candidacy shall comply with the form set forth in Utah Code Ann. §20A-9-203(4).~~

~~C. Any registered voter may also be nominated for a municipal office by a petition signed by twenty-five (25) residents of the City who are eighteen (18) years of age or older. Such a petition shall substantially conform with the form set forth in Utah Code Annotated §20A-9-203(4) (1953 as amended).~~

~~————~~ D. Immediately after expiration of the period for filing a declaration of candidacy, the City Recorder shall cause the names of the candidates as they will appear on the ballot to be published in at least two (2) successive publications of a newspaper with general circulation in the City.

There shall be elected in the year ~~1973~~ 2013 a mayor, and two (2) councilmembers for the term of four (4) years and two (2) councilmembers for a term of two (2) years, and quadrennially thereafter, a mayor and two (2) councilmembers for a term of four (4) years. In the year ~~1975~~ 2015 there shall be elected three (3) councilmembers for a term of four (4) years and quadrennially thereafter.

The officers so elected shall be required to take the oath of office on the first Monday in January, following the election, at 12:00 noon, or as soon thereafter as practically possible.
[This section was moved from 2.48.010]

2.48.030 Primary Elections ~~Cancellation of Elections~~

~~A primary election shall be held on the Tuesday following the first Monday in October preceding the November municipal election to determine the candidates for elective office at the municipal election. If the number of candidates for a particular office, however, does not exceed twice the number of offices to be filled at the election, no primary election for that office shall be held and the candidate is deemed nominated for the final election.~~

~~Pursuant to the provisions of Utah Code Ann. §20A-1-206, if the number of candidates for the at large offices, including eligible write-in candidates, does not exceed the number of open at-large offices, and there are no other ballot propositions, the City Recorder may cancel the election and declare the eligible candidates elected to office.~~

2.48.040 Certificate of Nomination ~~Preservation~~ Candidates

~~The City Recorder shall cause to be preserved in his or her office for one (1) year all certificates of nomination filed therein under the provisions of this chapter. All such certificates shall be open to public inspection under proper regulations to be made by the officers with whom the same are filed.~~

~~Persons become a candidate for elective office by meeting the qualifications and deadlines, and following the procedures found in Utah Code Ann. §20A-9-203.~~

2.48.050 Posting of Notice of Election ~~Publication~~ Objections to and Withdrawal of Candidacy

~~1) The City Recorder, at least five (5) days before each election, shall give written or printed notice of the date of the election, the hours during which polls will be open, the polling places in each district, and the qualifications for persons to vote in the election. A copy of the notice and a sample ballot shall be posted in each voting district and at least five places by the registration agent. One such notice may be posted in a well-used public location in a nearby or adjacent district.~~

~~———— 2) The City Recorder, in lieu of or in addition to posting, may immediately before the election publish the notice and sample ballot in one (1) or more newspaper(s) with general circulation in the City.~~

2.48.060 — ~~Objections to Declaration of Candidacy~~

A. A Declaration of Candidacy filed in conformity with §2.48. ~~020(B)~~ **040** is valid unless written objection thereto is made within three (3) days after the declaration is filed. If an objection is made, notice of the objection shall be mailed or personally delivered to the affected candidate immediately. All objections shall be decided within forty-eight (48) hours after they are filed with the City Recorder. If the objection is sustained by the City Recorder, it may be cured by an amendment whereby filing a new declaration within three (3) days after the objection is sustained but in no event later than eighteen (18) days before the day of the election. The City Recorder's decision upon objections to form is final. The City Recorder's decision upon substantive matters is reviewable by a District Court if prompt application is made to the Court pursuant to state law.

2.48.070 — ~~Withdrawal of Candidacy~~

B. Any person who has filed a declaration of candidacy or who has been otherwise nominated, may at any time up to twenty-three (23) days before the election withdraw the nomination by written affidavit filed with the City Recorder.

2.48.060 **Conduct of Elections**

The City Recorder shall be the election officer of the City and shall follow the election requirements found in Utah Code Annotated, Title 20A.

2.48.080 — ~~Form of Ballots~~

~~The City Recorder shall provide ballots to the various voting districts and in so doing shall comply with the provisions of Utah Code Annotated §20A-6-401 and 402 (1953 as amended).~~

2.48.090 — ~~Notice and Preparation for Elections~~

~~In preparing for all municipal elections, the City Recorder shall be responsible to see that the City complies with the provisions of Utah Code Annotated §20A-5-401 et seq. (1953 as amended).~~

2.48.100 — ~~Conduct of Elections~~

~~The City, in conducting its elections, shall comply in all respects with the provisions of Utah Code Annotated Title 20A, Chapter 3 (1953 as amended).~~

2.48.120 — ~~Canvas of Votes~~

~~In canvassing the results of the election, the City shall comply in all respects to the provisions of Utah Code Annotated, Title 20A, Chapter 4 (1953 as amended).~~

2.48.140 070 **Election Offences**

Violation by any person of any of the provisions of this chapter, or any person who violates the provisions of Title 20A, Utah Code Ann. shall be punished as set forth by state law.

~~Chapter 2.52 — Other Offices~~

~~2.52.010 — Appointment~~

~~2.52.010 — Appointment~~

~~— The mayor, with the advice and consent of the city council, may appoint such other officers as may be necessary for the order and well-being of the city or as may be provided for by law or ordinance, define their duties, fix their compensation and require them to take and subscribe an oath and give bond as shall be required by resolution or ordinance.~~

Chapter 2.56 Government Records Access and Management Act

2.56.010 Short Title
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2.56.090 Public Records
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2.56.170 Judicial Review
2.56.180 Confidential Treatment of Records for which No Exemption Applies
2.56.190 Request To Amend A Record
2.56.200 Criminal Penalties

2.56.010 Short Title

The Ordinance is known as the "Spanish Fork City Government Records Access and Management Act".

2.56.020 Purpose and Intent

1. In enacting this act, the city recognizes two fundamental constitutional rights:
 - a. the right of privacy in relation to personal data gathered by the City; and
 - b. the public's right of access to information concerning the conduct of the public's business.
2. It is the intent of the City to:
 - a. establish fair information practices to prevent abuse of personal information by the City while protecting the public's right of easy and reasonable access to unrestricted public records;
 - b. provide guidelines of openness to government information and privacy of personal information consistent with nationwide standards.
 - c. Establish and maintain an active, continuing program for the economical and efficient management of the city's records as provided in this ordinance.

2.56.030 Definitions

"Audit" means:

- a. a systematic examination of financial, management, program, and related records for the purpose of statements, adequacy of internal controls, or compliance with laws and regulations; or
- b. a systematic examination of program procedures and operations for the purpose of determining their effectiveness, economy, efficiency, and compliance with statutes and regulations.

"Chronological Logs" means the regular and customary summary records of law enforcement agencies and other public safety agencies that show the time and general nature of police, fire, and paramedic calls made to the agency and any arrests or jail bookings made by the agency.

"Classification", "Classify", and their derivative forms mean determining whether a record series, record, or information within a record is public, private, controlled, or protected, or exempt from disclosure under Utah Code Annotated §63G-2-201(3)(b).

"Computer Program" means a series of instructions or statements that permit the functioning of a computer system in a manner designed to provide storage, retrieval, and manipulation of data from the computer system, and any associated documentation and source material that explain how to operate the computer program.

- b. "Computer Program" does not mean
 - (i) the original data, including numbers, text, voice, graphics, and images;
 - (ii) analysis, compilation, and other manipulated forms of the original data produced by use of the program; or
 - (iii) the mathematical or statistical formulas (excluding the underlying mathematical algorithms contained in the program) that would be used if the manipulated forms of the original data were to be produced manually.

"Controlled Record" means a record containing data on individuals that is controlled as provided by §110.

"Contractor" means

- (i) any person who contracts with the city to provide goods or services directly to the City; or
 - (ii) any private, nonprofit organization that receives funds from the city.
- b. "Contractor" does not mean a private provider.

"Gross Compensation" means every form of remuneration payable for a given period to an individual for services provided including salaries, commissions, vacation pay, severance pay, bonuses, and any board, rent, housing, lodging, payments in kind, and any similar benefit received from the individual's employer.

"Designation", "Designate" and their derivative forms means indicating, based on the city's familiarity with a record series or based on the city's review of a reasonable sample of a record series, the primary classification that a majority of records in a record series would be given if classified and the classification that other records typically present in the record series would be given if classified.

"Initial Contact Report" means an initial written or recorded report, however titled, prepared by peace officers engaged in public patrol or response duties describing official actions

initially taken in response to either a public complaint about or the discovery of an apparent violation of law, which report may describe:

- (i) the date, time, location, and nature of the complaint, the incident, or offense;
- (ii) names of victims;
- (iii) the nature or general scope of the agency's initial actions taken in response to the incident;
- (iv) the name, address, and other identifying information about any person arrested or charged in connection with the incident; and
- (vi) the identity of the public safety personnel (except undercover personnel) or prosecuting attorney involved in responding to the initial incident.

b. "Initial Contact Reports" do not include follow-up or investigative reports prepared after the initial contact report. However, if the information specified in Subsection (a) appears in follow-up or investigative reports, it may only be treated confidentially if it is private, controlled, protected, or exempt from disclosure under Utah Code Annotated §63G-2-201(3)(b).

"Individual" means a human being.

"Person" means any individual, nonprofit or profit corporation, partnership, **limited liability company, limited liability partnership**, sole proprietorship, or other type of business organization.

"Private Record" means a record containing data on individuals that is classified private as provided by §100.

"Private Provider" means any person who contracts with the City to provide services directly to the public.

"Protected Record" means a record that is classified protected as provided by §120.

"Protected Record" means a record that has not been appropriately classified private, controlled, or protected as provided in §§100, 110, and 120 of this ordinance.

"Record" means all books, letters, documents, papers, maps, plans, photographs, films, cards, tapes, recording, or other documentary materials, and electronic data regardless of physical form or characteristics, prepared, owned, used, received, or retained by the city;

b. "Record" does not mean:

- (i) temporary drafts or similar materials prepared for the originator's personal use or prepared by the originator for the personal use of an individual for whom he is working;
- (ii) materials that are legally owned by an individual in his private capacity;
- (iii) materials to which access is limited by the laws of copyright or patent unless the copyright or patent is owned by the City;
- (iv) proprietary software;
- (v) junk mail or commercial publications received by the City or an official or employee of the City;
- (vi) books and other materials that are catalogued, indexed, or inventoried and contained in the collections of libraries open to the public, regardless of physical form or characteristics of the material;
- (vii) daily calendars and other personal notes prepared by the originator for the originator's personal use or for the personal use of an individual for whom he is working; or
- (viii) computer programs as defined that are developed or purchased by or for the

- City for its own use;
- (ix) notes or internal memoranda prepared as part of the deliberative process by a member of the judiciary, an administrative law judge, or a member of any other body charged by law with performing a quasi-judicial function.

"Record Series" means a group of records that may be treated as a unit for purposes of designation, description, management, or disposition.

"Records Officer" means the City Recorder unless another individual is appointed by the City Manager to work in the care, maintenance, scheduling, designation, classification, disposal, and preservation of records.

"Summary Data" means statistical records and compilations that contain data derived from private, controlled, or protected information but that do not disclose private, controlled, or protected information.

"UCA" means Utah Code Annotated.

2.56.040 Right of Public Access

1. Every person has the right to inspect a public record free of charge and the right to take a copy of a public record during normal working hours, subject to the payment of costs and fees pursuant to §060 of this ordinance.
2. All records are public unless otherwise expressly provided by this ordinance or State or Federal law or regulation.
3. The following records are not public:
 - a. records that are appropriately classified private, controlled, or protected as allowed by §§100, 110, and 120 of this ordinance; and
 - b. records to which access is restricted pursuant to court rule, another state statute, federal statute, or federal regulation, including records for which access is governed or restricted as a condition of participation in a state or federal program or for receiving state or federal funds.
4. Only those records specified in §§100, 110, and 120 may be classified private, controlled, or protected.
5.
 - a. The City may not disclose a record that is private, controlled, or protected to any person except as provided in Subsection (5)(b) or §050.
 - b. The City may, at its discretion, disclose records that are private under Subsection 100.2 or protected under §120 to persons other than those specified in §050 if the City Council, or a designee, determines that there is no interest in restricting access to the record, or that the interests favoring access outweigh the interest favoring restriction of access.
6. The disclosure of records to which access is governed or limited pursuant to court rule, another state statute, federal statute, or federal regulation, including records for which access is governed or limited as a condition of participation in a state or federal program or for receiving state or federal funds, is governed by the specific provisions of that statute, rule or regulation.
 - b. This chapter applied to records described in Subsection (a) insofar as this chapter is not inconsistent with the statute, rule, or regulation.
7. The City shall provide a person with a certificated copy of a record if:
 - a. the person requesting the record has a right to inspect it;

- b. has identified the record with reasonable specificity; and
 - c. pays the lawful fees.
8. The City is not required to create a record in response to a request.
- b. Nothing in this ordinance requires the City to fulfill a person's records request if the request unreasonably duplicates prior records requests from that person.
9. If a person requests copied of more than fifty (50) pages of records, and if the records are contained in files that do not contain records that are exempt from disclosure, the City may:
- a. provide the requester with the facilities for copying the requested records and require that the requester make the copies him/herself; or
 - b. allow the requester to provide his/her own copying facilities and personnel to make the copies at the city offices, and waive the fees for copying the records.
10. If the City owns an intellectual property right and offers the intellectual property right for sale or license, the City may control by ordinance or policy the duplication, and distribution of the material based on terms the City considers to be in the public interest.
- b. Nothing in this ordinance shall be construed to limit or repair the rights or protections granted to the city under federal copyright or patent law as a result of its ownership of the intellectual property right.
11. The City may not use the physical form, electronic or otherwise, in which a record is stored to deny, or unreasonably hinder the rights of persons to inspect and receive copies of a record under this ordinance.

2.56.050 Access to Non-Public Records

1. Upon request the City shall disclose a private record to:
- a. The subject of the record;
 - b. the parent or legal guardian of an unemancipated minor who is the subject of the record;
 - c. the legal guardian of a legally incapacitated individual who is the subject of the record;
 - d. any other individual who:
 - (i) has a power of attorney from the subject of the record; or
 - (ii) submits a notarized release from the subject of the record of his/her legal representative dated no later than 90 ninety (90) days before the date the request is made; or
 - e. any person to whom the record must be provided pursuant to court order.
2. Upon request, the City shall disclose a controlled record to:
- (i) a physician, psychologist, or certified social worker upon submission of a notarized release from the subject of the record that is dated no more than ninety (90) days prior to the date the request is made and a signed acknowledgment of the terms of disclosure of controlled information as provided by Subsection b; and

- (ii) any person to whom a record must be disclosed pursuant to court order.
 - b. A person who receives a record from the City in accordance with Subsection 050(2)(a).
 - (i) may not disclose controlled information from that record to any person, including the subject of the record.
- 3. If there is more than one subject of a private or controlled record, the portion of the record that pertains to another subject shall be segregated from the portion that the requester is entitled to inspect.
- 4. Upon request the City shall disclose a protected record to:
 - a. the person who submitted the information in the record;
 - b. any other individual who
 - (i) has a power of attorney from all persons, governmental entities, or political subdivisions whose interests were sought to be protected by the protected classification; or
 - (ii) submits a notarized release from their legal representatives dated no more than ninety (90) days prior to the date the request is made; or
 - c. any person to whom a record must be provided pursuant to a court order.
- 5. The City may disclose a record classified private, controlled, or protected to another governmental entity, city, another state, the United States, or a foreign government only as provided by Utah Code Annotated §63G-2-206.
- 6. Before releasing a private, controlled, or protected record, the City shall obtain evidence of the requester's identity.
- 7. The City shall disclose a record pursuant to the terms of a court order signed by a judge from a court of competent jurisdiction, provided that:
 - a. the record deals with a matter in controversy over which the court has jurisdiction.
 - b. the court has considered the merits of the request for access to the record; and
 - c. The court has considered and, where appropriate, limited the requester's use and further disclosure of the record in order to protect privacy interests in the case of private or controlled records, business confidentiality interests in the case of records protected under UCA Subsections 63G-2-304(1) and (2), and privacy interests or the public interest in the case of other protected records;
 - d. to the extent the record is properly classified private, controlled, or protected, the interests favoring access, considering limitations thereon, outweigh the interests favoring restriction of access; and
 - e. where access is restricted by a rule, statute, or regulation referred to in Subsection 2.56.040(3)(b) the court has authority independent of this ordinance to order disclosure.
- 8. The City may disclose or authorize disclosure of private or controlled records for research purposes if the City:
 - (i) determines that the research purpose cannot reasonably be accomplished without use of disclosure of the information to the researcher in individually identifiable form;
 - (ii) determines that the proposed research is bona fide, and that the value

2.56.070 Procedures for Access

1. A person making a request for a record shall furnish the City with a written request containing his/her name, mailing address, daytime telephone number if available, and a description of the records requested that identifies the record with reasonable specificity.
2. A soon as reasonably possible, but no later than ten business days after receiving a written request, or five business days after receiving a written request if the requester demonstrates that expedited response to the record request benefits the public rather than the person, the City shall respond to the request by:
 - (i) approving the request and providing the record;
 - (ii) denying the request;
 - (iii) notifying the requester that it does not maintain the record and providing, if known, the name and address of where the record can be found; or
 - (iv) notifying the requester that because of one of the extraordinary circumstances listed in Subsection 4, it, cannot immediately approve or deny the request. The notice shall describe the circumstances relied upon and specify the earliest time and date when the records will be available.
- ~~3. Any person who requests a record to obtain information for a story or a report for publication or broadcast to the general public is presumed to be acting to benefit the public rather than a person.~~
34. The following circumstances constitute "extraordinary circumstances" that allow the City to delay approval or denial by an additional period of time as specified in Subsection 45 if the City determines that due to the extraordinary circumstances it cannot respond within the time limits provided in subsection 2:
 - a. another governmental entity is using the record, in which case the City shall promptly request that the governmental entity currently in possession to return the record;
 - b. another governmental entity is using the record as part of an audit and returning the record before the completion of the audit would impair the conduct of the audit;
 - c. the request is for a voluminous quantity of records;
 - d. the City is currently processing a large number of record requests;
 - e. the request requires the City to review a large number of records to locate the records requested;
 - f. the decision to release a record involves legal issues that require the City to seek legal counsel for the analysis of statutes, rules, ordinances, regulations, or case law;
 - g. segregating information that the requester is entitled to inspect from information that the requester is not entitled to inspect requires computer programming.
45. If one of the extraordinary circumstances listed in Subsection 4, precludes approval or denial within the time specified in Subsection 2, the following time limits apply to the extraordinary circumstances:
 - a. for claims under Subsection 34(a), the governmental entity currently in

possession of the record shall return the record to the originating entity within five business days of the request for the return unless returning the record would impair the holder's work.

- b. for claims under Subsection ~~34~~(b), the originating city shall notify the requester when the record is available for inspection and copying;
 - c. for claims under Subsection ~~34~~(c), ~~4~~(d), and ~~4~~(e), the City shall:
 - (i) disclose the records that it has located which the requester is entitled to inspect.
 - (ii) provide the requester with an estimate of the amount of time it will take to finish the work required to respond to the request; and
 - (iii) complete the work and disclose those records that requester is entitled to inspect as soon as reasonably possible;
 - d. for delays under Subsection ~~34~~(f), the City shall either approve or deny the request within five business days after the response time specified for the original request has expired;
 - e. for delays under Subsection ~~34~~(g), the City shall fulfill the request within 15 business days from the date of the original request; or
 - f. for delays under Subsection ~~34~~(h), the City shall complete its programming and disclose the requested records as soon as reasonably possible.
- 56.** If the City fails to provide the requested records or issue a denial within the specified time period, that failure is considered the equivalent of a determination denying access to the records.

2.56.080 Denials

1. If the City denies the request in whole or part, it shall provide a notice of denial to the requester either in person or by sending the notice to the requester's address.
2. The notice of denial shall contain the following information:
 - a. a description of the record or portions of the record to which access was denied, provided that the description does not disclose private, controlled, or protected information or records to which access is restricted pursuant to court rule, another state statute, federal statute, or federal regulation, including records for which access is governed or restricted as a condition of participation in a state or federal program or for receiving state or federal funds.
 - b. citations to the provisions of this ordinance, another state statute, federal statute, court rule or order or federal regulation that exempt the record or portions of the record from disclosure, provided that the citations do not disclose private, controlled or protected information;
 - c. a statement that the requester has the right to appeal the denial to the City Manager; and
 - d. a brief summary of the appeals process, and the time limits for filing an appeal.
3. Unless otherwise required by a court or agency of competent jurisdiction, the City may not destroy or give up custody of any record to which access was denied until the period for an appeal has expired or the end of the appeals process, including

judicial appeal.

2.56.090 Public Records

1. The following records are public.
 - a. laws and ordinances;
 - b. names, gender, gross compensation, job titles, job descriptions, business addresses, business telephone numbers, number of hours worked per pay period, dates of employment, and relevant education, previous employment, and relevant education, previous employment, and similar job qualification of the City's former and present employees and officers excluding undercover law enforcement personnel or investigative personnel if disclosure could reasonably be expected to impair the effectiveness of investigations or endanger any individual's safety.
 - c. final opinions, including concurring and dissenting opinions, and orders that are made by the City in an administrative, adjudicative, or judicial proceeding except that if the proceedings were properly closed to the public, the opinion and order may be withheld to the extent that they obtain information that is private, protected, or controlled;
 - d. final interpretation of statutes or rules by the City unless classified as protected as provided in §§120 (15), (16) and (17).
 - e. information contained in or compiled from a transcript, minutes, or report of the open portion of a meeting of the City.
 - f. judicial records unless a court orders the records to be restricted under the rules of civil or criminal procedure or unless the records are private under this ordinance;
 - g. data on individuals that would otherwise be private under this ordinance if the individuals that would otherwise be private under this ordinance if the individual who is the subject of the record has given the City written permission to make the records available to the public;
 - h. documentation of the compensation that the City pays to a contractor or private provider; and
 - i. summary data.
2. The following records are normally public, but to the extent that a record is expressly exempt from disclosure, access may be restricted under Subsection 3(b) or §100, 110 or 120:
 - a. administrative staff manuals, instructions to staff, and statements of policy;
 - b. records documenting a contractor's or private provider's compliance with the terms of a contract with the City;
 - c. records documenting the services provided by a contractor or a private provider to the extent the records would be public if prepared by the City;
 - d. contracts entered into by the City;
 - e. any account, voucher, or contract that deals with the receipt or expenditure of funds by the City;
 - f. records relating to governmental assistance or incentives publicly disclosed, contracted for, or given by the City, encouraging a person to expand or

- relocate a business in Utah, except as provided in §63G-2-304(34).
 - g. chronological logs and initial contact reports;
 - h. correspondence by and with the City in which the City determines or states an opinion upon the rights of the state, a political subdivision, the public, or any person;
 - i. empirical data contained in drafts if:
 - (i) the empirical data is not reasonably available to the requester elsewhere in similar form; and
 - (ii) the City is given a reasonable opportunity to correct any errors or make nonsubstantive changes before release;
 - j. drafts that are circulated to anyone other than the City, state or to anyone other than a federal agency if the City, state or federal agency are jointly responsible for implementation of a program or project that has been legislatively approved; and
 - k. drafts that have never been finalized but were relied upon by the City in carrying out action or policy;
 - l. original data in a computer program if the City chooses not to disclose the program;
 - m. arrest warrants after issuance, except that, for good cause, a court may order restricted access to arrest warrants prior to service;
 - n. search warrants after execution and filing of the return, except that a court, for good cause, may order restricted access to search warrants prior to trial;
 - o. records that would disclose information relating to formal charges or disciplinary actions against a past or present city employee if:
 - (i) the disciplinary action has been completed and all time periods for administrative appeal have expired; and
 - (ii) the formal charges were sustained;
 - p. final audit reports;
 - q. occupational and professional licenses;
 - r. business licenses; and
 - s. a notice of violation, a notice of agency action under Utah Code Annotated § 63G-46b-3201, or similar records used to initiate proceedings for discipline or sanctions against persons regulated by the city, but not including records that initiate employee discipline.
3. The list of public records in this section is not exhaustive and should not be used to limit access to records.

2.56.100 Private Records

- 1. The following records are private:
 - a. records concerning an individual's eligibility for unemployment insurance benefits, social services, welfare benefits, or the determination of benefit levels;
 - b. records containing data on individuals describing medical history, diagnosis, condition, treatment, evaluation, or similar medical data;
 - c. records of publicly funded libraries that, when examined alone or with other

- records, identify a patron;
- d. records concerning a current or former employee of , or applicant for employment with the city, that would disclose that individual's home address, home telephone number, social security number, insurance coverage, marital status, or payroll deductions.
2. The following records are private if properly classified by the City:
- a. records concerning a current or former employee of, or applicant for employment with the City, including performance evaluations and personal status information such as race, religion, or disabilities, but not including records that are public under §2.56.090(b),(2)(0) or private under §2.56.100(1)(d).
 - b. records describing an individual's finances, except that the following are public:
 - (i) records described in §2.56.090(1).
 - (ii) information provided to the city for the purpose of complying with a financial assurance requirement; or
 - (iii) records that must be disclosed in accordance with another statute;
 - c. records of independent state agencies if the disclosure of those records would conflict with the fiduciary obligations of the agency;
 - d. other records containing data on individuals, the disclosure of which constitutes a clearly unwarranted invasion of personal privacy.
 - e. records provided by the United States or by a governmental entity outside the state that are given with the requirement that the records be managed as private records, if the providing entity states in writing that the record would not be subject to public disclosure if retained by it.

2.56.110 Controlled Records

A record is controlled if:

1. the record contains medical, psychiatric, or psychological data about an individual;
2. the City reasonably believes that:
 - a. releasing the information in the record to the subject of the record would be detrimental to the subject's mental health or to the safety of any individual; or
 - b. releasing the information would constitute a violation of normal professional practice and medical ethics; and
 - c. the City has properly classified the record.

2.56.120 Protected Records

The following records are protected:

1. trade secrets as defined in Utah Code Annotated §13-24-2, if the person submitting the trade secret has provided the City with the information specified in §63G-2-308.
2. commercial information or nonindividual financial information obtained from a person if:

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- a. disclosure of the information could reasonably be expected to result in unfair competitive injury to the person submitting the information or would impair that ability of the City to obtain necessary information in the future;
 - b. the person submitting the information has a greater interest in prohibiting access than the public in obtaining access; and
 - c. the person submitting the information has provided the City with the information specified in Utah Code Annotated §63G-2-308.
3. commercial or financial information acquired or prepared by the City to the extent that a disclosure would lead to financial speculations in currencies, securities, or commodities that will interfere with a planned transaction by the City or cause substantial financial injury to the City or cause substantial financial injury to the City or state economy;
4. test questions and answers to be used in future license, certifications, registration, employment, or academic examinations;
5. records, the disclosure of which would impair governmental procurement or give an unfair advantage to any person proposing to enter into a contract or agreement with the City, except that this subsection does not restrict the right of a person to see bids submitted to or by the City after bidding has closed;
6. records that would identify real property or the appraisal or estimated value of real or personal property, including intellectual property, under consideration for public acquisition before any rights to the property are acquired unless:
 - a. public interest in obtaining access to the information outweighs the city's need to acquire the property on the best terms possible;
 - b. the information has already been disclosed to persons not employed by or under a duty of confidentiality to the entity;
 - c. on the case of records that would identify property, potential sellers of the property described have already learned of the city's plans to acquire the property;
 - d. on the case of records that would identify the appraisal or estimated value of property, the potential sellers have already learned of the City's estimated value of the property;
7. records prepared in contemplation of sale, exchange, lease, rental, or other compensated transaction of real or personal property including intellectual property, which, if disclosed prior to completion of the transaction, would reveal the appraisal or estimated value of the subject property, unless:
 - a. the public interest in access outweighs the interests in restricting access, including the city's interest in maximizing the financial benefit of the transaction; or
 - b. when prepared by or on behalf of the City, appraisals or estimates of the value of the subject property have already been disclosed to persons not employed by or under a duty of confidentiality to the City.
8. records created or maintained for civil, criminal, or administrative

enforcement purposes, or for discipline, licensing, certification, or registration purposes if release of the records:

- a. reasonably could be expected to interfere with investigations undertaken or for enforcement, discipline, licensing, certification, or registration purposes;
 - b. reasonably could be expected to interfere with audits, disciplinary, or enforcement proceedings;
 - c. would create a danger of depriving a person of a right to a fair trial or impartial hearing;
 - d. reasonably could be expected to disclose the identity of a source who is not generally known outside of government and, in the case of a record compiled in the course of an investigation, disclose information furnished by a source not generally known outside of government if disclosure would compromise the source; or
 - e. reasonably could be expected to disclose investigative or audit techniques, procedures, policies, or orders not generally known outside of government if disclosure would interfere with enforcement or audit efforts;
9. records, the disclosure of which would jeopardize the life or safety of an individual;
 10. records, the disclosure of which would jeopardize the security of governmental property, governmental record keeping systems from damage, theft, or other appropriation or use contrary to law or public policy;
 11. records that, if disclosed, would jeopardize the security or safety of a correctional facility or records relating to incarceration, treatment, probation or parole;
 12. records that, if disclosed, would reveal recommendations made to the Board of Pardons.
 13. records of a governmental audit agency relating to an ongoing or planned audit until the final audit is released;
 14. records prepared by or on behalf of the City solely in anticipation of litigation that are not available under the rules of discovery;
 15. records disclosing an attorney's work product, including the mental impressions or legal theories of an attorney or other representative of the City concerning litigation;
 16. records of communications between the city and an attorney representing, retained or employed by the city if the communications would be privileged as provided in UCA ~~§78-24-8~~ **78B-1-137(2)**.
 17. drafts, unless otherwise classified as public;
 18. records concerning the City's strategy about collective bargaining or pending litigation;
 19. records of investigations of loss occurrences and analyses of loss occurrences.
 20. records, other than personnel evaluations, that contain a personal recommendation concerning an individual if disclosure would constitute

a clearly unwarranted invasion of personal privacy, or disclosure is not in the public interest.

21. records that reveal the location of historic, prehistoric, paleontological, or biological resources that if known would jeopardize the security of those resources or of valuable historic, scientific, educational, or cultural information;
22. records provided by the United States or by a government entity outside the state that are given to the City with a requirement that they be managed as protected records if the providing entity certifies that the record would not be subject to public disclosure if retained by it;
23. transcripts, minutes, or reports of the closed portion of a meeting of a public body except as provided in UCA §52-4-7 206.
24. records that would reveal the contents of settlement negotiations but not including final settlements or empirical data to the extent that they are not otherwise exempt from disclosure;
25. memoranda prepared by staff and used in the decision-making process by an administrative law judge, or a member of any other body charged by law with performing quasi-judicial function;
26. records that would reveal negotiations regarding assistance or incentives offered by or requested from the city for the purpose of encouraging a person to expand or locate a business in Utah, but only if disclosure would result in actual economic harm to the person or place the City at a competitive disadvantage, but this section may not be used to restrict access to a record evidencing a final contract; and
27. materials to which access must be limited for purposes of securing or maintaining the city's proprietary protection of intellectual property rights including patents, copyrights, and trade secrets.

2.56.130 Records Classification

1. The City shall:
 - a. evaluate all record series that it uses or creates;
 - b. designate those record series as provided by this Ordinance;
 - c. report the designation of its record services to the state archives.
2. The City may classify a particular record, record or series or information within a record at any time, but is not required to classify a particular record, record series, or information until access to the record is requested.
3. The City may redesignate a record series or reclassify a record or record series, or information within a record at any time.

2.56.140 Records Retention

The City shall use the retention schedule as established by the State Archivist archives.

2.56.150 Segregation of Records

Notwithstanding any other provision in this Ordinance, if the City receives a request for access to a record that contains both information that the requester is entitled to inspect and information that the requester is not entitled to inspect under this Ordinance, and, if the information the requester is entitled to inspect is intelligible, the City:

1. shall allow access to information in the record that the requester is entitled to inspect under this Ordinance; and
2. may deny access to information in the record if the information is exempt from disclosure to the requester, issuing a notice of denial.

2.56.160 Appeals

1. a. Any person aggrieved by the City's access determination under this ordinance, may appeal the determination as set forth herein.
b. If the City claims extraordinary circumstances and specifies the date when the records will be available and, if the requester believes the extraordinary circumstances do not exist or that the time specified is unreasonable, the requester may appeal the City's claim of extraordinary circumstances or date for compliance within thirty (30) days after notification of a claim of extraordinary circumstances by the City, despite the lack of "determination" or its equivalent.
2. a. If the appeal involves a record that is the subject of a business confidentiality claim under UCA §63G-2-308, the City recorder shall:
 - (i) send notice of the requester's appeal to the business confidentiality claimant within three business days after receiving notice, except that if notice under this section must be given to more than 35 persons, it shall be given as soon as reasonably possible;
 - (ii) send notice of the business confidentiality claim and the schedule for the city recorder's determination to the requester within three business days after receiving notice of the requester's appeal.b. The claimant shall have seven (7) business days after notice is sent by the City Recorder to submit further support for the claim of business confidentiality.
3. a. The City Manager shall make a determination on any appeal within the following period of time:
 - (i) within five (5) business days after the City Manager's receipt of the notice of appeal; or
 - (ii) within twelve (12) business days after the City sends the requester's notice of appeal to a person who submitted a claim of business confidentiality.b. If the City Manager fails to make determination within the time specified in Subsection (a), the failure shall be considered the equivalent of an order denying the appeal.
c. The provisions of this section notwithstanding, the parties participating in the proceeding may, by agreement, extend the time periods specified in this section.

4. The City Manager may, upon consideration and weighing of the various interests and public policies pertinent to the classification and disclosure or nondisclosure, order the disclosure of information properly classified as private under §100.2 or protected under §120 if the interests favoring access outweigh the interest favoring restriction of access.
5. The City shall send written notice of the determination of the City ,and to all participants. If the City Manger affirms the denial in whole or in part, the denial shall include a statement that the requester has the right to appeal the denial to the City Council, and the time limits for filing an appeal.
6. The duties of the City Manager under this section may be delegated.
7. The notice of appeal to the City Council must be filed with the City Recorder no later than 30 days after the City Manager has denied the appeal or fails to make a determination within the time specified in Subsection 160(3)(a).
8. The notice of appeal shall contain the following information:
 - a. the petitioner's name, mailing address, and daytime telephone number: and
 - b. the relief sought.
9. The petitioner may file a short statement of facts, reasons, and legal authority in support of the appeal.
10. No later than three days after receiving a notice of appeal, the recorder shall:
 - a. schedule a hearing for the city council to discuss the appeal which shall be held no sooner than 15 days and no later than 30 days from the date of the filing of the appeal;
 - b. At the hearing, the City Council shall allow the parties to testify, present evidence, and comment on the issues. The City Council may allow other interested persons to comment on the issues.
 - c. No later than three business days after the hearing, the City Council shall issue a signed order either granting the petition in whole or in part or upholding the determination of the City Manager in whole or in part.
 - d. The order of the City shall include:
 - (i) a statement of reasons for the decision, including citations to this Ordinance or federal regulation that governs disclosure of the record provided that the citations do not disclose private, controlled, or protected information;
 - (ii) a description of the record or portions of the record to which access was ordered or denied, provided that the description does not disclose private, controlled, or protected information;
 - (iii) a statement that any party to the appeal may appeal the City's decision to the district court of Utah County; and
 - (iv) a brief summary of the appeal, and a notice that in order to protect its rights on appeal, the party may wish to seek advice from an attorney.
11. A person aggrieved by the City's classification or designation determination under this chapter, may appeal that determination using the procedures provided in this section.

2.56.170 Judicial Review

1. Any party to proceeding before the City Council may petition for judicial review by the district court of Utah County of the City Council's order. The petition shall be filed no later than 30 days after the date of the City Council's order.

2.56.180 Confidential Treatment of Records for which No Exemption Applies

1. A court may, on appeal or in a declaratory or other action, order the confidential treatment of records for which no exemption from disclosure applies if:
 - a. there are compelling interests favoring restriction of access to the record; and
 - b. the interests favoring restriction of access outweigh the interests favoring access.
2. This section does not apply to records that are specifically required to be public under §2.56.090 of this Ordinance or UCA §63G-2-301 of the Utah Code Ann., except as provided in Subsection 3.
3.
 - a. Access to drafts may be limited under this section, but the court may consider, in its evaluation of interests favoring restriction of access, only those interest that relate to the underlying information, and not to the deliberative nature of the record.
 - b. Access to original data in a computer program may be limited under this section, but the court may consider, in its evaluation of interests favoring restriction of access, only those interests that relate to the underlying information, and not to the status of that data as part of a computer program.

2.56.190 Request To Amend A Record

1.
 - a. Subject to Subsection 7, an individual may contest the accuracy or completeness of any public, private, or protected record concerning him by requesting the city to amend the record. However, this section does not affect the right of access to private or protected records.
 - b. The request shall contain the following information:
 - (i) The requester's name, mailing address, and daytime telephone number; and
 - (ii) a brief statement explaining why the City should amend the record.
2. The City shall issue an order either approving or denying the request to amend no later than thirty (30) days after receipt of the request.
3. If the City approves the request, it shall correct all of its records that contain the same incorrect information as soon as practical. A City may not disclose the record until it has amended it.
4. If the City denies the request it shall:
 - a. inform the requestor in writing; and
 - b. provide a brief statement giving its reasons for denying the request.
5.
 - a. If the City denies a request to amend a record, the requester may submit a written statement contesting the information in the record.
 - b. The City shall:
 - (i) file the requester's statement with the disputed record if the record is in a form such that the statement can accompany the recorder make

- the statement accessible if the record is no in a form such that the statement can accompany the record; and
- (ii) disclose the requester's statement along with the information in the record whenever the city discloses the disputed information.
6. The requester may appeal the denial of the request to amend a record pursuant to §2.56.160.
 7. This section does not apply to records relating to title to real or personal property, medical records, judicial case files, or any other records that the city determines must be maintained in their original form to protect the public interest and to preserve the integrity of the record system.

2.56.200 Criminal Penalties

1.
 - a. A public employee or other person who has lawful access to any private, controlled, or protected record under this chapter, and who intentionally discloses or provides a copy of a private, controlled or protected record to any person knowing that such disclosure is prohibited, is guilty of a class B misdemeanor.
 - b. It is a defense to prosecution under Subsection (1)(a) that the actor released private, controlled or protected information in the reasonable belief that the disclosure of the information was necessary to expose a violation of law involving government corruption, abuse of office, or misappropriation of public funds or property.
 - c. It is a defense to prosecution under Subsection (1)(a) that the record could have lawfully been released to the recipient if it had been properly classified.
2.
 - a. A person who by false pretenses, bribery, or theft, gains access to or obtains a copy of any private, controlled, or protected record to which he is not legally entitled is guilty of a class B misdemeanor.
 - b. No person shall be guilty under Subsection (2)(a) who receives the record, information, or copy after the fact and without prior knowledge of or participation in the false pretenses, bribery, or theft.
3.
 - a. A public employee who intentionally refuses to release a record the disclosure of which the employee knows is required by law or by final unappealed order from a city, or a court, is guilty of a class B misdemeanor.

SCHEDULE A - FEES

Copies per page	\$ 0.10
Copies per page for pre-printed packets	\$ 0.05
Certified copies per page	\$ 1.00
Compilation time per hour	\$ 17.00 22.70

SCHEDULE B - RETENTION SCHEDULE

The retention schedule of this municipality is the schedule promulgated by the Utah Division of Archives and Record Service for local governments.

Chapter 2.60 Constitutional Taking Issues

- 2.60.010 Policy Considerations**
- 2.60.020 Definitions**
- 2.60.030 Guidelines Advisory**
- 2.60.040 Review of Decision**
- 2.60.050 Reviewing Guidelines**
- 2.60.060 Results of Review**

2.60.010 Policy Considerations

There is an underlying policy in Spanish Fork City strongly favoring the careful consideration of matters involving constitutional taking claims, in fairness to the owner of private property bringing the claim and in view of the uncertainty and expense involved in defending law suits alleging such issues. At the same time, the legitimate role of government in lawfully regulating real property must be preserved and the public's right to require the dedication or exaction of property consistent with the Constitution. Consistent with this policy, it is desired that a procedure be established for the review of actions that may involve the issue of a constitutional taking. These provisions are to assist governments in considering decisions that may involve constitutional takings. It is intended that a procedure for such a review be provided, as well as guidelines for such considerations. This ordinance is further intended and shall be construed to objectively and fairly review claims by citizens that a specific government action should require payment of just compensation, yet preserve the ability of Spanish Fork the City to lawfully regulate real property and fulfill its other duties and functions.

2.60.020 Definitions

A. "**Constitutional Taking**" means actions by Spanish Fork the City involving the physical taking or exaction of private real property that might require compensation to private real property owners because of:

1. The Fifth or Fourteenth Amendment to the Constitution of the United States;
2. Article I, Section 22, of the Utah Constitution;
3. Any court ruling governing the physical taking or exaction of private real property by a government entity;

B. Actions by Spanish Fork the City involving the physical taking or exaction of private real property is not a Constitutional Taking if the physical taking or exaction:

1. Bears an essential nexus to legitimate governmental interests; and
2. Is roughly proportionate and reasonably related, on an individualized property basis, both in nature and extent, to the impact of the proposed development on the legitimate government interest.

2.60.030 Guidelines Advisory

The guidelines adopted and decisions rendered pursuant to the provisions of this section are advisory, and shall not be construed to expand or limit the scope of the City's liability for a constitutional taking. The reviewing body or person, shall not be required to make any

determination under this ordinance expect pursuant to Section 2.60.040.

2.60.040 Review of Decision

Any owner of private real property who claims there has been a constitutional taking of their private real property shall request a review of the final decision of any officer, employee, board, commission, or council. The following are specific procedures established for such a review:

A. The person requesting a review must have obtained a final and authoritative determination, internally, within the City, relative to the decision from which they are requesting review.

B. Within thirty (30) days from the date of the final decision that gives rise to the concern that a constitutional taking has occurred, the person requesting the review shall file in writing, in the office of the City Manager, a request for review of that decision.

C. The City Council, or an individual or body designated by the City Council, shall immediately set a time to review the decision that gave rise to the Constitutional takings claim.

D. In addition to the written request for review, the applicant must submit, prior to the date of the review, the following:

1. The name of the applicant requesting review;
2. The name and business address of the current owner of the property, form of ownership, whether sole proprietorship, corporation, not-for-profit corporation, partnership, joint venture or other, and if owned by a corporation, partnership, or joint venture, the name and address of all principal shareholders or partners;
3. A detailed description of the grounds for the claim that there has been a constitutional taking;
4. A detailed description of the property taken;
5. Evidence and documentation as to the value of the property taken, including the date and cost at the date the property was acquired. This should include any evidence of the value of that same property before and after the alleged constitutional taking, the name of the party from whom purchased, including the relationship, if any, between the person requesting a review and the party from whom the property was acquired;
6. The nature of the protectable interest claimed to be affected, such as, but not limited to, fee simple ownership, leasehold interest, etc.;
7. The terms (including sale price) of any previous purchase or sale of a full or partial interest in the property in the three years prior to the date of application;
8. All appraisals of the property prepared for any purpose, including financing, offering for sale, or ad valorem taxation, within the three years prior to the date of application;
9. The assessed value of and ad valorem taxes on the property for the previous three years;
10. All information concerning current mortgages or other loans secured by the property, including name of the mortgagee or lender, current interest rate, remaining loan balance and term of the loan and other significant provisions, including but not limited to, the right of purchasers to assume the loan;
11. All listings of the property for sale or rent, the price asked therefore, any offers received, all within the previous three years;
12. All studies commissioned by the petitioner or agents of the petitioner within the

previous three years concerning the feasibility of development or utilization of the property;

13. For income producing property, itemized income and expense statements from the property for the previous three years;

14. Information from a title policy or other source showing all recorded liens or encumbrances affecting the property;

15. Such other information as may be requested by the City Council which is reasonably necessary, in its opinion, to arrive at a conclusion concerning whether there has been a constitutional taking.

E. An application shall not be deemed to be "complete" or "submitted" until the reviewing body or official certifies to the applicant, that all the materials and information required have been received by the City. The reviewing body or official shall promptly notify the applicant of any incomplete application.

F. The City Council, or individual or body designated by them, shall hear all the evidence related to and submitted by the applicant, the City, or any other interested party.

G. A final decision on the review shall be rendered within ~~twenty-one~~ ~~fourteen~~ ~~(14)~~ ~~21~~ days from the date the complete application for review has been received by the City Manager. The decision of the City Council, or its designee, regarding the results of the review shall be given in writing to the applicant and the officer, employee, board, commission or council that rendered the final decision that gave rise to the constitutional takings claim.

H. If the City Council fails to hear and decide the review within ~~twenty-one~~ ~~fourteen~~ ~~(14)~~ ~~21~~ days, the decision appealed from shall be presumed to be approved.

2.60.050 Reviewing Guidelines

The City Council shall review the facts and information presented by the applicant to determine whether or not the action by the City constitutes a constitutional taking as defined in this chapter. In doing so, they shall consider:

A. Whether the physical taking or exaction of the private real property bears an essential nexus to a legitimate governmental interest;

B. Whether a legitimate governmental interest exists for the action taken by the City;

C. Is the property and exaction taken, roughly proportionate and reasonably related, on an individual property basis, both in nature and extent, to the impact caused by the activities that are the subject of the decision being reviewed.

2.60.060 Results of Review

After completing the review, the reviewing body or person shall make a determination regarding the above issues and where determined to be necessary and appropriate, shall make a recommendation to the City Council, which recommendation is not binding on the Council, nor admissible in court, as to whether or not there has been a constitutional taking.

Chapter 2.64 Campaign Finance Disclosure

2.64.010 General

2.64.020 Definitions

2.64.030 Filing of Disclosure Reports

- 2.64.040 Time of Filing**
- 2.64.050 Contents of Statements**
- 2.64.060 Public Information**
- 2.64.070 Penalty for Noncompliance**

2.64.010 General

All candidates for elective municipal office shall comply with the campaign finance disclosure requirements set forth in this chapter.

2.64.020 Definitions

The following definitions shall be applicable to this Chapter:

A. **"Candidate"** shall mean any person who files a declaration of candidacy for an elective office of the City; or is nominated by a committee, party, or petition; or received contributions or made expenditures or consents to another person receiving contributions or making expenditures with a view to bringing about such person's nomination or election to such office; or causes on his/her behalf, any written material or advertisement to be printed published, broadcast, distributed or disseminated which indicates an intention to seek such office.

B. **"Contribution"** shall mean monetary and non-monetary contributions such as in-kind contributions and contributions of tangible things but shall not include personal services provided without compensation by individuals volunteering their time on behalf of a candidate.

~~C. **"Election"** shall mean both primary and final elections.~~

~~C~~ D. **"Expenditure"** shall mean a purchase, payment distribution, loan, advance, deposit or gift of money or anything of value made for the purpose of influencing the nomination or election of any candidate.

2.64.030 Filing of Disclosure Reports

Each candidate for elective office shall file with the City Recorder dated and signed financial reports which comply with this chapter. Forms shall be made available by the City. Other forms in substantially the same format are also acceptable.

2.64.040 At Time of Filing

The reports required by this Chapter shall be filed at least 7 days before the municipal general election and no later than 30 days after the municipal general election. A candidate eliminated in the primary election shall file the required report within 30 days ~~of~~ **after** of the date of the primary election.

2.64.050 Contents of Statements

A. The statements filed seven (7) days before the election shall include:

- (1) a list of each contribution of more than \$50.00 received by the candidate, and the name of the donor;
- (2) an aggregate total of all contributions of \$50.00 or less received by the candidate; and
- (3) a list of each expenditure for political purposes made during the campaign period as of ten (10) days before the date of the election, and the recipient of each expense.

B. The statement filed thirty (30) days after the elections shall include:

- (1) A list of each contribution of more than \$50.00 received after the cutoff date for the statement filed seven (7) days before the election, and the name of the donor;
- (2) A total of all contributions of \$50.00 or less received by the candidate after the cutoff date for the statement filed seven (7) days before the election;
- (3) A list of all expenditures for political purposes made by the candidate after the cutoff date for the statement filed seven (7) days before the election, and the recipient of each expense.

C. All contributions and expenditures related to the candidate's candidacy should be accounted for between the pre-election and post-election statements.

2.64.060 Public Information

The statements required by this chapter shall be public documents and shall be available for public inspection and copying during regular business hours. Appropriate costs may be assessed pursuant to the provisions of the Government Records Access and Management Act.

2.64.070 Penalty for Noncompliance

Any candidate who fails to comply with the provisions this chapter is guilty of an infraction.

TITLE 4 EMPLOYEE PERSONNEL SYSTEM

Chapter 4.04 Employee Personnel System

Chapter 4.08 Fire and Ambulance Retirement [no change]

4.04.020 010 Established - Provisions

4.04.030 020 Merit Service

4.04.040 030 Administration - Powers and Duties

4.04.045 040 Appeal Board

4.04.050 Compliance with Federal and State Law - Liabilities - Legality

4.04.020 010 Established--Provisions

Pursuant to Utah Code Ann. § 10-3-1101 et seq., and other pertinent provisions of the laws of the State of Utah, there is adopted and established an employee and personnel system for Spanish Fork City Corporation which shall be based on the following principles and provide for:

1. A system free from political and personal considerations;
2. Equitable employment without discrimination;
3. Incentives and conditions of employment;
4. Positions classified and compensated on justifiable and uniform bases;
5. Establishment of merit principles;
6. Just and fair administration of policies, rules, and regulations;
7. A formal plan of adopted policies, rules, and regulations.

4.04.030 020 Merit Service

A. Except for **department directors, assistant city manager, and employees appointed by the governing body**, ~~those employees set forth in the state law (Utah Code Ann. §10-3-1105(2))~~, each employee of Spanish Fork City shall hold employment without limitation of time. Discharge (termination), involuntary transfer to a position with less remuneration (demotion), or suspension of over two days without pay may occur only for cause and in compliance with state law and in accordance with the procedures set forth in the Spanish Fork City Personnel Policy Manual. All other grievance and/or disciplinary matters shall be handled as set forth in the Personnel Policy Manual.

B. **The following positions are department directors and shall be considered as the head of the department: Finance Director, Public Works Director, Public Safety Director, City Attorney, Community Development Director, Information Technology Director, and Library Director.**

C. **Department directors and the assistant city manager are entitled to severance pay upon involuntary separation from the City based upon gross salary, health insurance cost, dental insurance cost, life insurance cost, sick leave accrual, and retirement accrual. Department directors are awarded three months severance benefit upon hire and earn an additional one week of severance for every year worked, up to a total of six months severance.**

D. **The following positions are supervisory positions appointed by the governing body pursuant to Title 2 and are entitled to a contract with the City outlining the terms and conditions**

of their employment, including severance benefits identical to the severance benefit granted to department directors: City Manager, Recorder, Treasurer.

4.04.040 030 Administration - Powers and Duties

- A. The City Manager, or his/her designee, shall administer the personnel system provided by this chapter ~~and by the rules and regulations it authorizes and by other applicable law.~~
- B. The City Manager shall perform the duties and have the powers concerning personnel matters as follows:
 1. Administer and ~~maintain~~ **enforce** the personnel system and other pertinent rules and regulations established by this chapter and by its authority;
 2. Develop, maintain and apply procedures for the recruitment, compensation, promotion, training, **and** discipline ~~related aspects of~~ personnel management for all ~~personnel~~ **employees of the City under his/her jurisdiction**, subject to the ~~provisions of~~ ordinances, council policies, and personnel rules and regulations stated in this chapter or adopted pursuant to this chapter;
 3. Issue other supplemental personnel directives as are necessary for the effective implementation of this chapter, council policies, **or** ~~and~~ rules and regulations stated in this chapter or adopted pursuant to this chapter;
 4. **Recommend changes to this chapter or to the Personnel Policy to the Council for their consideration.** ~~Recommend and submit to the council for approval or modification such new or revised personnel rules and regulations~~ **Recommendations may to include, but are not necessarily limited to:**
 - a. The classification of all city positions, based on duties, authority, responsibility, working conditions, know-how, and accountability of each position whenever warranted by changed circumstances,
 - b. A pay **range plan** for ~~all~~ **each** positions,
 - c. Methods for determining the merit and fitness of candidates for appointment or promotion,
 - d. Policies and procedures regulating reduction in force, demotions, transfers, **and** removal, separation, or discharge of employees,
 - e. Hours of work, standards of conduct, probationary period requirements, attendance regulations, and provisions for sick, ~~and~~ vacation, **and other types of** leave,
 - f. Policies and procedures governing persons holding provisional appointments,
 - g. Policies and procedures governing employee-management relationships,
 - h. Policies regarding ~~all aspects of~~ training and education programs,
 - i. Other practices and procedures necessary ~~to~~ **for** the administration of the personnel system;
 5. Recommend to the council contractual arrangements with any qualified person or agency for the performance of such technical services as may be desired in the establishment and operation of the personnel system.

4.04.045 040 Appeal Board

1. There is hereby created an Appeal Board, which shall consist of the Mayor and the City Council and which will be chaired by the Mayor.
2. Any employee afforded merit protection under ~~this chapter the law (Utah Code Ann. §10-3-1105)~~ shall be entitled to appeal discharge (termination), involuntary transfer to another position with less remuneration (demotion), or suspension without pay for more than two days, to the Appeal Board. The procedures for an appeal shall be set forth in the Spanish Fork City Personnel Policy Manual. Exhaustion of all appeal procedures set forth in the Personnel Policy Manual shall be a prerequisite to filing an appeal with the Appeal Board, including meeting all time deadlines.

4.04.050 Compliance with Federal and State Law - Liabilities - Legality

- A. Nothing in this chapter, or in the rules and regulations developed under this chapter, shall in any way conflict with any federal or state laws, rules, regulations or requirements which are is or may become binding on the City because of either the statutory existence of such laws and regulations or contracts into which the City has entered or may enter with other units of government.
- B. All officers and employees of the City, whether elected or appointed or employed, shall not be held personally liable for any decisions made under this chapter where such decisions and the results thereof are determined to be in conflict with state, federal or other statutory requirements, except where such decision is an intentional violation of state, federal, or other statutory requirement.
- C. Should any part of this chapter be subsequently declared illegal, the Council declares that all other provisions and remaining parts of the chapter, notwithstanding such illegality of a part, shall remain in effect.

TITLE 7 GENERAL GOVERNMENT
CHAPTER 28 BOARDS, COMMISSIONS, & COMMITTEES

7.28.050 Personnel Committee

- A. A personnel committee is created, consisting of the Mayor, two council members, the City Manager, the assistant City Manager, **and** two **classified** employees elected by other employees, ~~and two citizens with human resource backgrounds~~. The personnel committee is to make recommendations to the Council concerning compensation and benefits of all employees. The Committee may also make recommendations concerning the City's personnel policy and other personnel matters.

- B. The employee members shall serve for four year terms. One member shall be up for election every two years. The council members shall be appointed for one year terms. ~~The citizen members shall serve staggered one year terms.~~