Tremonton City Corporation
City Council Meeting
August 6, 2024
Meeting to be held at
102 South Tremont Street
Tremonton, Utah

CITY COUNCIL WORKSHOP AGENDA
6:00 p.m.

1. Discussion of repealing or amending the Campaign Signs Ordinance and Main Street Mix Ordinance – Jeff Hoedt
2. Review of the agenda items identified on 7:00 p.m. City Council Agenda
3. ***CLOSED SESSIONS:***
   - ***a. Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or***
   - ***b. Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or***
   - ***c. Strategy sessions to discuss pending or reasonably imminent litigation; and/or***
   - ***d. Discussions regarding security personnel, devices or systems***

CITY COUNCIL MEETING AGENDA
7:00 p.m.

1. Opening Ceremony

2. Introduction of guests

3. Declaration of Conflict of Interest

4. Approval of agenda

5. Approval of minutes – July 16, 2024

6. Years of Service Awards
   a. Lyn Corbett, Senior Center – 20 years
   b. Jeff Wikstrom, Public Works – 15 years

7. Public comments: This is an opportunity to address the City Council regarding your concerns or ideas. (Please keep your comments to under 3 minutes.)

8. New Council Business:
   a. Discussion and possible action on accepting the proposal for leasing Police Department Vehicles from Unified Fleet Services
   b. Discussion and possible action on adopting Resolution No. 24-47 approving the Water Use and Preservation Element of the Tremonton City Integrated Land Use Plan
   c. Discussion and possible action on adopting Resolution No. 24-48 approving a Professional Services Agreement between Tremonton City and Bear River Live for the promoting and highlighting of community events
   d. Discussion and possible action on adopting Resolution No. 24-49 approving a Professional Services Agreement between Tremonton City and Wall Consultant Group (WCG) for the updating of the Tremonton City Transportation Master Plan
   e. Discussion and possible action on adopting Resolution No. 24-50 appointing Nate Christensen as Emergency Manager
   f. Discussion and possible action on adopting Resolution No. 24-51 appointing Andrea Miller to serve on the Tremonton City Planning Commission and reaffirming and appointing existing Planning Commission Members
   g. Discussion and possible action on adopting Resolution No. 24-52 appointing Brad Jannsen and Hayley Kearl to serve on the Tremonton City Library Board and reaffirming and appointing existing Library Board Members

9. Consent Agenda
   a. Discussion and possible action on adopting Resolution No. 24-53 approving the annual review of Tremonton City's Moderate-Income Housing Plan and Implementation and ratifying the preparation of a report setting forth the findings of said review in compliance with Utah Code 10-9a-408

10. Calendar Items and Previous Assignment
   a. Review of calendar
   b. Unfinished Business/Action Items

11. Reports & Comments:
   a. City Administration Reports and Comments
   b. Development Review Committee Report and Comments
   c. City Department Head Reports and Comments
   d. Council Reports and Comments

12. ***CLOSED SESSIONS:***
   a. Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or
   b. Strategy session to discuss the character, professional competence or physical or

mental health of an individual; and/or

c. Strategy sessions to discuss pending or reasonably imminent litigation; and/or

d. Discussions regarding security personnel, devices or systems

13. Adjournment

Anchor location for Electronic Meeting by Telephone Device. With the adoption of Ordinance No. 13-04, the Council may participate per Electronic Meeting Rules. Please make arrangements in advance.

Persons with disabilities needing special assistance to participate in this meeting should contact Cynthia Nelson no later than 48 hours prior to the meeting.

Notice was posted August 2, 2024 a date not less than 24 hours prior to the date and time of the meeting and remained so posted until after said meeting. A copy of the agenda was delivered to The Leader (Newspaper) on August 2, 2024.

_____

Cynthia Nelson, CITY RECORDER

1.27.050 SIGN PERMIT NOT REQUIRED. The following signs shall be permitted in all zoning districts, and all applicable provisions of this Chapter shall apply, except that a sign permit and fee shall not be required.

A. Public Signs. Signs required or specifically authorized for a public purpose by law, statute or ordinance; may be of any type, number, area height, location or illumination authorized by law. Such signs include safety signs, danger signs, traffic signs, City gateway signs, and signs announcing civic information by Tremonton City.

B. Private Traffic Directional Signs. Signs guiding or directing vehicular or pedestrian traffic onto, off of, or within a premise when such do not exceed four (4) square feet per sign in area and if pole sign do not exceed six (6) feet in height, do not contain any advertising or trade name identification and are not illuminated.

C. Name Plates. Shall be allowed in all zoning districts without the necessity of obtaining a sign permit if the sign area does not exceed forty-eight (48) square inches, and contains occupant name and address only. No Business identification is allowed in residential zones.

D. Real Estate Signs – Residential, Less than Five (5) Building Lots. Temporary non-illuminated on-premise real estate signs, which do not exceed sixteen (16) square feet in area and six (6) feet in height if pole sign. Such signs shall not remain in place more than seven (7) days after sale or rental of the subject property and shall be located solely on private property. Subdivisions with five (5) or more building lots and large developments may place one (1) sign on the premises of the development with a sign face not exceeding thirty-two (32) square feet.

E. Real Estate Signs – Industrial, Agricultural, and Commercial. Temporary non-illuminated on-premise real estate signs, which do not exceed sixty-four (64) square feet in area and fifteen (15) feet in height if pole sign. Such signs shall not remain in place more than seven (7) days after sale or rental of the subject property and shall be located solely on private property.

F. Informative Signs. Signs commonly associated with, and limited to information and directions related to the permitted use on the lot on which the sign is located, provided that each sign does not exceed three-hundred (300) square inches in area. (This category shall be interpreted to include such signs as “no smoking, rest room, no solicitors, self-service, vacancy, caution, open and closed” and similar information signs). Open signs may be flashing.

G. Window Signs. Non-illuminated and internally illuminated window signs when the total area of such signs does not exceed twenty-five (25) percent of the total window area in the

same vertical plane at the ground level on the side of the building upon which signs are displayed, and does not exceed twenty-five (25) percent of the total allowable sign area for the premises in the specified district. Temporary posters announcing or advertising events shall be exempted from limitations on window signs.

H. Residential Signs. Unless otherwise noted in this Chapter, no signs of any kind shall be allowed in any residential zone.

I. Flags. Flags bearing the official design of a nation, state, municipality, educational institutions, etc.

J. Tremonton City Gateway Signs. Gateway signs that introduces or welcomes visitors to the incorporated limits of Tremonton City. Said signs may bear the City logos and be any sign type.

K. Community Signs.

1. Community Event Signs. Signs advertising public entertainment or an event of public interest shall adhere to the following:

a. Number or Signs. Shall be limited to one (1) sign at two (2) locations. Locations to be determined by the Zoning Administrator;

b. Traffic Visibility. No sign or sign structure shall be erected at the intersection of any street in such a manner as to obstruct free and clear vision, or at any location where by its position, shape or color it may interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal or device;

c. No sign shall be attached to or supported by any traffic sign, signal or device;

d. Display Period. Signs may be displayed two (2) times in a calendar year for a maximum of fourteen (14) days prior to an event and must be removed within forty-eight (48) hours following an event;

e. Size. Signs shall not exceed sixteen (16) square feet of surface area and no greater than four (4) feet in total height; and

f. Illumination. Illumination of temporary signs is not permitted.

2. Community Program Signs. Reserved.

L. Sponsored Recreation Advertising. Non-illuminated banners erected at City parks and approved by the City Recreation Director.

M. Identification Signs. Non-illuminated, internally illuminated or indirectly illuminated identification signs which do not exceed four (4) square feet in total area, and project less than twenty-three (23) inches, limited to one (1) such sign per use per building, and if sign is pole sign, the total height may not exceed six (6) feet.

N. Signs During Election Periods. Temporary signs may be erected for a maximum of forty-five (45) days prior to any election and a maximum of seven (7) days after an election. Signs shall be located on private property and not within the public right-of-way or attached to any utility poles or boxes, and shall not be located within any clear vision area or create a safety or visibility problem. Signs may be a maximum of sixteen (16) square feet and four (4) feet in height, A maximum of five (5) signs may be placed on any one (1) parcel of property, and signs shall not be placed where they would obstruct the view of other signs.

O. Apartment House Identification Signs. Apartment houses of five (5) or more dwelling units may erect one (1) sign on the premises to identify only the name of the apartment complex and to indicate vacancy. Said wall sign or monument sign shall not exceed an area of thirty-two (32) square feet.

Part 3-970. Main Street Mix.

3-971. Main Street Mix Purpose. The purpose of the Main Street Mix is to improve and advance Main Street, downtown, gateway entries and corridors into Tremonton City by focusing on but not being limited to the following elements and conditions:

1. Economic prosperity;
2. Design and aesthetics;
3. Culture, arts, events;
4. Social interaction;
5. Improve the identity, brand, and image of Tremonton City; and
6. Increase the impact of visitors in the Bear River Valley.

3-972. Main Street Mix Responsibilities and Authority. The Main Street Mix is an advisory body to the Tremonton City Council and as appropriate the Planning Commission and is hereby has the following responsibilities and authority:

(1) Work to improve and advance elements and CITY GOVERNMENT 3-13 conditions enumerated in the Main Street Mix Purpose section of this ordinance.

(2) Promote education of and cooperation among all stakeholders of Main Street, downtown, gateway entries and corridors.

(3) Provide the City Council (and as appropriate the Planning Commission) with facts, opinions, advice, and recommendations on issues related to the elements and conditions enumerated in the Main Street Mix Purpose section of this ordinance.

(4) Assist the Planning Commission in developing and updating plans affecting Main Street, downtown, and gateway entries and corridors and once these plans are adopted by the City Council to work on implementation of said plans.

(5) Assist with the implementation of programs that are approved, authorized, and delegated to the Committee by the City Council.

(6) Work to facilitate events and programs along Main Street and in the downtown areas of Tremonton City.

(7) Apply for grants and work to obtain outside resources to improve and advance Main Street, downtown, gateway entries and corridors into Tremonton City.

(8) Oversee other Main Street related issues delegated to it by the City Council.

3-973. Main Street Mix Membership. The Main Street Mix Committee shall be comprised of a mix of stakeholders which may include but is not limited to the following: residents of Tremonton City; resident of the Bear River Valley; business owners in Tremonton City; property owners along Main Street and gateway corridors in Tremonton City; the Bear River Valley Chamber of Commerce; Bear River Valley Museum; Box Elder County Fairgrounds; Box Elder County representatives; and Tremonton City Departments representatives.

3-974. Self-Appointed Voting Members. All stakeholders and other individuals that have a genuine interested in the improvement and advancement of Main Street, downtown, gateway entries and corridors into Tremonton City are invited and encouraged to participate in meetings. A self-appointed member of the Main Street Mix may become voting members after attending one meeting, excepting those stakeholders or individuals

that attend the inaugural meeting of the Main Street Mix Committee which may vote during this first meeting. Voting rights shall be verified by the City Recorders Office Representative who is assigned to prepare minutes of the meeting as described more fully below.

3-975. Appointed Voting Members. To provide resources and organizational structure to the Main Street Mix the following City staff is appointed as voting members of the Committee: City Manager; Zoning Administrator; Public Works Director; Street Division Lead; Parks and Recreation Director; Parks Superintendent; and Code Enforcement Officer.

3-976. City Council and Planning Commission Liaisons. The City Council and Planning Commission may appoint up to two liaisons to attend, listen, and participate in the meetings. The City Council and Planning Commission liaison shall be non-voting members of the Main Street Mix.

3-977. Committee Member Term Limits. There are no term limits for Self-Appointed Voting Members. Appointed Voting Members terms shall be subject to the duration of their employment with Tremonton City.

3-978. Chairpersons. The Main Street Mix shall be organized with two active co-chairpersons which shall function and provide collaborative leadership to the Committee. The City Council shall appoint one co□chairperson that is a stakeholder and meets one of the following eligibility requirements: is a resident of Tremonton City; business owners in Tremonton City; or property owners along Main Street and gateway corridors in Tremonton City. The other co□chairperson shall be the City Manager. Jointly the co□chairpersons shall collaboratively perform the following duties:

(1) Set the agenda for the regular meetings;

(2) Establish the work priorities and direction of Main Street Mix with input from its membership;

(3) Prepare or have prepared documents necessary for review from the Main Street Mix membership; and

(4) Work with the Utah Department of Transportation on planning and implementation of various aspects of the Main Street.

Independent of the other co-chairperson, the City Manager may direct City staff and resources to address, remedy issues, or accomplish purposes pertaining to Main Street, downtown, gateway entries and corridors.

3-979. Quorum. Five voting members of the Main Street Mix shall be present to constitute a quorum for the conducting a Main Street Mix Committee meeting.

3-980. Conducting Business. It shall take the majority votes of the quorum present at a meeting in the affirmative to pass any agenda item. Voting rights shall be verified by the City Recorders Office Representative who attends the meeting by reviewing past attendance

roll to ensure that a Self-Appointed Voting Member has attended at least one meeting prior to casting a vote.

3-981. Meetings. The Main Street Mix shall meet as often as necessary to carry out their assigned responsibilities. The Main Street Mix meetings shall be conducted in compliance with the Utah Open and Public Meetings Act, Utah Code Title 52, Chapter 4. Special sessions may be called as needed.

3-982. Roll and Minutes. A City Recorder Office representative shall attend the Main Street Mix and facilitate the opportunity for attendees to sign an attendance roll. The City Recorder Office representative shall prepare the minutes for the Committee. The minutes for the Main Street Mix shall be brief in nature and shall be aimed at formalizing the facts, opinions, advice, recommendations, and votes associated with the business listed on the agenda. The official signed copy of the roll and minutes shall be held in the City Recorder Office for retention.

3-983. Duration. The Main Street Mix shall remain in effect until the Tremonton County Council adopts an ordinance dissolving the Committee.

3-984. Amendments. As often as necessary the City Council shall make amendments to the organization of the Main Street Mix to ensure that the organization of the Main Street Mix is functioning effectively. (Ord. No. 13-17)

TREMONTON CITY CORPORATION
CITY COUNCIL MEETING
JULY 16, 2024

Members Present:
Wes Estep
Jeff Hoedt
Bret Rohde
Lyle Vance
Blair Westergard
Lyle Holmgren, Mayor
Bill Cobabe, City Manager
Linsey Nessen, City Recorder

CITY COUNCIL WORKSHOP

Mayor Holmgren called the July 16, 2024 City Council Workshop to order at 6:00 p.m. The meeting was held in the City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Holmgren, Councilmembers Estep, Hoedt, Rohde, Vance, and Westergard, City Manager Cobabe, City Recorder Nessen, and Deputy Recorder Cynthia Nelson. The following Department Heads were also present: Police Chief Dustin Cordova (arrived at 6:48 p.m.), Fire Chief Brady Hansen, Treasurer Sharri Oyler, and Main Street Manager Sara Mohrman.

The Closed Session was held before discussion of the agenda items.

1. Review of the agenda items identified on 7:00 p.m. City Council Agenda

The Council discussed uncollectible ambulance write-offs for about $100,000. They then discussed restrictions on fireworks. Councilmember Hoedt said this seems like an urgent situation, why was it a one-day notice? Chief Hansen said I was still consulting with the officer group. In the future I will try to forecast that better. We have been seeing a number of grass fires and severe heat weather. With advice from my officer group, we are getting to a point that the risk is high enough to propose a restricton on fireworks in our hardest to reach areas. Other areas are also at risk, but we can generally get there and extinguish a fire if it starts. Councilmember Rohde suggested coming up with a standard for the future that when certain things are triggered, an ordinance would fall into place instead of seeking approval year to year. We should try to come up with a formula that might be agreeable. It would still be an ordinance or resolution, I just think you ought to be able to make the call.

The Council then discussed appointing Recorder Nessen as the new Assistant City Manager. This was also discussed in Closed Session. Councilmember Rohde suggested moving this item to the Consent Agenda and not as a resolution. Filling that position is something the City Manager can decide. Mayor Holmgren said we went through City code and this is a position that can be appointed by the City Manager. The Recorder is a different story and should remain a resolution.

They discussed appointing Deputy Recorder Cynthia Nelson as the new City Recorder. Further discussion was held on the Consent Agenda items.

Mayor Holmgren said Hay Days is on July 19-20 and the Council will serve breakfast on Saturday starting at 7:30 a.m., at Jeannie Stevens Park. The community dinner will be on Friday at 6 p.m. I do have a report from Public Works Director Paul Fulgham that construction on 1000 North is on track. The road should be open before school starts.

Motion by Councilmember Vance to move into closed session. Motion seconded by Councilmember Estep. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

The Council moved into a closed session at 6:00 p.m.

2. CLOSED SESSIONS:

- ***a. Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or***
- ***b. Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or***
- ***c. Strategy sessions to discuss pending or reasonably imminent litigation; and/or***
- ***d. Discussions regarding security personnel, devices or systems***

Motion by Councilmember Westergard to return to open session. Motion seconded by Councilmember Vance. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

The Council returned to open session at 6:30 p.m.

The meeting adjourned at 6:51 p.m. by consensus of the Council.

CITY COUNCIL MEETING

Mayor Holmgren called the July 16, 2024 City Council Meeting to order at 7:00 p.m. The meeting was held in the Tremonton City Council Meeting Room at 102 South Tremont Street, Tremonton, Utah. Those in attendance were Mayor Holmgren, Councilmembers Estep, Hoedt, Rohde, Vance, and Westergard, City Manager Cobabe, Recorder Nessen, and Deputy Recorder Cynthia Nelson. The following Department Heads were also present: Police Chief Dustin Cordova, Fire Chief Brady Hansen, Treasurer Sharri Oyler, and Main Street Manager Sara Mohrman.

1. Opening Ceremony:

   Mayor Holmgren informed the audience that he had received no written or oral request to participate in the Opening Ceremony. He asked anyone who may be offended by

listening to a prayer to step out into the lobby for this portion of the meeting. The prayer was offered by Mayor Holmgren and the Pledge of Allegiance was led by Councilmember Westergard.

2. Introduction of guests: Mayor Holmgren welcomed those in attendance.

3. Declaration of Conflict of Interest: None.

Mayor Holmgren read State code stating what the Conflict-of-Interest declaration means. It says, any personal interest or investment that creates a conflict between the personal interests and public duties. As we do this week in and week out, reflect on that and make sure you understand the agenda. If there is a conflict, declare that. It does not mean you cannot vote, but you should make a declaration. Councilmember Estep said I am glad you clarified that because last meeting I did not declare a conflict. I am a full-time employee of the City and we discussed COLA raises. I am sorry I missed that.

4. Approval of Agenda:

Motion by Councilmember Rohde to approve the agenda of July 16, 2024. Motion seconded by Councilmember Vance. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

5. Approval of minutes – June 18, 2024

Motion by Councilmember Vance to approve the minutes of June 18, 2024. Motion seconded by Councilmember Estep. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

6. Public comments: Comments limited to three minutes.

Resident Bill Roosma said I want to talk about code enforcement. We have one officer for code enforcement and one person dealing with animals. That is not satisfactory. In my humble opinion, we need at least two people dealing with animals and I would like to see code enforcement tripled. My favorite pet peeve are trailers on the road where they should not be. Law enforcement has a lot to deal with. We just do not have enough manpower. When it comes to animal control, that job can go south in a hurry. Anyone dealing with animal control needs to be trained and armed with a firearm. Animals can get vicious. That is a tool that needs to be afforded them with the proper training. We have to hire people who are confident and have the judgment, training, and forethought to do the job, and then we need to back them up. There are leash laws statewide and people need to abide by them. Also, fireworks are getting out of hand with all the aerial stuff in the neighborhoods. I would be in favor of restricting those fireworks to a certain area like the fairgrounds. There is a lot of debris in my yard and it is nothing I have lit off. I do not want to pick up the debris and I do not want to wake up with my house on fire.

7. New Council Business:

a. Discussion and consideration of adopting Resolution No. 24-41 authorizing the write-off of uncollectible accounts receivable for utility services in the Enterprise Funds and fire truck clean-up in the Fire Fund for FY 2024

Motion by Councilmember Estep to adopt the resolution. Motion seconded by Councilmember Westergard. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

b. Discussion and consideration of approving Resolution No. 24-42 authorizing the write-off of uncollectible accounts receivable for ambulance billings for FY 2024 in Fund 28 Fire Department

Motion by Councilmember Vance to approve the resolution. Motion seconded by Councilmember Rohde. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

c. Discussion and consideration of adopting Resolution No. 24-43 amending a Professional Service Agreement between Tremonton City and Jessica Tanner for the creation of written minutes for public meetings for Tremonton City's public bodies

Recorder Nessen said this would include minutes for Town Hall meetings or Steering Committee meetings. She would tack on an extra $25 if we have a special meeting that she has to do minutes for. I do not see it happening often, but it does take a long time to type up minutes.

Motion by Councilmember Vance to adopt the resolution. Motion seconded by Councilmember Westergard. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

d. Discussion and consideration of approving Ordinance No. 24-09 adopting restrictions on the use of fireworks within certain areas of Tremonton City

Councilmember Hoedt said we would like Chief Hansen to put together a proposal where he would have the authority to declare these things on a more ready basis than having to wait for Council meetings to do this. He is the expert on when the risk is up too high. We are looking forward to seeing it.

Motion by Councilmember Estep to approve the ordinance. Motion seconded by Councilmember Hoedt. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

e. Discussion and consideration of adopting Resolution No. 24-44 appointing Linsey Nessen as the Assistant City Manager

Councilmember Rohde said I think this is just a matter of process. The Assistant City Manager reports to the City Manager and it is not called out in any resolution that the person needs to come before us for approval. I would make a motion that we table this resolution and add it to the Consent Agenda for our information. It feels like this is an administrative decision, not legislative. We trust you and your capability to make that decision.

Motion by Councilmember Rohde to remove this and move it to the Consent Agenda. Motion seconded by Councilmember Hoedt. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

f. Discussion and consideration of adopting Resolution No. 24-45 appointing Cynthia Nelson as the City Recorder

Motion by Councilmember Rohde to adopt the resolution. Motion seconded by Councilmembers Vance and Estep. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

8. Oath of Office
   a. Swearing in of Cynthia Nelson as City Recorder

Recorder Nessen then had Deputy Recorder Nelson swear in as the new City Recorder.

9. Consent Agenda
   a. Adoption of May Warrant Register
   b. Adoption of May Financial Statements
   c. Discussion and consideration of adopting Resolution No. 24-46 ratifying the Jack In The Box Tremonton Development Agreement
   d. Assistant City Manager

Motion by Councilmember Vance to ratify the Consent Agenda. Motion seconded by Councilmember Hoedt. Roll Call Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

10. Calendar Items and Previous Assignment
    a. Review of calendar

Mayor Holmgren said we are excited for Hay Days. Councilmember Estep said the Farmer's Market will be on Saturday, August 3.

b. Review of past assignment: None.

11. Reports & Comments:

a. City Administration Reports and Comments

Manager Cobabe explained some of the things he has done since being named City Manager. The Mayor, City Planner, and I went with Director Fulgham to tour our water facilities, which was a very interesting experience. I am pleased to see how well things are going. I went over to the police department and have been fingerprinted. I recruited the fire department to help me move a couch and had a peanut butter bar at the Senior Center. Parks Director Zach LeFevre gave me a tour of the parks and I got a rundown of recreation activities. I have been to the library, which is an incredible asset in the City. I attended the Farmer's Market with my wife and handed out hot dogs. I have been part of the Main Street Committee that is working to address concerns and opportunities. To top it all off I got to go meet with the school board. I am still getting my feet underneath me and learning the ropes. In my nearly 20 years of working in city government, I have seldom met a more dedicated, professional, and passionate group of people. I am honored to work with them. I am grateful for the opportunity. One other thing that was brought up to me that I need to address is that the code specifically talks about getting items on the agenda. Please get those to me, Assistant Manager Nessen, or Recorder Nelson for the agenda in writing the Tuesday before so we can make sure we get those on. I dropped the ball this week as Councilmembers had requests for a couple of agenda items and they did not get on this week's agenda. Mayor Holmgren said we are thrilled to have you on board, you are doing a great job.

b. Development Review Committee Report and Comments: None.
c. City Department Head Reports and Comments

Chief Cordova said Manager Cobabe is doing a really good job. He took the time to meet the troops. We appreciate that. He then provided a summary of last month's stats. We had 1,001 total incidents in Tremonton and Garland. Of those, 51 were animal problems, 10 were family fights, we had 18 assaults and 18 code enforcement cases. We made a fugitive arrest, arresting the new Box Elder Most Wanted. We completed two search warrants for child sex crimes and had 125 traffic cases. We integrated a new thing called, Know Your Force. This allows our community to give feedback and allows administrators to identify potential problems. On the back of every card there will be a code that leads to a survey. This will be required by State law soon. So far it has been really good. We have a total of 31 reviews and have a 4.9 out of 5 stars rating and 100% positive feedback. We have lots of love from our community, which we appreciate. I am going to ask the City Manager to put us on the agenda to present options with our fleet that has the potential to save $100,000 annually. Finally, we are dominating Brigham City in the lemonade competition, 22 to 5, and it has been great PR.

Chief Hansen said thanks for the support on the fireworks restrictions in those high-risk areas. We are advertising for a new hiring process. We are looking to replace four or five part-time positions to get us back up so we can cover special events better. We also have one full-time vacancy. Councilmember Estep asked that Chief Hansen send a weekly report on the fire department. Chief Hansen said yes, I am happy to do that.

d. Council Reports and Comments

Councilmember Estep said the benches are on Main Street and they look good. Our water boy is doing a wonderful job with the flower pots, they are thriving.

Councilmember Vance said the proposed annexation out west did not get on the agenda. We need to discuss that. The County has already approved this subject to whether or not we are willing to annex them in or not. The developer has purchased $1.3 million for water taps that could be converted back into cash if we are willing to annex. The real question is how much is it going to cost to get sewer and water out there? This is complicated because they are so far from town. The driver behind this is because of the issue Vernal had with a subdivision being annexed into the City after they had septic issues. After people started getting sick, the State made Vernal bring them into their sewer system at their expense. That is a fear. The engineer's estimate to bring sewer and water to that area is $3.4 million. We have to determine if we can do this. This ground probably has the worst clay in the whole valley. We are going to have sewage problems out there. This protects health in our area and potential liability. If things go wrong, the State is going to make us do it anyway so we might as well get the developer to help participate. We have discussed a pioneer agreement. There is hesitation because of the distance, but we ought to consider this. Councilmember Hoedt said you already know how I feel about annexations. The public has told me where they are at on annexations and where the State survey comes in on this issue, showing the majority not supporting this. I want to know what the cost is going to be to the City to have police and emergency responses. You do not patrol outside City boundaries and cannot enforce City ordinances there. There is an additional cost when you annex to these departments. Vernal is a scare tactic. That is one town in the entire State. These are questions that should be asked before we take action. I would like us to make an informed decision about what the expenses are going to be. If we annex, we have another addition to the community of neighborhoods to patrol. There is added cost. What will it cost the community? Has the County already approved the developments? Recorder Nessen said we have to deny it first before they will let him pull permits. Councilmember Hoedt said if we did not annex, would the County let them develop anyhow? Manager Cobabe said they cannot deny it if they meet the requirements as set forth in the County ordinance. The enforcement and oversight at the County on these types of things is minimal. The concern is that we are going to have to go in and cleanup like they had to do in Vernal. That is a cautionary tale, it is not indicative of what we will experience, but it is something we should learn from. Councilmember Hoedt said the public has told me the three best things about this town are the people and friendliness, the small town feel, and that it is a farm community. This takes away farms. Mayor Holmgren said this is what will happen anyway. Councilmember Vance said if we want to put our heads in the sand and ignore it and potentially have Vernal's problem, whether it be a scare tactic or not, it is there and I want to go on record that I was trying to make sure we were protecting Tremonton. My idea is to have the contractor pay for it and we can do a pioneer

agreement with him. Mayor Holmgren said let us get some numbers. The Council agreed to hold a special meeting on Tuesday, July 30 to discuss this further.

Councilmember Hoedt suggested cleaning up City ordinances that are no longer in use. The Main Street mix creates a special advisory committee on Main Street. That has not been utilized for nearly a decade. I would say let us repeal it or say, shall have this advisory committee. Then it is not discretionary. If we do not really need it, let us get rid of these ordinances. The same applies to the ordinance on campaign signs. There were many violations and there has been a downgrade in penalties and infraction to where it does not get enforced. If we feel there is a significant problem, let us enhance or amend the ordinances. I have copies of what other towns have done to make them more enforceable and can offer some suggestions.

Mayor Holmgren said I appreciate all your service. This can be a hard job and we are doing the best we can for our City.

12. ***CLOSED SESSIONS: No closed session held at this time.***
    - ***a. Strategy session to discuss the purchase of real property when public discussion of the transaction would disclose the appraisal or estimated value of the property under consideration or prevent the public body from completing the transaction on the best possible terms; and/or***
    - ***b. Strategy session to discuss the character, professional competence or physical or mental health of an individual; and/or***
    - ***c. Strategy sessions to discuss pending or reasonably imminent litigation; and/or***
    - ***d. Discussions regarding security personnel, devices or systems***

13. Adjournment.

Motion by Councilmember Estep to adjourn the meeting. Motion seconded by Councilmember Rohde. Vote: Councilmember Estep - aye, Councilmember Hoedt - aye, Councilmember Rohde - aye, Councilmember Vance – aye, Councilmember Westergard - aye. Motion approved.

The meeting adjourned at 8:02 p.m.

The undersigned duly acting and appointed Recorder for Tremonton City Corporation hereby certifies that the foregoing is a true and correct copy of the minutes for the City Council Meeting held on the above referenced date. Minutes were prepared by Jessica Tanner.

Dated this _____day of _____, 2024.

_____

Linsey Nessen, City Recorder



Prepared for: **Tremonton City and Garland City**

Requested Vehicles & Pricing Options

Requested:

- 2024 Ford F150 XLT @ 12,000 and 20,000 miles a year
- 2024 Chevrolet 1500 LT @ 12,000 and 20,000 miles a year
- 2023 Ford Explorer ST @ 12,000 and 20,000 miles a year
- 2024 Ford Maverick XLT @ 12,000 miles a year
- 2024 Chevrolet Tahoe Z71 @ 12,000 miles a year

Vehicle Options

2024 Ford F150 XLT @ 12K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $7,629.66

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	8,963	48,142	50,915	49,551	-1,363.59
2	8,963	41,951	44,368	44,775	407.19
3	8,963	35,405	37,444	41,444	4,000.00

2024 Ford F150 XLT @ 20K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $8,803.66

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	10,137	46,968	49,673	49,551	-122.10
2	10,137	39,536	41,813	44,775	2,961.68
3	10,137	31,676	33,501	37,501	4,000.00

2024 Chevrolet 1500 LT @ 12K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $9,159.66

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	10,493	49,364	52,207	51,506	-701.72
2	10,493	41,714	44,117	46,541	2,424.48
3	10,493	33,623	35,560	39,560	4,000.00

2024 Chevrolet 1500 LT @ 20K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $10,238.66

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	11,572	48,285	51,066	51,506	439.21
2	11,572	39,494	41,769	46,541	4,772.07
3	11,572	30,197	31,936	35,936	4,000.00

2023 Ford Explorer ST @ 12K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $9,685.66

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	11,019	53,516	56,599	51,713	-4,885.75
2	11,019	45,580	48,206	46,729	-1,476.83
3	11,019	37,187	39,329	43,329	4,000.00

2024 Ford Explorer ST @ 20K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $11,020.66

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	12,354	52,181	55,187	51,713	-3,473.84
2	12,354	42,833	45,300	46,729	1,428.32
3	12,354	32,947	34,844	38,844	4,000.00

2024 Ford Maverick XLT @ 12K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $5,236.23

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	7,000	26,171	27,679	26,037	-1,641.85
2	7,000	20,679	21,870	23,528	1,657.44
3	7,000	14,870	15,727	21,018	5,291.32

2024 Chevrolet Tahoe Z71 @ 12K Miles/Year

Current Market Residual – 3 Year – Anticipated net rate: $9,278.66

Year	Payment Due	Starting Balance	Ending Balance	Projected Residual	Projected Equity
1	10,612	69,001	72,975	64,508	-8,467.84
2	10,612	62,364	65,956	58,290	-7,665.67
3	10,612	55,344	58,532	62,532	4,000.00

1) Interest rates and pricing assume a minimum of $100,000 in financed vehicles/equipment. Final payments and interest rates may vary based on total financed amount.

2) If applicable, equipment pricing quoted is based on upfitter's best estimate. Final pricing is determined after all equipment is ordered and labor for installation is completed. Once financing is finalized, any variance in final equipment price must be paid in full by the client. Please budget accordingly.

Next Steps

1. Complete the Acceptance Form and Financing Application attached.
2. Bank underwrites and approves.
3. Bank issues lease documents through E-Sign. Customer must verify the date the resolution was adopted, and provide their insurance agent's information.
4. Customer makes first payment via the invoice provided in the lease documents.
5. Customer/Insurance Agent must provide proof of insurance to Bank/UFS.
6. Once items 1-5 are completed, vehicle delivery is scheduled.

Acceptance

[ ] I have reviewed the attached Terms and Conditions and request Unified Fleet Services to pursue underwriting and approval of a commitment for the described lease agreement with the following changes:

_____

_____

_____

_____

Accepted this ____ day of _____, 2024

_____

(Entity Name)

Federal Tax ID#: _____

By: _____

Printed Name: _____

Title: _____

Authorization: Lessee acknowledges and agrees that Lessor may furnish all Lessee presented information, financials, analysis, and related credit and review materials to its employees, counsel, and agents as well as its participants and assigns. Lessee authorizes Lessor to contact Lessor' funding partners, and all trade suppliers and other references of Lessee, and to order any and all credit checks and investigative reports, all as Lessor deems necessary in connection with the evaluation of the transaction.

Confidentiality: Except as required by law, the proposal and its terms and conditions will not be disclosed publicly or privately except to those individuals who are your officers, employees or advisors who have a need to know because of being involved in the proposed financing. The foregoing confidentiality provisions shall not apply to the disclosure of the federal income tax structure or treatment of the proposed financing.

Financing Application

Legal Name of Obligor:		Fed. Tax ID #:	
Address:			
City:	County:	State:	Zip:
Contact Person:	Title:		
Phone: ( )			
Email Address:			
Alternative Contact Person:	Title:		
Phone: ( )			
Alt Contact Email Address:			
Date municipal entity was established:	Does the obligor self-insure for property & liability insurance?		
Please list Names, Titles and Email of authorized signers below (minimum of 2):			
1:	2:	3:	
What fund will the remaining contract payments be made from? ☐ General ☐ Special (specify)			
Replacement Vehicles: ☐ Yes ☐ No	Age of current equipment:	Yr purchased:	
If not a replacement, why is the equipment needed?			
Physical location of equipment after delivery:			
Describe the essential use of the equipment:			
Has the obligor ever defaulted or non-appropriated on a lease, bond, or legal obligation?		☐ Yes	☐ No
Will the obligor issue more than $10,000,000 in tax-exempt debt in this calendar year?		☐ Yes	☐ No

Financial Information Required
UFS will attempt to obtain the following on municipal/state websites, and contact you if not available: • **Two (2) most recently completed audits** • **If the fiscal year end of the audit is more than three (3) months ago, current year-to-date Balance Sheet with Debt Service Commitments and Income Statement** • **For any unaudited fiscal year, comprehensive financial statements including a Balance Sheet with Debt Service Commitments and an Income Statement in place of the audits** Without complete financial information, the credit review process may be delayed. Please call if you have any questions or concerns prior to returning this application.

Completed By (signature):	**Printed Name and Title:**	**Date:**

Additional Terms

- This is a proposal only and is not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.

- Failure to consummate this transaction once credit approval is granted and the documents are drafted and delivered to Obligor may result in a documentation fee being assessed to the Obligor.

- This transaction must be credit approved, all documents properly executed and returned to Unified Fleet Services, LLC and their assignees, financial partners and related and the transaction funded on ALL proposals within 30 days of this proposal. If funding does not occur within that time-frame, or there is a change of circumstance which adversely affects the expectations, rights, or security of Obligee or its assignees, then Obligee or its assignees reserve the right to adjust and determine a new interest rate factor and payment amount, or withdraw this proposal in its entirety. Should there be a significant change in market rates at any time prior to funding of the transaction, Unified Fleet Services, LLC and their assignees and partners reserves the right to adjust the Interest Rate quoted above.

- This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.

- OBLIGOR'S TOTAL AMOUNT OF TAX-EXEMPT DEBT TO BE ISSUED IN THIS CALENDAR YEAR WILL NOT EXCEED THE $10,000,000 LIMIT, OR THE INTEREST RATE IS SUBJECT TO CHANGE.

RESOLUTION NO. 24-47

A RESOLUTION OF TREMONTON CITY CORPORATION ADOPTING THE WATER USE AND PRESERVATION ELEMENT OF THE TREMONTON CITY INTEGRATED LAND USE PLAN

WHEREAS, Tremonton City's current Land Use Plan is an element of the Tremonton General Plan, which was adopted by Resolution No. 02-22; and

WHEREAS, Tremonton City is desirous to update its Water Use and Preservation Element to assist the City in its short and long-term planning needs; and

WHEREAS, the City requested Landmark Design to draft the Water Use and Preservation Element; and

WHEREAS, the Water Use and Preservation Element contains strategies and goals for the City's water usage; and

WHEREAS, the Water Use and Preservation Element will be a new chapter to the Tremonton Integrated Land Use Plan; and

WHEREAS, the Tremonton City Planning Commission held a public hearing on July 23, 2024 on the proposed draft Tremonton Integrated Land Use Plan; and

WHEREAS, on July 23, 2024, the Tremonton City Planning Commission recommended approval of the proposed draft Tremonton Integrated Land Use Plan to the City Council.

NOW THEREFORE, BE IT RESOLVED by the Tremonton City Council that the Tremonton Integrated Land Use Plan is adopted as attached in Exhibit "A."

Adopted and passed by the governing body of Tremonton City Corporation this 6th day of August 2024.

TREMONTON CITY
A Utah Municipal Corporation

By _____
Lyle Holmgren, Mayor

ATTEST:

_____
Cynthia Nelson, City Recorder

EXHIBIT "A"



TREMONTON
WATER USE & PRESERVATION ELEMENT

VISIT | CONNECT | STAY

INTRODUCTION



PROTECTING OUR WATER SUPPLY

After years of unprecedented drought, record snowpack in 2023 has gone a long way toward refilling Utah's lakes and reservoirs. However, as the second driest state in the nation, we are either in drought or preparing for the next one.[1] Integrating water into the land planning process is one way in which we can proactively prepare for our water future.

Recognizing plannings critical role in water management, the state adopted *S.B. 110: Water as Part of the General Plan* in 2022. This new legislation requires municipalities to amend their general plan to consider how land use planning impacts water use. The *Tremonton Water Use & Preservation Element (2024)* meets legislative requirements while building upon existing efforts made by the city to effectively manage water resources and address local water supply concerns through a proactive planning approach.

In summary, the *Tremonton City Water Use & Preservation Element (2024)* describes water system basics and provides a snapshot of current and future water use in Tremonton. It covers the relationship between land use and water conservation and outlines strategies and practices that Tremonton could adopt or enhance. The chapter ends with a summary of Tremonton's current water conservation measures and recommendations for additional goals and policies that will reduce water demands as part of current and future developments.

WATER CONSERVATION CHALLENGES

The City's current and future water needs and challenges were identified in a city-wide water conservation plan prepared in 2021. Water conservation challenges specific to Tremonton City include:

- Tremonton's future depends on water; its water development is constrained by the lack of new water sources, water right restrictions, growth pressures, and unpredictable drought conditions which remain perennial challenges.
- The area served by Tremonton is constantly changing due to the annexation of new property. In the future, Tremonton's service area has the potential to increase from approximately 10 square miles to as much as 30 square miles.
- Water reduction is achievable but is difficult to balance with economic development. Two food manufacturing facilities alone use as much as 30% of all water produced for the city in some months.
- Community education in water conservation is a key component to achieving a reduction in water use and will require dedicated time and resources.
- Current city ordinances could better integrate water conserving land development patterns and practices. Note that Tremonton is concurrently updating the municipal landscaping code.

Water: A top concern for Tremonton residents

The consequences of long-term drought coupled with unprecedented growth and change have made water a top concern for Tremonton residents. According to a 2022 survey conducted by Utah State University under the Utah Wellbeing Project, 91% of Tremonton City respondents expressed moderate or major concern for the city's water supply, particularly regarding the availability of culinary water as the city grows.[2] At a time when a significant number of land use decisions will be made to accommodate future growth, it is necessary for Tremonton to make decisions that will also conserve water.

FIGURE 1 – UTAH WELLBEING PROJECT SURVEY RESULTS



9 out of 10 Tremonton residents share moderate to major concern for the future of the city's water supply.

CITY WATER PROFILE



THE CITY WATER SYSTEM

The Tremonton City water system has evolved significantly since the early 1900s when the first wooden water main was installed. Over the past 90 years, system improvements have included the construction of multiple storage reservoirs, acquisition of springs and wells, installation of the City's first water disinfection facilities, transition to advanced metering infrastructure, ongoing replacement of aging main lines, and implementation and expansion of a secondary water system.

Expansion of the City's secondary water system has been key to Tremonton's ongoing water use and preservation efforts. The first construction of a new secondary system began in 2004 with the River Valley and Spring Acres Subdivisions. In 2005, the first master plan and impact fee study for a secondary system was prepared. At that time, the City Council determined that the cost to develop the system was too high and the plan was abandoned. Then in 2017, the Council adopted a new secondary water plan and approved construction of a secondary water system to be used for irrigation of lawns and gardens. The *Secondary Water System Capital Facilities Plan (2017)* divides the City into 13 individual service areas, enabling the new system to be implemented incrementally.[3] For a map of the city's irrigation service areas, see page 12 of the Capital Facilities Plan.

Water System Basics

By law, water of the state belongs to the public and the right to divert water and decide how it is used is determined by the state. Each year, more than five million acre-feet of water are diverted from Utah's natural water systems and delivered to agricultural, residential, commercial, institutional, and industrial customers. Of that, 82% goes to agricultural use with the remainder being distributed to other uses through water delivery systems.[4]

A community water delivery system typically consists of one or more water sources, storage facilities, and a distribution system within a service area. To operate efficiently and effectively, each system component must be planned and designed to operate under the wide range of demands placed on the system by users. Responding to daily and seasonal variations in demand and providing sufficient capacity for fire protection and other emergency situations are critical system requirements.

Where does the city get its water from?

A water right is permission from the state to divert and beneficially use a certain amount of water, however, not everyone possesses water rights. An irrigation or canal company might obtain water rights of their own from the Utah Division of Water Rights and then divide shares of these rights among their stockholders.

Tremonton City owns shares in the Bear River Canal Company and owns rights to West Spring, East Spring, Gardner Spring, North Spring, South Spring, Fish Spring, Garland Overflow and the Cedar Ridge Well. The City also purchases water from the Bear River Water Conservancy District, from the Newman Well. Tremonton City stores water in four reservoirs located in the northwest area of the City and three located east of the City. The Bear River Canal Company is the main source of water for the secondary water system (see Map 1).

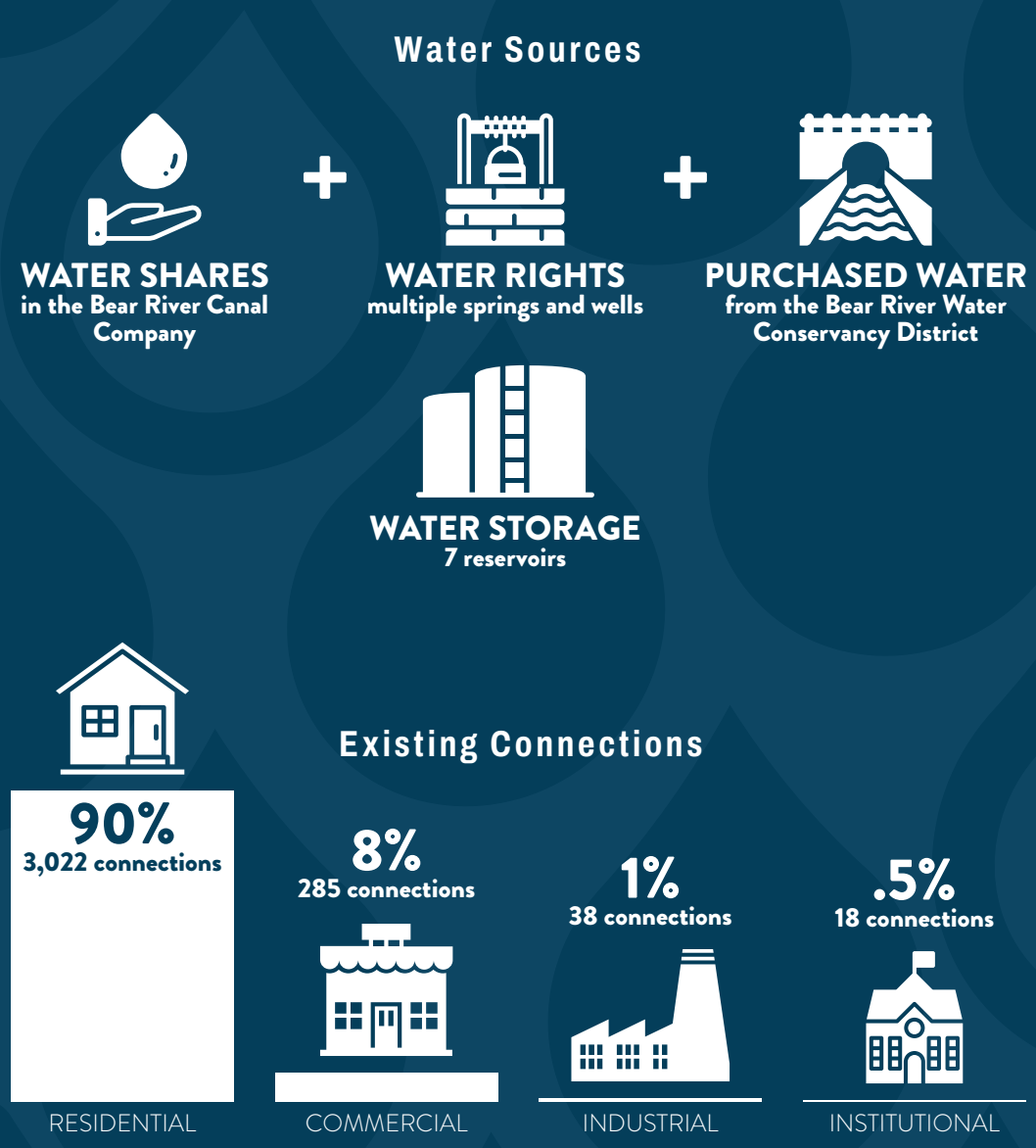
Current Connections

As of 2021, the City serves approximately 3,022 residential, 285 commercial, 38 industrial, and 18 institutional service connections, for a total of 3,363 service connections within a service area of approximately 10 square miles or 6,400 acres. The City's Annexation Plan allows for Tremonton to triple in size to approximately 30 square miles or 19,200 acres.

Tremonton City residents and City leaders place a high value on outdoor-related activities, and for this reason, 76 acres have been set aside for recreational activities such as a golf course, parks, and trails. Thirteen (13) acres have also been set aside for cemetery space. As of 2021, there are approximately 1,500 acres of irrigated agricultural area and 400 acres of rangeland and dry farm non-irrigated agricultural area within city limits.



FIGURE 2 – SNAPSHOT OF TREMONTON WATER SOURCES AND EXISTING CONNECTIONS

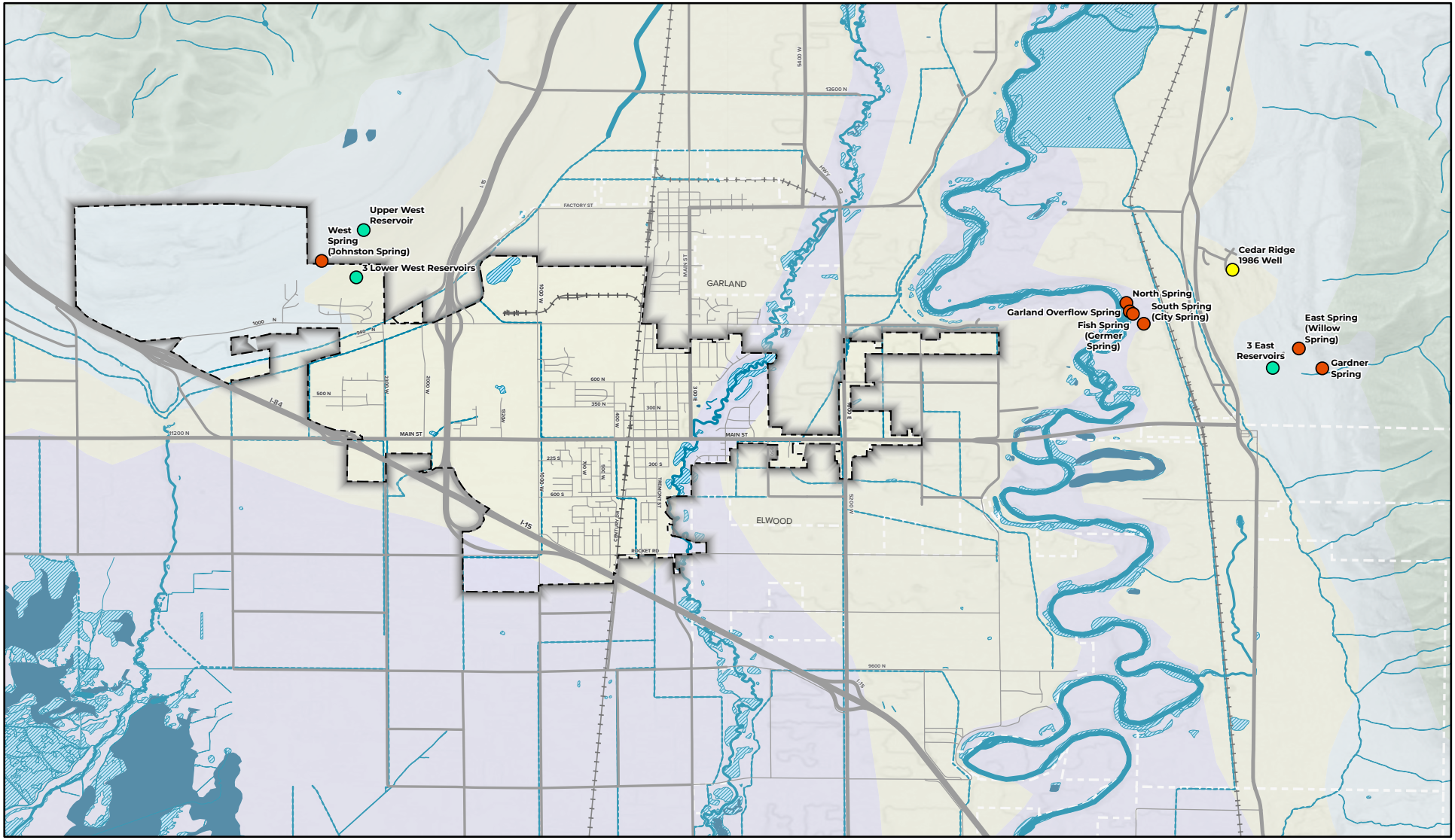




WATER USE

People use water in their homes, at their workplace, for production, and for recreation. Using gallons per day, per person (GPD/person) to represent water use for an area is common practice among water professionals.[5] GPD/person, which includes residential water use, commercial water use, institutional water use, and system losses, is calculated by dividing total annual water use by the resident population. Water demand can also be projected in terms of Equivalent Residential Connections (ERCs). An ERC represents the demand that a typical single family residential unit places on the system. Water supply and use numbers are often reported in Acre Feet Per Year (ACFT). An acre foot is approximately 326,000 gallon, which is enough water to cover an acre of land in one-foot of water.

MAP 1 – WATER SOURCES & STORAGE



Reservoirs
Springs
Well
River
Perennial Stream/River
Ephemeral/Intermittent Stream
Canal/Ditch
Water Body
Wetlands
Aquifer discharge area
Aquifer bedrock recharge area
Aquifer secondary recharge area
Aquifer primary recharge area

0 1 2 Miles

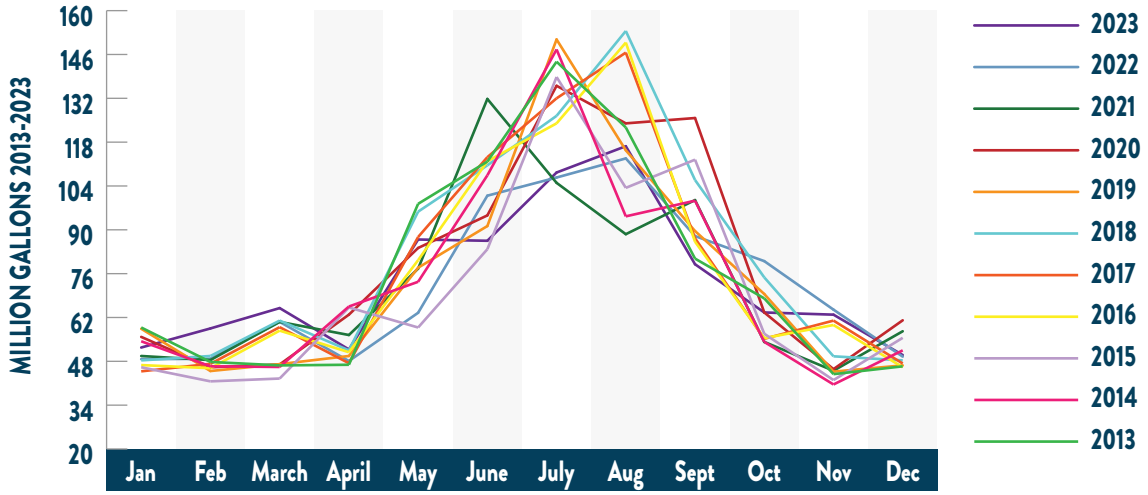
N

Water Use Trends

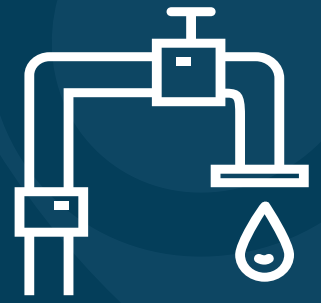
Easy access to the freeway system has made Tremonton a popular location for food processing and other manufacturing companies to construct facilities. Currently, two food manufacturing facilities use an average of 25%-35% of all water produced in the winter months and 15%-20% in the summer months. These facilities do the utmost towards water conservation with the understanding that waste impacts their bottom-line revenue.

In 2021, Tremonton City's daily average, per capita indoor water use was 173 GPCD or 464/ ERC prior to deducting the industrial use. After deducting 30% from the aforementioned two large industrial users, the average per capita use was 122 GPD/person or 326 GPD/ERC. In the warmer summer months prior to construction of the new secondary water system, up to 70% of culinary water could be used for outdoor watering. Total actual available water in 2021 was 4,028 acre-feet annually.

FIGURE 3 – DRINKING WATER MONTHLY FLOWS IN MILLION GALLONS 2013-2023



Water use trends for Tremonton City are representative of a growing rural community with peak water use typically occurring during the summer months of June through September.



Secondary Water

Significant progress has been made on the City's new secondary water system and in 2023, Tremonton residents saved more than 30 million gallons of culinary water by making the switch to secondary water. By the end of 2024, the majority of Tremonton will have secondary water supplied to homes, apartments, businesses, parks, schools, and churches. The city will also require all new residential and commercial developments to install secondary water infrastructure and provide the city with Bear River Canal Company water shares, at their own expense. The addition of the secondary water connections combined with required conservation reductions has resulted a reduction of outdoor water usage from 70% to 53%.

5 YEAR WATER PROJECTS SUMMARY (2018-2022)

Tremonton City accomplished the following water projects between 2018 through 2022:

- Tremonton City has spent approximately $8,448,573 on water project improvements
- Purchased 155 water shares for an average of $4,878 per share
  - » 111.10 shares from Wayne Meikle & Sharon Meikle (207-acre parcel)
  - » 44 shares from Box Elder County

155 Secondary water shares

- Constructed 1,548 secondary water connections to existing homes
  - » 230 connections (246 ERCs) - Service Area 1
  - » 223 connections (239 ERCs) - Service Area 2
  - » 701 connections (740 ERCs) - Service Area 3
  - » 61 connections 80 (ERCs) - Service Area 4
  - » 547 constructed connections 603 (ERCs) - Service Area 5

1,762 Constructed secondary connections

TABLE 1 – WATER IMPROVEMENTS BY THE NUMBERS (2018-2022)

COST	PROJECT
$4,019,086	Construction of Secondary Water Service Areas, 2, 4, & 5
$2,918,092	Construction of Secondary Water Service Area 3
$569,000	Construction of Secondary Water Service Areas 1 & 2
$528,915	Acquisition of 111 water shares
$220,000	Acquisition of 44 water shares
$85,240	Acquired Equalization Basin Property
$85,240	Central Canal Equalization Basin
$20,000	Acquired Culinary Water Line Easement to I-84
$3,000	Acquired Secondary Water Line Easement & Walkway to School
$8,448,573 total water project improvements	



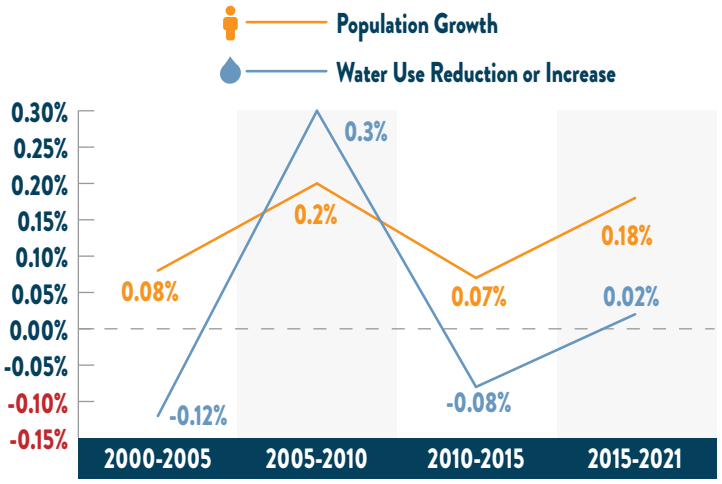
Photo: Rod Boam

FUTURE WATER USE

Population and Housing Growth Estimates

Estimating future water use requires a detailed accounting of current water and a reasonable prediction of future water demands. Tremonton grew from a population of 5,592 in 2000 to 9,894 in 2020. Growth is expected to continue at a similar rate through 2050, doubling to 18,480 residents.[6] Equivalent Residential Units (ERUs) are expected to grow at a consistent ratio with the population.

FIGURE 4 – WATER USE REDUCTION/INCREASE COMPARED TO POPULATION GROWTH BY DECADE (2000-2021)



Options for Additional Water

Acknowledging that the City's future will depend on water and water development, opportunities for additional water development were identified in the *Tremonton City Water Conservation Plan Update (2021)* including:

- Further development of a pressurized secondary water system throughout all the city
- Drilling new culinary water wells at city-owned sites
- Purchasing existing wells located in the Bothwell Pocket
- Reuse of the 2 MGD Effluent from the Tremonton City Wastewater Treatment Facility
- Purchase additional water from the Bear River Water Conservancy District

Other strategies:

- Adopt an Aquifer Storage and Recovery (ASR) project which injects an aquifer with culinary water during low-demand winter months in order to extract water during higher demand months of June through September. Note that Tremonton was awarded funding in 2023 and is in the process of adopting an ASR project.
- Acquire additional shares in the Bear River Canal Company for mitigation and for share trading.



The Bear River Development

In 1991, the Utah Legislature passed the *Bear River Development Act* which is designed to provide additional water supplies for northern Utah residents. The Act directs the development of the surface water of the Bear River and its tributaries through the planning and construction of reservoirs, pipelines, pump stations, and reservoirs. At full development, the system would deliver 220,00 acre-feet – 60,000 acre-feet of which would be delivered to the Bear River Water Conservancy District. Although the need for BRD water is projected to be more than three decades away (2050 or later), it's vital to continue the planning process by preserving rights-of-way for a large diameter pipeline through Box Elder and Weber counties.



WATER CONSERVATION

LAND USE & WATER CONSERVATION

Tremonton City has the goal to be realistic about water reduction, knowing that change won't happen overnight. According to the City's Water Conservation Plan, **a reduction of 0.5% - 1% per year over the next ten years can be accomplished while still growing at a reasonable rate**. The challenge will be balancing community and economic growth with water development (see Map 2 & Map 3 on page 21).

Land-use policies and practices that best complement the City's water conservation goals and long-term-vision will be critical to achieve this goal.[7] Quality land use policies and practices are informed by variables such as lot size, development density, landscape composition, irrigation efficiency, and have a measurable impact on future water requirements and consumption rates.

The following section provides a snapshot of current and future land use in Tremonton and describes relevant conservation strategies and practices by land use type. These strategies and practices are operationalized in the Tremonton Water Conservation Implementation Matrix on page 31.

Water Conservation Measures

In 1998 the Utah Legislature passed the *Water Conservation Act*. The Act, which was amended again in 2022, requires water agencies with more than 500 culinary water connections to submit water conservation plans to the Utah Division of Water Resources and update the plans every five years. The purpose of a water conservation plan is to provide information regarding existing and proposed water conservation measures that will help conserve water in the state so that adequate supplies of water are available for future needs. Water conservation plans include water use reduction goals as well as implementation strategies.

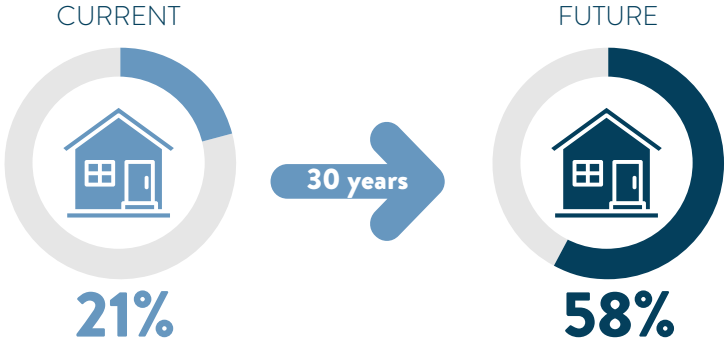
Examples of measures that encourage water conservation at the municipal-level include education, incentives for appliance and landscape retrofits, secondary water meters, smart irrigation timers, water rates and pricing, fines and penalties for excessive water use, and restrictions to water only on specific days. A full summary of Tremonton's existing and proposed water conservation efforts can be found in the Tremonton Water Conservation Implementation Matrix on page 31.



RESIDENTIAL USES

Residential water use is the single largest municipal use category, averaging 45% of statewide municipal use. Residential water use also presents the most complete dataset for estimating conservation potential. For these reasons, a major focus has been placed on residential water conservation — both indoor and outdoor.

FIGURE 5 – TREMONTON CURRENT AND FUTURE RESIDENTIAL LAND AREA



Residential Use – Indoor

The conversion of toilets, faucets, and shower heads to high efficiency options has been shown to be one of the most cost-effective conservation practices available. In addition to reducing water volume with each use, new fixtures also reduce leakage. To achieve long-term water conservation, reducing indoor leaks and changing indoor water use habits through public education campaigns and leak detection programs is essential (see Table 2).

TABLE 2 – INDOOR WATER USE GUIDELINES

- Do not use your toilet as a wastebasket. Put all items such as tissues, wrappers, diapers, and cigarette butts in the trash can.
- Check the toilet for leaks. Is the water level too high? Put a few drops of food coloring in the tank. If the bowl water becomes colored without flushing, there is a leak.
- If you do not have a low volume flush toilet, put a plastic bottle full of sand and water to reduce the amount of water used per flush. However, be careful not to over conserve to the point of having to flush twice to make the toilet work. Also, be sure the containers used do not interfere with the flushing mechanism.
- Take short showers with the water turned up only as much as necessary. Turn the shower off while soaping up or shampooing. Install low flow shower heads and/or other flow restriction devices.
- Do not let the water run while shaving or brushing your teeth. Fill the sink or a glass instead.
- When doing laundry, make sure you always wash a full load or adjust the water level appropriately if your machine will do that. Most machines use 40 gallons or more for each load, whether it is two socks or a week's worth of clothes.
- Repair any leak within the household. Even a minor slow drip can waste up to 15 to 20 gallons of water a day.
- Know where your main shutoff valve is and make sure that it works. Shutting the water off yourself when a pipe breaks or a leak occurs will not only save water, but also eliminate or minimize damage to your personal property.
- Keep a jar of water in the refrigerator for a cold drink instead of running water from the tap until it gets cold. You are putting several glasses of water down the drain for one cold drink.
- Plug the sink when rinsing vegetables, dishes, or anything else; use only a sink full of water instead of continually running water down the drain.





Residential Use – Outdoor

In Utah, approximately 65% of our culinary water is applied, often inefficiently, to landscapes. The types of plants we grow, the density at which they are planted, and the type of system used to irrigate them can all have a major effect on the amount of water needed outdoors. Implementing more water-wise landscapes is one way we can help to conserve water now and for future generations. Factors that have a measurable impact on residential water use include water application efficiency, changes in landscaping, and changes in development density. These factors can be regulated through municipal code, irrigation standards, and other land development practices.

It is important to note that single family homes are generally not held to the same development standards as commercial and industrial uses. Rather, homeowners are encouraged to implement water-conserving practices and landscapes on their own. Educational resources, guidance, and inspiration can be provided by the City.

WATER APPLICATION EFFICIENCY

While significant improvement has been made in irrigation efficiency over the last few decades, additional potential still exists. Examples include secondary meters, controllers that increase efficiency by adjusting irrigation schedules based on weather and landscaping needs, and drip irrigation systems.

CHANGES IN LANDSCAPING

In Utah, outdoor residential water use is the largest single category of municipal water use, averaging 45% of statewide municipal use. Of our culinary water use, approximately 65% is applied, often inefficiently, to landscapes. For this reason, many communities are focused on promoting water-efficient landscaping — including Tremonton City. In 2024, the City anticipates adopting a new water conserving landscape ordinance as part of the municipal code.

Efficient use of water in community landscapes reduces water waste and enhances the community's environmental, economic, recreational, and aesthetic resources (see principles of sustainable landscaping).

7 Principles of sustainable landscaping:[8]



1 – START WITH A PLAN:

For a landscape design to be water-conserving, it needs to use water efficiently. The planning stage is the optimal time to decide which water efficiency strategies will be used.



2 – PRACTICAL TURF-AREAS REDUCE OVER-IRRIGATION:

Water-efficient landscaping does not require the elimination of all turfgrass. In fact, turfgrass can be a practical and beneficial component of a water-wise landscape if best practices are followed. The use of turfgrass becomes problematic when it is over-irrigated, used in areas that are challenging to irrigate such as steep slopes or odd-shaped and narrow spaces, and when it is placed in areas where it isn't useful.



3 – SOIL PREPARATION IS THE FOUNDATION OF A QUALITY LANDSCAPE:

Soil is the most basic component of a quality landscape and will have an impact on the growth rate, health, and appearance of plants.



4 – PLANT SELECTION AND PLACEMENT:

Selecting the right plant for the right place is critical to creating a water efficient landscape. Proper placement provides shade, privacy, beauty, efficiency, and can even decrease yard maintenance.



5 – RETAIN MOISTURE WITH MULCH:

Mulch covers the soil and prevents crusting, compaction, and moisture loss. Mulching around trees, shrubs, and flower beds can result in a ten-fold reduction in evaporative water loss from soil.



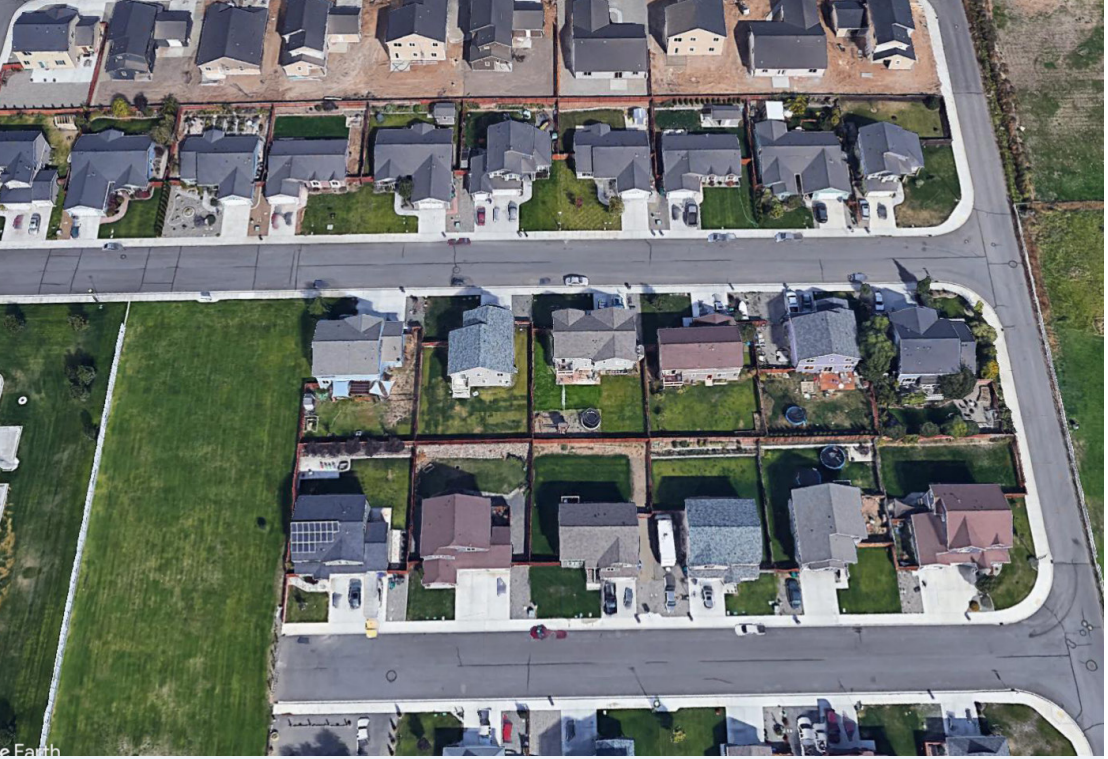
6 – EFFICIENT IRRIGATION IS CRITICAL FOR CONSERVING WATER:

Grouping plants with similar water needs (hydrozoning) is the first step in developing an efficient irrigation plan. Once plants are properly zoned, develop an irrigation schedule that will apply the appropriate amount of water based on the unique needs of each zone.



7 – PROPER LANDSCAPE MAINTENANCE KEEPS PLANTS HEALTHY AND HELPS TO CONSERVE WATER:

Landscape maintenance is one of the most important components of a beautiful and lasting landscape. The main activities required to maintain a water-wise landscape are irrigation and irrigation system maintenance, weed control, fertilization, pruning, and pest and disease control.



CHANGES IN DEVELOPMENT DENSITY

With changing social interests and rising land prices, the average residential lot size is expected to decrease over time. Smaller lot sizes can reduce the size and water needs of lawns, as smaller homes support the reduction of indoor water use. Rural areas show a slower decrease in lot size than urban areas and estimates indicate that communities within Box Elder County can expect the future decrease in lot size to be enough to offset the projected decrease in household size.[9]

Land development practices such as “clustering” development can provide an optional method to achieving the smaller homes on smaller lots proven to lower per-household water consumption.[10] The *Tremonton Integrated Land Use Plan (2023)* provides guidance on how cluster development and other tools can be used to achieve conservation goals while also maintaining the rural atmosphere.

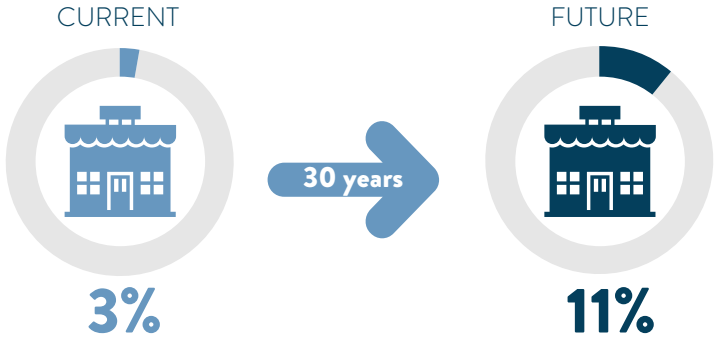
OTHER CITY WATER USE

Commercial Use

Research on water conservation by commercial use is limited however, municipal development standards throughout the state generally have more restrictive requirements for commercial development as well as requirements for water efficient fixtures and water-wise landscaping. The commercial sector also generally has more available resources to invest in water efficiency. Based on these factors, Tremonton can increase commercial water conservation by applying the same principles described in the residential land use section – especially by implementing more robust water conserving land development standards.

FIGURE 6 – TREMONTON CURRENT AND FUTURE COMMERCIAL LAND USE

Commercial uses occupy just 3-percent of Tremonton City land area with future land use projections estimating that commercial uses will occupy approximately 11-percent of Tremonton City land area.





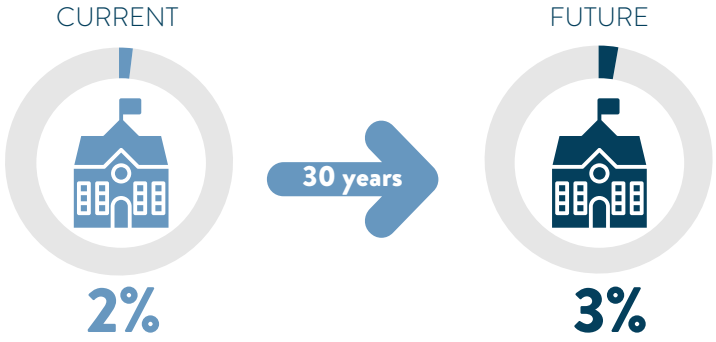


Institutional

Institutional water use is one of the most important areas for saving water. Much institutional water use occurs outdoors in parks, school ball fields, and government properties — properties that are looked to as examples for the rest of the community. Additional metering at city parks and facilities may help identify potential water use concerns and opportunities for water conservation. Institutional spaces also present opportunities to provide the public with tangible, inspirational examples of how water-wise landscapes can look and feel.

FIGURE 7 – TREMONTON CURRENT AND FUTURE INSTITUTIONAL LAND AREA

Institutional uses occupy less than 2-percent of Tremonton City land area with future land use projections estimating that institutional uses will occupy approximately 3-percent of Tremonton City land area.



Parks and Open Space

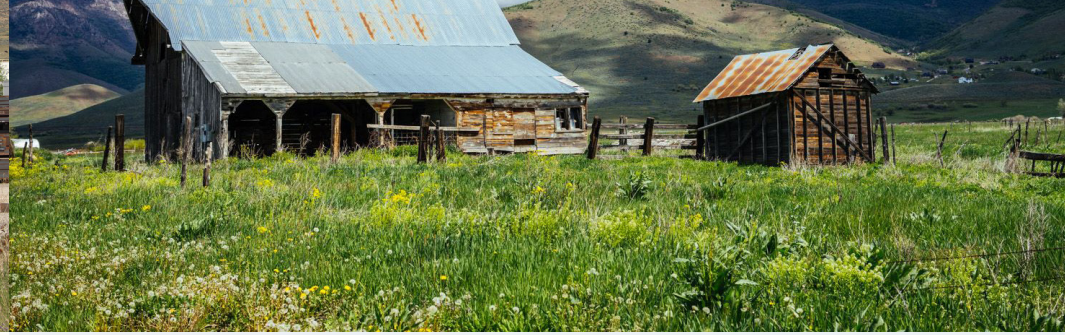
Parks and open space are vital components of Tremonton's community form and identity. To ensure existing and future parks meet communities needs, the *Tremonton Integrated Land Use Plan (2023)*, recommends adopting minimum park standards. Park standards provide guidelines for determining which amenities and features are appropriate for each park type. They also present an opportunity to incorporate recommendations for plantings and features that reduce water use and maximize on-site treatment of stormwater. Development patterns that protect and expand parks and open space (such as clustered development) are reflected in the City's goals and future land-use vision.

FIGURE 8 – TREMONTON CURRENT AND FUTURE PARKS & OPEN SPACE LAND AREA

Parks and open space uses occupy slightly less than 4-percent of Tremonton City land area with future land use projections estimating that parks and open space uses will occupy approximately 11-percent of Tremonton City land area.





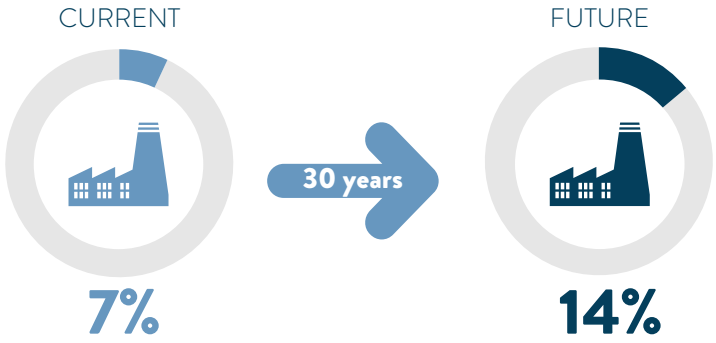


Industrial

One of Tremonton's greatest challenges will be balancing water conservation with future economic development. Water pricing incentives will likely have a positive impact upon discretionary water use within industries that receive water from public water systems. Making production processes more water-efficient can also save large amounts of discretionary water.[11] Any reduction in water use achieved through water conservation will be made available to reinvest in industry and the City should determine ways to strategically reinvest water savings in support of economic growth. Reinvestment strategies should consider community goals and priorities for economic development; community assets that will help achieve the community's goals and priorities; industry needs and factors important for locating their operations in Tremonton; and businesses that are consistent with the community's goals and priorities.

FIGURE 9 – TREMONTON CURRENT AND FUTURE INDUSTRIAL LAND AREA

Industrial uses occupy slightly less than 7-percent of Tremonton City land area with future land use projections estimating that industrial uses will occupy approximately 14-percent of Tremonton City land area. Industrial uses do not occupy a great deal of land area; however, they do consume a significant amount of the City's water.



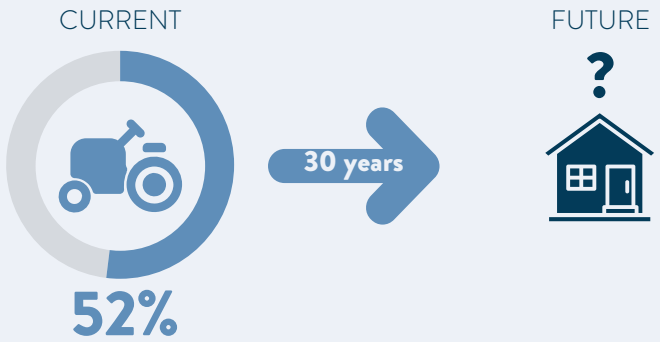
Agriculture

Agriculture is an essential industry and a key part of Tremonton's identity. As of 2021, there are approximately 1,500 acres in irrigated agricultural area and approximately 400 acres in rangeland and dry farm non-irrigated agricultural area with in the city limits. Optimizing agricultural water use will not only help to ensure agricultural productivity, but will improve overall water management. Irrigation methods that more effectively convey and deliver water to farms, combined with on-site improvements such as enhancing soils to improve water retention, are examples of best management practices that farmers may adopt.

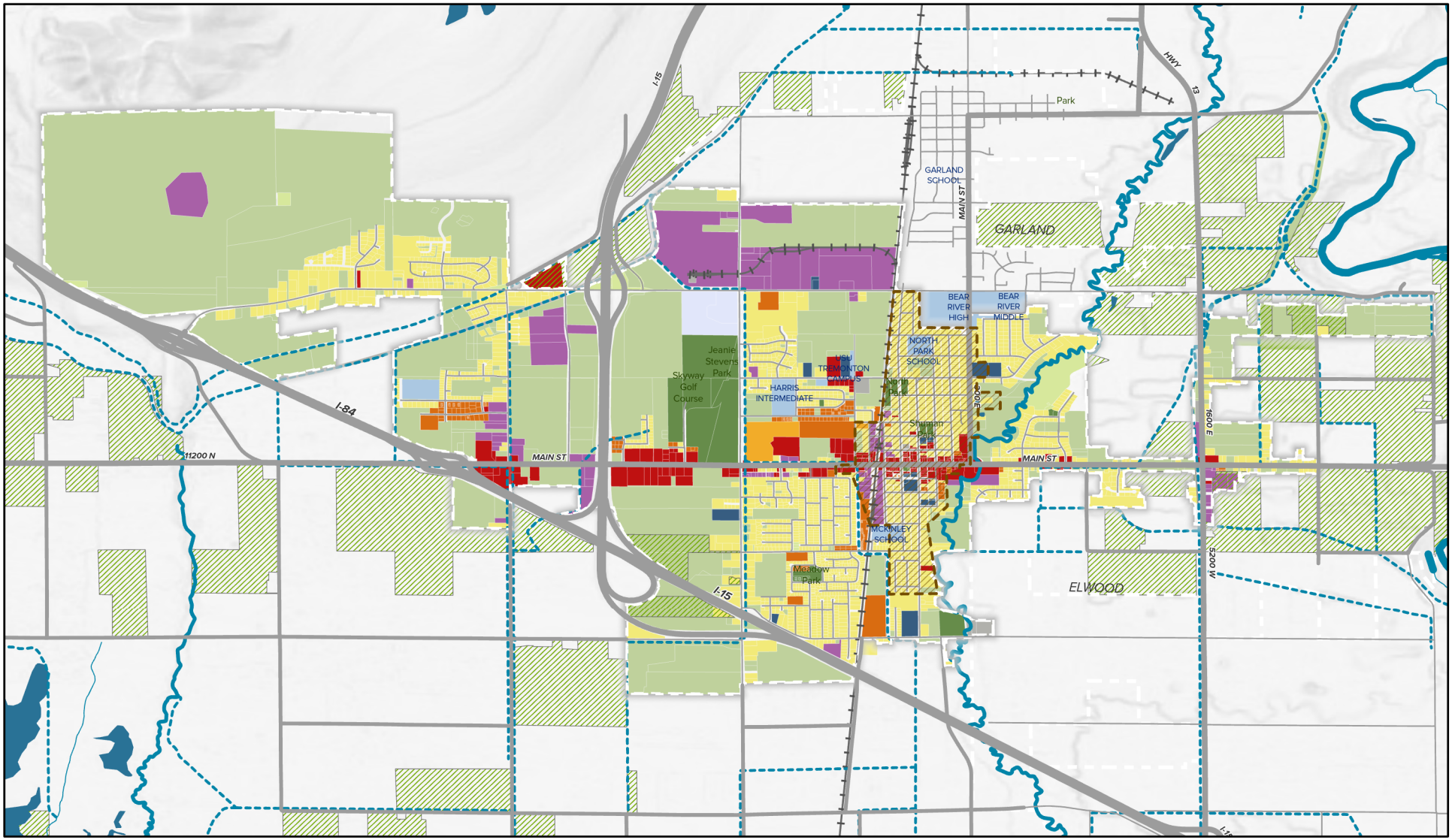
Much of Tremonton's agricultural land is projected to develop in the future. Land development tools, such as cluster development, are critical to ensure that when agricultural lands are developed, they will develop in such a way that water, open space, and community character are preserved (see page 21).

FIGURE 10 – TREMONTON CURRENT AND FUTURE INDUSTRIAL LAND AREA

Agricultural uses occupy nearly 52-percent of Tremonton City land area. Much of the agricultural land located within the city limits is projected to develop according to the number of approved development projects, which are predominantly residential in nature.



MAP 2 – EXISTING LAND USE

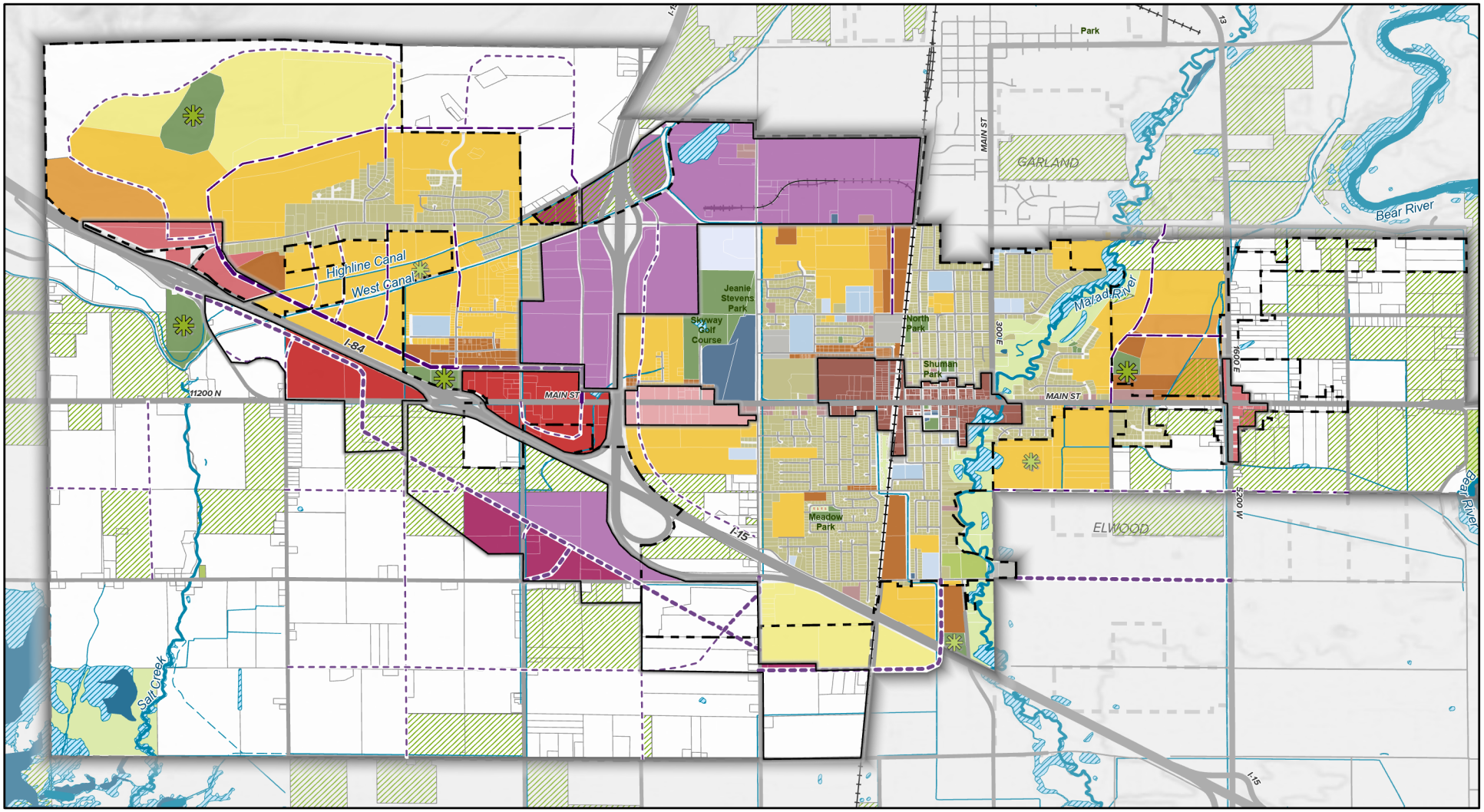


- Single Family Residential
- Multifamily Residential
- Manufactured Homes
- Commercial
- Industrial
- Civic/Religious
- School
- Hospital
- Parks & Recreation
- Open Space
- Agriculture/Vacant/Open Land
- Utilities
- Historic District
- Agriculture Protection Areas
- Water Body

0 0.5 1 2 Miles

N

MAP 3 – FUTURE LAND USE

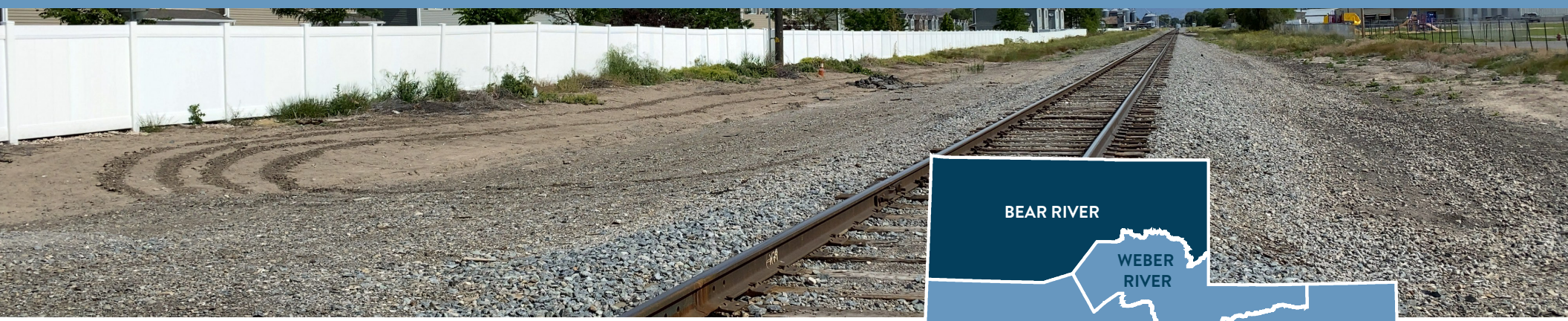


- Downtown Mixed-Use District
- Highway Commercial
- Neighborhood Center
- Fairgrounds Commerical District
- Commercial Center
- Industrial/Manufacturing
- Multifamily Residential
- Single-Family Residential (Med to High Density)
- Single-Family Residential (Low to Med Density)
- Single-Family Residential (Low Density)
- Civic Facilities
- Education
- Religious
- Hospitals
- Parks & Recreation
- Cemeteries
- Open Space
- Transportation/Utilities
- Existing Residential to Remain
- Existing Commercial to Remain
- Long-Term Future Development
- Agriculture Protection Areas
- Future Regional Park
- Future Community Park
- Future Neighborhood Park
- Tremonton Boundary
- Possible Future Annexation
- 20 Year - Proposed Collector Road
- 20 Year - Proposed Minor Arterial
- 50 Year - Proposed Collector Road
- 50 Year - Proposed Minor Arterial
- Waterbody

0 0.5 1 2 Miles

N

A REGIONAL PERSPECTIVE



WATER CONSERVATION REGIONS

The State of Utah Division of Water Resources is responsible for leading water conservation efforts for the state and ensuring that water providers are complying with the *Water Conservation Act*. As such, the state has its own plan and goals. In 2019, the state developed the *Utah Regional Municipal and Industrial (M&I) Water Conservation Goals Report* which presents a suite of regional goals and practices for residential, commercial, institutional, and industrial water use. The purpose of the state plan is not to provide a detailed water conservation plan for all regions in the state, but to guide the water industry in planning future infrastructure, policies, and programs consistent with Utah's semiarid climate and growing demand for water.

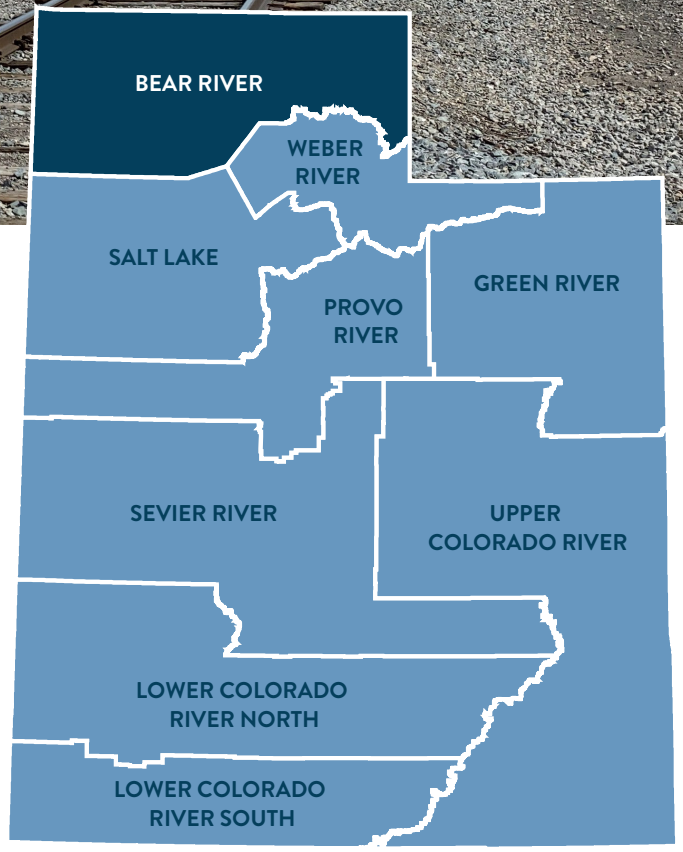


FIGURE 11 – PROPOSED WATER CONSERVATION REGIONS

The state plan breaks Utah into nine water conservation regions and proposes that the Bear River Region, of which Tremonton is a part, embrace **a goal of decreasing outdoor water use by 18% by 2030**. Local water suppliers, communities, and businesses are encouraged to adapt and refine these recommendations, as well as implement others, in their own water conservation efforts pursuant to regional goals. Tremonton City has already adopted many of the recommended water conservation practices, however there are others that the City may consider implementing or partnering on in the future (see Tremonton Water Conservation Implementation Matrix on page 31).

TABLE 3 – REGIONAL WATER CONSERVATION GOALS & PROJECTIONS

Region	Baseline GPCD				Reduction from Baseline		
	2015	2030	2040	2065	2030	2040	2065
Bear River	**304**	**249**	**232**	**219**	**18%**	**24%**	**28%**
Green River	284	234	225	225	18%	21%	21%
Lower Colorado River North	284	231	216	205	19%	24%	28%
Lower Colorado River South	305	262	247	237	14%	19%	22%
Provo River	222	179	162	152	20%	27%	32%
Salt Lake	210	187	178	169	11%	15%	19%
Sevier River	400	321	301	302	20%	25%	25%
Upper Colorado River	333	267	251	248	20%	25%	25%
Weber River	250	200	184	175	20%	26%	30%
Statewide	240	202	188	179	16%	22%	26%



Photo: Sandra Salvas

Contributing to a Healthy Watershed

A healthy watershed is essential to support quality of life, public health, natural and man-made environments, economic viability, water quality, and outdoor recreation. The Bear River Basin watershed will eventually be developed to satisfy growing needs both within and outside the basin. Long-term planning is critical to assure that future development is reflective of local and statewide concerns for the watershed, the environment, and growth needs. Collaboration between federal, state, local, non-governmental organizations, and the public will be key to addressing issues and finding solutions to support watershed health.

COLLABORATION IS KEY

Lack of coordination between local and regional water and land use planning often results in missed opportunities such as abilities to pool financial resources, consider various water infrastructure alternatives, and realize financial and water use efficiencies.[13] Tremonton City can work with other entities to establish policies and partnerships that allow for a comprehensive approach to water-supply management, promote water-use efficiency programs, ensure that plans provide for adequate water supplies and maximize water conservation and reuse, and communicate with the public about the importance of water conservation as it relates to quality of life. Building and maintaining lasting relationships with the following entities is recommended:

- Department of Agriculture and Food
- Utah Division of Water Resources
- The Bear River Watershed Council
- The Bear River Canal Company
- The Bear River Water Conservancy District

IN CONCLUSION

"There is not an entity or individual that is entirely responsible for, or is the exception to, water efficiency. We all need to do what we can to use water wisely. Whether that step is taking a shorter shower, updating infrastructures and appliances, fixing a leak, adjusting sprinkler timers, installing secondary water meters, using a tiered rate, running or following an education campaign, or installing water-wise landscaping. Each step helps us to create changes that will assist in reaching our goals in being water-wise. We do not conserve water because we have a wet or dry year, we conserve because, as Utahns, we are not wasteful." – *Utah's Regional M&I Water Conservation Goals 2019 Report*



GOALS, POLICIES, & IMPLEMENTATION MEASURES

GOAL 1: ESTABLISH A DEDICATED GROUP OF INDIVIDUALS TO LEAD AND COORDINATE EFFORTS TO PROMOTE AND IMPLEMENT SUSTAINABLE WATER USE PRACTICES IN THE COMMUNITY.

Policy 1.1: Hire or designate a Water Conservation Coordinator.

- **Implementation Measure 1.1.1:** Continue to support the Public Works Director and Water Superintendent in managing the City's water system and resources.

Policy 1.2: Appoint a Water Conservation Board composed of members from the County Water Conservancy District, Canal Company, and City to help research, coordinate, create, and implement public information campaign(s) and water conservation programs and incentives.

- **Implementation Measure 1.2.1:** Develop relationships with key members.
- **Implementation Measure 1.2.2:** Meet every 3-6 months to coordinate and discuss initiatives.

GOAL 2: SUPPORT CONCEPTS AND IDEAS CONTAINED IN THE TREMONTON WATER CONSERVATION PLAN (2021).

Policy 2.1: Continue to update the Tremonton Water Conservation Plan (2021) on a regular basis and implement the recommendations in the plan.

- **Implementation Measure 2.1.1:** When reviewing development proposals, consider the recommendations contained in the Water Conservation Plan (WCP).

Policy 2.2: Provide contact information, system profile information, water use history, and detail specific ongoing and new conservation programs.

- **Implementation Measure 2.2.1:** Task the Water Conservation Coordinator with coordinating updates to the City's Water Conservation web page.

GOAL 3: PROMOTE COMMUNITY AWARENESS OF WATER CONSERVATION THROUGH PUBLIC OUTREACH.

Policy 3.1: Develop or utilize existing messaging from Slow TheFlow, Water Resources, CWEL and WaterSense.

- **Implementation Measure 3.1.1:** Task the Water Conservation Coordinator to determine relevant content and initiate regular webpage updates.

Policy 3.2: Display educational materials & resources on agency website(s), social media & bills.

- **Implementation Measure 3.2.1:** Task the Water Conservation Coordinator to continue strategic use of educational materials and resources.

Policy 3.3: Offer agency materials and resources to community partners for distribution.

- **Implementation Measure 3.3.1:** Task the Water Conservation Committee with facilitating the dissemination of materials and resources to key community partners.

Policy 3.4: Hold events, programs, and presentations.

- **Implementation Measure 3.4.1:** Task the Water Conservation Committee with planning and facilitating timely events, programs, and presentations.

GOAL 4: PROVIDE AND PROMOTE WATER CONSERVATION EDUCATION, TRAINING, AND RESOURCES.

Policy 4.1: Provide adult efficient water use education and training or direct them to available local training(s) such as Localscapes.

- **Implementation Measure 4.1.1:** Utilize the water committee to regularly coordinate educational campaigns, training resources, and website updates.

Policy 4.2: Continue supporting youth education programs for elementary school students.

- **Implementation Measure 4.2.1:** Continue to invite school groups to come to the Public Works Facility to learn about water conservation and about the Water Reclamation Facility.

Policy 4.3: Install and maintain a demonstration garden at a notable city facility such as City Hall or a public park.

- **Implementation Measure 4.3.1:** Identify a site for implementation; research and apply for a grant and/or partner with water district.

Policy 4.4: Educate customers about new water-saving technology and resources.

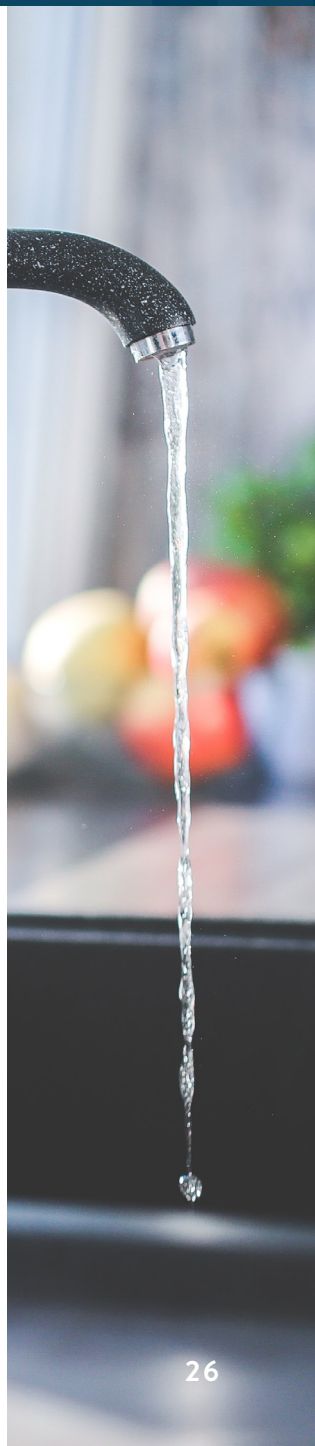
- **Implementation Measure 4.4.1:** Incorporate informative content and visual demonstrations highlighting the benefits and practical applications of new water-saving technology and resources into the utility mailer

Policy 4.5: Provide new homeowner water-efficient landscape information.

- **Implementation Measure 4.5.1:** Create a landscaping brochure with preferred plant list and irrigation best practices.

Policy 4.6: Participate in and promote large efficient landscape training and programs.

- **Implementation Measure 4.6.1:** Provide opportunities and encourage city maintenance staff to become QWEL certified.





GOAL 5: PARTICIPATE IN REBATES, INCENTIVES, AND REWARDS PROGRAMS.

Policy 5.1: Promote rebates offered in your service area on high efficiency appliances, irrigation and landscape conversions.

- **Implementation Measure 5.1.1:** Distribute informational pamphlets and brochures with utility bills, host or partner on educational workshops/webinars, leverage social media platforms to share rebate information and success stories, and partner with local community organizations to spread the word.

GOAL 6: ENHANCE PUBLIC INVOLVEMENT IN WATER CONSERVATION INITIATIVES.

Policy 6.1: Offer or collaborate on residential water audit programs.

- **Implementation Measure 6.1.1:** Offer smart monitors for checkout to help identify leaks and help homeowners assess and improve their water usage efficiency.

Policy 6.2: Perform outdoor high water use inquiries, implement resolution techniques, and address water waste complaints.

- **Implementation Measure 6.2.1:** Respond to public complaints regarding waste on city property with immediate attention and resolution.

Policy 6.3: Identify structures built before 1992 and organize low efficiency fixture replacements.

- **Implementation Measure 6.3.1:** Use property data to identify older properties and provide resources for the replacement of low-efficiency fixtures.

GOAL 7: ADOPT MORE WATER-EFFICIENT LAND DEVELOPMENT STANDARDS, PRACTICES, AND ORDINANCES.

Policy 7.1: Consider adopting a time-of-day watering ordinance.

- **Implementation Measure 7.1.1:** Research model ordinances, draft the ordinance, seek public input, review and revise as needed, present to the governing body for approval, and focus on implementation and education.

Policy 7.2: Consider adopting an ordinance encouraging water-efficient landscaping in all new and rehabilitated residential developments.

- **Implementation Measure 7.2.1:** Develop or share resources that provide guidance, best practices, and encouragement to residential property owners.

Policy 7.3: Consider adopting an ordinance requiring water efficient landscaping in all new and rehabilitated commercial, industrial, institutional, and multi-family developments.

- **Implementation Measure 7.3.1:** Develop or share resources that make water-efficient landscaping requirements clear.

Policy 7.4: Continue to require developers to install secondary water systems/distribution lines as an improvement within their development.

- **Implementation Measure 7.4.1:** Continuously monitor the policy and make necessary adjustments to best meet city goals.

Policy 7.5: Continue to Bear River Canal Company water shares.

- **Implementation Measure 7.5.1:** Continuously monitor the policy and make necessary adjustments to best meet city goals.

Policy 7.6: Continue to acquire additional shares in the Bear River Canal Company for mitigation and for share trading.

- **Implementation Measure 7.7.1:** Strategically acquire additional shares by determining a plan for how and when. Discuss with Canal Company.

Policy 7.7: Utilize conservation subdivisions as a strategy for preserving open space and sensitive lands.

- **Implementation Measure 7.6.1:** Conduct additional research into incentives and education for encouraging conservation subdivisions.

Policy 7.8: Promote water conservation, urban forestry and similar practices to help ensure Tremonton city facilities and parks are sustainable and resilient (goal 4 from ILU Plan).

- **Implementation Measure 7.7.1:** Adopt minimum park standards incorporating recommendations for plantings and features that reduce water use and maximize onsite treatment of stormwater (green infrastructure).
- **Implementation Measure 7.7.2:** As new parks, open spaces, recreation facilities and trails are developed, utilize the most up-to-date technologies to conserve water and other resources in public parks and associated facilities (from ILU Plan).
- **Implementation Measure 7.7.3:** Utilize drip irrigation, moisture sensors, central control systems and appropriate plant materials and soil amendments to create a more sustainable parks and recreation system (from ILU Plan).
- **Implementation Measure 7.7.4:** Utilize industry best practices to make sure plants are water-wise, regionally-appropriate and as low maintenance where appropriate to reduce maintenance and water demands.





- **Implementation Measure 7.7.5:** Balance the use of manicured lawn in active fields and open lawn areas with more natural open space around the perimeter of parks and along trail corridors to reduce the maintenance and irrigation requirements for these more passive landscape areas (from ILU Plan).
- **Implementation Measure 7.7.6:** Acquire water shares within local canals to convert parks being irrigated on culinary water to secondary water (from ILU Plan).

Policy 7.9: Develop water savings reinvestment strategies that consider community goals and priorities for economic development; community assets that will help achieve the community's goals and priorities; industry needs and factors important for locating their operations in Tremonton; and businesses that are consistent with the community's goals and priorities.

- **Implementation Measure 7.10.1:** Continue to identify ways to reduce water consumption, implementing water-saving technologies, and reinvesting the saved resources into sustainable water management practices or other community priorities, including using the savings to attract industries that match the community's goals.

Policy 7.10: Review existing plumbing codes and revise them as necessary to ensure water-conserving measures in all new construction.

- **Implementation Measure 7.11.1:** Task the building code official with code review.

GOAL 8: ADJUST WATER PRICING TO INCENTIVIZE INDIVIDUALS AND BUSINESSES TO REDUCE WATER CONSUMPTION AND WASTE.

Policy 8.1: Continue to review financial audits for timely water rate increases.

- **Implementation Measure 8.1.1:** Continuously monitor the policy and make necessary adjustments to best meet city goals.

Policy 8.2: Consider charging for secondary water based on individual use.

- **Implementation Measure 8.2.1:** Determine meter status and use a tiered system to implement with water scheduling.

Policy 8.3: Include high water use notifications in utility bills.

- **Implementation Measure 8.3.1:** Incorporate high water use notification into utility mailer.

GOAL 9: CONTINUE TO MONITOR AND IMPROVE THE MUNICIPAL WATER SYSTEM TO OPTIMIZE WATER EFFICIENCY AND QUALITY.

Policy 9.1: Install and maintain efficient irrigation, utilize water-wise landscaping & smart controller technology at agency facilities.

- **Implementation Measure 9.1.1:** Maintain clear communication and adherence to the predetermined timeline and scope, regularly review progress and adjust as necessary.

Policy 9.2: Continue to perform agency water system audits and implement a leak detection program.

- **Implementation Measure 9.2.1:** Continuously monitor the program and make necessary adjustments to best meet city goals.

Policy 9.3: Meter all connections (UT SCR 1), repair and replacement program, read meters on a regular basis.

- **Implementation Measure 9.3.1:** Continuously perform routine inspections, promptly address any detected issues, and implement a systematic meter replacement program based on age and performance.

Policy 9.4: Continue the process of adopting an Aquifer Storage and Recovery (ASR) Project.

- **Implementation Measure 9.4.1:** Ensure the project aligns with long-term financial objectives and other city water preservation goals.

Policy 9.5: Continue to utilize equalization basins to provide consistent influent flow to downstream processes.

- **Implementation Measure 9.5.1:** Ensure the project aligns with long-term financial objectives and other city water preservation goals.

Policy 9.6: Develop and implement a city-wide storm water surface drainage system.

- **Implementation Measure 9.6.1:** Conduct a thorough assessment, design an integrated system, construct the infrastructure, and ensure ongoing maintenance and monitoring for optimal functionality.

WATER CONSERVATION IMPLEMENTATION MATRIX

Water preservation policies organized by status, timeline, and priority.

TABLE 4 – IMPLEMENTATION MEASURES AND ACTIONS

#	CATEGORY	IMPLEMENTATION MEASURE(S) & ACTION(S)	STATUS	TIMELINE	PRIORITY	NOTES & ADDITIONAL INFORMATION
Policy 1.1: Hire or designate a Water Conservation Coordinator.						
1	Water Conservation Coordinator, Committee or Team	Continue to support the Public Works Director and Water Superintendent in managing the City's water system and resources.	Current Policy or Program	Ongoing	High	The Public Works Director and Water Superintendent are charged with overseeing and managing the City's water system and resources to their best financial and technical ability.
Policy 7.4: Continue to require developers to install secondary water systems/distribution lines as an improvement within their development.						
2	Ordinances, Standards, and Land Development	Continuously monitor the policy and make necessary adjustments to best meet city goals.	Current Policy or Program	Ongoing	High	In 2017, the Tremonton City land use code was amended to require developers to install secondary water systems/distribution lines as an improvement within their development.
Policy 7.5: Continue to require developers to provide Bear River Canal Company water shares.						
3	Ordinances, Standards, and Land Development	Continuously monitor the policy and make necessary adjustments to best meet city goals.	Current Policy or Program	Ongoing	High	In 2017, the Tremonton City land use code was amended to require developers to provide water shares for the Bear River Canal Company to the City (exaction).
Policy 8.1: Continue to review financial audits for timely water rate increases.						
4	Water Pricing	Continuously monitor the policy and make necessary adjustments to best meet city goals.	Current Policy or Program	Ongoing	High	Utah SB28 requires water rates to rise for higher tiers of consumption.
Policy 9.1: Install & maintain efficient irrigation, utilize water-wise landscaping & smart controller technology at agency facilities.						
5	Physical System	Maintain clear communication and adherence to the predetermined timeline and scope, regularly review progress and adjust as necessary.	Current Policy or Program	Ongoing	High	Tremonton is in the process of implementing phased installation of a new secondary water system.
Policy 9.2: Continue to perform agency water system audits and implement a leak detection program.						
6	Physical System	Continuously monitor the program and make necessary adjustments to best meet city goals.	Current Policy or Program	Ongoing	High	Tremonton City engages in continual water audits and leak surveys.

TABLE 4 – IMPLEMENTATION MEASURES AND ACTIONS						
#	CATEGORY	IMPLEMENTATION MEASURE(S) & ACTION(S)	STATUS	TIMELINE	PRIORITY	NOTES & ADDITIONAL INFORMATION
Policy 9.3: Meter all connections (UT SCR 1), repair and replacement program, read meters on a regular basis.						
7	Physical System	Continuously perform routine inspections, promptly address any detected issues, and implement a systematic meter replacement program based on age and performance.	Current Policy or Program	Ongoing	High	Tremonton City meters both culinary and secondary users.
Policy 9.4: Continue the process of adopting an Aquifer Storage and Recovery (ASR) Project.						
8	Physical System	Ensure the project aligns with long-term financial objectives and other city water preservation goals.	Developing Policy or Program	Ongoing	High	ASR injects an aquifer with culinary water during low-demand winter months in order to extract water during higher demand months of June through September
Policy 9.5: Continue to utilize equalization basins to provide consistent influent flow to downstream processes.						
9	Physical System	Ensure the project aligns with long-term financial objectives and other city water preservation goals.	Current Policy or Program	Ongoing	High	An equalization basin in front of a wastewater treatment plant acts as a shock absorber by providing a consistent and predictable flow into the plant regardless of variable flow entering the basin.
Policy 4.1: Provide adult efficient water use education and training or direct them to available local training(s) such as Localscapes.						
10	Education & Training	Utilize the water committee to regularly coordinate educational campaigns, training resources, and website updates.	Developing Policy or Program	Ongoing	Medium/High	Tremonton City maintains a webpage with water system information and conservation resources.
Policy 1.2: Appoint a Water Conservation Board composed of members from the County Water Conservancy District, Canal Company, and City to help research, coordinate, create, and implement public information campaign(s) and water conservation programs and incentives.						
11	Water Conservation Coordinator, Committee or Team	Develop relationships with key members. Meet every 3-6 months to coordinate and discuss initiatives.	Potential Policy or Program	Short Term (2024-2026)	Medium/High	Water Conservation Committee members help to research, coordinate, create and implement public information campaign(s), water conservation programs and incentives.
Policy 2.1: Continue to update the Tremonton Water Conservation Plan (2021) on a regular basis and implement the recommendations in the plan.						
12	Water Conservation Plan (WCP)	When reviewing development proposals, consider the recommendations contained in the Water Conservation Plan (WCP).	Current Policy or Program	Ongoing	Medium/High	The Tremonton City Water Conservation Plan was last updated in 2021 and will be due for an update in 2026.
Policy 7.6: Continue to acquire additional shares in the Bear River Canal Company for mitigation and for share trading.						
13	Ordinances, Standards, and Land Development	Strategically acquire additional shares by determining a plan for how and when. Discuss with Canal Company.	Current Policy or Program	Short Term (2024-2026)	Medium/High	Additional shares can be used for mitigation and share trading.

TABLE 4 – IMPLEMENTATION MEASURES AND ACTIONS						
#	CATEGORY	IMPLEMENTATION MEASURE(S) & ACTION(S)	STATUS	TIMELINE	PRIORITY	NOTES & ADDITIONAL INFORMATION
Policy 8.2: Consider charging for secondary water based on individual use.						
14	Water Pricing	Determine meter status and use a tiered system to implement with water scheduling.	Potential Policy or Program	Short Term (2024-2026)	Medium/High	Secondary water is provided as a utility with a specific billing rate.
Policy 4.2: Continue supporting youth education programs for elementary school students.						
15	Education & Training	Continue to invite school groups to come to the Public Works Facility to learn about water conservation and about the Water Reclamation Facility.	Current Policy or Program	Ongoing	Medium	School groups are invited to come to the Public Works Facility, where they learn about Water Conservation and about the Water Reclamation Facility.
Policy 4.5: Provide new homeowner water-efficient landscape information.						
16	Education & Training	Create a landscaping brochure with preferred plant list and irrigation best practices.	Potential Policy or Program	Short Term (2024-2026)	Medium	Help new homeowners understand landscaping best practices and regulations.
Policy 3.1: Develop or utilize existing messaging from Slow TheFlow, Water Resources, CWEL and WaterSense.						
17	Public Awareness & Public Outreach	Task the Water Conservation Coordinator to determine relevant content and initiate regular webpage updates.	Current Policy or Program	Ongoing	Medium	Tremonton City maintains a webpage with water system information and conservation resources.
Policy 3.2: Display educational materials & resources on agency website(s), social media & bills.						
18	Public Awareness & Public Outreach	Task the Water Conservation Coordinator to continue strategic use of educational materials and resources.	Current Policy or Program	Ongoing	Medium	The City Newsletter, water bills, schools, and community youth groups have historically been used as vehicles for public and youth education.
Policy 4.3: Install and maintain a demonstration garden at a notable city facility such as City Hall or a public park.						
19	Education & Training	Identify a site for implementation; research and apply for a grant and/or partner with water district.	Potential Policy or Program	Short Term (2024-2026)	Medium	A water-wise demonstration garden can be used to educate and inspire visitors about sustainable water conservation practices such as using drought-tolerant plants, implementing efficient irrigation systems, and utilizing mulch to retain soil moisture. These gardens serve as practical examples of how to create beautiful and functional outdoor spaces while being mindful of the importance of water conservation.

TABLE 4 – IMPLEMENTATION MEASURES AND ACTIONS						
#	CATEGORY	IMPLEMENTATION MEASURE(S) & ACTION(S)	STATUS	TIMELINE	PRIORITY	NOTES & ADDITIONAL INFORMATION
Policy 4.6: Participate in and promote large efficient landscape training and programs.						
20	Education & Training	Provide opportunities and encourage city maintenance staff to become QWEL certified.	Potential Policy or Program	Long Term (2029-2033)	Medium	A large-efficient landscape training program is a comprehensive educational initiative designed to equip individuals with the knowledge and skills regarding a wide range of topics including sustainable landscape design, water conservation practices, native plant selection, and soil health.
Policy 5.1: Promote rebates offered in your service area on high efficiency appliances, irrigation and landscape conversions.						
21	Rebates | Incentives | Rewards	Distribute informational pamphlets and brochures with utility bills, host or partner on educational workshops/webinars, leverage social media platforms to share rebate information and success stories, and partner with local community organizations to spread the word.	Potential Policy or Program	Short Term (2024-2026)	Medium	Raise awareness and encourage community members to take advantage of financial incentives for upgrading to energy-saving appliances, implementing water-efficient irrigation systems, and converting conventional landscapes to more sustainable and eco-friendly designs.
Policy 6.1: Offer or collaborate on residential water audit programs.						
22	Public Involvement	Offer smart monitors for checkout to help identify leaks and help homeowners assess and improve their water usage efficiency.	Potential Policy or Program	Long Term (2029-2033)	Medium	A residential water audit program helps home owners check for leaks, evaluate the performance of toilets, faucets, and showerheads, and examine outdoor watering practices.
Policy 6.2: Perform outdoor high water use inquiries, implement resolution techniques, and address water waste complaints.						
23	Public Involvement	Respond to public complaints regarding waste on city property with immediate attention and resolution.	Current Policy or Program	Ongoing	Medium	Performing outdoor high water use inquiries involves investigating and addressing excessive water consumption in outdoor settings, implementing effective resolution techniques such as leak detection and irrigation system optimization, and responding to water waste complaints to ensure efficient and sustainable water usage.
Policy 7.1: Consider adopting a time-of-day watering ordinance.						
24	Ordinances, Standards, and Land Development	Research model ordinances, draft the ordinance, seek public input, review and revise as needed, present to the governing body for approval, and focus on implementation and education.	Potential Policy or Program	Short Term (2024-2026)	Medium	The City has historically encouraged an outdoor water time restriction of 8:00 pm~ 10:00 am.

TABLE 4 – IMPLEMENTATION MEASURES AND ACTIONS						
#	CATEGORY	IMPLEMENTATION MEASURE(S) & ACTION(S)	STATUS	TIMELINE	PRIORITY	NOTES & ADDITIONAL INFORMATION
Policy 7.2: Consider adopting an ordinance encouraging water-efficient landscaping in all new and rehabilitated residential developments.						
25	Ordinances, Standards, and Land Development	Develop or share resources that provide guidance, best practices, and encouragement to residential property owners.	Potential Policy or Program	Short Term (2024-2026)	Medium	The proposed update to the Tremonton Landscaping Ordinance (2024) encourages water-efficient landscaping in new and rehabilitated residential developments.
Policy 7.3: Consider adopting an ordinance requiring water efficient landscaping in all new and rehabilitated commercial, industrial, institutional, and multi-family developments.						
26	Ordinances, Standards, and Land Development	Develop or share resources that make water-efficient landscaping requirement clear.	Potential Policy or Program	Short Term (2024-2026)	Medium	The proposed update to the Tremonton Landscaping Ordinance (2024) requires water-efficient landscaping in all new and rehabilitated commercial, industrial, institutional, and multi-family developments.
Policy 7.7: Utilize conservation subdivisions as a strategy for preserving open space and sensitive lands.						
27	Ordinances, Standards, and Land Development	Conduct additional research into incentives and education for encouraging conservation subdivisions.	Potential Policy or Program	Long Term (2029-2033)	Medium	Conservation subdivisions, sometimes called cluster developments, maintain a significant portion of a development site in common open space by minimizing individual lot sizes.
Policy 7.8: Promote water conservation, urban forestry and similar practices to help ensure Tremonton city facilities and parks are sustainable and resilient (goal 4 from ILU Plan)						
28	Ordinances, Standards, and Land Development	The Integrated Land Use Plan promotes the adoption of minimum park standards incorporating water-efficient plantings and features, as well as the use of cutting-edge technologies such as drip irrigation and moisture sensors to conserve water in public parks. Additionally, the plan emphasizes the importance of utilizing industry best practices for water-wise and regionally-appropriate plants, balancing the use of manicured lawns with more natural open space, and acquiring water shares within local canals to reduce water demands.	Potential Policy or Program	Short Term (2024-2026)	Medium	Conservation subdivisions, sometimes called cluster developments, maintain a significant portion of a development site in common open space by minimizing individual lot sizes.

TABLE 4 – IMPLEMENTATION MEASURES AND ACTIONS						
#	CATEGORY	IMPLEMENTATION MEASURE(S) & ACTION(S)	STATUS	TIMELINE	PRIORITY	NOTES & ADDITIONAL INFORMATION
Policy 7.9: Develop water savings reinvestment strategies that consider community goals and priorities for economic development; community assets that will help achieve the community's goals and priorities; industry needs and factors important for locating their operations in Tremonton; and businesses that are consistent with the community's goals and priorities.						
29	Ordinances, Standards, and Land Development	Continue to identify ways to reduce water consumption, implementing water-saving technologies, and reinvesting the saved resources into sustainable water management practices or other community priorities, including using the savings to attract industries that match the community's goals.	Potential Policy or Program	Long Term (2029-2033)	Medium	A water savings reinvestment strategy involves developing plans and initiatives aimed at saving and efficiently utilizing water resources within a community.
Policy 9.6: Develop and implement a city-wide storm water surface drainage system.						
30	Physical System	Conduct a thorough assessment, design an integrated system, construct the infrastructure, and ensure ongoing maintenance and monitoring for optimal functionality.	Potential Policy or Program	Long Term (2029-2033)	Medium	Sewer and stormwater systems are separate from each other. Water that flows through a sewer drain is from a home, whereas stormwater drains direct rainwater that runs from a particular area, or areas, after rain.
Policy 3.3: Offer agency materials and resources to community partners for distribution.						
31	Public Awareness & Public Outreach	Task the Water Conservation Committee with facilitating the dissemination of materials and resources to key community partners.	Potential Policy or Program	Short Term (2024-2026)	Low	Materials may include brochures, pamphlets, fact sheets, and posters that provide information on water-saving tips, efficient water use practices, landscaping guidance, and information about water-efficient technologies and appliances.
Policy 3.4: Hold events, programs, and presentations.						
32	Public Awareness & Public Outreach	Task the Water Conservation Committee with planning and facilitating timely events, programs, and presentations.	Potential Policy or Program	Short Term (2024-2026)	Low	Promote community awareness of water conservation by holding events, programs, and presentations.
Policy 4.4: Educate customers about new water-saving technology and resources.						
33	Education & Training	Incorporate informative content and visual demonstrations highlighting the benefits and practical applications of new water-saving technology and resources into the utility mailer.....	Potential Policy or Program	Short Term (2024-2026)	Low	Awareness of new water-saving technology and resources empowers individuals and communities to make informed choices that contribute to sustainable water conservation effort.

TABLE 4 – IMPLEMENTATION MEASURES AND ACTIONS						
#	CATEGORY	IMPLEMENTATION MEASURE(S) & ACTION(S)	STATUS	TIMELINE	PRIORITY	NOTES & ADDITIONAL INFORMATION
Policy 6.3: Identify structures built before 1992 and organize low efficiency fixture replacements.						
34	Public Involvement	Use property data to identify older properties and provide resources for the replacement of low-efficiency fixtures.	Potential Policy or Program	Short Term (2024-2026)	Low	Structures built before 1992 tend to have low water efficiency due to outdated building standards and technologies, which often result in less efficient plumbing fixtures and irrigation systems.
Policy 2.2: Provide contact information, system profile information, water use history, and detail specific ongoing and new conservation programs.						
35	Water Conservation Plan (WCP)	Task the Water Conservation Coordinator with coordinating updates to the City's Water Conservation web page.	Developing Policy or Program	Ongoing	Low	Effective communication and engagement with the community empowers them to make informed choices and participate in water conservation efforts.
Policy 8.3: Include high water use notifications in utility bills.						
36	Water Pricing	Incorporate high water use notification into utility mailer.	Current Policy or Program	Ongoing	Low	A high water use notification alerts customers when their water usage exceeds a predetermined threshold.
Policy 7.10: Review existing plumbing codes and revise them as necessary to ensure water-conserving measures in all new construction.						
37	Ordinances, Standards, and Land Development	Task the building code official with code review.	Potential Policy or Program	Short Term (2024-2026)	Low	Plumbing codes can be updated to incorporate more water-efficient fixtures and technologies.

WORKS CITED

1. Utah Department of Natural Resources. Utah is one of the driest states in the nation. Retrieved on 11/08/2023 from: https://drought.utah.gov/.
2. Holmgren, Lyle. Pursuing a Better Community. Tremonton Times Vol. 2 No. 8. August 2023. Retrieved on 11/09/2023 from https://tremontoncity.org/tremonton-times-vol-2-no-8-august-2023/.
3. Tremonton City Secondary Water system Capital Facilities Plan. (2017).
4. Prepared 60 Securing Utah's Economic Future. (2018). Understanding Utah's Water Municipal Manual 1st Edition. Retrieved on 12/15/2022 from http://prepare60.com/.
5. Utah Department of Natural Resources. About GPCD Population Estimates. Retrieved on 12/08/2022 from: https://dwre-utahdnr.opendata.arcgis.com/pages/population-data.
6. Tremonton City Integrated Land Use Plan. (2023).
7. Jennie C. Nolon Blanchard, Integrating Water Efficiency into Land Use Planning in the Interior West: A Guidebook for Local Planners. Prepared by Land Use Law Center for Western Resource Advocates. (2018).
8. "Principles of Water Wise Landscaping." Utah State University Extension Center for Water-Efficient Landscaping. Retrieved September 20, 2022, from https://extension.usu.edu/cwel/principles
9. Utah Division of Water Resources. (2019, November). Utah's Regional M&I Water Conservation Goals. Retrieved December 8, 2022, from https://conservewater.utah.gov/regional-water-conservation-goals/.
10. Jennie C. Nolon Blanchard, Integrating Water Efficiency into Land Use Planning in the Interior West: A Guidebook for Local Planners. Prepared by Land Use Law Center for Western Resource Advocates. (2018).
11. State of Utah Natural Resources Division of Water Resources. (2004,January) Bear River Basin Planning for the Future. Retrieved December 18, 2023, from chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://water.utah.gov/wp-content/uploads/2020/06/Bear-River-2004.pdf.
12. Recommended State Water Strategy. July 2017. Retrieved on November 20, 2023 from https://envisionutah.org/utah-water-strategy-project.

RESOLUTION NO. 24-48

A RESOLUTION OF TREMONTON CITY CORPORATION ADOPTING A PROFESSIONAL SERVICES AGREEMENT BETWEEN TREMONTON CITY AND BEAR RIVER LIVE FOR THE PROMOTION AND HIGHLIGHTING OF COMMUNITY EVENTS

WHEREAS, Tremonton City desires to promote and highlight city events to enhance community engagement and visibility; and

WHEREAS, Bear River Live is in the business of event promotion and media coverage, with expertise in promoting local events through their Talk of The Town segment; and

WHEREAS, Tremonton City has determined that engaging Bear River Live to provide promotion and media services for its events will benefit the City and its residents; and

WHEREAS, Bear River Live is willing and able to provide the requested services under the terms and conditions set forth in this Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Tremonton City Council hereby approves adopting a Professional Services Agreement with Bear River Live for promotion and highlighting of community events as attached in Exhibit "A."

Adopted and passed by the governing body of Tremonton City Corporation this 6th day of August 2024.

TREMONTON CITY
A Utah Municipal Corporation

By _____
Lyle Holmgren, Mayor

ATTEST:

_____
Cynthia Nelson, City Recorder

EXHIBIT “A”

BEAR RIVER LIVE PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT (hereinafter referred to as the "Agreement") for promotion and highilighting of community events is made by and between Tremonton City, a body corporate and politic of the State of Utah (hereinafter referred to as "City"), and Bear River Live (hereinafter referred to as "Contractor"), individually or jointly the City and Contractor shall be referred to as "Party" or "Parties".

RECITALS

WHEREAS, Tremonton City desires to promote and highlight city events to enhance community engagement and visibility; and

WHEREAS, Bear River Live is in the business of event promotion and media coverage, with expertise in promoting local events through their Talk of The Town segment; and

WHEREAS, Tremonton City has determined that engaging Bear River Live to provide promotion and media services for its events will benefit the City and its residents; and

WHEREAS, Bear River Live is willing and able to provide the requested services under the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the promises contained herein, the Parties agree as follows:

SECTION 1 – SERVICES RENDERED

1.01 Services Rendered. The Contractor agrees to provide the following services ("Services") for the City:

- Promotion of Tremonton City events, including, but not limited to, Daddy Daughter Dance, Library Summer Reading Kick Off, Memorial Day Service, Lemonade Stand Challenge, Hay Days, Turkey Trot, Christmas Extravaganza, Parks & Recreation programs, monthly employee spotlights, monthly updates on City meetings/agendas, etc., through its "Talk of the Town" segment and other media channels.
- Distribution of promotional materials provided by the City and creation and distribution of videos and event highlights.
- Coverage and live streaming of selected city events as agreed upon by the Parties.
- Any other related services as mutually agreed upon in writing.

SECTION 2 – TERMS OF AGREEMENT

2.01 Term of Agreement. The Agreement shall commence on August 6, 2024, and shall continue for a period of one year, unless terminated by either Party providing thirty (30) days written notice to the other Party as further described in Section "4.09 Notices" of this Agreement. This agreement shall be reevaluated on an annual basis and may be extended by mutual written consent of the Parties.

2.02 Compensation and Timelines. In consideration for the Services provided, the City agrees to pay Contractor the sum of three thousand dollars ($3,000) annually, or such other compensation as may be agreed upon by the Parties and specified in an addendum to this Agreement. Payment shall be made within thirty (30) days of receipt of an invoice from Contractor, detailing the Services to be provided and the events to be covered. Any additional services outside the scope of this Agreement shall require a separate written agreement and compensation. Services provided under this Agreement shall be suspended if payment is not received within five (5) days following the due date.

2.03 Independent Contractor. The Contractor is an independent contractor, and as such, shall not be eligible for employee benefits from the City such as, but not limited to, health insurance, dental insurance, workers compensation, life insurance, 401(k) participation, or retirement plans. Furthermore, the Contractor shall be compensated as an independent contractor receiving Internal Revenue Service Form 1099 from the City at the completion of the Tax year in which work is performed. Additionally, the Contractor shall provide their own equipment necessary to complete the scope of work.

SECTION 3 – OBLIGATIONS, REPRESENTATIONS, AND WARRANTIES

3.01 Skills and Expertise. The Contractor represents that they possess the requisite skill, expertise, and licensing to perform the required services. The Contractor shall perform its services consistent with the professional skill and necessary care.

3.02 Authority. The undersigned each represents they have full authority to sign this Agreement and to enter into this Agreement on behalf of the Party to the Agreement so reflected by each signature.

SECTION 4 – MISCELLANEOUS

4.01 Non-Fiduciary Relationship. The Parties hereto expressly disclaim and disavow any partnership, joint venture, or fiduciary status or relationship between them and expressly affirm that they have entered into this Agreement as independent contractors and that the same is in all respects an "arms-length" transaction.

4.02 Further Instruments. The Parties hereto agree they will execute any and all other documents or legal instruments that may be necessary or required to carry out and effectuate all of the provisions hereof.

4.03 Assignment. Parties agree that they may not assign this Agreement to any other person or entity without the express prior written consent of the other Party.

4.04 Preparation of Agreement. The Parties hereto acknowledge they have both participated in the preparation of this Agreement. If any question arises regarding its interpretation, no presumption shall be drawn in favor of or against any Party hereto on the drafting hereof.

4.05 Entire Agreement. This Agreement sets forth the entire understanding of the Parties with respect to the subject matters stated herein and supersedes any prior or contemporaneous oral and/or

written agreements or representations, if any, between the Parties; that the terms of this Agreement are contractual and not mere recitals; and the Parties acknowledge no promise or agreement not included in this Agreement has been made, but that they are relying solely upon their own judgment after consultation with their respective attorney or attorneys.

4.06 Counterparts, Duplicate Copies, and Facsimile Copies. This Agreement may be executed in counterparts such that an Agreement with a complete set of signatures, whether or not on different copies of the page on which the signatures appear, shall constitute a fully-executed agreement; all executed copies of this Agreement shall constitute duplicate originals; and a copy or facsimile signature shall be treated for all purposes as an original signature.

4.07 Modification. The Agreement may not be modified in any manner except in writing signed by each of the Parties.

4.08 Waiver. A waiver by any Party of any provision hereof, whether in writing or by course of conduct or otherwise, shall be valid only in the instance for which it is given and shall not be deemed a continuing waiver of said provision, nor shall it be construed as a waiver of any other provision hereof.

4.09 Notices. Any notice sent by either Party shall be sent, to the appropriate address contained herein, certified mail, return receipt requested:

Attention: Bear River Live
163 South 850 West
Tremonton, Utah 84337

Attention: City Manager
Tremonton City
102 South Tremont Street
Tremonton, Utah 84337

4.10 Incorporation of Recitals and Exhibits. All recitals and exhibits contained herein and/or attached hereto are hereby incorporated into the Agreement.

4.11 Severability. If any portion of this Agreement is nullified or voided by a Court of competent jurisdiction, that portion shall be severed from the remainder of the Agreement, and all other portions of the Agreement shall remain in full force.

4.12 Attorney's Fees and Costs. In the event, any Party hereto shall be in default or breach of this Agreement, said Party shall be liable to pay all reasonable attorney's fees, court costs and other related collection costs and expenses incurred by the non-defaulting or non-breaching party in prosecuting its rights hereunder.

4.13 Applicable Law, Jurisdiction, and Venue. The Agreement shall be interpreted in with the laws of the State of Utah, and the First District Court of the State of Utah, in and for Box Elder County shall have jurisdiction and be the proper venue for any suit arising here from.

4.14 Survival of Terms. Any term in the Agreement intended by its nature to survive the execution date of the Agreement shall so survive.

IN WITNESS WHEREOF, the undersigned have executed this Agreement on the dates herein shown below.

TREMONTON CITY,
A Utah Municipal Corporation

_____
Lyle Holmgren, Mayor (Date)

Attest:

_____
Cynthia Nelson, City Recorder (Date)

CONTRACTOR, BEAR RIVER LIVE

_____
Bear River Live, Contractor (Date)

RESOLUTION NO. 24-49

A RESOLUTION OF TREMONTON CITY CORPORATION APPROVING A PROFESSIONAL SERVICES AGREEMENT WITH WALL CONSULTANT GROUP (WCG) TO UPDATE THE TREMONTON CITY TRANSPORTATION MASTER PLAN

WHEREAS, the Utah State Legislature authorized counties to impose a Local Option Transportation Corridor Preservation Fee of up to Ten Dollars ($10.00) on each motor vehicle registration within a county for the advance acquisition of right-of-way for future transportation corridors and transportation planning; and

WHEREAS, Box Elder County adopted the Local Option Transportation Corridor Preservation Fee and established an application and approval process for the use of these funds; and

WHEREAS, Tremonton City made application to Box Elder County for the use of the Local Option Transportation Corridor Preservation Fund for updating a transportation master plan for Tremonton City; and

WHEREAS, Box Elder County awarded Tremonton City with funds necessary to contract with a transportation engineering firm to analyze Tremonton City's future traffic patterns for the purpose of updating the City's transportation master plan; and

WHEREAS, on May 2, 2024 the Tremonton City Council authorized the publication of a Request for Proposals to interested transportation engineering firms; and

WHEREAS, two transportation engineering firms submitted proposals and statements of qualifications for the City to consider in selecting a firm to undertake the updating of the Tremonton City transportation master plan; and

WHEREAS, the Development Review Committee reviewed the submitted proposals and statements of qualifications and has selected WCG as the most advantageous proposal submitted by a transportation engineering firm in updating the Tremonton City transportation master plan; and

WHEREAS, Tremonton City and WCG are desirous to enter into a professional services agreement for the updating of the Tremonton City transportation master plan.

NOW, THEREFORE, **BE IT RESOLVED** that the Tremonton City Council hereby approves a Professional Services Agreement for the updating of the Tremonton City transportation master plan as attached in Exhibit "A".

Adopted and passed by the governing body of Tremonton City Corporation this 6^{h} day of August 2024.

TREMONTON CITY
A Utah Municipal Corporation

By _____
Lyle Holmgren, Mayor

ATTEST:

_____
Cynthia Nelson, City Recorder

EXHIBIT “A”

WCG PROFESSIONAL SERVICES AGREEMENT

ARTICLE 1 – GENERAL TERMS AND CONDITIONS

1.1 ENGINEER, *et al.* ENGINEER and its shareholders, directors, officers, agents, representatives, employees, consultants or any of them.

1.2 CLIENT A person or agency who engages the professional advice or services of another.

1.3 Representatives ENGINEER and CLIENT shall each designate in writing a person authorized to act an their representative. Said persons shall serve as sole intermediaries between ENGINEER and CLIENT and shall be authorized to bind their respective principles.

1.4 Professional Qualifications WCEC Engineers Corporation dba WCG, a Utah Company, is duly authorized and licensed to practice engineering in the State of Utah. The ENGINEER represents that it has the necessary expertise, experience, and is properly qualified and licensed for this work.

1.5 Performance Standard ENGINEER's services hereunder shall be rendered consistent with and judged solely by the skill and care ordinarily exercised by members of the same profession performing like services in the State of Utah at the same time. ENGINEER disclaims any and all warranties, express or implied, regarding the quality of its services or the instruments thereof, including but not limited to warranties of fitness, merchantability, or compliance with federal, state, or local laws, rules, regulations, ordinances, or design or building codes or standards.

1.6 ENGINEER as Independent Contractor The ENGINEER will furnish services as an independent contractor and not as an employee of the CLIENT. The ENGINEER is not entitled to any medical coverage, life insurance, or participation in any benefits afforded to the CLIENT's regular employees. As an independent contractor, the ENGINEER will be responsible for its own overhead costs and expenses (such as taxes, office space, employee benefits, etc.).

1.7 ENGINEER not to Engage in Conflicting Activities During the time of this Agreement, the ENGINEER will not enter into any activity, employment, or business arrangement which conflicts with CLIENT's interests or ENGINEER's obligations under this Agreement. In view of the sensitive nature of ENGINEER's status, the CLIENT shall have the option of terminating this Agreement at any time if, in its solve judgment, a conflict of interest exists or is imminent. The ENGINEER will advise the CLIENT of its position with respect to any activity, employment, or business arrangement contemplated by the ENGINEER, which may be relevant to this Paragraph.

1.8 Proprietary Information The ENGINEER will treat as proprietary any information belonging to the CLIENT or any third parties disclosed to the ENGINEER in course of ENGINEER's services.

1.9 Assignments Neither party shall assign its rights or delegate its duties under this agreement without the prior, express, written consent of the other. ENGINEER may subcontract services which would be subcontracted in the normal course of business without such consent.

1.10 Supplied Information ENGINEER, *et al.* are entitled to rely on any and all information supplied by, through or on behalf of CLIENT and, absent an express agreement to do so, have no legal or contractual duty to verify the accuracy of such information. CLIENT waives any and all Claims against ENGINEER, *et al.* arising out of actual or alleged deficiencies in any such information and agrees to hold harmless, indemnify and defend ENGINEER, *et al.* therefrom; excepting those arising out of the indemnitee's sole negligence.

1.11 Ownership of Documents All plans, specifications, reports, notes, data, logs, diaries, and other documents, regardless of medium or content, prepared by or on behalf of ENGINEER, *et al.* are instruments of their respective professional services and shall remain their property. Upon payment to ENGINEER of all sums due hereunder, CLIENT is granted a non-exclusive, unassignable license to use said instrument on and for this project. Such instruments are intended for use solely by CLIENT as an integrated set on this project. Dissemination, modification or use on other projects of any and all such instruments without ENGINEER's prior express written consent shall be at CLIENT's sole risk. CLIENT waives and agrees to hold harmless, indemnify and defend ENGINEER, *et al.* from and against any and all Claims against ENGINEER, *et al.* arising out of any such nonpermissive dissemination, modification or use; excepting those arising out of the indemnitee's sole negligence.

1.12 Termination Either party may terminate this Agreement upon 15 days notice by registered or certified mail, return receipt requested, addressed to the other party. The 15 days shall be measured from the date the notice is posted. If this Agreement is terminated by either party, the CLIENT shall only be liable for payment and consulting fees incurred as a result of work actually performed prior to the effective date of the termination and any work required to organize and deliver to the CLIENT any material developed during the course of the work.

1.13 Amendments This Agreement may be amended only by written instrument expressly referring hereto and duly signed by the parties. This Agreement constitutes the entire and integrated agreement between the parties and supersedes all prior or contemporaneous negotiations, representations and/or agreements, whether written or oral.

ARTICLE 2- COMPENSATION

2.1 Progress Payments CLIENT will be invoiced at the end of the first calendar month following the effective date of this Agreement and at the end of each calendar month thereafter. Invoices shall reflect billing for work performed by ENGINEER during the month invoiced. Payment on an invoice is due upon receipt of the invoice. In the Event of a dispute regarding an invoice, CLIENT shall notify the ENGINEER of the objection with fifteen (15) days from the date of the invoice, give reasons for the objection, and shall pay all undisputed amounts as per this Article. Engineer may assess a carry charge of 1.5 percent per month on progress payments not made within thirty (30) days of the date of invoice, which charge CLIENT warrants will be paid on demand. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal. The additional charge shall not apply to any disputed amount resolved in favor of the CLIENT. ENGINEER may, in its sole discretion and without notice, suspend its services hereunder should CLIENT not pay in full any amount invoiced within thirty (30) days of the date of invoice. ENGINEER further reserves the right to withhold from CLIENT any instruments of ENGINEER's services pending payment on CLIENT's account.

2.2 Reimbursable Expenses Expenditures made by the ENGINEER, its employees or its consultants in the interest of the project, including but not limited to: transportation, subsistence and lodging when traveling in connection with the project; long distance or toll telephone calls, telegrams, messenger service, field office expenses, and fees paid for securing approval of authorities having jurisdiction over the project; reproduction, postage and handling of drawings, specifications, reports or other project-related documents; computer time including charges for proprietary programs, renderings or models. project-related documents; computer time including charges for proprietary programs, renderings or models.

ARTICLE 3- SPECIAL TERMS AND CONDITIONS

3.1 Construction Estimates ENGINEER's opinions, if any, of probable construction costs, quantities or times are subject to change and are contingent upon persons and factors over which ENGINEER has no control. ENGINEER does not guarantee the accuracy of such estimates.

3.2 Record Documents Any record documents provided or drafted by ENGINEER are based upon information provided by the contractor, who is to document variations between design and actual construction. ENGINEER is entitled to rely upon and has no legal or contractual duty to verify the accuracy of such information and does not warrant the accuracy of record documents.

3.3 Access CLIENT warrants timely access for ENGINEER, *et al*. to all property reasonably necessary to the performance of their services.

3.4 Problem Notification CLIENT will provide prompt written notice to the ENGINEER whenever the CLIENT observes or otherwise becomes aware of any defect in the services being performed under this agreement. The purpose of the notice is to allow the ENGINEER an opportunity to correct the problem consistent with its desire to provide quality engineering services.

3.5 Construction Services ENGINEER's construction observation or monitoring services, if any or unless specified otherwise, are neither exhaustive nor continuous and consist solely of periodic visits to the project site to determine whether construction is progressing in general conformance with the plans and specifications. ENGINEER is not responsible for the timeliness, means, methods or sequences of construction nor for the safety of workers or others at or near the project site. ENGINEER does not guaranty the performance of the contractor, subcontractors, suppliers or others providing labor, material or services for the project, nor is it responsible for their acts, errors or omissions. Unless expressly agreed otherwise, ENGINEER's compensation for any such services contemplates one (1) construction contract being let and construction completion within the specified time period. Should more than one (1) construction contract be let or said period for construction be exceeded through no fault of ENGINEER, ENGINEER's compensation shall be equitably adjusted. Should ENGINEER not be retained to provide construction observation, monitoring, or similar services, CLIENT waives and agrees to hold harmless, indemnify and defend ENGINEER, *et al.* from and against any and all Claims against ENGINEER, *et al.* based in whole or in part upon actual or alleged defects in construction, workmanship and/or materials; excepting those arising out of the indemnitee's sole negligence.

3.6 Site Conditions Unless expressly agreed otherwise, ENGINEER's services and compensation contemplate (i) the absence of Hazardous Materials on, in or under the project site or nearby properties and (ii) site conditions like those represented in information provided by, through or on behalf of CLIENT and/or those reasonably anticipated for a site of this nature and locality. Should such Materials be discovered or should actual conditions vary materially from those represented or anticipated, either party shall have an absolute and unconditional right to terminate or suspend this agreement. CLIENT waives and agrees to hold harmless, indemnify and defend ENGINEER, *et al.* from and against any and all Claims against ENGINEER, *et al*. actually or allegedly, directly or indirectly arising out of or related to (i) the detection, generation, presence, escape, release, discharge, movement, seepage, stabilization, abatement, handling, removal, transportation, storage or disposal of Hazardous Materials and/or (ii) any material change in represented or anticipated conditions; excepting those arising out of the indemnitee's sole negligence.

ARTICLE 4 – CLAIMS AND DISPUTES

4.1 Claims (or Claim) Shall be defined as any and all claims, actions, causes of action, rights, demands, liabilities, damages, costs, expenses, and/or fees (incl. expert and attorneys) of any nature whatsoever actually or allegedly, directly or indirectly arising out of or related to the project, whether or not accrued, known, suspected, discovered, discoverable, and/or latent.

4.2 Dispute Resolution Any dispute related to this agreement, either parties' performance hereunder, and/or ENGINEER, *et al.*'s services shall be submitted to mediation before a mutually acceptable mediator prior to initiation of litigation or other formal adjudicative procedures.

4.3 Limitation of Liability In recognition and equitable allocation of the relative risks and benefits of the project, CLIENT limits, to the fullest extent permitted by law, the total aggregate liability of ENGINEER, *et al*. to CLIENT and all contractors, subcontractors and suppliers on all Claims arising out of, on or related to the project, to the ENGINEERS contract value or $50,000, whichever is less. Prior to the initiation of ENGINEER's services hereunder, this limit may be increased up to ENGINEER's then effective insurance limit upon mutual agreement and CLIENT's payment of an additional fee of 0.5% of the amount of any increase in coverage. To the fullest extent permitted by law, CLIENT waives and agrees to hold harmless, indemnify and defend ENGINEER, *et al.* from and against any and all Claims against ENGINEER, *et al*. in excess of the limit established hereby; excepting those arising out of the indemnitee's sole negligence. ENGINEER, *et al.* are not liable to CLIENT for consequential or incidental damages for any Claim.

4.4 Jurisdiction; Venue This agreement shall be interpreted and enforced according to the laws of the State of Utah. Venue of any litigation arising out of or related to this agreement or the services hereunder provided shall be exclusively in Salt Lake County, State of Utah.

4.5 Force Majeure Any default in the performance of this agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract: act of God, government, or public enemy; strike; embargo; fire, flood, epidemic, unusually severe weather and/or other extraordinary natural event or disaster; and/or quarantine.

4.6 Attorneys Fees In the event of default hereunder, the defaulting party agrees to pay all costs incurred by the non-defaulting party as a result thereof, including reasonable attorney's and expert's fees, whether incurred through formal legal proceedings or otherwise.

4.7 Severability Waiver In the event any provision of this agreement is invalid or unenforceable, the remaining provisions shall remain valid and enforceable. Waiver of a breach of any provision is not a waiver of a subsequent breach of the same or any other provision.

4.8 Third Party Rights No third party beneficiary rights are created by this agreement, nor does this agreement create any cause of action in favor of any third party against either party hereto.

4.9 Limitation Periods Statutory periods of limitation for CLIENT Claims against ENGINEER, *et al.*, shall begin to run no later than the date of substantial completion, the date of occupancy of the project or the portion of the project as to which the Claim is made, or the date of abandonment of the project, whichever date is earliest.

4.10 Mediation In addition to and prior to arbitration, the parties shall endeavor to settle disputes by mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association (AAA) currently in effect unless the parties mutually agree otherwise. Demand for mediation shall be filed in Writing with the other party to this agreement and with the AAA. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

ARTICLE 5 - SCOPE OF WORK

5.1 Scope of Work The scope of work, schedule, and contract value for this project are included in Exhibit A.

Authority from Client for Notice to Proceed Date:
Printed Name:
Title:

Exhibit A: WCG Proposal including Scope of Work, Schedule, and Budget

TREMONTON
VISIT | CONNECT | STAY

PROPOSAL FOR

TREMONTON CITY TRANSPORTATION MASTER PLAN

MAY 31, 2024



Name of Engineering Firm/Traffic Engineer: WCG
Subconsultant: Jone & DeMille Engineering
Complete Address: 2139 South 1260 West, Salt Lake City, UT 84119
Contact Person: Jeremy Searle, PE, PTOE, RSP_1
Telephone Number: 801-669-7345
Fax Number: N/A
Internet Address: www.wcg.us
E-mail address: jeremy.searle@wcg.us

WCG
WALL CONSULTANT GROUP

Jones & DeMille Engineering

Linsey Nessen
City Recorder
Tremonton City
102 South Tremont Street
Tremonton, Utah 84337

Re: Request for Proposals | Transportation Master Plan

Dear Linsey and Selection Committee,

WCG is excited to offer our expertise to work with Tremonton City (City) Staff to create a Transportation Master Plan (TMP) with an associated Capital Facilities Plan (CFP). Our approach will:

- Build on and update existing City information (such as GIS mapping, planned transportation infrastructure, and multi-modal opportunities)
- Guide future transportation decisions and investments based on the city's vision
- Evaluate key transportation issues within the City and find solutions that benefit safety, connectivity, and access for the community
- Develop a transportation system that provides safe and efficient access for all users and travel modes while promoting public health and quality of life

In the past 18 years, WCG has created dozens of transportation master plans and provided transportation planning and traffic engineering services throughout Utah and Idaho. Many of these services have been in and around Tremonton City. We recently completed the transportation master plan for Garland, as well as an intersection control evaluation (ICE) Study, for the SR-13/SR-102 intersection in Tremonton for UDOT. We have also teamed with Jones & DeMille for their expertise in cost estimating and capital facilities plans.

WCG is a leader in transportation master planning having **recently completed the transportation master plan for dozens of cities** including Syracuse, West Point, South Weber, Farmington, Harrisville, Layton, South Jordan, Herriman, West Jordan, Salem, Virgin, and Garland along with others along the Wasatch Front. Having recently completed Garland's TMP gives WCG a head-start on refining future travel demands in the area. Having already updated socioeconomic data, projected growth, densities, and plans for neighboring cities and the surrounding area, WCG will be better informed on the transportation master planning effort for Tremonton.

WCG has immediate availability for this project and can devote our undivided attention to the project and the needs of City staff. We are committed to providing Tremonton City with the very best product and services.

By selecting WCG, Tremonton City will gain:

- An experienced firm that knows the area and is dedicated to meeting all of the City's needs
- A quality transportation master plan with a focused effort to provide safe and efficient access to all users and modes of travel
- A team that is flexible, innovative, and able to adjust well to challenges that may arise
- A team with extensive experience in transportation planning, active transportation, and impact fees
- A team that understands the complex relationship between land use and transportation

We appreciate your time and consideration of our proposal and look forward to helping you create the transportation master plan needed to guide the City's future growth and development. Please contact Jeremy Searle at **801-669-7345/ jeremy.searle@wcg.us** with any questions or to discuss further.

Sincerely,

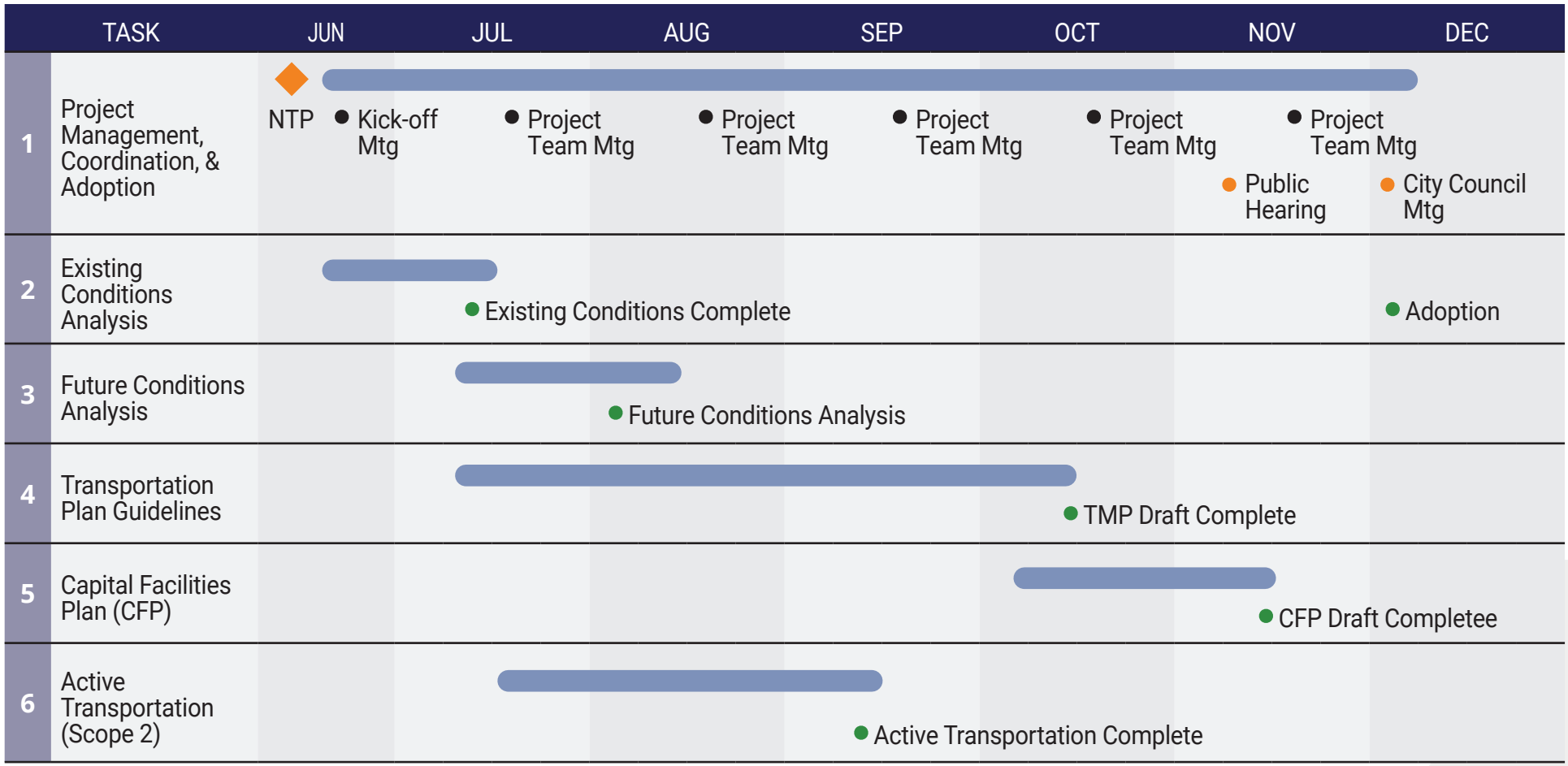
Jeremy Searle, PE, PTOE, RSP$_1$
Project Manager



Photo Credit: utahrealestate.com

SCHEDULE

WCG proposes a seven-month schedule as outlined below. This includes six in-person project team meetings, intermediate online team meetings, a public hearing, and one City council meeting. We feel that **this provides enough time to do a detailed analysis, gather City staff and stakeholder feedback, and produce a quality product without extending the project timeline** excessively. However, we are flexible and want to meet the needs of the City. If changes to the schedule are desired, we are happy to discuss and adjust as necessary.



COST

		Project Manager	Planning Oversight & QC/QA	Regional Planner	Trans-portation Engineer	Travel Demand Projec-tions	Active Transpor-tation	Safety Expert	GIS	Data Col-lection	Graphics	Technical Editor	Capital Facilities Plan	Cost Esti-mating	Admin Assistant	HOURS PER TASK	COST PER TASK
		Jeremy Searle	Tim Taylor	Shawn Seager	Scott Johnson	Austin Feula	Jim Price	Erica Wygonik	Kyle Horton	Ian Mac-Gregor	Pin Vo	Haley Holmes	Micklane Farmer	Matthew Lenhart	ShaVon Anderson		
	RATE	$170.00	$180.00	$155.00	$150.00	$158.00	$155.00	$165.00	$105.00	$100.00	$100.00	$80.00	$150.00	$120.00	$80.00		
	DESIGN DEVELOPMENT	LABOR HOURS															
1	Project Management, Coordination, & Adoption	22		16	2	4							5		8	57	$8,542.00
2	Existing Conditions Analysis	2	2	2	6	4		12	8	20						56	$7,362.00
3	Future Conditions Analysis	4	4	4	10	24			8							54	$8,152.00
4	Transportation Master Plan	4	4	4	10	4	4		8		12	4				54	$7,132.00
5	Capital Facilities Plan (CFP)	4	4	4	8	4	4		8		12	4	16	40		108	$14,032.00
6	Active Transportation (Scope 2)	4	2	4	4		30				8	2				54	$7,870.00
	TOTAL LABOR HOURS	40	16	34	40	40	38	12	32	20	32	10	21	40	8	383	
	RAW LABOR COSTS	$6,800.00	$2,880.00	$5,270.00	$6,000.00	$6,320.00	$5,890.00	$1,980.00	$3,360.00	$2,000.00	$3,200.00	$800.00	$3,150.00	$4,800.00	$640.00		$53,090.00

DIRECT EXPENSES SUMMARY

			Unit	Sub-Total
Mileage	1,200	$0.655	mile	$786.00
81/2 x 11 Prints - Color	120	$0.65	each	$78.00
11 x 17 Prints - Color	60	$0.85	each	$51.00
Traffic Counts	1	$5,000.000	lump	$5,000.00
		TOTAL DIRECT EXPENSES		$5,915.00

Direct Expenses	$5,915.00
Labor Costs	$53,090.00
GRAND TOTAL	$59,005.00

ORGANIZATION AND APPROACH

TREMONTON
VISIT | CONNECT | STAY



Regional Planner & Stakeholder Facilitation
Shawn Seager, AICP •



Project Manager
Jeremy Searle, PE, PTOE, RSP_1 •

- Wall Consultant Group
- Jones & Demille Engineering



Transportation Master Plan

Planning Oversight & QC/QA
Tim Taylor, PE, PTOE

Travel Demand Modeling
Austin Feula, PE, PTOE, RSP_1 •

Transit
Dejan Jovanovic, PE, PTOE, RSP_1 •

Traffic Engineering
Scott Johnson, PE, PTOE •

Safety
Erica Wygonik, PhD, PE, RSP_1 •

Active Transportation/Trails
Jim Price, AICP •

GIS Mapping
Kyle Horton, PE •

Transportation & Land Use Policy
Corey Mack, PE •

Data Collection
Ian MacGregor, EIT •



Capital Facilities Plan

Capital Facilities Plan Oversight
Micklane Farmer, PE •

Cost Estimating
Matthew Lenhart, EIT •

Public Engagement (if needed)
Marty Asay •
Dave Asay •
Jordan Parr •



JEREMY SEARLE, PE, PTOE, RSP_1
PROJECT MANAGER

- Syracuse TMP, CFP, IFFP, IFA
- South Jordan TMP, CFP, IFFP, IFA
- West Point TMP, CFP, IFFP, IFA
- South Weber TMP, CFP, IFFP, IFA

14 Years' Experience

Jeremy is the Transportation and Planning Division manager at WCG and is currently the project manager (PM) for the Layton TMP. **Jeremy has completed dozens of transportation master plans across the state, including several on the north end of the state (Garland, Harrisville, Syracuse, West Point, South Weber, Farmington, and Weber County, as well as Twin Falls in Idaho).** Jeremy also has extensive experience with transportation impact fees, guiding the creation of Orem, South Jordan, Herriman, West Point, Syracuse, Bluffdale, Salem, Harrisville, South Weber, and Spanish Fork. Jeremy is committed to meeting the needs of the City and providing a quality master plan that will guide Tremonton's transportation infrastructure decisions into the future.



SHAWN SEAGER, AICP
REGIONAL PLANNER & STAKEHOLDER FACILITATION

- West Point TMP, CFP, IFFP, IFA
- Farmington TMP
- Syracuse TMP, CFP, IFFP, IFA
- Payson, Utah Gateway Plan

36 Years' Experience

Shawn has partnered with UDOT region planners and local government engineers to design regional and local street systems that are also safe for pedestrians and bicyclists. He recently retired as the regional planning director at Mountainland Association of Governments (MAG) in Orem, Utah after a 34-year career in local government regional planning. **Shawn's unique experience at a metropolitan planning organization provides him with unique insights into regional planning, funding opportunities, and contacts through all levels of coordinating entities.** While at MAG, Shawn was chair of the Unified Transportation Plan Financial Committee and developed both rural and urban regional transportation plans, developed the Heber Valley Bypass Corridor, Provo River Parkway Trail, Connecting Heber Valley to Transit Service Study, and managed a team of lobbyists.



Photo Credit: Tremonton City Facebook



TIM TAYLOR, PE, PTOE, RSP1
PLANNING OVERSIGHT & QC/QA

- Daybreak TMP
- South Jordan TMP, CFP, IFFP, IFA
- Farmington TMP

31 Years' Experience

Tim creates and facilitates innovative transportation solutions that fit within the parameters of unique area and land use contexts. Tim's experience includes large-scale transportation and infrastructure master planning, corridor planning, area-wide travel demand forecasting, context-sensitive street design, policy development, impact assessment, and access management. **His work on hundreds of transportation planning efforts addresses a full range of planning, operational, and design issues** related to interchanges, intersections, corridors, active transportation and transit facilities, site access, circulation, and parking.



MICKLANE FARMER, PE
CAPITAL FACILITIES PLAN OVERSIGHT

- Tooele County TMP
- Sevier County TMP
- Nephi City Interchange TMP

7 Years' Experience

Micklane has a wide variety of experience in transportation engineering. Recently, Micklane's primary focus has been on transportation master plans (TMP's) and helping cities, counties, and towns understand the transportation network in their respective areas. The most recent master plan projects **Micklane has worked on include the Sevier County TMP, Juab County TMP, Beaver City TMP, Richfield City TMP, Levan Town TMP, and the Nephi City North Interchange TMP.** He understands how important it is to be engaged, not only with the City personnel in this process, but with the general public and the surrounding communities. Micklane has also assisted communities throughout the state of Utah in finding funding for community projects. This includes federal funding such as the RAISE grant and FLAP grant applications. He understands how crucial the Capital Facilities Plan is in obtaining funding, and will help guide the team in the capital facilities plan portion of the masterplan.

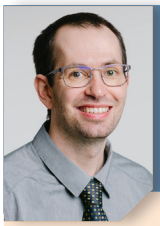


MATTHEW LENHART, EIT
COST ESTIMATING

- Tooele County TMP
- Sevier County TMP
- Vernal Northeast Transportation Plan

2 Years' Experience

Matthew is a graduate engineer who has worked at JDE since June 2022. In that time, he has developed an understanding of AutoCAD Civil 3D, GIS programs such as ArcGIS, and other engineering software. Matthew has most recently been involved in developing several transportation master plans. Some of his work has included collecting and analyzing traffic count data for highways and intersections, analyzing UDOT roadway classifications, and **performing cost estimates and benefit-cost analyses.** He has also been heavily involved in completing Joint Highway Committee grant applications and federal grant applications such as Bridge Improvement Program and RAISE grants. As such, he has developed the skills to estimate costs for the different funding agencies associated with transportation work.



AUSTIN FEULA, PE, PTOE
TRAVEL DEMAND MODELING

- Syracuse and West Point City TMPs
- Daybreak TMP
- Farmington TMP

11 Years' Experience

Austin has significant experience projecting future traffic volumes and then utilizing those projections to determine roadway cross sections and design. **He is intimately familiar with this region having recently worked with Garland on their TMP.** He led the travel demand modeling on 10+ TMPs throughout the state over the last few years. Austin helped develop the Summit County portion of the travel demand model from scratch. His experience and knowledge of the travel demand model make him a valuable resource when refining and updating the travel demand model to fit Tremonton's unique changes and growth.



SCOTT JOHNSON, PE, PTOE
TRAFFIC ENGINEERING

- West Point TMP, CFP, IFFP, IFA
- Santaquin Regional Grid Study
- West Jordan TMP

9 Years' Experience

Scott is a traffic engineer at WCG specializing in traffic microsimulation analysis and traffic planning. He received his bachelor and master of science degrees in civil engineering from Brigham Young University in 2010 and 2012. Since then, he has completed numerous traffic impact studies, corridor plans, and small area plans. His expertise has contributed to numerous transportation planning efforts in cities such as West Jordan, Santaquin, Park City, and Syracuse. He has also served as the traffic engineer for several design projects throughout the state.



JIM PRICE, AICP
ACTIVE TRANSPORTATION/TRAILS

- Six MAG MPO Integrated Region-Wide Active Transportation Plans (ATP)
- Six Statewide Unified Plans (Active Transportation)
- ATP for most cities in Utah County
- County-wide ATP for Wasatch and Summit Counties

36 Years' Experience

Jim recently retired from MAG in Orem, UT after 24 years of partnering with federal agencies, UDOT, MPO's, counties and local governments to plan, fund, and construct both urban and rural trail systems. **Jim is noted for bridging the gaps between stakeholders on complex active transportation plans and projects.** His focus is on making collaborative/cooperative planning work with stakeholders having disparate and sometimes competing interests. He has a wealth of knowledge spanning the entire process from initial plan to asphalt on the ground that helps his team and clients understand and address the challenges of their projects ahead of time.

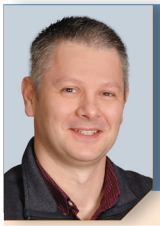


COREY MACK, PE, PTOE
TRANSPORTATION & LAND USE POLICY

- Salem and West Point TMP
- Kimball Junction DPRE Transportation Study Peer Review
- SR-258 / SR-118 Corridor Study
- Road Space Reallocation Projects

18 Years' Experience

Corey assists towns, cities, counties, and regional and statewide organizations in identifying transportation needs and solutions. In his experience helping develop and refine transportation and land use policies, he works collaboratively with stakeholders to identify their challenges, inform discussion and decisions, and develop innovative and intuitive planning and policy solutions to meet the needs of our evolving communities.



DEJAN JOVANOVIC, PE, PTOE, RSP$_1$
TRANSIT

- Roadway Widening, I-15, Lagoon to Layton Pkwy
- Traffic Impact Study, Logan Region WWTP
- Park Avenue Roadway Diet - Roadway Reconstruction

16 Years' Experience

Dejan possesses a unique skill set for tackling diverse transportation challenges including traffic operations, transit operations, and safety analysis. He can seamlessly integrate these skills to tackle diverse transportation challenges and deliver impactful solutions. **He was the transit engineer for the Taylorsville-Murray environmental study where he developed traffic models and analyzed BRT systems.**



ERICA WYGONIK, PHD, PE
SAFETY

- UDOT Traffic & Safety Traffic Studies team
- UDOT Traffic Operations On-Call Support Services
- Vermont State Highways On-Road Bicycle Facilities Plan

20 Years' Experience

Erica excels at evaluating safe system strategies across transportation modes and is skilled at developing simple, yet robust solutions to serve public agencies. For UDOT, she has served as a consultant for the Division traffic studies retainer and supports safety efforts through crash data analysis, site-specific evaluations, and development of the new speed management study processes. She supports both the project safety analysis (PSA) process and the safety analysis for the ICE program using SPICE/CAP-X methodologies. She also has extensive experience planning for safe and effective active transportation.



KYLE HORTON, PE
GIS MAPPING

- West Point TMP, CFP, IFFP, IFA
- South Jordan TMP, CFP, IFFP, IFA
- Salem TMP, CFP, IFFP, IFA

7 Years' Experience

Kyle excels at using GIS to assist in transportation analysis and planning efforts. Kyle is proficient with ESRI products in developing GIS map applications and graphics. He has led the mapping efforts on various transportation master plans and has produced dozens of ArcGIS Story Maps for various transportation planning projects. Kyle understands the importance of properly displaying geospatial data to assist in making transportation planning decisions. He specializes in creating connected transportation networks that serve the needs of the communities involved.



IAN MACGREGOR
DATA COLLECTION

- Highland Traffic Calming & Pedestrian Safety Manual
- Virgin Utah TMP
- West Point TMP, CFP, IFFP, IFA

2 Years' Experience

Ian has recently graduated from Brigham Young University with a bachelor's degree in Civil Engineering and is currently working on his master's degree. He is doing research for UDOT on how to implement the Safe System Approach to intersections in Utah. Having collected data and performed site visits throughout Utah for the last several years, Ian's familiarity with the area allows him to quickly and thoroughly collect accurate data and present it in a clear and concise format.

APPROACH

WCG has carefully reviewed the scope of work outlined in the RFP and is confident that the entire scope can be completed within budget and on schedule. An outline of our approach to the project is provided in the following pages. We have put together our approach based on our understanding of the needs of the City. However, **we are willing to update or change any portion of the approach, schedule, or budget to better fit Tremonton City's vision for this project.** We plan to meet with the City to refine the final work plan, schedule, and budget. Our discussion will center on the **vision and goals** of the project, deliverables that are designed to meet those goals, and a schedule that will allow us to collaborate with the City, address concerns, and create quality deliverables in a timely manner.

We believe we have the ideal staff to achieve all the goals of this project including an experienced project manager, an expert travel demand modeler, active transportation and transit specialists, regional planners, safety analysts, and design engineers that understand the needs of the City and can create accurate cost estimates.

TASK 1 PROJECT MANAGEMENT COORDINATION & ADOPTION

WCG will hold a kickoff meeting with Tremonton City to discuss your vision, goals, and objectives. We want to be sure that we meet your needs and expectations. We plan to meet in-person on a monthly basis with City staff to discuss the progress of the project, make decisions, and receive feedback. We will also hold bi-weekly meetings online as necessary to ensure that we have proper feedback, involvement, and progress on the master plan.

In addition, **we understand how critical it is to keep elected officials and other key stakeholders updated on the progress of the master plan.** Therefore, we will attend one public hearing and one city council meeting to discuss the TMP analysis and achieve buy-in on the process. Jeremy has presented at hundreds of planning commission and city council meetings, and is skilled at explaining technical concepts in a simple and understandable manner. Jeremy also served on his local planning commission for seven years and understands their commitment and attention to detail.

Throughout the project, WCG will develop multiple maps, layers, and information regarding roadway, active transportation, transit, and capital facilities plans using ESRI GIS software. WCG will provide all shapefiles and databases to Tremonton City for future use. WCG will also provide final copies of the TMP in both digital and hard copy format.

Estimated Schedule: Approximately Seven Months–Adoption in December 2024

Deliverables: Final work plan, budget, schedule, coordination meetings, public hearing & city council meeting, final TMP & CFP.



Photo Credit: hjnews.com

TASK 2

EXISTING CONDITIONS ANALYSIS

WCG will coordinate with City staff to identify and document the existing planning efforts and data sources. WCG will review the Tremonton General Plan, previous active transportation plan, TMP, UDOT corridor agreements, and area plans / supporting information to distill and isolate the relevant concepts, intentions, goals, and objectives developed by these plans. These past planning efforts and existing conditions will form foundational elements from which the TMP will build upon. For the City TMP to be comprehensive and relevant, it must be responsive to the transportation needs and current planning efforts of the community.

WCG will collect 24-hour traffic counts at up to five locations within the City to gather data on volume, heavy vehicle percentage, and speed. WCG will also evaluate available data from UDOT, WFRC, the City, and other sources. WCG will utilize existing data sources to document relevant transportation information (traffic volumes, speeds, vehicle classification, crash data, turning movement counts, bicycle and pedestrian counts, and other available information). This data will be supplemented with available passively-collected data sets to evaluate larger transportation trends. All of this data will be used to illustrate the current state and recent trends in the transportation environment in the City.

WCG will work closely with the Tremonton planning department to better understand planned land use, projected development and population, and areas of growth in the City to update the socio-economic data in the Utah Statewide Travel Demand Model (USTM). WCG will use the gathered existing conditions data, to evaluate the existing conditions of the transportation system. This will include **a review of the connectivity of the City, and developing an existing intersection control map, an existing functional class map, an existing transit map and an existing active transportation map.** Using the statewide travel demand model, the general plan map, previous travel demand modeling exercises for neighboring communities, and collected data, WCG will calibrate the travel demand model for existing conditions. Using the output from the model, WCG will create an existing conditions level of service map to identify the current conditions, bottlenecks, and over capacity roadways. These analyses will form the basis of our future conditions analysis.



Estimated Schedule: Completed by approximately the second week in July

Deliverables: Incorporation of existing plans and documents

TASK 3

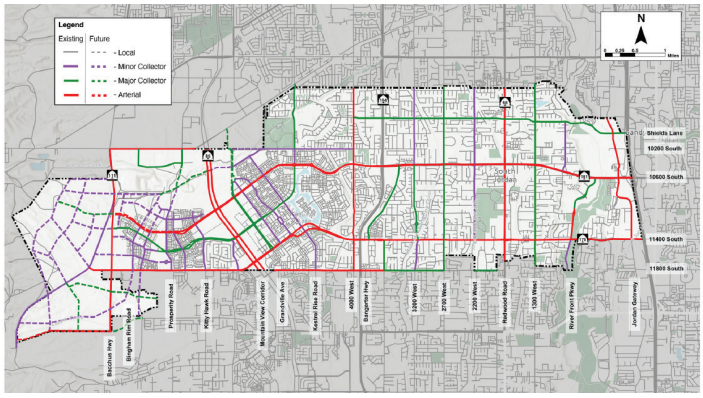
FUTURE CONDITIONS ANALYSIS

DEVELOP FUTURE TRAFFIC VOLUMES

Using the data gathered and compiled in Task 2, future traffic volumes will be developed. WCG will obtain future traffic volumes from the Utah Statewide Travel Demand Model (USTM) from WFRC. These volumes will be adjusted to recently collected count data and represent a high level estimate of future traffic demand within Tremonton. WCG will refine these estimates based on land use plans, development patterns, historic growth, population projections and City plans for the future. Using this process, a 10-year horizon (2034) and 30-year (2050) projection for Tremonton City traffic volumes will be developed. These projections will align with the state's planning year horizons and will help identify long term projects for preservation and planning purposes.

TRAVEL DEMAND ANALYSIS & PROJECT IDENTIFICATION

WCG will evaluate the future traffic projections to identify future roadways, roadway cross sections, and intersection improvements. From this evaluation we will identify future transportation projects. **These projects will be grouped into two phases; short-term (10 years) and long-term (30 years).** Projects that are planned within 10 years can be used in the impact fee calculations.



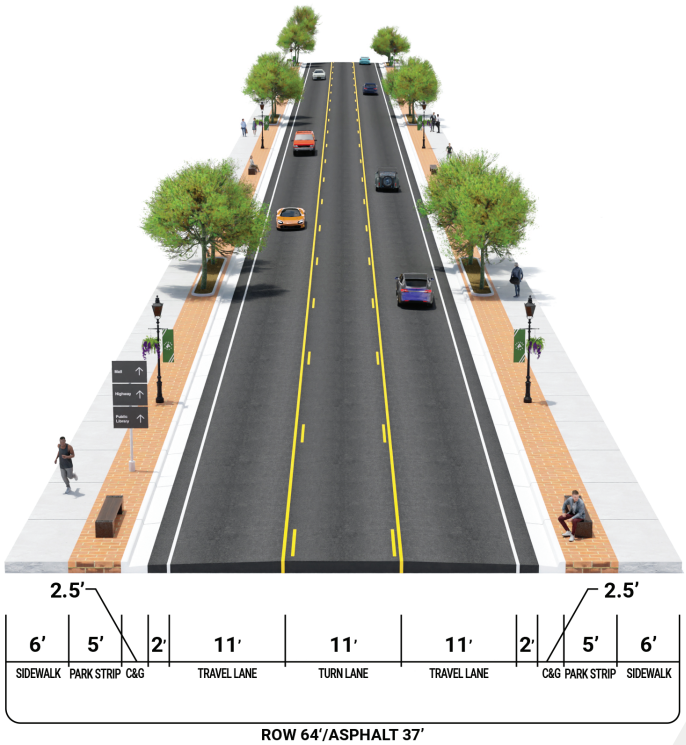
Estimated Schedule: Completed by approximately the second week in August

Deliverables: Future 2034 and 2050 no-build and build traffic projections, future functional class map

TASK 4 TRANSPORTATION MASTER PLAN

WCG will use the updated functional class map to outline both existing and future roadway categories and planned routes to guide future roadway decisions and investment. This map will also ensure excellent mobility and circulation throughout the City. **WCG will focus on improving connectivity to better accommodate traffic demands, provide choices for citizens, and reduce vehicle miles traveled.**

In addition, WCG will review and update the City cross sections as part of the master plan. **This analysis will help Tremonton develop more "Complete Streets" by incorporating active transportation components, bicycle infrastructure, safer pedestrian walkways and connections, and planning for transit.** We understand the importance of safe, connected transportation options for the community and will work hard to improve the transportation network.



Sample Cross Section

WCG will evaluate and integrate the UDOT Emerging Area Plan and UDOT Transportation Plan for Tremonton. We will focus on solutions for truck traffic on Iowa String Road. There are multiple industrial uses along this road with potential for more in the future. Improvements to the 1000 North / Iowa String Road could provide some benefits for truck traffic, as well as identifying key routes for trucks to use to avoid neighborhood streets. .

WCG will review crash history in Tremonton City and identify any crash "hot spots". We will evaluate crash patterns and prepare recommendations to address these patterns and reduce crashes. **This will also include recommendations on safety measures for pedestrians at intersections.** WCG will review and comment on

the current City standards regarding intersection and driveway design and spacing standards based on applicable AASHTO design standards. WCG is the leader in safety analysis in Utah: we currently manage the State's Highway Safety Improvement Program (HSIP) funding and have dedicated safety analysts that use the latest predictive safety modeling methodologies.

Estimated Schedule: Completed by approximately the second week in October

Deliverables: Updated cross sections, review of crash history and identified mitigation recommendations, review of safety design standards, transportation master plan elements

TASK 5

CAPITAL FACILITIES PLAN (CFP)

WCG will develop a capital facilities plan (CFP) based on the results of the transportation master planning efforts. The CFP will include recommendations for roadway capacity projects and methods for prioritizing funding. The roadway capacity projects will be detailed and prioritized according to travel demand and projected failure. Other project types will also be evaluated and categorized to allow the City to plan for and implement transportation improvements over the next ten years and beyond. After the capital facilities plan is completed, Jones and DeMille Engineering will run cost estimates for the team to help determine phasing and priority. We will determine the recommended timing for each project in the capital facilities plan and will separate them into Short Term (10-year), and Long Term (30-year) windows. As part of this effort, **WCG will evaluate potential funding sources for each project.** Impact fees, local, regional, state, and federal funding are all potential options depending on the type of project. WCG's Shawn Seager, AICP, will lead this effort, having previously served as the regional planning director of the Mountainland Association of Governments (MAG) for many years. His experience in developing the long range plan and identifying funding sources for major infrastructure projects is invaluable to this process. **He has connections and an understanding of the funding process that will help guide the City toward the right steps to take to financially plan for the future.**

Estimated Schedule: Completed by approximately the second week in November

Deliverables: Complete CFP including project lists, maps, phasing, cost estimates, and potential funding sources

> *Jeremy Searle and his team at WCG have been critical to West Jordan achieving our transportation goals and objectives through safety studies, corridor studies, and our recent transportation master plan update. This has been achieved amid a background of a very engaged public and their involvement in these projects through open houses, stakeholder meetings, and one-on-one property owner meetings.* ***I cannot recommend WCG more.***
>
> ***- Tauni Barker, Director of Community Engagement and Government Affairs***



Photo Credit: Tremonton City Facebook

TASK 6 (SCOPE 2) ACTIVE TRANSPORTATION

WCG will review the Tremonton Trails Plan and make recommendations for any necessary updates regarding bicycle facilities and pedestrian trails in Tremonton City. Our first priority will be to make sure that the TMP is compatible with the recommendations in the active transportation plan, including planned cross sections and recommended projects. We will review locations for trail and bike lane connectivity, roadway crossings, and opportunities for implementation with other TMP projects. We will focus on creating connectivity to key destinations within the City and identifying safe crossing treatments.

Jim Price will lead this effort, having managed the active transportation element for MAG for over two decades, where he oversaw every active transportation plan completed in Utah County. At WCG, he has led the efforts on the Payson Active Transportation Plan, where his expertise has led to the identification of several trail projects that are ready to go, including completing concept reports for available funding. Jim will help guide Tremonton to identifying trail and bike lane projects that are ready to implement, including identifying funding sources.



Estimated Schedule: Completed by approximately the second week of September

Deliverables: Update the active transportation component of the TMP including recommendations for project implementation.

VALUE ADDED

STORY MAP

WCG will create an online Story Map that summarizes the analysis from the transportation master plan. A Story Map is a collection of online navigable maps or other media that are accompanied by a text narrative. With the permission of Tremonton City, this Story Map will live on the City's ArcGIS Online server and may be updated at any time by the City after its publication. Story Maps are a mapping-focused summary of the transportation master planning process and are an easy way for residents, developers, and city staff to navigate quickly.

DRONE PHOTOGRAPHY / VIDEO

WCG will provide drone photography and video as part of our analysis for the Tremonton TMP. Drone photos elevate a typical document and/or storymap to another level in helping the reader understand transportation master planning. These photos improve the look and feel of the deliverables, while providing greater understanding to the public. In addition, WCG will provide drone footage at key intersections within the City to use at internal team meetings or City council meetings to help the project team, City officials and staff, and the public better understand the traffic operations at these intersections.

WCG is a leader in creating comprehensive planning studies across Utah.



> *WCG did a great job to capture our vision for our City Transportation Master Plan and created an infrastructure plan that efficiently reflected the needs of the community. We enjoy working with WCG!*
>
> ***- Bryce Terry, Herriman City***
> *Traffic Engineer*

GARLAND TMP & CFP | 2021–2022

Contact: *Todd Freeman, PE, City Engineer, (801) 866–3765* **Population:** *3,000* **Cost:** *$20,000*



- Completed the transportation master plan to create a more connected and comprehensively planned community
- Evaluated the facility type of all roadways to ensure the proper facility and roadway cross-section
- Updated standard cross-sections to ensure adequate roadway capacity and accommodation of bicycle and pedestrian facilities
- Worked closely with the Garland City Council to plan for new growth and an expanded roadway network while providing excellent connectivity throughout the community
- Identified future projects and developed a capital facilities plan with associated transportation impact fees

WEST JORDAN TMP, CFP | 2024

Contact: *Nate Nelson, PE, City Engineer, (801) 569-5072* **Population:** *117,000* **Cost:** *$150,000*



- Developed a range of innovative solutions that incorporated roadway, transit, and active transportation solutions (East/west connections in West Jordan are extremely constrained and a major bottleneck for future growth.)
- Developed roadway, active transportation, and transit capital facilities plan
- Focused on extensive public outreach

SOUTH JORDAN TMP, CFP, IFFP, AND IFA | 2024

Contact: *Brad Klavano, PE, City Engineer, (801) 254–3742* **Population:** *84,000* **Cost:** *$150,000*



- Performed a comprehensive city-wide safety analysis and developed a list of targeted safety improvements
- Completed data collection, calibrated travel demand models, and analyzed detailed land use and build-out conditions
- Identified recommended improvements, created a phased project list, compiled a capital facilities plan, and updated the transportation impact fees
- Provided expertise in transportation impact fees that play a crucial role to the success of this project

SYRACUSE TMP, CFP, IFFP, & IFA | 2023

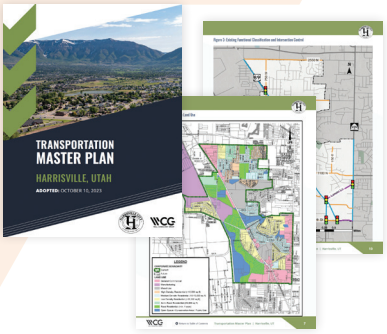
Contact: *Brian Bloeman, PE, Syracuse City Engineer, (801) 614–9630* **Population:** *36,000* **Cost:** *$85,000*



- Completed a detailed update of the WFRC travel demand model
- Recognized that West Davis Corridor is a new freeway that dramatically changes travel patterns, land use, and needed transportation infrastructure
- Completed a detailed master plan that will meet these growing travel demands
- Evaluated active transportation, transit, roadways, cross sections, intersection improvements, and completed stakeholder coordination throughout the project
- Completed a detailed capital facilities plan, impact fee facilities plan, and impact fee analysis to implement transportation impact fees for new development

HARRISVILLE TMP, CFP, IFFP, IFA | 2023

Contact: *Matt Robertson, PE, Harrisville City Engineer, (801) 476–9767* **Population:** *7,000* **Cost:** *$42,000*



- Provided detailed existing conditions analysis and data collection
- Refined the WFRC travel demand model to better represent key collectors and arterials and future growth.
- Met future transit demands
- Prioritized roadway and intersection projects in the capital facilities plan, along with cost estimates, phasing, and information for transportation impact fees
- Created a functional class map, future roadway map, City cross-sections, and a detailed capital facilities plan

SALEM TMP, CFP, IFFP, & IFA | 2022–2023

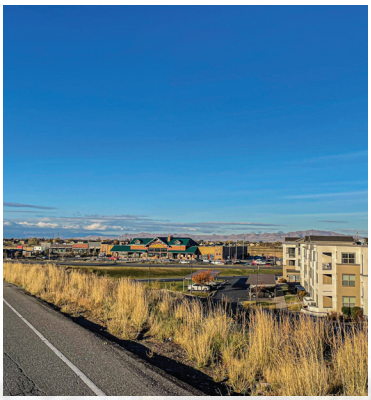
Contact: *Bradey Wilde, PE, Salem City Engineer, (801) 423–2770* **Population:** *11,000* **Cost:** *$140,000*



- Created Salem City's TMP, which included extensive coordination with MAG, UDOT, UTA, Utah County, Spanish Fork, Payson, Woodland Hills, and Elk Ridge
- Refined the travel demand model for more granularity in the area
- Addressed the demand and improved the grid network throughout south Utah County
- Provided a transportation master plan that included a comprehensive transportation evaluation of the City including school zones, truck traffic, traffic calming, policy, intersection evaluation & concepts, access management, and safety
- Completed a story map to assist in public outreach

FARMINGTON TMP | 2007–CURRENT

Contact: *Chad Boshell, PE, City Engineer, (801) 939–9287* **Population:** *26,000* **Cost:** *$80,000*



- Serving as Farmington City's traffic engineering consultant since 2007
- Understanding Farmington's unique location at the convergence of four freeway systems requires an attentive and balanced approach
- Maintaining and enhancing the city's multi-modal transportation system, connectivity, sense of place, and overall livability
- Maintaining the transportation master plan, reviews traffic impact studies, analyzes intersection operations and various studies, and manages neighborhood traffic calming
- Collecting and analyzing traffic data, completing school zone assessments, and completing long- and short-range corridor planning (among other things)

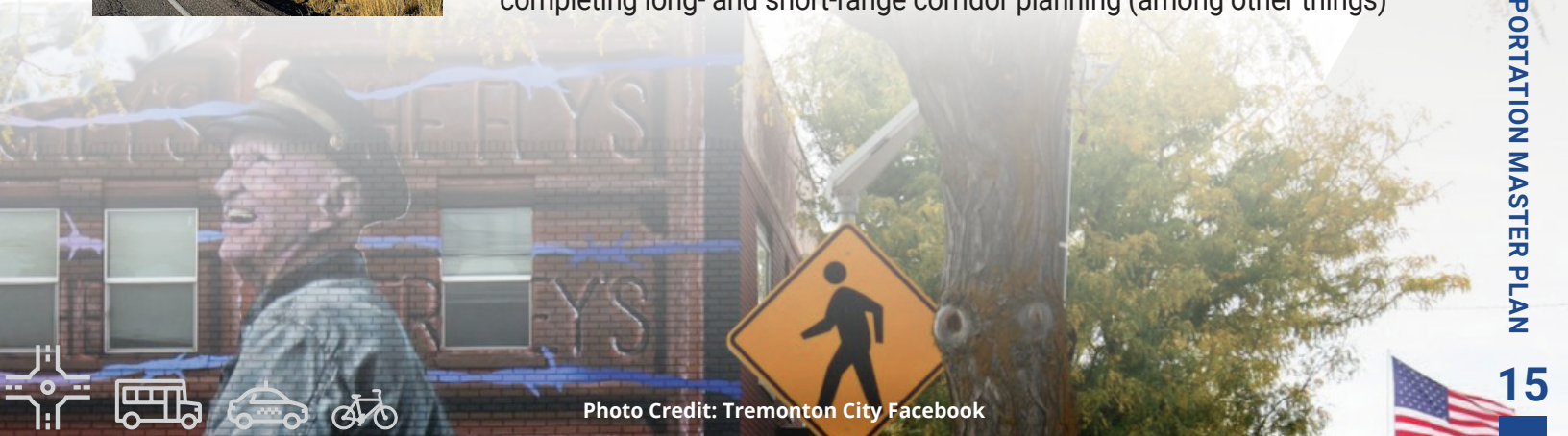


Photo Credit: Tremonton City Facebook

HERRIMAN TMP, CFP, IFFP & IFA | 2021–2022

Contact: *Bryce Terry, PE, Assistant City Engineer, (801) 285–9707* **Population:** *60,000* **Cost:** *$120,000*



- Asked by the city to complete this project based on our success and excellence completing the active transportation master plan
- Completed travel demand models for four different scenarios to identify an optimal roadway network
- Identified future projects, cost estimates, and transportation impact fee calculations were also completed as part of this effort
- Provided extensive coordination with the city, county, adjacent municipalities, Wasatch Front Regional Council (WFRC), UDOT, and UTA
- Provided public outreach that includes multiple public meetings, a public open house, and other opportunities to solicit feedback from citizens

HERRIMAN ACTIVE TRANSPORTATION PLAN | 2021–2022

Contact: *Bryce Terry, PE, Assistant City Engineer, (801) 285–9707* **Population:** *60,000* **Cost:** *$120,000*



- Completed an active transportation plan to develop, enhance, and promote a robust transportation network
- Connected key local and regional destinations
- Evaluated the safest and most efficient active transportation connections
- Addressed isolated and disjointed bicycle/pedestrian routes
- Created a succinct network to connect recreational, employment, and transit opportunities, improve air quality, promote healthy living, foster economic growth, and maximize capital investments
- Completed extensive public and entity outreach
- Provided cost estimates and identified potential funding sources

WEST POINT TMP, CFP, IFFP & IFA | 2021–2022

Contact: *Boyd Davis, PE, City Engineer, (801) 776–0970* **Population:** *12,000* **Cost:** *$50,000*



- Completed the transportation master plan, capital facilities plan, and impact fee facilities plan.
- Provided a detailed sub-area plan for a downtown corridor
- Reviewed city ordinances and standards to determine which should be updated to accommodate the future growth expected in the area
- Worked closely with the city to plan for the annexation areas adjacent to the city with an expanded roadway network while providing excellent connectivity throughout the community
- Identified future transportation projects and developed a capital facilities plan with associated transportation impact fees

Photo Credit: Nextdoor

SOUTH WEBER TMP, CFP, IFFP, & IFA | 2022

Contact: *Brandon Jones, PE, South Weber City Engineer, (801) 476–9767* **Population:** *9,000* **Cost:** *$41,000*



- Completed a capital facilities plan and impact fee facilities plan
- Refined the travel demand model to represent the planned growth
- Identified the needed roadway and intersection projects, created a phased implementation plan, and completed the impact fee calculations following state regulations
- Developed a sub-area plan for the South Weber Drive (SR-60) & 2700 East area
- Performed a detailed land use and traffic operations analysis to create a successful economic hub while providing safe and efficient traffic operations

VIRGIN TMP & CFP | 2023

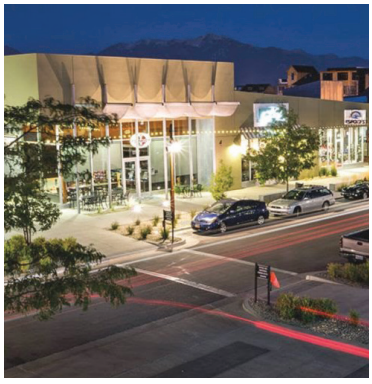
Contact: *Mayor Jean Krause, Town of Virgin Mayor, (435) 680–6823* **Population:** *700* **Cost:** *$40,000*



- Completed the transportation master plan to create a more connected and comprehensively planned community
- Helped Virgin manage their unique transportation challenges (close proximity to Zion National Park) by including roundabouts in the capital facilities plan at key intersections on either side of the Town
- Outlined a plan for improving safety at key intersections, calms and slows traffic passing through, and provides a gateway feature for the town.
- Recommended key connections for the discontinuous community
- Evaluated the active transportation network (connections to mountain biking trails and a backbone paved trail system)

DAYBREAK TMP | 2009–CURRENT

Contact: *Gary Langston, Land Development Director, (801) 913–7016* **Population:** *44,000* **Cost:** *$250,000*



- Managing all transportation master planning and traffic operations efforts for the Daybreak development since 2009
- Facilitating the art of placemaking and creating a culture of connectivity for all modes of travel and all types of land uses
- Providing context-sensitive designs, corridor analysis, smart growth elements, transportation system performance measures, innovative intersection design and operations, traffic operations and simulation modeling, and travel demand modeling
- Regularly completing entity/agency coordination and facilitation and public involvement activities



Photo Credit: Google Map Photo

EASTERN SUMMIT COUNTY TMP | 2020

Contact: *Derrick Radke, PE, Summit County Public Works Director, (435) 640–0821* **Population:** *43,000* **Cost:** *$40,000*



- Completed the East Summit County TMP that evaluated the current and future roadway network based on County zoning changes
- Gathered existing traffic volumes at six intersections and 18 regionally significant roadways and completed a capacity analysis on existing intersections and roadways
- Assigned a level of service based on Highway Capacity Manual (HCM) methodologies
- Calculated traffic volumes and distributed those to analyze the intersections and roadways and determine a future level of service

TOOELE COUNTY TMP, CFP | 2023

Contact: *Rachelle Custer, Tooele County Community Development Director, (435) 843–2160, rcuster@tooeleco.org*
Population: *80,000* **Cost:** *$100,000*



- WCG & Jones & DeMille worked together to successfully complete this project
- Updated the Tooele County Transportation Master Plan in 2023
- Updated and refined the statewide travel demand model to evaluate the existing future transportation needs for the county
- Developed a proposed grid network to help alleviate the traffic congestion that is currently concentrated on a few key routes
- Worked closely with the county to identify key regional routes that the county should maintain control of as development continues
- Developed a phased capital facilities plan to guide transportation investment into the future

NEPHI CITY NORTH INTERCHANGE TMP | 2023

Contact: *Kyle Marchant, PE, Nephi City Engineer, (435-623-0822, kbmarchant@@nephi.utah.gov*
Population: *6,500* **Cost:** *$75,000*



- Consistently communicated with Nephi City staff
- Gathered existing information, projected future volumes, mapped a future roadway network, and performed traffic modeling to recommend future mitigations to the transportation network
- Performed a traffic impact study on Crimson Flats development
- Recommended to connect 1000 South across sr-28 for a north access road (to alleviate traffic on other two planned access roads)



Photo Credit: Google Map Photo

REFERENCES

BRIAN BLOEMAN, PE
Syracuse City Engineer
bbloemen@syracuseut.gov
(801) 614–9630

MATT ROBERTSON, PE
Harrisville City Engineer
mattr@jonescivil.com
(801) 476-9767

BRAD KLAVANO, PE
City Engineer
bklavano@sjc.utah.gov
(801) 254–3742

BRANDON JONES, PE
City Engineer
brandonj@jonescivil.com
801-476-9767



Photo Credit: Google Map Photo

RESOLUTION NO. 24-50

A RESOLUTION OF TREMONTON CITY CORPORATION APPOINTING NATE CHRISTENSEN TO SERVE AS EMERGENCY MANAGER

WHEREAS, the City of Tremonton recognizes the importance of emergency management in safeguarding the health, safety, and welfare of its residents; and

WHEREAS, the role of the Emergency Manager is critical in ensuring that the City is prepared for, can respond to, and recover from emergencies and disasters of all types; and

WHEREAS, the City of Tremonton requires a qualified and dedicated individual to serve as the Emergency Manager to coordinate emergency preparedness, response, recovery, and mitigation efforts; and

WHEREAS, Nate Christensen has demonstrated the necessary experience, qualifications, and commitment to effectively fulfill the responsibilities of the Emergency Manager; and

WHEREAS, the City Council has determined that appointing Nate Christensen to this position will enhance the City's ability to manage emergency situations and protect its residents.

NOW, THEREFORE, BE IT RESOLVED by the Tremonton City Council that the City Council confirms the City Manager's appointment of Nate Christensen as Emergency Manager to fulfill all the duties and responsibilities currently assigned to the position of Emergency Manager.

Resolution to become effective upon adoption.

TREMONTON CITY
A Utah Municipal Corporation

By _____
Lyle Holmgren, Mayor

ATTEST:

_____
Cynthia Nelson, City Recorder

EXHIBIT “A”

Job Description for the Emergency Manager as of the adoption of this Resolution, which is subject to change in the future.

I

Tremonton City
Job Description

Job Title:	Emergency Manager
Department:	Fire Department
Location:	95 South 100 West, Tremonton Utah
Pay Level:	B-2
Physical Demands:	Category II – Light Work as per the Pre-Employment Evaluation Program

Employment Status	Employment Classification	Required Equipment
Exempt	Full-time	City Vehicle
X Non Exempt	X Part-time	Cell Phone
Safety Sensitive	Part-time Recreation	Pager
On Call	Temporary/Emergency	Personal Protective Equip.
Public Safety	Firefighter/EMT	
Independent Contractor	Benefits	
	Contract	

Job Summary

Manages comprehensive emergency management programs for the City of Tremonton and provides integration of emergency management programs.

Supervision

Given: May be assigned supervisory roles during an incident

Received: Fire Chief

Essential Duties

Planning

- Develops, assesses, revises, and maintains the City Emergency Operations Plan (EOP).
- Provides guidance, training, and assistance to departments in developing their Departmental Emergency Operations Plans (DEOP).
- Partners with operational departments to develop and coordinate their emergency management responsibilities.
- Assures compliance of the plan with regulatory requirements.
- Coordinates and integrates plans with the specialized and integrated hazardous materials emergency response plans required by regulation.
- Monitors, provides for, and assures compliance with National Incident Management Systems (NIMS) adapted for use including monitoring ongoing related legislation.

- Develops and maintains documents and checklists to facilitate implementation of National Incident Management Systems (NIMS) components.
- Plans, develops, and coordinates all-hazards response to emergency or disaster conditions.
- Researches, analyzes, and develops emergency preparedness procedures.
- Coordinates with County and State Emergency Management Programs and assists departments in emergency response planning and in identifying human and material resource needs as well as coordinating plans for resource mobilization during an emergency.
- Other duties as assigned.

Preparedness

- Conducts ongoing evaluation of City preparedness including initial and periodic assessment of natural, technological, and human hazards and threats.
- Evaluates probability, level of risk, health and safety of responders, impacts to persons in proximity of events, continuity of routine operations, impacts to infrastructure and facilities, environmental, economic, and regulatory impacts, and the reputation of the institution.
- Develops, implements, and facilitates integration of the Incident Command System (ICS) into all emergency planning activities, trains and exercises departments in its use, and updates and modifies the system to be utilized within the City structure without compromising system integrity.
- Assures ability to utilize the system in a Unified Command mode with external agencies.
- Plans, implements, and coordinates the development and readiness of the Emergency Operations Center (EOC) facilities and equipment.
- Directs the identification of participants to be involved in Emergency Operations Center (EOC) management and develops and provides required training.
- Evaluates and recommends suitable facilities for use as primary and alternate Emergency Operations Center (EOC) sites.
- Identifies necessary tools and other aides to assist participants in providing Emergency Operations Center (EOC) management including computer-based systems for use in both the Emergency Operations Center (EOC) and any impacted facilities.
- Assists in the activation of the Emergency Operations Center (EOC) when necessary, recommends and evaluates initial response strategies, and assists in documentation of incident response.
- Evaluates communication needs, develops required training including primary and alternate communication systems, and exercises and challenges communication infrastructure.
- Determines needs and devises strategies for improvement.
- Coordinates efforts with all related parties involved in communications.
- Designs, plans, and conducts periodic emergency management exercises including tabletop, functional, and full-scale drills and exercises and identifies target groups for participation.
- Identifies periodic and recurring exercises in subjects including the City plan, Incident Command System (ICS), National Incident Management System (NIMS), communications, light urban search and rescue, and damage assessment.
- Provides instruction and guidance to exercise and event participants and evaluates effectiveness and efficiency of exercises and event responses.
- Designs, implements, and conducts training and testing to reinforce principals of the City system to all affected constituents.

- Prepares instructional materials for training of emergency preparedness and response personnel as well as to provide City faculty and staff with educational information.
- Other duties as assigned.

Mitigation

- Develops recommended strategies for mitigation of identified hazards in conjunction with existing measures implemented in program areas including prioritization, risk analysis, projected costs and timelines, identifies potential funding sources, develops schedules, provides technical support to all mitigation efforts, and provides recurring review of preparedness levels.
- Other duties as assigned.

Response

- Evaluates and identifies response resources including City, community, and allied professional groups and assists in developing agreements with such entities to facilitate acquisition of relief materials.
- Develops and coordinates the ability of first responder units to respond efficiently and effectively to emergencies as needed.
- Designs management systems, trains, and implements all first responder staff on proper procedures, protocols, and capabilities.
- Develops, implements, and trains usage of computer-based systems for tracking emergency conditions to prioritize response, track progress, document occurrence, and facilitate recovery and reimbursement, assures processes are compliant with Federal Emergency Management Agency (FEMA) requirements, and integrates systems into standard business practices.
- Interacts with various public and private agencies and officials as well as City departments or active emergency and disaster preparedness planning.
- Coordinates with the City and outside agencies Public Information Officials (PIOs) and facilitates training for preparedness of Public Information Officials (PIOs) and their function within the Incident Command System (ICS).
- Provides technical expertise and responds to emergencies in the City including after-hours and on-call time, manages the scene as appropriate according to Incident Command System (ICS) structure and methodology, and contributes to City and departmental emergency management, planning, and response.
- Other duties as assigned.

Recovery

- Facilitates general preparedness for recovery.
- Trains Departments in hardening systems, providing redundancy, expectations of damage, and mitigation provisions.
- Works with all departments in assuring preparedness to minimize any business interruptions or restoration of services.
- Identifies critical resources that require prioritization for restoration.
- Develops individual and unique plans for critical systems.
- Coordinates preparation of detailed reports and applications to State and Federal agencies for reimbursement and financial assistance needed to recover from declared disasters.
- Coordinates and provides support to fire and hazardous materials response teams.

- Other duties as assigned.

Business Continuity

- Prepares the City for prompt and efficient recovery from a disaster.
- Works with all relevant sectors of the city to assure that continuity is integral to their business and emergency planning.
- Assures external agencies, including the federal government granting agencies, that the City has established and implemented appropriate procedures to assure continuity.
- Develops committees, workgroups, and other methods to facilitate and evolve this effort.

Administrative

- Coordinates, supports, and integrates emergency management with all first responder programs and program leaders (fire, waste management, radiation, hazardous materials, biosafety, police, plant operations, and others), provides guidance to appropriate staff, committees, and departments, and maintains liaison with all City safety committees.
- Manages, coordinates, and organizes regularly scheduled meetings of the Emergency Management Advisory Committee (EMAC), Incident Command Group (ICG), and other support groups.
- Develops and conducts programs for Emergency Management Advisory Committee (EMAC) and Incident Command Group (ICG) meetings and presents educational presentations for Incident Command Group (ICG), City faculty, and staff.
- Participates as a member of the Emergency Management team and provides technical and programmatic support to all other department programs as needed and directed.
- Develops and implements Emergency Management and City policies, procedures, and strategic plans with other management team members.
- Represents Emergency Management in Citywide and other meetings.
- Analyzes data and prepares reports for the Director.
- Participates as a member of the City Emergency Response Team.
- Responds to emergencies for the purpose of supporting team efforts and goals.
- Other duties as assigned.

Knowledge, Skills & Abilities

Knowledge of:

- Emergency communications, computer systems, and applications as well as techniques of training, public speaking, and public relations.
- Hazard assessment methodology, mitigation measures including preservation of academic research, damage assessment, and resource recovery methods.
- Emergency management practices as well as that of National Incident Management System (NIMS) and the Incident Command System (ICS), techniques of emergency response and recovery, interactive functions, responsibilities, and goals of local, State, and Federal government planning and implementing emergency services including various mutual aid systems.
- Relevant regulations and codes including National Fire Protection Association Standards, as well as their interpretation and relative applicability.

Skills in:

- Comprehensive management of all program elements including budgetary planning, long and short term objective planning, resource management, and familiarity with other basic Emergency Service programs.
- Interacting effectively with representatives of governmental and other response agencies.

Ability to:

- Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- Deal calmly and effectively with high stress situations.
- Communicate effectively verbally and in writing.
- Develop constructive and cooperative working relationships, build mutual trust and respect with others, and maintain them over time.
- Lead, take charge, and offer opinions and direction.
- Operate within the provided budget.
- Participate in coordinated team efforts to achieve program goals.
- Act with a high standard of integrity, performance, and professional behavior.
- Make recurring formal presentations and provide effective training in Emergency Management concepts to varied and diverse audiences.
- Represent the City with decorum in a manner which promotes public confidence in the City, its officials, and employees.
- Exhibit patience and empathy with persons holding hostile or opposing views.
- Maintain professional confidences.
- Understand and follow City ordinances and policies.

Physical Demands

- Typically sit at a desk or table.
- Frequent lifting of up to ten pounds and occasional lifting of up to 25 pounds.
- Occasional bending, stooping, and/or lifting.
- Considerable walking may be involved.
- Periods of intense physical exertion during disasters.
- Work for sustained periods of time maintaining concentrated attention to detail.
- Essential functions utilize abilities in talking, hearing, and seeing.
- Mental application utilizes memory for details, verbal instructions, emotional stability, and discriminating thinking.

Working Conditions

- Stressful, busy, and fast-paced.
- Extensive contact with people.
- Work is primarily performed in an office or other environmentally controlled room.

Education & Experience

- A high school diploma or equivalent is required.

- Two (2) years of demonstrated recent professional level experience in Emergency Management and planning, policy development, and coordination with large organizations with multiple priorities.
- Two (2) year college degree in a related field is preferred.
- The City may consider any combination of education and experience that would likely provide the required knowledge, skills, and abilities.

Special Requirements

- A one year probationary period is a prerequisite to this position.
- Must have a valid Utah driver's license.
- Must be 21 years of age.
- Successful completion of pre-employment drug screening is required.
- Successful completion of pre-employment physical is required.
- Successful completion of criminal background check is required.

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This updated job description supersedes prior descriptions for the same position. Management reserves the right to add or change duties at any time. Tremonton City is an EEO/ADA employer.

RESOLUTION NO. 24-51

A RESOLUTION OF TREMONTON CITY COUNCIL APPOINTING ANDREA MILLER TO SERVE ON THE TREMONTON CITY PLANNING COMMISSION AND REAFFIRMING AND APPOINTING EXISTING PLANNING COMMISSION MEMBERS

WHEREAS, Utah Code 10-9a-301 requires that each municipality shall enact an ordinance establishing a Planning Commission; and

WHEREAS, Tremonton City has enacted an ordinance establishing a Planning Commission for Tremonton City, Utah, which is codified in the Tremonton City Land Use Code Sections 1.04.010 through 1.04.055 (hereafter "Tremonton City Ordinance" or "Tremonton City Land Use Code"); and

WHEREAS, the Tremonton Planning Commission is composed of five (5) members and a City Council member as an ex-officio and non-voting Member of the Planning Commission; and

WHEREAS, Section 1.04.035 of the Tremonton City Land Use Code outlines the role of Planning Commissioners as public officials who are political appointees of the City Council; and

WHEREAS, as non-elected public officials, Planning Commissioners do not have a constituency, nor do they represent the citizens or a neighborhood; and

WHEREAS, Section 1.04.035 of the Tremonton City Land Use Code states that the Planning Commission's primary purpose is to be an advisory body to the City Council by providing reasoned recommendations to the City Council on land use matters; and

WHEREAS, since a Planning Commission member does not have a constituency nor do they represent the citizens and or a neighborhood, with their primary purpose being a land use advisor to the City Council, the Tremonton City Ordinance expressly permits that a Planning Commissioner may reside outside of Tremonton City's incorporated limits; and

WHEREAS, the Tremonton City Ordinance also defines the role and authority of the Planning Commission; the mode of appointment and the procedures for filling vacancies and removal from office; and other details relating to the organization and procedures of the Planning Commission; and

WHEREAS, Penny Dennis has served her term and vacated the Planning Commission seat; and

WHEREAS, Section 1.04.015 of the Tremonton City Land Use Code states that when vacancies occur in the Planning Commission, a City Council member that is an ex-officio member of the Planning Commission shall appoint an individual to serve on the Planning Commission with the advice and consent of the City Council; and

WHEREAS, Section 1.04.015 of the Tremonton City Land Use Code requires that in cases when a City Council member has not been assigned to be an ex-officio Member of the Planning Commission, the Mayor shall appoint an individual to serve on the Planning Commission with the advice and consent of the City Council; and

WHEREAS, Section 1.04.015 of the Tremonton City Land Use Code states that it is the responsibility of the City Council member or Mayor that is appointing, with the advice and consent of the City Council, to make a careful and critical evaluation of the individual ability to fulfill the role of a Planning Commissioner; and

WHEREAS, to aid in the evaluation process, the City Council or Mayor may interview or request a letter of interest, resume, written statement about growth-related issues, etc., from the perspective Planning Commissioner; and

WHEREAS, on or around July 19, 2024, City Manager Bill Cobabe, Mayor Lyle Holmgren, and City Planner Jeff Seedall interviewed Andrea Miller and determined that Andrea can fulfill the mission and vision of the Tremonton City Planning Commission; and

WHEREAS, Councilperson Bret Rohde, serving as an ex-officio member of the Planning Commissioner, now proposes that the Tremonton City Council consents to appoint Andrea Miller to the Planning Commission or for the City Council to provide its advice on whom to appoint to fill a vacancy on the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the Tremonton City Council hereby appoints Andrea Miller to replace Penni Dennis on the Tremonton City Planning Commission and reaffirms and appoints the following individuals as members of the Tremonton City Planning Commission for the following duration:

Commission Member[1]	Start Date of Term	End Date of Term
Micah Capener	September 25, 2012	September 2024
Raulon Van Tassell	March 21, 2023	September 2025
Andrea Miller	August 6, 2024	August 6, 2027
Mark Thompson	October 17, 2023	October 2024
Kaden Grover	April 2, 2024	January 2026

Ex-Officio Member[2]	Start Date of Term	End Date of Term
Bret Rohde	January 2020	Not Applicable

Note [1]: The terms of the appointed Members of the Planning Commission shall be three (3) years and until their respective successors shall have been appointed, except that the terms of appointment shall be such that the terms of two (2) Members shall expire each year. There are no limits on the number of terms that a Planning Commissioner may serve or be appointed to by the City Council. The Planning Commission existing at the time of passage of this Title shall continue to serve, and the terms of its Members shall be fixed by the City Council in such a manner as to comply with the above provisions for staggering terms of service. Vacancies of appointed Members occurring other than through the expiration of a term shall be filled for the remainder of the unexpired term by appointment of the City Council.

Note 2: The City Council member assigned to be the ex-officio member shall serve at the pleasure of the City Council. (See Tremonton City Land Use Code, Section 1.04.020 Term of Office)

Adopted and passed by the City Council on August 6, 2024. Resolution to become effective upon adoption.

TREMONTON CITY
A Utah Municipal Corporation

By _____
Lyle Holmgren, Mayor

ATTEST:

_____
Cynthia Nelson, City Recorder

TREMONTON CITY

CITY COUNCIL MEETING

AUGUST 6, 2024

TITLE:	Discussion and consideration of the appointment of one Library Board Member
FISCAL IMPACT:	None
PRESENTER:	Kim Griffiths

Prepared By:

Kim Griffiths

RECOMMENDATION: I move that the City Council approve the appointments of Brad Janssen who will be replacing Lisa Unsworth who has completed her terms on the board. Brad's name was submitted by board member Mike Garrett at our April 2024 Meeting. Brad will take his place on the board at our August 14, 2024 Library Board Meeting upon approval by the City Council.

BACKGROUND: As stated in the Tremonton City Library ordinance Section 3 article 3.4: In the event of a vacancy on the Library Board, replacement candidates will be recommended by the Library Board and approved by the Tremonton City Council.

TREMONTON CITY

CITY COUNCIL MEETING

AUGUST 6, 2024

TITLE:	Discussion and consideration of the appointment of one Library Board Member
FISCAL IMPACT:	None
PRESENTER:	Kim Griffiths

Prepared By:

Kim Griffiths

RECOMMENDATION: I move that the City Council approve the appointment of Hayley Kearl who will be replacing Moroni Aguilar who has served his full time on the board. Hayley's name was introduced at our April 2024 Board Meeting. Hayley will be joining the board at the August 14, 2024 Library Board Meeting upon approval by the City Council.

BACKGROUND: As stated in the Tremonton City Library ordinance Section 3 article 3.4: In the event of a vacancy on the Library Board, replacement candidates will be recommended by the Library Board and approved by the Tremonton City Council.

RESOLUTION NO. 24-52

A RESOLUTION OF TREMONTON CITY COUNCIL APPOINTING BRAD JANNSEN AND HAYLEY KEARL TO SERVE ON THE TREMONTON CITY LIBRARY BOARD AND REAFFIRMING AND APPOINTING EXISTING LIBRARY BOARD MEMBERS

WHEREAS, Tremonton City believes that public libraries promote literacy and quality of life in a community and provide many other ancillary services; and

WHEREAS, following Utah Code 9-7-402, Tremonton City has established and maintains a public library; and

WHEREAS, Utah Code 9-7-402 requires that when a city's governing body decides to establish and maintain a city public library, it shall appoint a Library Board of not less than five members and not more than nine members, chosen from the citizens of the city and based upon their fitness for the office; and

WHEREAS, Tremonton City has established a Library Board as required by Utah Code 9-7-402, codified in Title 3. City Government, Part 3-840 Library Board of the Revised Ordinances of Tremonton City Corporation; and

WHEREAS, per Tremonton City Code 3-841 (1), the Library Board consists of seven (7) to nine (9) persons chosen from the citizens at large of Tremonton, Utah, with one member of the board being a member of the Tremonton City Council; and

WHEREAS, per Tremonton City Code 3-841 (2), the Library Board member is appointed for a three (3) year term, or until their successors are appointed, with Board members not serving more than two (2) consecutive full terms; and

WHEREAS, Library Board Members Lisa Unsworth and Moroni Aguilar have served their terms on the Library Board, creating two vacant positions on the Tremonton City Library Board; and

WHEREAS, Brad Jannsen and Hayley Kearl, Tremonton City residents, have expressed interest in participating in the Tremonton City Library Board and possess skills and interests that will complement the Library Board.

NOW, THEREFORE, BE IT RESOLVED that the Tremonton City Council hereby appoints Brad Jannsen and Hayley Kearl to serve on the Tremonton City Library Board and reaffirms and appoints the following individuals as members of the Tremonton City Library Board for the following duration:

Board Member	Term	Can Serve Thru (Two-Term Limits)
Mike Garrett	June 2024	June 2030
Hayley Kearl	August 2024	August 2030
Brad Jannsen	August 2024	August 2030

Alysia Chapman	June 2024	June 2027
Annette Macfarlane	June 2024	June 2027
Becca Ashby	June 2025	June 2028
Rick Jeppesen	June 2025	June 2028
Julie Beagley	June 2025	June 2028
Jeffrey Hoedt	Not Applicable	Not Applicable

Adopted and passed by the City Council this 6th day of August 2024. Resolution to become effective upon adoption.

TREMONTON CITY
A Utah Municipal Corporation

By _____
Lyle Holmgren, Mayor

ATTEST:

_____
Cynthia Nelson, City Recorder

RESOLUTION NO. 24-53

A RESOLUTION OF TREMONTON CITY APPROVING THE ANNUAL REVIEW OF TREMONTON CITY'S MODERATE-INCOME HOUSING PLAN AND IMPLEMENTATION AND PREPARING A REPORT SETTING FORTH THE FINDINGS OF SAID REVIEW IN COMPLIANCE WITH UTAH CODE 10-9A-408

WHEREAS, Utah Code Annotated 10-9a-401 (3) (a) requires that the City's General Plan contains a Moderate Income Housing element; and

WHEREAS, Landmark Design, Zions Bank Public Finance, City staff, and the Planning Commission have prepared a Moderate Income Housing Plan that meets the requirements of the Utah Code; and

WHEREAS, on November 1, 2022, the City Council approved Resolution No. 22-61 adopting the *Tremonton City & Tremonton City Redevelopment Agency 2022 Moderate Income Housing Plan* as an element of the Tremonton City General Plan; and

WHEREAS, Utah Code Annotated 10-9a-408 (1) requires that the City annually report on progress towards implementing its Moderate Income Housing Strategies contained in the *Tremonton City & Tremonton City Redevelopment Agency 2022 Moderate Income Housing Plan*; and

WHEREAS, more specifically as an administrative act, City staff is required to annually submit to the Housing and Community Development Division of the Department of Workforce Services (hereafter "Division") a progress report on or before August 1; and

WHEREAS, beginning in 2024, Utah Code requires Tremonton City to pay a fee to the Olene Walker Housing Loan Fund of $250 per day and, in 2025, a fee of $500 per day in a consecutive year if it fails to submit a report before August 1; and

WHEREAS, City staff submitted the required annual report on Friday, July 19, 2024 to the Division.

NOW THEREFORE BE IT RESOLVED that the Tremonton City Council affirms that it has hereby reviewed the *Tremonton City & Tremonton City Redevelopment Agency 2022 Moderate Income Housing Plan* as attached in Exhibit "A."

Adopted and passed by the Tremonton City Council this 6th day of August, 2024.

TREMONTON CITY
A Utah Municipal Corporation

By _____
Lyle Holmgren, Mayor

ATTEST:

_____
Cynthia Nelson, City Recorder

Exhibit “A”

Response Summary:

Department of Workforce Services
2024 Moderate Income Housing Report

Q2. To Get Started, Please Select Your County or Municipality
Tremonton City

Q3. Who is filling out this report?

Preparer's Name	Jeff Seedall
Preparer's Job Title	City Planner
Preparer's Email	jseedall@tremontoncity.com
Preparer's Phone	435-257-9504

Q4. County or Municipality Mailing Address
102 S Tremont Street, Tremonton, Utah 84337

Q5. Legislative Body’s email (either one council or commission email, or emails for each council member or commissioner)
Micah Capener - micah@clregroup.com

Q6. Other staff or elected officials’ email (If you would like specific staff or officials notified of the municipality or county’s moderate income housing report status, please include their contact information)
Kaden Grover – kadengrover75@gmail.com
Mark Thompson – fire55mark@gmail.com
Raulon Van Tassell - raulon.vantassell@guildmortgage.net

Q7. You will not be able to go back in the survey after making this selection. Please make sure you have entered all information up to this point.

Please choose from the following options:

(Select all that apply)
2) The county or municipality implementation plan or strategies were updated or amended during the reporting period.
3) The county or municipality is in YEAR 2-5 of reporting on implementation plan tasks and timelines. (If the implementation plan has been updated or amended, progress made must be documented in this section of the report.)

Q8. Provide the following information for your moderate income housing element

Link to adoption resolution or ordinance:	https://tremontoncity.org/wp-content/uploads/2024/01/RES-24-10-Amendments-to-Moderate-Income-Housing-Plan.pdf
Link to general plan, moderate income housing element:	https://tremontoncity.org/wp-content/uploads/2022/11/Approved-Res-and-Affordable-Housing-Plan-Nov.-1-2022.pdf
Link to website where general plan is posted:	https://tremontoncity.org/government/plans/community-development/

1_Q9. Select a moderate-income housing strategy from UCA that the county or municipality has included in its moderate-income housing element

C

1_Q10.
List each benchmark and associated timeline(s) that has been planned for over the next 5-years to implement the strategy.

A benchmark is the key task or tasks to complete to move this strategy forward.

Benchmarks should be specific and measurable.

Timelines should be timebound- for example, annually, quarterly, biennially; Q1, Q2, Q3, Q4; 2025, 2026, 2027; listing dates; etc.

This is what HCD will use to review progress made and compliance with the implementation plan each year.

• Contribute matching grant money from the Tremonton RDA to fund Phase 8 of the neighborhood improvement program (NUNIP). (Anticipated completion: January 2025)
• Submitted annual report to the Housing and Community Development Division of the Department of Workforce Services
• Tremonton City shall evaluate the implementation measures for this strategy and shall make adjustments as needed and permitted by Utah Code 10-9a-403(2)(c)(ii)(B). (Annually between July 1st and October 1st starting in 2025 with Landmark Design assisting with this evaluation).

1_Q11. What page in the submitted plan can this be found?

Pages 4-6 in Resolution 24-10

1_Q12. Would you like to submit an additional strategy?

(You will not be able to enter more information or go back after choosing "No". Please make sure you have entered all information up to this point.)

No

Please fill out this portion of the report if the county or municipality is in years 2-5 of reporting on implementation plan tasks and timelines.
If the implementation plan has been updated or amended, progress made must be documented in this section of the report.

Zoning Data Statute requires that counties and municipalities provide their current zoning map. This document should reflect current adopted ordinances.

Please be aware that zoning data submitted will be shared with the Utah Geospatial Resource Center.

Q15. Shapefiles (.shp) must be uploaded using this **link**. If you have any questions, please contact **mih@utah.gov**.

If a shapefile is not available, please provide a link to maps and tables:
N/A

Q16. When did the last zoning map or text amendment occur?
2024

Entitled units are those units that have a legal right to be developed through the existing residential zone, existing development agreement, or other legal mechanisms for residential development, such as an overlay zone. The purpose of this data collection effort is to capture as built/zoned conditions on the ground. Please report entitled unit data as of May 1, 2024. Do not include any parcels/units that are only planned and in the process of being zoned residential. For example, if a parcel is zoned greenbelt on May 1, 2024 and a rezone application is in process, do NOT count the rezone of the greenbelt parcel in this data.

This report should include the units/parcels/lots/developments which are entitled, including by right, development agreement, or other legal mechanism for residential development. There are various situations where development on a zoned parcel may not be possible, be it geographic constraints, set back requirements, lack of infrastructure, etc. Please feel free to describe this context for your community in the barriers and narrative sections of the report.

Q18. Provide a count of residential units (single family, townhome, multi family, etc) that are entitled through a development agreement, planned unit development, or other legal document providing the landowner with the right to build residential units on a parcel, lot, or development that have NOT pulled a building permit.
197

Q19. Less the units, parcels, lots, or developments reported in the previous question, provide a count of vacant parcels, lots, or developments that include an overlay zone and the number of residential units that could be built on said parcel, lot, or development that have NOT pulled a building permit.
751

Q20. Less the units parcels, lots, or developments reported in the previous two questions, provide a count of vacant parcels, lots, or developments that are currently zoned residential (single family, townhome, multi family, etc) and the number of residential units that could be built on said parcel, lot, or development that have NOT pulled a building permit.

2500

Q43. From the counts reported above, provide a count of the entitled residential units which have received will serve letters from utilities or an equivalent that shows that all utilities and infrastructure (i.e. Roads, water, sewer, power, phone, gas) are complete for the units, parcels, or lots.

27

Q44. Describe any barriers to developing these units that have been experienced. These barriers could include infrastructure, public concerns, geographic constraints, etc. Providing detail here allows us to share the experiences and needs of communities to support the data reported above.

No significant barriers have been experienced to a level that has prohibited development.

Q21. Provide any narrative or description to support the data entered above. This could highlight any notable developments moving forward, clarifications of the data, etc.

Based on experience, housing development is approved on a phase-by-phase basis. This lowers the amount of "Entitled Units" because the future phases are not approved for construction at this time. The city is having ongoing conversations with developers for new housing projects that do not qualify as "Entitled Units" at this time.

Please describe the number of Accessory Dwelling (internal and external detached or attached) units in your county or municipality to the best of your ability.

Q23. How does the county or municipality track known for rent Accessory Dwelling Units?

(select one)

Count of conditional use permits issued

Q24. Total known number of Accessory Dwelling Units recorded as of the report submission date:

11

Q25. Total number of building permits issued to construct an ADU in the county or municipality granted between August 1, 2023 and July 31, 2024:

0

Q26. Total number of business licenses or permits to rent an ADU issued in the county or municipality granted between August 1, 2023 and July 31, 2024:

0

Q27. Total number of other types of permits or license issued for an ADU in the county or municipality granted between August 1, 2023 and July 31, 2024: (if applicable, please provide the count and type of permit or license issued)

0

Q28. What types of support would be helpful to your community as you implement the moderate income housing strategies?

(Select all that apply)

Model ordinances.
Case studies for strategies
Education on partnering with nonprofit organizations or housing authorities

Q29. Describe any recommendations on how the state can support the county or municipality in implementing the moderate income housing strategies? If none, please write N/A.

The Median Average Income for Tremonton City is $67,335; and 80% of this is $53,868. At 80 percent AMI, a moderate-income household could afford a mortgage around $200,000. Meanwhile, the average home price in Tremonton generally runs between $400,000 and $450,000. This is a significant economic constraint for the people of Tremonton that the City cannot reasonably overcome with current market conditions.

It would be helpful to have a different metric to work towards affordable housing other than the 80% AMI. The difference between AMI and home values is more sharply experienced in a more rural community such as ours. It would be ideal to have a tiered metric to evaluate smaller municipalities against, rather than using the same criteria that is being used for larger municipalities such as Salt Lake City.

Please document progress made on the moderate-income housing strategies since the county or municipality received their compliance notice.

A county or municipality must report on at least the minimum strategy requirements to comply in the subsequent report.

1_Q31. 1. Select a moderate income housing strategy from UCA that the county or municipality has included in its moderate-income housing element.

C

1_Q32. 2. Reference the Implementation Plan for this strategy and list the timelines and benchmarks that were planned to be complete between August 1, 2023 and July 31, 2024. A county or municipality may include an ongoing action taken by the specified county or municipality prior to the 12-month reporting period applicable to the subsequent progress report if the specified county or municipality:

i) has already adopted an ordinance, approved a land use application, made an investment, or approved an agreement or financing that substantially promotes the implementation of a moderate income housing strategy identified in the initial report;

ii) demonstrates in the subsequent progress report that the action taken is relevant to making meaningful progress towards the specified county or municipality's implementation plan.

The Tremonton Redevelopment Agency (RDA) has historically partnered with Neighborhood Housing Solutions, a nonprofit, to administer the Northern Utah Neighborhood Improvement Project (NUNIP) that makes improvements to homes owned by low to moderate-income individuals. The City desires to see ongoing improvements of these homes owned by moderate income households, and the RDA contributed $50,000 in Phase 6 and will contribute $20,400 in Phase 7 to match federal grants as part of the program. As part of the NUNIP, each home selected for improvement will receive up to $15,000 in Phase 6 and up to $17,000 in Phase 7, to be used for various rehabilitation projects including roofing, windows, and siding.

Implementation Measures:

• Contribute matching grant money from the Tremonton RDA to fund Phase 6 of the neighborhood improvement program (NUNIP). (Completed in May 2023, Tremonton City RDA adopted Resolution No. RDA 23-06 authorizing use of RDA funds for Phase 6)
• Contribute matching grant money from the Tremonton RDA to fund Phase 7 of the neighborhood improvement program (NUNIP). (Anticipated completion: February 2024)
• Contribute matching grant money from the Tremonton RDA to fund Phase 8 of the neighborhood improvement program (NUNIP). (Anticipated completion: January 2025)
• Submit annual report to the Housing and Community Development Division of the Department of Workforce Services regarding the status of this strategy (Completed: before August 1st, with Landmark Design assisting with the implementation of this measure).
• The Tremonton City RDA will receive a report from Neighborhood Nonprofit Housing Corporation (NNHC) on completed projects at the finish of each phase (Anticipated completion: July 2024 for Phase 6 and July 2025 for Phase 7).
• Tremonton City shall evaluate the implementation measures for this strategy and shall make adjustments as needed and permitted by Utah Code 10-9a-403(2)(c)(ii)(B). (Annually between July 1st and October 1st starting in 2025 with Landmark Design assisting with this evaluation).

1_Q33. 3. What page in the submitted plan can this be found?

Page 4

1_Q34. 4. Describe each action taken between August 1, 2023 and July 31, 2024 to implement the tasks listed in Question 2. Include how the actions taken support the county or municipality’s effort to implement the strategy.

Actions Taken:

• Contributed matching grant money from the Tremonton RDA to fund Phase 6 of the neighborhood improvement program (NUNIP). Completed in May 2023, Tremonton City RDA adopted Resolution No. RDA 23-06 authorizing use of RDA funds for Phase 6
• Contributed matching grant money from the Tremonton RDA to fund Phase 7 of the neighborhood improvement program (NUNIP). Completed in January 2024, Tremonton City RDA adopted Resolution No. RDA 24-01 authorizing use of RDA funds for Phase 7

• The Tremonton City RDA received a report from Neighborhood Nonprofit Housing Corporation (NNHC) on completed projects at the finish of Phase 6 in July 2024. Items reported on from Phase 6 include the replacement of siding, soffit, windows, doors, and/or shingles at three (3) houses within Tremonton City. Both NNHC and Tremonton City logged the before and after photos of the updates.

Further Implementation Measures:

• Contribute matching grant money from the Tremonton RDA to fund Phase 8 of the neighborhood improvement program (NUNIP). (Anticipated completion: January 2025)
• Submitted annual report to the Housing and Community Development Division of the Department of Workforce Services
• Tremonton City shall evaluate the implementation measures for this strategy and shall make adjustments as needed and permitted by Utah Code 10-9a-403(2)(c)(ii)(B). (Annually between July 1st and October 1st starting in 2025 with Landmark Design assisting with this evaluation).

1_Q35. 5. Describe each land use regulation or land use decision made between August 1, 2023 and July 31, 2024 to implement this strategy. Include how the regulations or decisions support efforts to implement the strategy.

With this strategy, there were no land-use decisions that impacted the implementation of the strategy. It is a relationship that continues benefiting the remodeling and revitalization of existing housing within Tremonton City.

1_Q36. 6. What barriers were encountered by the county or municipality between August 1, 2023 and July 31, 2024 while implementing this strategy? Describe the barriers, any delay in implementation, steps taken to address the barrier, and whether barriers did or will result in changes to the implementation plan. Documenting barriers provides HCD with context and better supports us in describing what counties and municipalities are experiencing as they implement their plans. The documentation of barriers does not exempt the community from reporting progress toward strategy completion and compliance with the implementation plan. At least the minimum required number of strategies must advance for compliance, regardless of the barriers faced. If no barriers were experienced, write "None."

None

1_Q37. 7. Describe the changes observed and any other market responses identified as a result of implementing or taking action to implement this strategy. This question should answer how the actions taken have created changes in the county or municipality, whether positive or negative. Market responses could include units permitted, units entitled, deed restrictions, rezones, households displaced during redevelopment, changes in rents, etc.

The city is not aware of any market responses because of this strategy. It prolongs the life of the dwelling, and it increases the quality of life for the impacted residents. It’s an intimate strategy that impacts the lives of those who receive the donations.

1_Q38. 8. Links to supporting documentation (Optional)

N/A

1_Q39. Attachment to supporting documentation (Optional)

N/A

1_Q40. Do you need to submit another strategy?

(You will not be able to enter more information or go back after choosing "No". Please make sure you have entered all information up to this point.)

Yes

2_Q40. Do you need to submit another strategy?

(You will not be able to enter more information or go back after choosing "No". Please make sure you have entered all information up to this point.)

Yes

3_Q40. Do you need to submit another strategy?

(You will not be able to enter more information or go back after choosing "No". Please make sure you have entered all information up to this point.)

No

Please document progress made on the moderate-income housing strategies since the county or municipality received their compliance notice.

A county or municipality must report on at least the minimum strategy requirements to comply in the subsequent report.

2_Q31. 1. Select a moderate income housing strategy from UCA that the county or municipality has included in its moderate-income housing element.

L

2_Q32. 2. Reference the Implementation Plan for this strategy and list the timelines and benchmarks that were planned to be complete between August 1, 2023 and July 31, 2024. A county or municipality may include an ongoing action taken by the specified county or municipality prior to the 12-month reporting period applicable to the subsequent progress report if the specified county or municipality:

i) has already adopted an ordinance, approved a land use application, made an investment, or approved an agreement or financing that substantially promotes the implementation of a moderate income housing strategy identified in the initial report;

ii) demonstrates in the subsequent progress report that the action taken is relevant to making meaningful progress towards the specified county or municipality's implementation plan.

To promote the construction of moderate-income housing, the City desires to further incentivize the construction of these housing units by eliminating impact fees related to moderate-income housing. This will be accomplished by the use of Tremonton

Redevelopment Agency (RDA) funds which are restricted for moderate-income housing to pay for impact fees on a building permit-by-building permit basis.

Implementation Measures:

• Create and adopt an RDA resolution wherein the RDA pledges funds restricted for moderate-income housing to pay the City's impact fees for moderate-income housing. (Anticipated completion: July 1st 2024, with the RDA Attorney being tasked with drafting the RDA Resolution).

• Submit annual report to the Housing and Community Development Division of the Department of Workforce Services regarding the status of this strategy (Completed: before August 1st, with Landmark Design assisting with the implementation of this measure)

• Tremonton City shall evaluate the implementation measures for this strategy and shall make adjustments as needed and permitted by Utah Code Utah Code 10-9a-403(2)(c)(ii)(B). (Annually between July 1st and October 1st starting 2025, with Landmark Design assisting with this evaluation).

2_Q33. 3. What page in the submitted plan can this be found?

Page 5

2_Q34. 4. Describe each action taken between August 1, 2023 and July 31, 2024 to implement the tasks listed in Question 2. Include how the actions taken support the county or municipality's effort to implement the strategy.

To promote the construction of moderate-income housing, the City desired to further incentivize the construction of these housing units by eliminating impact fees related to moderate-income housing. This was to be accomplished by using Tremonton Redevelopment Agency (RDA) funds restricted for moderate-income housing to pay for impact fees on a building permit-by-building permit basis. In July 2024, the RDA passed resolution 24-07 authorizing funds to be put towards the impact fees for moderate income housing for this purpose.

Actions Taken:

• Created and adopted an RDA resolution wherein the RDA pledged funds restricted for moderate-income housing to pay the City's impact fees for moderate-income housing. The resolution was adopted in July 2024.

• Submitted annual report to the Housing and Community Development Division of the Department of Workforce Services

Further Implementation Measures:

• Create an application or review program to emphasize consistency for using the City's RDA funding. Impact fees are traditionally charged as part of the building permit process; the Developer and the City will need to resolve the cash flow of these fees during the development review process.

• Tremonton City shall evaluate the implementation measures for this strategy and shall make adjustments as needed and permitted by Utah Code Utah Code 10-9a-403(2)(c)(ii)(B). (Annually between July 1st and October 1st starting 2025, with Landmark Design assisting with this evaluation).

2_Q35. 5. Describe each land use regulation or land use decision made between August 1, 2023 and July 31, 2024 to implement this strategy. Include how the regulations or decisions support efforts to implement the strategy.

In June 2024, the resolution to utilize RDA funding to reduce, waive, or eliminate impact fees related to moderate income housing. The resolution was drafted and adopted by the Redevelopment Agency in July 2024. By passing this resolution, impact fees associated with the construction of moderate-income housing can be reviewed and waived by the Redevelopment Agency to support the construction of moderate-income housing.

2_Q36. 6. What barriers were encountered by the county or municipality between August 1, 2023 and July 31, 2024 while implementing this strategy? Describe the barriers, any delay in implementation, steps taken to address the barrier, and whether barriers did or will result in changes to the implementation plan. Documenting barriers provides HCD with context and better supports us in describing what counties and municipalities are experiencing as they implement their plans. The documentation of barriers does not exempt the community from reporting progress toward strategy completion and compliance with the implementation plan. At least the minimum required number of strategies must advance for compliance, regardless of the barriers faced. If no barriers were experienced, write "None."

None

2_Q37. 7. Describe the changes observed and any other market responses identified as a result of implementing or taking action to implement this strategy. This question should answer how the actions taken have created changes in the county or municipality, whether positive or negative. Market responses could include units permitted, units entitled, deed restrictions, rezones, households displaced during redevelopment, changes in rents, etc.

Because this resolution is new, no significant time has passed for the market to see the effect.

2_Q38. 8. Links to supporting documentation (Optional)

N/A

2_Q39. Attachment to supporting documentation (Optional)

N/A

Please document progress made on the moderate-income housing strategies since the county or municipality received their compliance notice.

A county or municipality must report on at least the minimum strategy requirements to comply in the subsequent report.

3_Q31. 1. Select a moderate income housing strategy from UCA that the county or municipality has included in its moderate-income housing element.

R

3_Q32. 2. Reference the Implementation Plan for this strategy and list the timelines and benchmarks that were planned to be complete between August 1, 2023 and July 31, 2024. A county or municipality may include an ongoing action taken by the specified county or

municipality prior to the 12-month reporting period applicable to the subsequent progress report if the specified county or municipality:

i) has already adopted an ordinance, approved a land use application, made an investment, or approved an agreement or financing that substantially promotes the implementation of a moderate income housing strategy identified in the initial report;

ii) demonstrates in the subsequent progress report that the action taken is relevant to making meaningful progress towards the specified county or municipality's implementation plan.
Tremonton City recently adopted a new ordinance regulating Accessory Dwelling Units (ADU) in December 2023. While this ordinance does not require impact fees for internal ADUs, they are required for attached and detached ADUs. To further promote ADU construction in the City by removing barriers to entry, the City proposes to amend the ADU ordinance to eliminate these required impact fees, paying for them instead with Tremonton Redevelopment Agency (RDA) funds that are restricted for moderate income projects.
Implementation Measures:

- Create and adopt an RDA resolution wherein the RDA pledges funds restricted for moderate-income housing to pay the City's impact fees for accessory dwelling units. (Anticipated completion: July 1st, 2024, with the RDA Attorney being tasked with drafting the RDA Resolution).
- Submit annual report to the Housing and Community Development Division of the Department of Workforce Services regarding the status of this strategy (Completed: before August 1st, with Landmark Design assisting with the implementation of this measure)
- Tremonton City shall evaluate the implementation measures for this strategy and shall make adjustments as needed and permitted by Utah Code Utah Code 10-9a-403(2)(c)(ii)(B). (Annually between July 1st and October 1st starting 2025, with Landmark Design assisting with facilitating this evaluation).

3_Q33. 3. What page in the submitted plan can this be found?
Page 5

3_Q34. 4. Describe each action taken between August 1, 2023 and July 31, 2024 to implement the tasks listed in Question 2. Include how the actions taken support the county or municipality's effort to implement the strategy.
Actions Taken:

- Created and adopted an RDA resolution wherein the RDA pledged funds restricted for moderate-income housing to pay the City's impact fees for moderate-income housing. The resolution was adopted in July 2024.
- Submitted annual report to the Housing and Community Development Division of the Department of Workforce Services

Further Implementation Measures:

- Create an application or review program to emphasize consistency for using the City's RDA funding. Impact fees are traditionally charged as part of the building permit process; the ADU applicant and the City will need to resolve the cash flow of these fees during the development review process.

• Tremonton City shall evaluate the implementation measures for this strategy and shall make adjustments as needed and permitted by Utah Code Utah Code 10-9a-403(2)(c)(ii)(B). (Annually between July 1st and October 1st starting 2025, with Landmark Design assisting with facilitating this evaluation).
• Modify the ADU ordinance to alter/remove the requirement for impact fees for external ADUs based on the review process determined in the previous measure.

3_Q35. 5. Describe each land use regulation or land use decision made between August 1, 2023 and July 31, 2024 to implement this strategy. Include how the regulations or decisions support efforts to implement the strategy.

In June 2024, the resolution to utilize RDA funding to eliminate impact fees for any accessory dwelling unit that is not an internal accessory dwelling unit. The resolution was drafted and adopted by the Redevelopment Agency in July 2024. By passing this resolution, impact fees associated with the construction of external ADUs can be waived to support this strategy.

3_Q36. 6. What barriers were encountered by the county or municipality between August 1, 2023 and July 31, 2024 while implementing this strategy? Describe the barriers, any delay in implementation, steps taken to address the barrier, and whether barriers did or will result in changes to the implementation plan. Documenting barriers provides HCD with context and better supports us in describing what counties and municipalities are experiencing as they implement their plans. The documentation of barriers does not exempt the community from reporting progress toward strategy completion and compliance with the implementation plan. At least the minimum required number of strategies must advance for compliance, regardless of the barriers faced. If no barriers were experienced, write "None."

None

3_Q37. 7. Describe the changes observed and any other market responses identified as a result of implementing or taking action to implement this strategy. This question should answer how the actions taken have created changes in the county or municipality, whether positive or negative. Market responses could include units permitted, units entitled, deed restrictions, rezones, households displaced during redevelopment, changes in rents, etc.

Because this resolution is new, no significant time has passed for the market to see the effect.

3_Q38. 8. Links to supporting documentation (Optional)

N/A

3_Q39. Attachment to supporting documentation (Optional)
[Click here]

If your community has a fixed guideway transit station and is required to adopt the Station Area Plan strategy, please ensure that approved station area plans are submitted to HCD by the deadline. These may be attached to the form or emailed to mih@utah.gov.

TREMONTON CITY

CITY COUNCIL MEETING

August 6, 2024

TITLE:	Review of Calendar and Review of Past Assignments
FISCAL IMPACT:	Not applicable
PRESENTER:	

Sept 3	City Council Meeting
Sept 4-5	ULCT Annual Conference – SLC
Sept 7	Farmer's Market
Sept 17	City Council Meeting