



CITY COUNCIL MEETING

Notice is hereby given that the City Council will hold a City Council meeting at **7:00 pm, on Wednesday, January 8, 2025**, in the City Council Chambers at **38 West Center Street**.

AGENDA

1. Roll Call
2. Invocation/Inspirational Thought
3. Pledge of Allegiance
4. Public Forum (Public comments may be delivered in person at the meeting or submitted to the City Recorder prior to 5:00 pm on the meeting date for presentation to the City Council)
 - a. Whites Sanitation
5. Minutes – December 04, 2024, Regular Council Meeting Pgs 2-6
6. Bills for period ending January 3, 2025, totaling \$1,719,351.98 Pgs 7-18
7. Bids Awards, Recognitions, and Appointments
8. New Business
 - a. Gunnison Irrigation Company Presentation – Emergency Action Plan Pgs 19-100
9. Ordinances and Resolutions
 - a. Resolution 2025-01 Amending the City Fee Schedule Pgs 101-108
 - b. Resolution 2025-02 Amending the City Personnel Leave Policy Pgs 109-113
10. Reports of Officers, Staff, Boards and Committees
 - a. Annual Open Public Meetings Training Pg 114
11. Reports by Mayor and Council Members
12. EXECUTIVE SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual)
13. EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)
14. Adjournment

ADA NOTICE

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Gunnison City hereby certifies that a copy of the foregoing Notice and Agenda was e-mailed to the Gunnison Gazette, Gunnison, UT, 84634, posted on www.gunnisoncity.org, as well as posted on the State of Utah's Public Notice Website.

BY: _____
Valerie Andersen, City Recorder



City Council Meeting

December 4th, 2024

City Council Chambers, 38 West Center

7 P.M. Councilor Crane opened the meeting and excused Mayor Nay.

Roll Call:

Donald Childs, Mike Wanner, Shawn Crane, Stella Hill, Robert Andersen

Invocation/Inspirational Thought:

Given by Councilor Hill

Pledge of Allegiance:

Led by Councilor Crane

Volunteer Recognition – Lyle Young and Kirk Jensen:

The City Council recognized Lyle Young and Kirk Jensen for their annual and ongoing efforts to support Gunnison volunteer organizations and city events with their time, materials, and equipment.

Minutes

November 20th, 2024, Work Council Meeting:

Councilor Wanner made the motion to approve the minutes for the November 20th, 2024, regular council meeting, Councilor Andersen seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Shawn: Yes, Hill: Yes, Andersen: Yes

November 20th, Regular Council Meeting:

Councilor Wanner made the motion to approve the minutes for the November 20th, regular council meeting, Councilor Childs seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Shawn: Yes, Hill: Yes, Andersen: Yes

Bills

Bills for period ending December 2nd, 2024, totaling \$52,195.14:

Councilor Childs made the motion to approve the bills for the period ending December 2nd, 2024, totaling \$52,195.14, Councilor Andersen seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

Bid award

Bid Award for PI Pond Valve Materials:

JD Bunnell addressed the council. He discussed the 12-inch and 20-inch butterfly valves at the irrigation pond, both valves leak and need to be replaced. Bids were solicited from the primary suppliers in the region. The city received three quotes: Peterson Plumbing, Scholzen Products Company and Mountainland Supply. He recommended that the council accept the bid from Mountainland Supply in the amount of \$21,229.38

Councilor Crane made the motion to accept the bid from Mountainland Supply for \$21,229.38 to replace the PI pond valves, Councilor Hill seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

Ordinances and Resolutions

Resolution 2024-09 Establishing the 2025 City Council Annual Meeting Schedule:

Dennis Marker provided the council with the anticipated dates for City Council meetings for the year 2025.

Councilor Andersen made the motion to approve Resolution 2024-09 Establishing the 2025 City Council Annual Meeting Schedule, Councilor Wanner seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

Reports of Officers, Staff, Boards and Committees

Capital Projects Funding Status:

Dennis Marker and Gary Keddington addressed the council regarding the remainder of funds available for capital expenditures through the remainder of the fiscal year. They also gave an

update on revenues and expenses for the current capital projects. More information will be provided at the Council retreat in February.

Dennis Marker:

The City's change application to pull water from the Tarr Canyon well was approved by the state engineers' office.

The Fayette-Gunnison water shares purchased from the Ward family were also received. There is currently a loan on them waiting for the final payment of \$1. Million before the end of the year.

JD Bunnell:

Found a light for the park to shine on the flag.

Concrete poured on riverwalk for lights. Poles should go up next week

Fixed a couple of Christmas lights on Main Street

Irrigation meter project parts should be delivered by middle of December. Hoping to have east side done before water is turned back on.

Valerie Andersen:

HUB will be at city hall on Friday to help the full-time employees with open enrollment.

The Christmas party is next Wednesday and she had around 30 RSVP.

Reports by Mayor and Council Members

Donald Childs:

After the last meeting, Carlton Jensen met with Donald and indicated he doesn't want curb, and gutter along his 100 West property. He would be ok with a sump.

Mike Wanner:

Went to police board meeting. Everything is going well. They approved a wage scale. They are buying equipment and working on updating the evidence room. They have new decals on the vehicles. They are also talking with Mayfield and looking into covering them as well.

Stella Hill:

Timmie Cox called and stated that they have a water issue, and they would like someone to come and look at it.

Councilor Wanner made the motion to go into executive session to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property, Councilor Childs seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

Council entered executive session at 8:20pm.

Out of Executive Session at 8:30pm.

Discussion and Possible Action Items

SITLA Land Exchange Agreement:

Dennis Marker addressed the council regarding the SITLA land exchange agreement that was discussed previously. He stated that the final language was complete. He went over the terms with the council.

Councilor Andersen made the motion to approve the SITLA Land Exchange Agreement, Councilor Wanner seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

Real Estate Purchase Agreement #2024-03:

Councilor Wanner made the motion to table Real Estate Agreement #2024-03, Councilor Childs seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

OTHER DISCUSSION

Councilor Hill noted that the Valley View Apartments were having a ribbon cutting ceremony and asked if they were building what was approved by the Council. Dennis Marker responded that the plans included what was previously granted a conditional use by the Council.

Adjournment:

Councilor Childs made the motion to adjourn, Councilor Hill seconded the motion.

Roll Call:

Childs: Yes, Wanner: Yes, Crane: Yes, Hill: Yes, Andersen: Yes

Approval Date: December 18th, 2024

Lori Nay, Mayor

Attest:

Valerie Andersen, City Recorder

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-2221							
4054	INTERNAL REVENUE SERVICE	CP210	CP210-JUNE 30,2023	12/02/2024	1,011.19	1,011.19	12/11/2024
4009	IRS	2024.11.17	11/4/2024-11/17/2024	11/17/2024	5,064.10	5,064.10	12/11/2024
4009	IRS	2024.12.01	11/18/2024-12/1/2024	12/01/2024	7,284.38	7,284.38	12/11/2024
Total 10-2221:					13,359.67	13,359.67	
10-2225							
3570	UTAH RETIREMENT SYSTEMS	2024.11.17	11/4/2024-11/17/2024	11/17/2024	4,017.55	4,017.55	12/11/2024
3570	UTAH RETIREMENT SYSTEMS	2024.12.01	11/18/2024-12/01/2024	12/01/2024	4,850.38	4,850.38	12/11/2024
3570	UTAH RETIREMENT SYSTEMS	2024.12.23	LIABILITIES-RETIREMENT PAYA	12/23/2024	126.13	126.13	12/26/2024
Total 10-2225:					8,994.06	8,994.06	
10-2229							
3722	WASHINGTON NATIONAL INS C	P2489400	DECEMBER 2024 FINAL	12/01/2024	476.50	476.50	12/26/2024
Total 10-2229:					476.50	476.50	
10-2231							
4003	PEHP FLEX	2024.11.17	11/4/2024-11/17/2024	11/17/2024	155.00	155.00	12/11/2024
4003	PEHP FLEX	2024.12.01	11/18/2024-12/1/2024	12/01/2024	155.00	155.00	12/11/2024
3545	UTAH LOCAL GOVERNMENTS T	1616967	BENEFITS DEC 2024	12/09/2024	70.00	70.00	12/11/2024
Total 10-2231:					380.00	380.00	
10-2232							
4033	PEHP LIFE	2024.12	LIFE INSURANCE- NOVEMBER	11/20/2024	139.49	139.49	12/11/2024
2390	PEHP LTD PROGRAM	2024.11.17	11/4/2024-11/17/2024	11/17/2024	91.10	91.10	12/11/2024
2390	PEHP LTD PROGRAM	2024.12.01	11/18/2024-12/01/2024	12/01/2024	107.67	107.67	12/11/2024
Total 10-2232:					338.26	338.26	
10-2243							
3545	UTAH LOCAL GOVERNMENTS T	1616967	WORKER COMP- DEC 2024	12/09/2024	263.93	263.93	12/11/2024
Total 10-2243:					263.93	263.93	
10-35-10							
4052	COLTON JOHN RICHMAN	2024.12.24500	COURT- BAIL/BOND REFUND	12/05/2024	770.00	770.00	12/11/2024
Total 10-35-10:					770.00	770.00	
10-41-21							
3839	STATE BANK OF SOUTHERN UT	2024.11	ZOOM	11/30/2024	15.99	15.99	12/26/2024
Total 10-41-21:					15.99	15.99	
10-41-24							
1315	GUNNISON IMPLEMENT CO	2024.11	COUNCIL	11/30/2024	4.12	4.12	12/26/2024
1330	GUNNISON MARKET	2024.10	COUNCIL-DRINKS	11/01/2024	32.40	32.40	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	COUNCIL	11/30/2024	303.50	303.50	12/26/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-41-24:					340.02	340.02	
10-41-31							
1795	Keddington & Christensen LLC	5114	COUNCIL- NOVEMBER 2024	12/03/2024	342.90	342.90	12/11/2024
Total 10-41-31:					342.90	342.90	
10-41-60							
3839	STATE BANK OF SOUTHERN UT	2024.11	STEVE'S STEAKHOUSE	11/30/2024	200.00	200.00	12/26/2024
Total 10-41-60:					200.00	200.00	
10-42-28							
1300	GTELCO	2024.11.580	COURT- NOVEMBER 2024	12/01/2024	99.60	99.60	12/11/2024
Total 10-42-28:					99.60	99.60	
10-42-31							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	COURT- MONTHLY MPS NOVE	12/01/2024	130.00	130.00	12/11/2024
3998	KEVIN LYNN DANIELS	2024.11	COURT-NOVEMBER 2024	12/10/2024	800.00	800.00	12/24/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	COURT-GSUITE	11/30/2024	12.18	12.18	12/26/2024
Total 10-42-31:					942.18	942.18	
10-42-40							
3615	UTAH STATE TREASURER	2024.11	COURT-NOVEMBER 2024	11/30/2024	1,281.80	1,281.80	12/11/2024
Total 10-42-40:					1,281.80	1,281.80	
10-43-31							
1063	ENSIGN	115783	WEST HILLS APARTMENTS	11/27/2024	1,155.00	1,155.00	12/26/2024
Total 10-43-31:					1,155.00	1,155.00	
10-49-21							
2855	SANPETE MESSENGER	2025	2 YEAR SUBSCRIPTION RENE	12/01/2024	66.00	66.00	12/26/2024
3550	UTAH MUNICIPAL CLERKS ASS	2025	RECORDER-MEMBERSHIP DUE	12/01/2024	125.00	125.00	12/11/2024
Total 10-49-21:					191.00	191.00	
10-49-24							
31	AMAZON BUSINESS	1DTP-DR14-4Y	ADMIN-OFFICE SUPPLIES	12/01/2024	26.77	26.77	12/26/2024
31	AMAZON BUSINESS	1GMT-XCW7-	ADMIN-OFFICE SUPPLIES	12/01/2024	173.27	173.27	12/26/2024
31	AMAZON BUSINESS	1NX9-YMVW-T	ADMIN-OFFICE SUPPLIES	12/01/2024	61.07	61.07	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	QR CREATOR	11/30/2024	29.95	29.95	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	ADMIN	11/30/2024	606.00	606.00	12/26/2024
Total 10-49-24:					897.06	897.06	
10-49-34							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	ADMIN- MONTHLY MPS NOVEM	12/01/2024	275.00	275.00	12/11/2024
1795	Keddington & Christensen LLC	5114	RECORDER- NOVEMBER 2024	12/03/2024	1,516.06	1,516.06	12/11/2024
1970	LES OLSON COMPANY	EA1484618	ADMIN- NOVEMBER 2024	11/29/2024	122.25	122.25	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	ADMIN- GSUITE	11/30/2024	25.95	25.95	12/26/2024
Total 10-49-34:					1,939.26	1,939.26	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-49-40							
1315	GUNNISON IMPLEMENT CO	2024.11	ADMIN- FUEL	11/30/2024	35.38	35.38	12/26/2024
Total 10-49-40:					35.38	35.38	
10-49-41							
1315	GUNNISON IMPLEMENT CO	2024.11	ADMIN	11/30/2024	40.21	40.21	12/26/2024
Total 10-49-41:					40.21	40.21	
10-49-60							
1330	GUNNISON MARKET	2024.10	ADMIN	11/01/2024	7.47	7.47	12/11/2024
1330	GUNNISON MARKET	2024.10	ADMIN-SUMMER PARTY	11/01/2024	64.13	64.13	12/11/2024
4056	MOM'S CAFE	QBVGCVFZHQ	ADMIN-CHRISTMAS PARTY	12/19/2024	868.00	868.00	12/24/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	SINCLAIR	11/30/2024	8.25	8.25	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	LA BONITA	11/30/2024	106.51	106.51	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	MAVERICK	11/30/2024	19.56	19.56	12/26/2024
Total 10-49-60:					1,073.92	1,073.92	
10-51-25							
3839	STATE BANK OF SOUTHERN UT	2024.11	WATER	11/30/2024	850.00	850.00	12/26/2024
Total 10-51-25:					850.00	850.00	
10-51-26							
998	DYNAMIC INTEGRATIONS, LLC	INV-10606	CLOCK TOWER-RADIO W/MOU	12/03/2024	625.00	625.00	12/11/2024
1135	FIRE ENGINEERING CO, INC	9986	CITY HALL-ANNAUL FIRE SPRI	12/18/2024	2,344.16	2,344.16	12/26/2024
1140	MOUNTAIN ALARM FIRE	5504159	CITY HALL- DECEMBER 2024	12/01/2024	59.00	59.00	12/11/2024
1140	MOUNTAIN ALARM FIRE	5504159	FIRE- DECEMBER 2024	12/01/2024	53.50	53.50	12/11/2024
2375	PCS	24-6779	CITY HALL-TECH HOURS FOUN	12/02/2024	517.50	517.50	12/11/2024
Total 10-51-26:					3,599.16	3,599.16	
10-51-28							
1300	GTELCO	2024.11.578	CITY HALL- NOVEMBER 2024	12/01/2024	557.22	557.22	12/11/2024
Total 10-51-28:					557.22	557.22	
10-51-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	CITY HALL NOOVEMBER 2024	12/06/2024	1,299.36	1,299.36	12/26/2024
Total 10-51-29:					1,299.36	1,299.36	
10-51-30							
2505	ENBRIDGE GAS	2024.11.50723	CITY HALL- NOVEMBER 2024	12/03/2024	1,410.81	1,410.81	12/11/2024
Total 10-51-30:					1,410.81	1,410.81	
10-51-40							
31	AMAZON BUSINESS	1D3R-XJWN-D	CITY HALL-TRASH CAN CADDY	12/01/2024	35.39	35.39	12/26/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.11	CITY HALL	11/30/2024	20.97	20.97	12/26/2024
Total 10-51-40:					56.36	56.36	
10-52-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	SHOP- NOVEMBER 2024	12/12/2024	195.46	195.46	12/26/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-52-29:					195.46	195.46	
10-52-30							
2505	ENBRIDGE GAS	2024.11.54857	SHOP- NOVEMBER 2024	12/03/2024	571.99	571.99	12/11/2024
Total 10-52-30:					571.99	571.99	
10-52-61							
2555	RASMUSSEN'S ACE HARDWAR	2024.11	SHOP	11/30/2024	159.99	159.99	12/26/2024
Total 10-52-61:					159.99	159.99	
10-54-16							
1350	GUNNISON VALLEY POLICE DE	2024.25.SRO	SRO GUNNISON VALLEY SCHO	11/25/2024	24,460.36	24,460.36	12/11/2024
Total 10-54-16:					24,460.36	24,460.36	
10-54-28							
1300	GTELCO	2024.11.581	POLICE- NOVEMBER 2024	12/01/2024	176.06	176.06	12/11/2024
Total 10-54-28:					176.06	176.06	
10-54-31							
1970	LES OLSON COMPANY	EA1484618	POLICE- NOVEMBER 2024	11/29/2024	37.39	37.39	12/11/2024
Total 10-54-31:					37.39	37.39	
10-56-34							
3015	SKYVIEW LANDSCAPE NURSE	2279	SYOTEMIN	12/04/2024	47.80	47.80	12/26/2024
Total 10-56-34:					47.80	47.80	
10-56-38							
1315	GUNNISON IMPLEMENT CO	2024.11	LIONS CLUB TREE	11/30/2024	627.00	627.00	12/26/2024
Total 10-56-38:					627.00	627.00	
10-56-42							
1063	ENSIGN	114958	CITY BIKE PATH PHASE 4 AND	10/29/2024	9,200.00	9,200.00	12/11/2024
Total 10-56-42:					9,200.00	9,200.00	
10-56-55							
3685	THE VERDIN COMPANY	220744	CLOCK TOWER- SUPREME TO	12/01/2024	5,860.00	5,860.00	12/11/2024
Total 10-56-55:					5,860.00	5,860.00	
10-57-20							
2825	SANPETE COUNTY FIRE DISTRI	2024.10	COUNTY FIRE-OCTOBER 2024	10/30/2024	3,591.00	3,591.00	12/11/2024
2825	SANPETE COUNTY FIRE DISTRI	2024.11	COUNTY FIRE-NOVEMBER 202	11/30/2024	3,619.50	3,619.50	12/11/2024
Total 10-57-20:					7,210.50	7,210.50	
10-58-31							
1340	GUNNISON VALLEY ANIMAL CLI	2024.11	ANIMAL CONTROL- NOVEMBER	11/26/2024	145.00	145.00	12/11/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-58-31:					145.00	145.00	
10-60-25							
1842	KEVIN MOORE ELECTRIC CO.	128679	BUCKET TRUCK RENTAL	12/10/2024	433.03	433.03	12/26/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.11	STREET LIGHTS	11/30/2024	111.96	111.96	12/26/2024
Total 10-60-25:					544.99	544.99	
10-60-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	STREETS- NOVEMBER 2024	12/12/2024	607.43	607.43	12/26/2024
2685	ROCKY MOUNTAIN POWER	2024.11.66589	STREETS NOVEMBER 2024	12/06/2024	238.56	238.56	12/26/2024
Total 10-60-29:					845.99	845.99	
10-61-25							
2550	RASMUSSEN EXCAVATION L.L.	29037	STREETS-BASE COURSE, ASP	12/10/2024	680.88	680.88	12/11/2024
Total 10-61-25:					680.88	680.88	
10-61-30							
3590	UTAH STATE DIVISION OF FINA	2024.M0701	RIVERWALK- M0701	12/02/2024	12,000.00	12,000.00	12/26/2024
Total 10-61-30:					12,000.00	12,000.00	
10-62-55							
2860	SANPETE SANITARY LANDFILL	2024.11	CO-OP LANDFILL FEES-NOVEM	11/30/2024	2,458.80	2,458.80	12/11/2024
Total 10-62-55:					2,458.80	2,458.80	
10-62-56							
3755	WHITE'S SANITATION	4BX00297	CITY PICK-UP- NOVEMBER 202	11/30/2024	8,286.10	8,286.10	12/11/2024
Total 10-62-56:					8,286.10	8,286.10	
10-70-25							
2505	ENBRIDGE GAS	2024.11.20890	PARK- NOVEMBER 2024	12/03/2024	9.41	9.41	12/11/2024
1315	GUNNISON IMPLEMENT CO	2024.11	PARKS CEMETERY	11/30/2024	3.42	3.42	12/26/2024
1315	GUNNISON IMPLEMENT CO	2024.11	BIKE PATH	11/30/2024	14.99	14.99	12/26/2024
3919	LYLE YOUNG WELDING	738864	PARKS- SMALL RAMP	11/19/2024	480.00	480.00	12/11/2024
Total 10-70-25:					507.82	507.82	
10-70-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	PARKS/CEMETERY- NOVEMBE	12/12/2024	276.17	276.17	12/26/2024
Total 10-70-29:					276.17	276.17	
10-70-40							
1315	GUNNISON IMPLEMENT CO	2024.11	PARKS CEMETERY FUEL	11/30/2024	259.39	259.39	12/26/2024
Total 10-70-40:					259.39	259.39	
10-70-50							
4051	A&D JENSEN CONTRACTORS, I	27443	RIVERWALK-CONCRETE	12/04/2024	435.00	435.00	12/11/2024
3650	VALLEY BUILDERS	2024.11	TRAILS	11/30/2024	168.30	168.30	12/11/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 10-70-50:					603.30	603.30	
10-70-52							
4055	DAX WELDING LLC	12035	BALLPARK-POWDERCOATING	11/19/2024	750.00	750.00	12/26/2024
Total 10-70-52:					750.00	750.00	
10-75-21							
31	AMAZON BUSINESS	119C-671H-3V	LIBRARY- ASSORTED BOOKS	12/03/2024	56.76	56.76	12/11/2024
31	AMAZON BUSINESS	14T6-9XN7-YQ	LIBRARY- ASSORTED BOOKS	12/08/2024	47.20	47.20	12/11/2024
31	AMAZON BUSINESS	1K61-LVFW-V6	LIBRARY-ASSORTED BOOKS	12/18/2024	11.63	11.63	12/26/2024
31	AMAZON BUSINESS	1KN3-4F4P-69	LIBRARY-ASSORTED BOOKS	11/13/2024	33.30	33.30	12/26/2024
31	AMAZON BUSINESS	1Q1Q-J141-4D	LIBRARY-ASSORTED BOOKS	11/04/2024	51.30	51.30	12/26/2024
31	AMAZON BUSINESS	1QMH-GPXP-1	LIBRARY- ASSORTED BOOKS	11/12/2024	60.29	60.29	12/11/2024
31	AMAZON BUSINESS	1TMY-3X71-9G	LIBRARY- ASSORTED BOOKS	11/19/2024	103.72	103.72	12/11/2024
31	AMAZON BUSINESS	1WDR-JDK4-G	LIBRARY-ASSORTED BOOKS	12/04/2024	94.96	94.96	12/26/2024
31	AMAZON BUSINESS	1XRP-91FM-V	LIBRARY- ASSORTED BOOKS	12/05/2024	51.11	51.11	12/11/2024
515	CAROLYN CHILDS	2024.10	LIBRARY-MILAGE REIMBURSE	12/03/2024	86.80	86.80	12/11/2024
2170	MICRO MARKETING LLC	962494	LIBRARY-	09/03/2024	118.02	118.02	12/11/2024
2170	MICRO MARKETING LLC	967542	LIBRARY-	11/12/2024	49.99	49.99	12/11/2024
2170	MICRO MARKETING LLC	967997	LIBRARY-	11/14/2024	61.49	61.49	12/11/2024
2170	MICRO MARKETING LLC	968227	LIBRARY-	11/19/2024	461.70	461.70	12/11/2024
2170	MICRO MARKETING LLC	968461	LIBRARY-	11/21/2024	304.91	304.91	12/11/2024
2170	MICRO MARKETING LLC	968856	LIBRARY-	12/03/2024	43.99	43.99	12/11/2024
2170	MICRO MARKETING LLC	968983	LIBRARY-	12/03/2024	29.99	29.99	12/11/2024
2170	MICRO MARKETING LLC	969097	LIBRARY-	12/03/2024	170.91	170.91	12/11/2024
2170	MICRO MARKETING LLC	969169	LIBRARY-	12/03/2024	39.35	39.35	12/11/2024
2170	MICRO MARKETING LLC	969701	LIBRARY-	12/10/2024	34.99	34.99	12/26/2024
2170	MICRO MARKETING LLC	969764	LIBRARY-	12/10/2024	24.60	24.60	12/26/2024
2170	MICRO MARKETING LLC	969855	LIBRARY-	12/10/2024	24.60	24.60	12/26/2024
2170	MICRO MARKETING LLC	969994	LIBRARY-	12/10/2024	112.31	112.31	12/26/2024
2170	MICRO MARKETING LLC	970141	LIBRARY-	12/12/2024	45.95	45.95	12/26/2024
2180	MIDAMERICA BOOKS	0052066	LIBRARY-	11/12/2024	329.34	329.34	12/11/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.11	LIBRARY	11/30/2024	11.38	11.38	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	LIBRARY- AMAZON	11/30/2024	102.35	102.35	12/26/2024
Total 10-75-21:					2,562.94	2,562.94	
10-75-24							
150	ANGELA LEATHERWOOD	2024.12	LIBRARY-REIMBURSEMENT FO	12/23/2024	161.16	161.16	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	LIBRARY	11/30/2024	304.50	304.50	12/26/2024
Total 10-75-24:					465.66	465.66	
10-75-28							
1300	GTELCO	2024.11.582	LIBRARY- NOVEMBER 2024	12/01/2024	102.41	102.41	12/11/2024
3675	VERIZON WIRELESS	9979848292	LIBRARY	11/28/2024	88.90	88.90	12/11/2024
Total 10-75-28:					191.31	191.31	
10-75-31							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	LIBRARY- MONTHLY MPS NOVE	12/01/2024	420.00	420.00	12/11/2024
1970	LES OLSON COMPANY	EA1484618	LIBRARY- NOVEMBER 2024	11/29/2024	33.35	33.35	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	LIBRARY-GSUITE	11/30/2024	39.54	39.54	12/26/2024
Total 10-75-31:					492.89	492.89	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-76-30							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	RODEO- NOVEMBER 2024	12/12/2024	10.86	10.86	12/26/2024
Total 10-76-30:					10.86	10.86	
10-76-35							
570	CENTERFIELD CITY	2024.11	RAP TAX- NOVEMBER 2024	11/21/2024	4,680.63	4,680.63	12/11/2024
Total 10-76-35:					4,680.63	4,680.63	
10-78-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	AIRPORT- NOVEMBER 2024	12/12/2024	347.15	347.15	12/26/2024
Total 10-78-29:					347.15	347.15	
21-40-15							
31	AMAZON BUSINESS	196L-F4FP-NX	POOL-BOARD SHORTS	12/01/2024	124.95	124.95	12/26/2024
Total 21-40-15:					124.95	124.95	
21-40-22							
31	AMAZON BUSINESS	1RM7-PPL3-43	POOL-LIFEGUARD FANNY PAC	12/01/2024	44.63	44.63	12/26/2024
3996	CINTAS CORPORATION	5244810301	POOL- FIRST AID SUPPLIES	12/17/2024	7.15	7.15	12/26/2024
3996	CINTAS CORPORATION	9298515605	POOL- 3 AED	11/30/2024	126.00	126.00	12/11/2024
Total 21-40-22:					177.78	177.78	
21-40-24							
31	AMAZON BUSINESS	196L-F4FP-NX	POOL-RUBBER DUCKIES	12/01/2024	69.99	69.99	12/26/2024
31	AMAZON BUSINESS	1F76-FYJ9-RW	POOL-COMPUTER MOUSE	12/18/2024	7.19	7.19	12/26/2024
31	AMAZON BUSINESS	1K61-LVFW-9T	POOL-DESK	12/16/2024	112.49	112.49	12/26/2024
31	AMAZON BUSINESS	1RM7-PPL3-43	POOL-PHOTOMETER TEST KIT	12/01/2024	158.94	158.94	12/26/2024
590	CENTRAL UTAH PUBLIC HEALT	2024.11	POOL- SAMPLES- ACCOUNT 29	11/30/2024	140.00	140.00	12/11/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.11	POOL	11/30/2024	13.88	13.88	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	POOL	11/30/2024	756.06	756.06	12/26/2024
Total 21-40-24:					1,258.55	1,258.55	
21-40-25							
2480	QUENCH USA, INC	INV08197864	11/17/2024-12/16/2024	11/17/2024	39.95	39.95	12/11/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.11	POOL	11/30/2024	15.18	15.18	12/26/2024
Total 21-40-25:					55.13	55.13	
21-40-26							
31	AMAZON BUSINESS	1QL6-M1QC-F	POOL-SWIMSUITS	12/01/2024	61.48	61.48	12/26/2024
31	AMAZON BUSINESS	1WWP-TRYC-	POOL-SWIM DIAPERS	12/01/2024	23.97	23.97	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	SAMS CLUB	11/30/2024	62.88	62.88	12/26/2024
Total 21-40-26:					148.33	148.33	
21-40-27							
1330	GUNNISON MARKET	2024.10	POOL- WTR SOFTENER	11/01/2024	49.52	49.52	12/11/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.11	POOL	11/30/2024	49.48	49.48	12/26/2024
Total 21-40-27:					99.00	99.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
21-40-28							
1300	GTELCO	2024.11.579	POOL- NOVEMBER 2024	12/01/2024	101.88	101.88	12/11/2024
Total 21-40-28:					101.88	101.88	
21-40-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	POOL- NOVEMBER 2024	12/12/2024	1,808.48	1,808.48	12/26/2024
Total 21-40-29:					1,808.48	1,808.48	
21-40-30							
2505	ENBRIDGE GAS	2024.11.69072	POOL- NOVEMBER 2024	12/03/2024	5,047.03	5,047.03	12/11/2024
Total 21-40-30:					5,047.03	5,047.03	
21-40-33							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	POOL- MONTHLY MPS NOVEMB	12/01/2024	240.00	240.00	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	POOL-GSUITE	11/30/2024	22.46	22.46	12/26/2024
Total 21-40-33:					262.46	262.46	
21-40-40							
31	AMAZON BUSINESS	1F76-FYJ9-RW	POOL-LOCKING HOLE PLUGS	12/18/2024	7.99	7.99	12/26/2024
31	AMAZON BUSINESS	1GVM-YPMC-	POOL-TOLIET SEAT	12/01/2024	46.98	46.98	12/26/2024
31	AMAZON BUSINESS	1LPF-XVL1-D	POOL- MARINE MAT	12/01/2024	159.98	159.98	12/26/2024
31	AMAZON BUSINESS	1WWP-TRYC-	POOL-SUPPLIES	12/01/2024	34.73	34.73	12/26/2024
1330	GUNNISON MARKET	2024.10	POOL-PAPER TOWELS	11/01/2024	18.99	18.99	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	SAMS CLUB	11/30/2024	100.52	100.52	12/26/2024
3650	VALLEY BUILDERS	2024.11	POOL	11/30/2024	105.14	105.14	12/11/2024
Total 21-40-40:					474.33	474.33	
21-40-41							
31	AMAZON BUSINESS	139W-773Y-TT	POOL-LOW PEAK CURRENTT F	12/01/2024	93.98	93.98	12/26/2024
Total 21-40-41:					93.98	93.98	
21-40-42							
31	AMAZON BUSINESS	196L-F4FP-NX	POOL-TEST STRIPS	12/01/2024	60.84	60.84	12/26/2024
Total 21-40-42:					60.84	60.84	
21-40-56							
3590	UTAH STATE DIVISION OF FINA	2024.B5183	POOL-B5183	12/02/2024	65,000.00	65,000.00	12/26/2024
Total 21-40-56:					65,000.00	65,000.00	
21-40-58							
3590	UTAH STATE DIVISION OF FINA	2024.B5183	POOL-B5183	12/02/2024	6,819.98	6,819.98	12/26/2024
Total 21-40-58:					6,819.98	6,819.98	
22-40-22							
1330	GUNNISON MARKET	2024.10	FIRE- FOOD	11/01/2024	93.13	93.13	12/11/2024
Total 22-40-22:					93.13	93.13	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
22-40-25							
173	APPARATUS EQUIPMENT & S	21-IV-8081	FIRE	11/25/2024	3,727.45	3,727.45	12/11/2024
745	COMMERCIAL BUSINESS RADI	112024	FIRE- NEW RADIO, BATTERY/C	11/20/2024	6,130.00	6,130.00	12/11/2024
1200	FREEDOM FORD- MERCURY IN	6093098	SUPER DUTY 4WD CREW CAB-	11/15/2024	283.81	283.81	12/11/2024
1315	GUNNISON IMPLEMENT CO	2024.11	FIRE	11/30/2024	38.27	38.27	12/26/2024
1330	GUNNISON MARKET	2024.10	FIRE- PARADE CANDY	11/01/2024	103.13	103.13	12/11/2024
1635	Jed Hansen	2024.11	FIRE-REIMBURMENT FLASHLIG	11/27/2024	118.14	118.14	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	FIRE DEPARTMENT	11/30/2024	490.00	490.00	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	FIRE DEPARTMENT	11/30/2024	200.00	200.00	12/26/2024
Total 22-40-25:					11,090.80	11,090.80	
22-40-28							
1300	GTELCO	2024.11.585	FIRE- NOVEMBER 2024	12/01/2024	97.88	97.88	12/11/2024
3675	VERIZON WIRELESS	9979725406	FIRE-	11/26/2024	40.04	40.04	12/11/2024
Total 22-40-28:					137.92	137.92	
22-40-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	FIRE DISTRICT- NOVEMBER 20	12/12/2024	20.00	20.00	12/26/2024
Total 22-40-29:					20.00	20.00	
22-40-30							
2505	ENBRIDGE GAS	2024.11.67543	FIRE- NOVEMBER 2024	12/03/2024	440.39	440.39	12/11/2024
Total 22-40-30:					440.39	440.39	
22-40-69							
31	AMAZON BUSINESS	1NX9-YMVW-T	FIRE-GARAGE DOOR OPENER	12/01/2024	292.80	292.80	12/26/2024
Total 22-40-69:					292.80	292.80	
22-40-70							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	FIRE- MONTHLY MPS NOVEMB	12/01/2024	180.00	180.00	12/11/2024
1795	Keddington & Christensen LLC	5114	FIRE- NOVEMBER 2024	12/03/2024	200.00	200.00	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	FIRE-GSUITE	11/30/2024	16.92	16.92	12/26/2024
Total 22-40-70:					396.92	396.92	
22-40-71							
3	AARON MCKLASKEY	2024	FIRE-SUMMER WILDFIRES 202	12/02/2024	540.00	540.00	12/11/2024
3885	COLTON COATES	2024	FIRE- WILDLAND FIRES 2022	12/02/2024	60.00	60.00	12/11/2024
1587	JAY BARTHOLOMEW	2024	FIRE- WILDLAND FIRES 2024	12/02/2024	402.50	402.50	12/11/2024
1820	KELBEY NAY	2024	FIRE-SUMMER WILDFIRES 202	12/02/2024	480.00	480.00	12/11/2024
3886	KEVIN SEELY	2024	FIRE- WILLAND FIRES 2024	12/02/2024	660.00	660.00	12/11/2024
2702	Rohn Peterson	2024	WILDLAND FIRE PAY 2024	12/02/2024	180.00	180.00	12/11/2024
3840	STEVEN SAULTER	2024	WILDLAND PAY 2024	12/02/2024	1,452.50	1,452.50	12/11/2024
3841	STOCKTON HANSEN	2024	WILDLAND FIRE PAY 2024	12/02/2024	225.00	225.00	12/11/2024
3712	WILLIAM PARK	2024	WILDLAND FIRE PAY 2024	12/02/2024	150.00	150.00	12/11/2024
3712	WILLIAM PARK	2024	WILDLAND FIRE PAY	12/02/2024	962.50	962.50	12/11/2024
Total 22-40-71:					5,112.50	5,112.50	
50-40-24							
3839	STATE BANK OF SOUTHERN UT	2024.11	PI	11/30/2024	200.00	200.00	12/26/2024

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
Total 50-40-24:					200.00	200.00	
50-40-26							
4053	GUNNISON-FAYETTE CANAL C	2024	CAPITAL STOCK- 36 13/100	12/02/2024	289.00	289.00	12/11/2024
Total 50-40-26:					289.00	289.00	
50-40-30							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	PI- MONTHLY MPS NOVEMBER	12/01/2024	135.00	135.00	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	PI-GSUITE	11/30/2024	12.65	12.65	12/26/2024
Total 50-40-30:					147.65	147.65	
50-40-75							
3970	BADGER METER	80178960	PI- ORION CELLULAR LTE SER	11/28/2024	163.00	163.00	12/11/2024
1515	HYDRO SPECIALTIES COMPAN	29037	PI- REQUEST 10	11/26/2024	55,312.80	55,312.80	12/11/2024
Total 50-40-75:					55,475.80	55,475.80	
51-81-24							
2445	POSTMASTER	2024.11	WATER- NOVEMBER 2024 WAT	12/03/2024	316.25	316.25	12/03/2024
2445	POSTMASTER	2024.12	DECEMBER 2024 WATER STAT	12/31/2024	314.94	314.94	12/31/2024
Total 51-81-24:					631.19	631.19	
51-81-25							
590	CENTRAL UTAH PUBLIC HEALT	2024.11	PUBLIC WATER SAMPLE- ACCO	11/30/2024	220.00	220.00	12/11/2024
1315	GUNNISON IMPLEMENT CO	2024.11	WATER-FUEL	11/30/2024	86.75	86.75	12/26/2024
2555	RASMUSSEN'S ACE HARDWAR	2024.11	WATER	11/30/2024	8.63	8.63	12/26/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	MAVERICK	11/30/2024	26.70	26.70	12/26/2024
Total 51-81-25:					342.08	342.08	
51-81-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	WATER- NOVEMBER 2024	12/12/2024	6,128.29	6,128.29	12/26/2024
Total 51-81-29:					6,128.29	6,128.29	
51-81-31							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	WATER- MONTHLY MPS NOVE	12/01/2024	165.00	165.00	12/11/2024
1063	ENSIGN	3F1946PL.1	WATER-LEAD AND COPPER SU	10/10/2024	100,000.00	100,000.00	12/11/2024
1795	Keddington & Christensen LLC	5114	WATER- NOVEMBER 2024	12/03/2024	758.02	758.02	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	WATER-GSUITE	11/30/2024	15.82	15.82	12/26/2024
Total 51-81-31:					100,938.84	100,938.84	
51-81-77							
3395	TRUST LANDS ADMINISTRATIO	393	LAND EXCHANGE AGREEMENT	12/01/2024	50,000.00	50,000.00	12/11/2024
4057	WILD ROSE REAL ESTATE LLC	2024.12.24	WATER RIGHTS PURCHASE	12/24/2024	1,166,000.00	1,166,000.0	12/24/2024
Total 51-81-77:					1,216,000.00	1,216,000.0	
51-81-94							
3590	UTAH STATE DIVISION OF FINA	2024.3F208	WATER- 3F208	12/02/2024	94,000.00	94,000.00	12/26/2024
Total 51-81-94:					94,000.00	94,000.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
51-82-24							
3839	STATE BANK OF SOUTHERN UT	2024.11	SEWER	11/30/2024	601.00	601.00	12/26/2024
Total 51-82-24:					601.00	601.00	
51-82-25							
1315	GUNNISON IMPLEMENT CO	2024.11	SEWER- FUEL	11/30/2024	86.76	86.76	12/26/2024
Total 51-82-25:					86.76	86.76	
51-82-29							
2685	ROCKY MOUNTAIN POWER	2024.11.66589	SEWER- NOVEMBER 2024	12/12/2024	95.94	95.94	12/26/2024
Total 51-82-29:					95.94	95.94	
51-82-31							
998	DYNAMIC INTEGRATIONS, LLC	INV-10569	SEWER- MONTHLY MPS NOVE	12/01/2024	135.00	135.00	12/11/2024
1795	Keddington & Christensen LLC	5114	SEWER- NOVEMBER 2024	12/03/2024	758.02	758.02	12/11/2024
3839	STATE BANK OF SOUTHERN UT	2024.11	SEWER-GSUITE	11/30/2024	12.65	12.65	12/26/2024
Total 51-82-31:					905.67	905.67	
51-82-71							
2550	RASMUSSEN EXCAVATION L.L.	29037	STREETS-COLLARS FOR MAH	12/10/2024	18,826.50	18,826.50	12/11/2024
Total 51-82-71:					18,826.50	18,826.50	
Grand Totals:					1,719,351.98	1,719,351.9	

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
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Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: January 6, 2025
Re: Gunnison Irrigation Company Presentation – Emergency Action Plan

Representatives from the Gunnison Irrigation Company would like to update the City Council about the Emergency Action Plan and water monitoring systems of the company.

No action by the Council is expected.

EMERGENCY ACTION PLAN

Dairy Dam
Gunnison Dam
Ninemile Dam
Gunnison Sediment Pond Dam



GUNNISON IRRIGATION COMPANY

June 2024

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SIGNATURE PAGE

DAIRY DAM, GUNNISON DAM, NINE MILE DAM AND SEDIMENT POND 2 EMERGENCY ACTION PLAN Participant Concurrence

We the undersigned, representing our respective organizations, have read the Emergency Action Plan for Gunnison Dam, and understand our responsibilities should an emergency occur:

Sanpete County Sheriff

Date

Sanpete County Emergency Management Director

Date

President, Gunnison Irrigation Company

Date

Dam Tender and Water Master

Date

Dam Engineer

Date

Division of Comprehensive Emergency Management

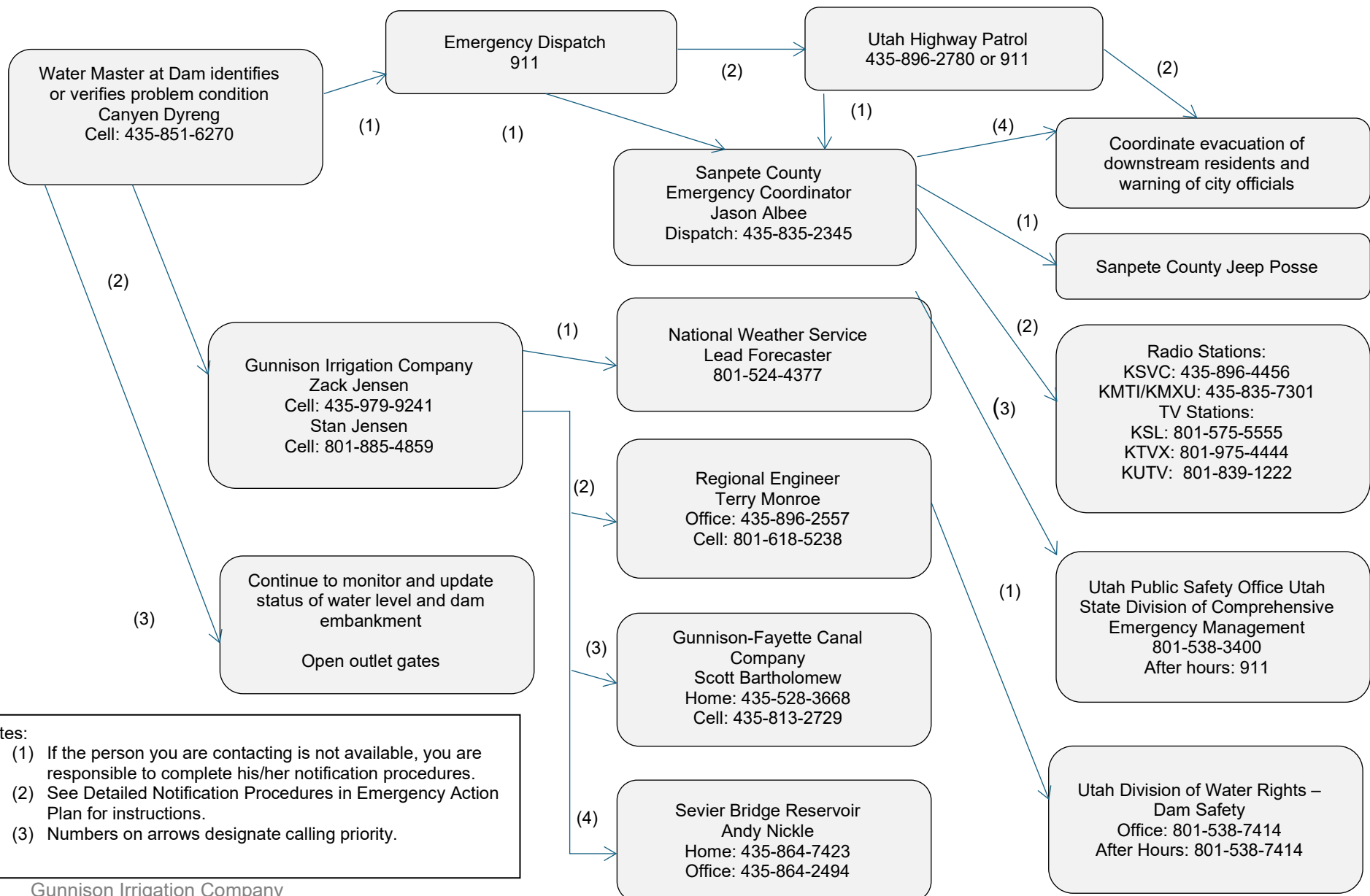
Date

Colorado Basin River Forecast Center, National Weather Service

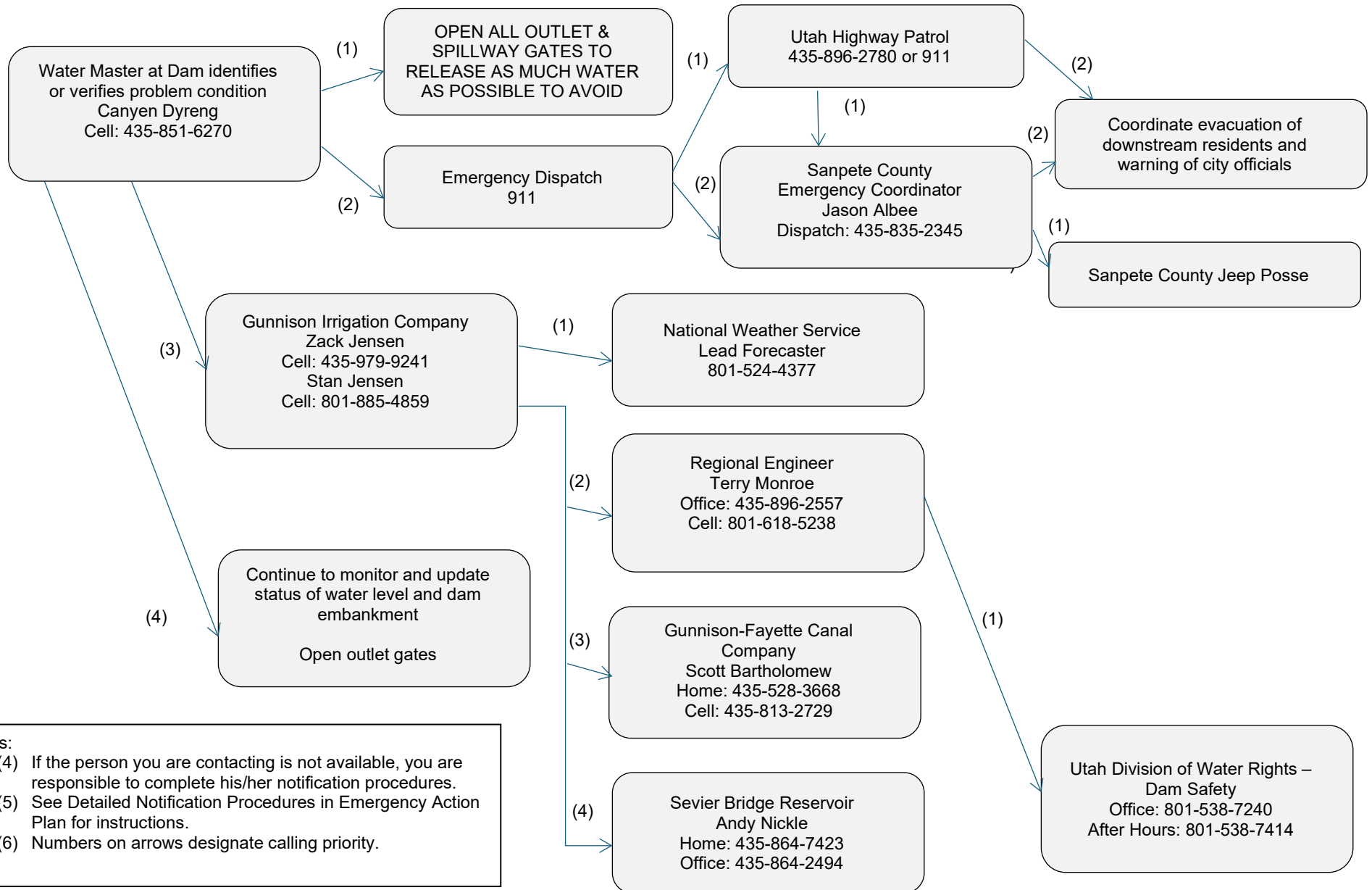
Date

FLOW CHARTS

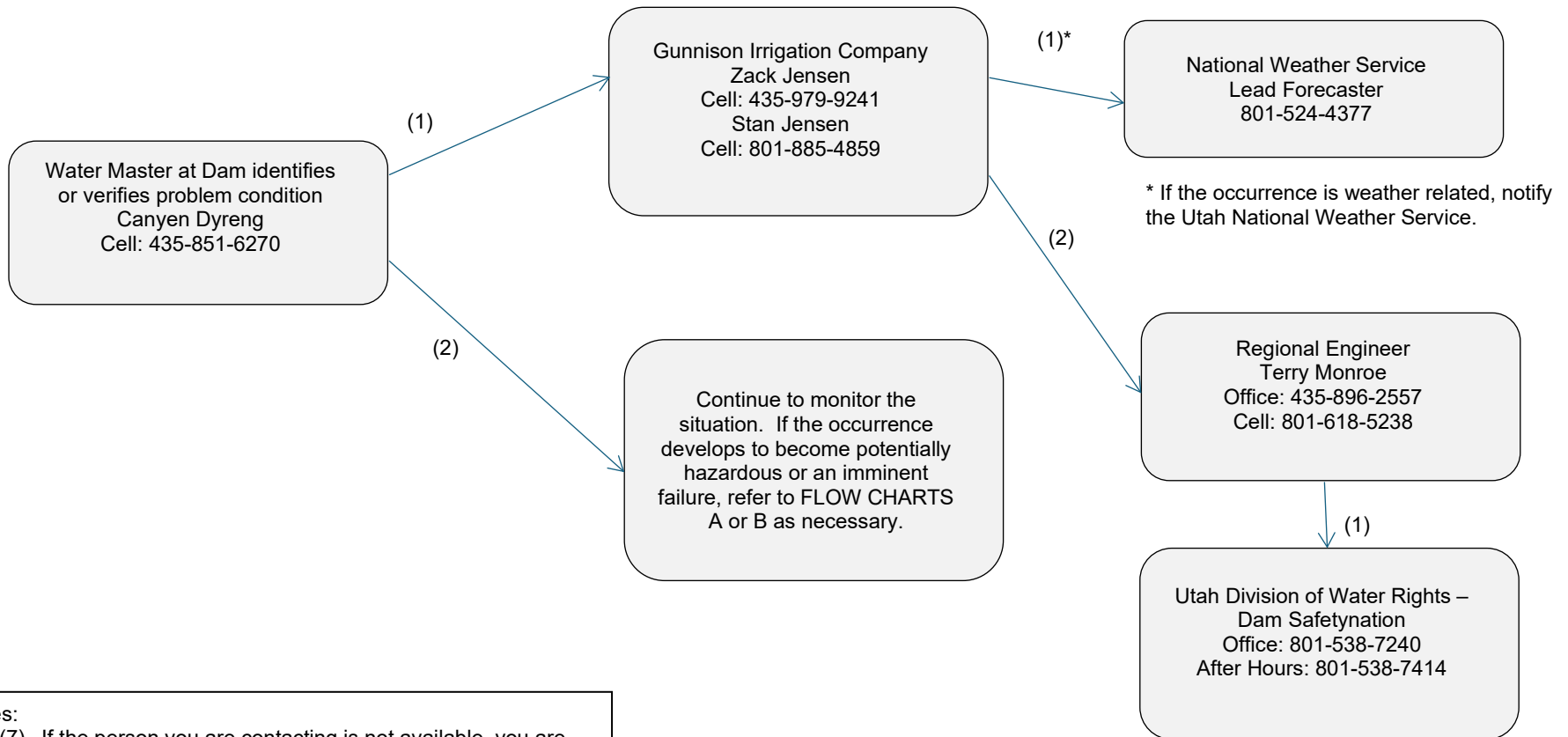
EMERGENCY ACTION PLAN NOTIFICATION FLOW CHART A FAILURE IS IMMINENT OR HAS OCCURRED



EMERGENCY ACTION PLAN NOTIFICATION FLOW CHART B POTENTIALLY DANGEROUS SITUATION IS DEVELOPING



EMERGENCY ACTION PLAN NOTIFICATION FLOW CHART C UNUSUAL OCCURRENCE



Notes:

- (7) If the person you are contacting is not available, you are responsible to complete his/her notification procedures.
- (8) See Detailed Notification Procedures in Emergency Action Plan for instructions.
- (9) Numbers on arrows designate calling priority.

1. ALL DAMS

1.1 Introduction

This Emergency Action Plan (EAP) was prepared by the Gunnison Irrigation Company as a requirement of Section 73-5a-601 of the Utah Code Annotated 1953, as amended. Specifics of this requirement are contained in Administrative Rules R655-12-6. This document is not intended to reflect in any way upon the integrity of the Dams. It is a plan for communications and actions to be taken during an emergency event.

The Gunnison Irrigation Company will annually update and verify the notification flowcharts and procedures. Individuals identified in this document with responsibilities for notifications or evacuations will immediately notify the Gunnison Irrigation Company of any changes in personnel or responsibilities so that updates may be made as necessary.

The EAP will be exercised prior to each annual update. This will include following the flowchart of Notification Chart A. Each person listed will contact the people as listed to inform them that the Dam EAP is being exercised and they need to call the people who they are responsible to inform. Each caller must be sure to inform those whom they call that this is an exercise and not an actual emergency. If a caller discovers that an individual or phone number identified in the chart has changed, they will immediately call the Gunnison Irrigation Company and inform them of the changes.

1.1.1 General Responsibilities

The primary responsibility for notification of an emergency condition at the Dam rests with the Water Master and/or the Gunnison Irrigation Company officials. They also retain ultimate responsibility for the safety of the dam. Inasmuch as they have these responsibilities, they also maintain primary responsibility for actions to monitor, survey, operate, and modify the dam and its facilities during an emergency situation. They shall direct these activities and any other activities needed to protect the dam and to minimize damage resulting from dam failure, flooding or sudden large releases.

The Water Master and/or the President of the Gunnison Irrigation Company have the responsibility to classify the emergency as a(n):

Failure is Imminent or Has Occurred condition and to instruct use of Chart A.

Potentially Dangerous Situation is Developing condition and to instruct use of Chart B.

Unusual Occurrence condition and to instruct use of Chart C.

During an emergency, the State of Utah, through the Division of Water Rights, may direct the Gunnison Irrigation Company to make operational changes, including closure of gates and changes of releases. The State may also advise the Company to structurally modify the dam or appurtenances during an emergency. These officials include the State Engineer, the Director and staff of the Office of Dam Safety, and the Richfield Regional Engineer.

All structural modifications to the dam or appurtenances require approval from a licensed professional engineer, qualified to make these recommendations.

The Sanpete County Sheriff's Office and the County Emergency Coordinator have the primary responsibility for evacuation and roadblocks during a dam failure situation. Furthermore, the Sanpete County Sheriff's Office is responsible for notification of media and the Utah State Division of Comprehensive Emergency Management. Sanpete County Sheriff's Office will be the primary media contact as well. Sanpete County Sheriff's Office will coordinate the activities of the Utah Highway Patrol.

1.1.2. Communications and Logs

When communicating warnings or notices, each communicator should speak clearly, slowly, pronounce words carefully and avoid slang. The following should be stated:

- Who the communicator is
- The type of emergency
- The notification chart being used

Both the person sending and the person receiving the warning or notification should maintain an accurate log of time of notification, the name of the person communicated with, and the nature of the emergency. All logs will be forwarded to the Gunnison Irrigation Company.

1.2 Emergency Identification, Evaluation and Classification

A primary purpose for the preparation of this Emergency Action Plan (EAP) is to aid the Water Master during an emergency situation or unusual occurrence in determining immediate actions to take:

- Whom to notify
- What decision to make
- Actions to be taken in the event of a loss of communications

As defined, an **emergency situation** is of a serious nature, developing suddenly and unexpectedly, that will endanger the structural integrity of the dam, or endanger downstream property and persons, and demands immediate attention.

Emergency Situations are classified as one of the following:

- Failure is Imminent or Has Occurred
- Potentially Dangerous Condition is Developing
- Unusual Occurrence

NOTE: Operating personnel must be knowledgeable regarding what constitutes imminent failure of the dam. A false alarm causing panic and possible loss of life would be a mistake-no alarm and subsequent failure of the dam would be a greater mistake. Notify

the Sheriff's Office of possible flooding downstream as early as possible; make certain all officials understand the situation.

1.2.1. Failure Is Imminent or Has Occurred

The most critical situation is the failure or imminent failure of the dam. It is the impending or sudden uncontrolled release of water. The conditions that are considered failure of the dam or imminent failure are:

- The dam is breached; water is passing the dam uncontrolled.
- The water in the reservoir is expected to overtop the dam.
- The emergency spillway is eroding and is expected to erode to the reservoir.
- The dam crest has slumped and overtopping is expected.
- A whirlpool has developed in the reservoir.
- Large debris (rock, metal, concrete) is being expelled from the outlet works.
- Any other situation determined by the Water Master as failure or imminent failure of the dam.

1.2.2. Potentially Dangerous Situation is Developing

A potentially dangerous situation is developing when a condition exists that could damage the dam, spillway, or structures to the extent that, if left unattended, would cause a failure. Those situations considered as potentially dangerous include, but are not limited to:

- A rapid rise in the reservoir due to uncontrolled inflows.
- A large seep has developed-with or without movement of soil.
- A large crack has developed in the embankment.
- A significant slumping of the dam has occurred.
- Unusually large spillway discharges are expected with the potential for downstream flooding (i.e., canal failure).
- A boil has developed at the toe of the dam.
- Outlet works or spillway are blocked or not functioning in a closed position at full reservoir condition.
- A landslide affecting the dam controls.
- Any other situation determined by the Water Master as potentially dangerous to the dam, spillway, or structures.

1.2.3. Unusual Occurrence

An unusual occurrence is defined as an event which takes place or a condition which develops, which is not normally encountered in the routine operation of the dam and reservoir, and which may endanger the dam. This necessitates either a temporary or permanent revision of the Standing Operating Procedures. Illegal activities, accidents or hazardous spills are also included with this classification. Unusual occurrences do not necessarily require emergency response but do require notification (see Chart C).

The Water Master shall report immediately any unusual occurrence to the Gunnison Irrigation Company President and Vice President, who will promptly notify appropriate personnel in the Regional Office of the Division of Water Rights, who will promptly notify appropriate personnel in the Utah State Dam Safety Office by telephone.

Unusual occurrences include, but are not limited to, the following conditions:

- An earthquake observed at the site or reported close to the dam.
- Significant changes in piezometer readings, either high or low.
- Significant changes in toe drain readings, either high or low.
- Coloration of seepage water.
- Debris present in seepage water.
- Inoperable control structures in outlet works or spillway.
- Drownings.
- Accidents.
- Environmental accidents or spills of hazardous materials.
- Bomb threats.
- Criminal activities.
- Landslide-not affecting control structures.
- Any other event determined by the Water Master to require reporting.

1.2.4. Warning Messages

The warning message to local authorities and State officials should be made clearly and briefly. There are two possible warnings for the **Failure is Imminent or Has Occurred** condition and two for the **Potentially Dangerous Situation is Developing** condition. There are no specific warnings for the **Unusual Occurrence** condition.

For the condition **Failure is Imminent or Has Occurred**, one of the following warnings should be used:

- A **warning** of the strong possibility of failure and calling for the evacuation of the flood plain.
- A **notification** of failure and calling for immediate evacuation of the flood plain.
- For the condition **Potentially Dangerous Situation is Developing**, one of the following warnings should be used:
- An alert of a potential emergency condition expressing concern for the safety of the dam. Do not inform the public.
- An advisement for the public to prepare to evacuate the flood plain.

1.3. Notification Procedures

Upon determination of an emergency related to the Dam and Reservoir, each entity listed will carry out the notification procedures per the notification flow charts and as outlined in the following sections. The two possible warnings for this situation are:

- A **warning** of the strong possibility of failure and calling for the evacuation of the inundation zone.

SAMPLE MESSAGE:

(Specify Dam) will likely fail. Commence notifications in Chart A and proceed with immediate evacuation of the inundation zone identified in EAP.

- A notification of dam failure and calling for immediate evacuation of the inundation zone.

SAMPLE MESSAGE:

(Specify Dam) failed at (time, date). Commence notifications in Chart A and proceed with immediate evacuation of the inundation zone identified in EAP.

The Dams do not have a full-time dam tender but do have a Water Master that regularly visits the sites during the irrigation season. The **first responder** to an emergency situation will likely be someone other than the Water Master. This first responder may be a private citizen, someone from the Gunnison Irrigation Company or possibly the Water Master. The first responder should make notification of failure or imminent failure to Emergency Dispatch - 911, who will follow procedures according to notification Chart A. Following are the phone numbers where probable first responders could be located:

Gunnison Irrigation Company, Zack Jensen (435) 979-9241

The Emergency Dispatch - 911 should request that the first responder maintain communications with Dispatch and continue to monitor the dam from a safe location until Gunnison Irrigation Company officials or State Dam Safety officials are on-site. If the first responder is the Water Master, he should proceed to follow notification procedures in Chart A.

1.3.1. Failure Is Imminent or Has Occurred (Notification Chart A)

Notification Procedures to be Followed by Water Master

Canyen Dyreng Cell: (435) 851-6270

Immediately after the Water Master has detected an emergency situation, he/she should proceed to perform the duties and contact the people as outlined below:

Contact Emergency Dispatch - 911 as the first responder.

Instructions: Notify Emergency Dispatch - 911 of the emergency condition (specific dam failure and time) and tell him/her to begin notification procedures as per Flow Chart A. Transmit either a WARNING or NOTIFICATION.

Gunnison Irrigation Company Officials

Zack Jensen Cell: (435) 979-9241

Stan Jensen Cell: (801) 885-4859

Instructions: Notify the Gunnison Irrigation Company officials of the emergency condition (specific dam failure and time) and tell him/her to begin notification procedures as per Flow Chart A. Inform them whether a WARNING or NOTIFICATION has been issued.

Open the outlet gates to full capacity and continue to monitor and update the status of water level and dam embankment.

Notification Procedures to be Followed by Emergency Dispatch – 911

Emergency Dispatch is to attempt to contact the Water Master and to receive a report from him/her before proceeding with notification. The exception is if the initial report from the first responder is that the dam has failed and the report is believable, Dispatch should proceed with notifications.

Contact the Sanpete County Emergency Coordinator

Jason Albee Dispatch: (435) 835-2345 or 911

Instructions: *Notify the Emergency Action Coordinator of the emergency condition (specific dam failure and time) and tell him/her to begin notification procedures as per Flow Chart A. Issue either a WARNING or a NOTIFICATION. Instruct him to call and coordinate with the Sanpete County Jeep Posse the evacuation of downstream residents along with enacting the Sanpete County Emergency Plan. Tell him/her to notify the downstream city officials of the emergency.*

Utah Highway Patrol and Sevier County Dispatch (435) 896-2780 or 911

Instructions: *Notify the Utah Highway Patrol and Sevier County Dispatch of the emergency condition (specific dam failure and time). The Utah Highway Patrol is to assist in setting up roadblocks at the north and south ends of the Town of Centerfield and coordinate with the Sanpete County Jeep Posse to evacuate downstream residents. Issue either a WARNING or a NOTIFICATION.*

Notification Procedures to be Followed by the Sanpete County Emergency Coordinator

Jason Albee Dispatch: (435) 835-2345 or 911

Once the Emergency Coordinator has received notification from Emergency Dispatch - 911 of the emergency situation, he/she should proceed to contact the following people/agencies immediately and give the instructions listed:

Sanpete County Jeep Posse. Instruct the posse to commence immediate evacuation of the areas in the inundation zone below the Dam. Notify the downstream city officials of the emergency.

Local Radio and Television Stations:

KMTI/KMXU	(435) 835-7301
KSVC/KCYP	(435) 896-4456
KSL	(801) 575-5555
KTVX	(801) 975-4444
KUTV	(801) 839-1222

Instructions: *The Sanpete County Sheriff's Office should initiate the Emergency Broadcast System and request that the following public emergency announcement be broadcast:*

"Due to the failure (or imminent failure) of the Dam, all residents or businesses in Centerfield, downstream from the Dam, should evacuate to high ground immediately. Stay tuned to the radio/TV for further instructions."

Utah Public Safety Office Utah State Division of Comprehensive Emergency Management (CEM) (801) 538-3400 (801) 554-5659 (after hours)

Instructions: Notify CEM of the emergency condition and status.

Coordinate evacuation of downstream residents and warning of city officials.

Notification Procedures to be Followed by Utah Highway Patrol (UHP) and Sevier County Dispatch

Once the UHP and Sevier County Dispatch have received notification from the Emergency Dispatch 911, he/she should proceed to contact the Sanpete County Sheriffs Office immediately and give the instructions listed:

Sanpete County Emergency Coordinator

Jason Albee Dispatch: (435) 835-2345 or 911

Instructions: Notify the Emergency Action Director and/or Coordinator of the emergency condition (specific dam failure and time) and tell him/her to begin notification procedures as per Flow Chart A. Transmit either a WARNING or a NOTIFICATION. Instruct him to call and coordinate with the Sanpete County Jeep Posse the evacuation of downstream residents in Sanpete County along with enacting the Sanpete County Emergency Plan. Tell him/her to notify the downstream city officials of the emergency.

Notification Procedures to be Followed by Gunnison Irrigation Company Officials

Zack Jensen Cell: (435) 979-9241
Stan Jensen Cell: (801) 885-4859

Once the Gunnison Irrigation Company officials receive notification from the Water Master of the emergency situation, they should proceed to contact the following people/agencies and give the appropriate instructions:

National Weather Service Office: (801) 524-4377

Instructions: Advise the weather service of the emergency situation (specific dam failure and time). Transmit either a WARNING or NOTIFICATION. Request that the weather service broadcast public notices statewide using the Emergency Broadcast System (EBS) of the specific failure to warn people traveling to the nearby area.

Richfield Regional Engineer, Terry Monroe Office: (435) 896-2557
Cell: (801) 618-5238

Instructions: Notify the Regional Engineer of the emergency situation (specific dam failure and time) and tell him/her to follow notification procedures as per Flow Chart A in the Gunnison Irrigation Company Dam EAP. Transmit either a WARNING or a NOTIFICATION.

Gunnison-Fayette Canal Company President, Scott Bartholomew, Home: (435) 528-3668
Cell: (435) 813-2729

Instructions: Notify the canal company of the emergency situation (specific dam failure and time). Instruct him/her about operation of Gunnison-Fayette Canal during the emergency.

Sevier Bridge Reservoir Manager, Andy Nickle, Office: (435) 864-2494
Home: (435) 864-7423

Instructions: Notify the Dam Tender/Operator at Sevier Bridge Reservoir of the emergency situation (specific dam failure and time). Instruct him/her about operation of Sevier Bridge Reservoir during the emergency.

Notification Procedures to be Followed by Richfield Regional Engineer

Terry Monroe Office: (435) 896-2557 Cell: (801) 618-5238

Once the Richfield Regional Engineer has received notification from the Gunnison Irrigation Company officials, he/she should contact the following:

Utah Division of Water Rights - Dam Safety

Office: (801) 538-7414 After Hours: (801) 538-7414

Instructions: Notify the Division of Water Rights of the emergency situation (specific dam failure and time). Keep them informed of the status of the emergency. Transmit either a WARNING or NOTIFICATION.

Downstream Resident Evacuation

The Sanpete County Sheriff's Office will coordinate efforts, with the Jeep Posse and the Highway Patrol to evacuate and warn residents living downstream of the Dam in the event of an emergency. All people living within the inundation boundaries outlined in Appendices for each dam should be notified of failure or imminent dam failure.

The law enforcement agencies should set up evacuation meeting areas (i.e., LDS chapels, schools, county facilities) and inform the residents to evacuate to these areas immediately. An Emergency Command Center should be set up and should inform the radio stations of these gathering centers.

1.3.2 A Potentially Dangerous Situation is Developing (Notification Chart B)

For this condition, one of the following warnings should be used:

An **alert** of a potential emergency condition expressing concern for the safety of the dam. In this situation, the threat to the safety of the dam is not sufficient to prepare the public for evacuation.

SAMPLE MESSAGE:

There exists a dangerous situation at (Specify Dam). DO NOT NOTIFY THE PUBLIC, but notify all evacuation personnel of the situation and ask them to maintain contact.

An advisement of a need for preparation to evacuate the inundation zone. In this situation, the public is to be notified that conditions exist at the dam that are a threat to the safety of the dam and have the potential to cause a failure if the conditions worsen. The public should prepare themselves to be evacuated and wait for further instructions.

SAMPLE MESSAGE:

There exists a dangerous situation at (Specify Dam). NOTIFY THE PUBLIC that evacuation may be necessary and instruct the public to prepare for evacuation.

Notification Procedures to be Followed by Water Master

Canyen Dyreng

Cell: (435) 851-6270

Immediately after the Water Master has detected a potentially dangerous situation, he/she should proceed to perform the duties and contact the people as outlined below:

Determine whether evacuation of the reservoir should be started in order to prevent dam failure or to minimize damage to property or loss of life. Attempt to consult with Gunnison Irrigation Company officials before starting evacuation of the reservoir.

Determine whether the warning will be an **alert** or an **advisement**, as outlined in the previous page.

Contact Emergency Dispatch - 911 as the first responder.

Instructions: Notify Emergency Dispatch - 911 of the emergency conditions and tell the dispatcher to begin notification procedures as per Flow Chart B in the Gunnison Irrigation Company EAP. Transmit either an ALERT or ADVISEMENT.

Contact Gunnison Irrigation Company Officials

Zack Jensen

Cell: (435) 979-9241

Stan Jensen

Cell: (801) 885-4859

Instructions: Notify the Gunnison Irrigation Company officials of the emergency condition. Inform them of the status of the warning (either an **ALERT** or an **ADVISEMENT**).

Continue to monitor and update the status of water level and dam embankment. If the condition rises or becomes uncontrolled, refer to and begin notification procedures as per Flow Chart A, Failure is Imminent or Has Occurred.

Notification Procedures to be Followed by Emergency Dispatch - 911

After receiving notification of a problem from a person at the dam, Emergency Dispatch is to attempt to contact the Water Master and to receive a report from him/her before proceeding with notifications. If the dam has failed, dispatch is to initiate notification procedures according to Chart A.

Canyen Dyreng Cell: (435) 851-6270

Once Emergency Dispatch - 911 has received a report from the Water Master, he/she should proceed to contact the following:

Contact the Sanpete County Emergency Coordinator

Jason Albee Dispatch: (435) 835-2345 or 911

Instructions: Notify the Sanpete County Emergency Action Coordinator of the emergency condition and tell him/her to begin notification procedures as per Flow Chart B. If the warning is an ALERT, instruct him/her to inform the Sanpete County Jeep Posse of the need to maintain communications and the potential need to evacuate the flood path. If the warning is an ADVISE/ENT, instruct him/her to coordinate efforts with the Sanpete County Jeep Posse to warn downstream residents in Sanpete County to prepare for evacuation. Tell him/her to warn the downstream city officials of the emergency.

Utah Highway Patrol and Sevier County Dispatch (435) 896-2780 or 911

Instructions: Notify the Utah Highway Patrol and Sevier County Dispatch of the emergency. If the warning is an ALERT, instruct him/her to maintain communications and await further directions. If the warning is an ADVISEMENT, have the Highway Patrol assist in warning downstream residents in coordination with the Sanpete County Jeep Posse.

Notification Procedures to be Followed by the Sanpete County Emergency Coordinator

Jason Albee Dispatch: (435) 835-2345 or 911

Once the Sanpete County Emergency Coordinator has received notification from Emergency Dispatch - 911 of the emergency situation, he/she should proceed to contact the following people/agencies immediately and give the instructions listed:

Sanpete County Jeep Posse.

Instructions: *Call and coordinate with the Sanpete County Jeep Posse. If the warning is an ALERT, instruct the Jeep Posse to maintain communication and await further directions. If the warning is an ADVISEMENT, instruct the Jeep Posse to warn downstream residents in Sanpete County of the need to prepare for evacuation. Alert the downstream city officials of the emergency.*

Notification Procedures to be Followed by Utah Highway Patrol (UHP) and Sevier County Dispatch

Once the UHP and Sevier County Dispatch have received notification from the Emergency Dispatch - 911, he/she should proceed to contact the Sanpete County Sheriffs Office immediately and give the instructions listed:

Sanpete County Emergency Coordinator

Jason Albee Dispatch: (435) 835-2345 or 911

Instructions: Notify the Sanpete County Emergency Action Director and/or Coordinator of the emergency condition and tell him/her to begin notification procedures as per Flow Chart B. If the warning is an ALERT, instruct him/her to inform the Sanpete County Jeep Posse of the need to maintain communications and the potential need to evacuate the flood path. If the warning is an ADVISEMENT, instruct him/her to coordinate efforts with the Sanpete County Jeep Posse to warn downstream residents in Sanpete County to prepare for evacuation. Tell him/her to warn the downstream city officials of the emergency.

Notification Procedures to be Followed by Gunnison Irrigation Company Officials

Zack Jensen Cell: (435) 979-9241

Stan Jensen Cell: (801) 885-4859

Once the Gunnison Irrigation Company officials receive notification from the Water Master of the emergency situation, they should proceed to contact the following people/agencies and give the appropriate instructions:

National Weather Service, Office: (801) 524-4377

Instructions: *If the warning is an ALERT, inform the weather service of the potential emergency situation and tell the weather service that you will contact them if the situation worsens and a broadcast will need to be made to the public.*

If the warning is an ADVISEMENT, inform the weather service of the potential emergency situation. Request that the weather service broadcast public notices of the potential emergency statewide to warn people traveling to the nearby area and to warn people in the flood path to prepare to evacuate.

Richfield Regional Engineer, Terry Monroe Office: (435) 896-2557 Cell:(801) 618-5238

Instructions: *Notify the Regional Engineer of the emergency situation and tell him/her to follow notification procedures as per Flow Chart B in the Gunnison Irrigation Company Dam EAP. Inform the Regional Engineer of the warning status, whether an ALERT or ADVISEMENT.*

Gunnison-Fayette Canal Company President, Scott Bartholomew Home: (435) 528-3668
Cell: (435) 813-2729

Instructions: *Notify the canal company of the potential emergency situation. Instruct him/her about operation of Gunnison-Fayette Canal during the emergency.*

Sevier Bridge Reservoir Manager, Andy Nickle, Office: (435) 864-2494
Home: (435) 864-7423

Instructions: *Notify the Dam Tender/Operator at Sevier Bridge Reservoir of the potential emergency situation. Instruct him/her about operation of Sevier Bridge Reservoir during the emergency.*

Notification Procedures to be Followed by Richfield Regional Engineer

Terry Monroe Office: (435) 896-2557 Cell:(801) 618-5238

Once the Richfield Regional Engineer has received notification from the Gunnison Irrigation Company officials, he/she should contact the following:

Utah Division of Water Rights - Dam Safety Office: (801) 538-7414
After Hours: (801) 538-7376

Instructions: *Advise the personnel listed above of the potential emergency situation. Keep them updated on the status of the potential emergency. Inform them of the warning status, whether an ALERT or ADVISEMENT.*

Downstream Resident Evacuation

ALERT

During an ALERT situation, emergency personnel and dam safety officials will be informed of the situation and communications will be maintained until the crises passes. **Notification of the public is not made at this level of warning.**

ADVISEMENT

If an ADVISEMENT is issued, the Sanpete County Sheriffs Office will coordinate efforts with the Jeep Posse and the Highway Patrol to alert the residents living downstream of the Dam. All people living within the boundaries outlined in the "associated Dam Inundation Map" should be warned.

The law enforcement agencies will warn all residents that a potential failure emergency is developing and **all residents should prepare all essential items for evacuation.** After the residents have been warned, they should stand-by for evacuation notice and gathering places.

1.3.2. Unusual Occurrence (Notification Chart C)

An Unusual Occurrence may or may not be threatening to the dam but requires additional action and investigation.

Notification Procedures to be Followed by Water Master

Canyen Dyreng

Cell: (435) 851-6270

Immediately after the Water Master has detected an unusual occurrence, he/she should proceed to perform the duties and contact the people as outlined below.

Determine the extent of the occurrence and, if not threatening to the safety of the dam, start notification procedures in Chart C.

Contact Gunnison Irrigation Company Officials

Zack Jensen Cell: (435) 979-9241

Stan Jensen Cell: (801) 885-4859

Continue to monitor the situation.

Notification Procedures to be Followed by Gunnison Irrigation Company Officials

Zack Jensen Cell: (435) 979-9241

Stan Jensen Cell: (801) 885-4859

Once the Gunnison Irrigation Company officials receive notification from the Water Master of a weather-related unusual occurrence, they should proceed to contact the following:

National Weather Service, Office: (801) 524-4377

Instructions: Inform the weather service of the potential emergency weather condition. Request any pertinent weather information.

If the unusual occurrence warrants, call the Richfield Regional Engineer

Terry Monroe Office: (435) 896-2557 Cell:(801) 618-5238

Instructions: Notify the Regional Engineer of the situation and tell him/her to follow notification procedures as per Flow Chart C in the Gunnison Irrigation Company Dam EAP.

Notification Procedures to be Followed by Richfield Regional Engineer

Terry Monroe Office: (435) 896-2557 Cell:(801) 618-5238

Once the Richfield Regional Engineer has received notification from the Gunnison Irrigation Company officials, he/she should contact the Office of Dam Safety:

Dam Safety Office: (801) 538-7414 After Hours: (801) 538-7376

Instructions: Advise the personnel listed above of the potential emergency situation. Keep them updated on the status of the potential emergency.

1.4 Preventive Actions

There may be opportunities to prevent failure of the dam or to mitigate the damages downstream from the dam by quick, effective response by the dam owner. This section identifies access to the dam, surveillance, response during adverse weather, respond to flooding, earthquakes and all other emergencies. This section also explains the use of the flood inundation maps when making evacuations.

2. SPECIFIC INFORMATION FOR EACH DAM

2.1 Dairy Dam

2.2.1. Access to the Dam

Access to Dairy Dam by vehicle is from U.S. Highway 89. Under normal conditions, the best access is from the south side. If coming from the south, turn east off Highway 89 at Factory Lane (located south of Centerfield) and then turn onto the Dairy Dam access road when Factory Lane becomes a dirt road. It may be necessary to get off of the access road and go further east to access the dam if it has failed and the access road is inundated with water.

If coming from the north after a dam failure, the best access is to turn east of Highway 89 at the Mayfield turnoff (just north of Centerfield), follow this road until it ends at Dairy Road, turn

southwest onto the dirt section of Dairy Road, turn east onto a dirt road just before Dairy Road becomes asphalt. follow this dirt road around an old water tank to the north side of Dairy Dam.

Preferred Airfield

The closest airstrip is the Salina Gunnison Airport, just north of Redmond. From the airport, go north to get onto U.S. Highway 89. The distance from the airport to the dam site is approximately 8 miles.

Secondary Airfield

The Richfield Airport is equipped with runway lights. From the airport, access U.S. Highway 89 and go north. The distance from the airport to the dam site is approximately 30 miles.

2.2.2. Dam Surveillance During Emergency

- The Water Master priorities for activities are as follows:
- Identify, classify and evaluate emergency
- Gather pertinent information
- Start appropriate notification
- If communications are disrupted, re-establish communication by leaving site or sending others
- Return to site, collect data, obtain rate of failure information and report to technical experts

Control of flooding and releases is the responsibility of the Water Master.

In the absence of the Water Master, the Gunnison Irrigation Company President or Vice President shall direct the releases from the reservoir during an emergency situation.

Evacuation of the reservoir may be initiated by the Water Master if failure is imminent. He must immediately start notifications in Chart A. The Water Master may change release during an emergency situation only if there are no communications with the President or Vice President of the Gunnison Irrigation Company or the Richfield Regional Engineer.

Others are not to modify releases unless all of the above officials are incapacitated, and they have identified an urgent need to adjust dam releases. They must be willing also to accept full responsibility for their actions, recognizing that their actions may precipitate a total dam failure.

On-Site Surveillance During Darkness

If darkness is limiting the ability of the Water Master to monitor the dam, it is his responsibility to notify the President or the Vice President of the Gunnison Irrigation Company, who will promptly arrange for necessary lighting of the site.

Long-term surveillance during emergency conditions will require additional staffing above that of the Water Master. If continuous monitoring is required for more than 24 hours, the Gunnison Irrigation Company President will arrange for relief for the Water Master.

2.2.3. Excavation Equipment and Lighting Sources

The President shall be responsible to contact excavation contractors to maintain access to the dam during emergency situations. Following are the names of contractors or organizations available for snow removal, earth excavation, lighting equipment, or filter materials.

Madsen Excavation

(435) 979-6254

Mayfield

2.2.4. Operating Criteria During Flood Event

It is the responsibility of the Water Master to report flooding resulting from runoff, controlled reservoir releases, and uncontrolled reservoir releases to the Sanpete County Sheriff's Office. He is also responsible to contact irrigation companies below Dairy Dam to make arrangements for the companies to divert or store flood waters into their canals or reservoirs as appropriate to mitigate flood damages.

The surcharge capacity above elevation 5,253 is approximately 54 acre-feet. This freeboard in the reservoir should **not** be used to store water during normal operations of the reservoir. The emergency spillway is set to begin spilling at elevation 5,253. Any storage above elevation 5,253 increases the risk of overtopping the dam.

Normal Communications

If a situation develops at the reservoir whereby flooding of the reservoir above normal water surface elevation of 5,253 feet appears imminent, the Water Master shall immediately contact those individuals on Chart C.

Dairy Pond is off stream from the Highland Canal and water from the Highland Canal is transported to Dairy Pond via a turnout that releases water into two PVC inlet pipes with 21- and 24-inch diameters. Any water being delivered from the Highland Canal should be shut off from entering into the reservoir. The Water Master has equipment to operate the diversion structure. However, others may operate the gates manually during an emergency.

Information to be reported should include:

- Current reservoir water surface elevation

- Observed water surface rise rate
- Weather conditions in the vicinity-past, present and predicted
- The discharge conditions of the dam outlets

The Gunnison Irrigation Company officials will provide instructions regarding reservoir operation and further reporting based on this report.

If the reservoir water surface rises more than 18 inches above the level of the spillway, up to elevation 5,254.5 feet, notifications should proceed according to Chart B, Potentially Dangerous Situation is Developing. Releases from the reservoir into the New Field Canal greater than 80 cfs will cause some minor flooding below Dairy Dam. If the reservoir water surface rises above the invert of the spillway, elevation 5,253 feet, the canal outlet should be opened to bring the water surface below the spillway.

2.2.5. Operating Criteria Following an Earthquake

Dairy Dam is located at: LATITUDE: 39°7' N. LONGITUDE: 111°48' W.

ZONE: Dairy Dam is located in an area subject to earthquakes of Zone 3 damaging intensity.

SEISMIC EVALUATION: Zone 3 includes those areas where earthquake occurrence is probable and where major damage would be expected. The closest large magnitude earthquake with a Richter magnitude (M) of 5.2 M was recorded in October 1967. This occurred on the Sevier Fault near Monroe Peak. An earlier earthquake near Richfield in 1909 registered 6.7 M.

Normal Communications

If you have felt an earthquake or one has been reported to have occurred in your area with a Richter magnitude within the radius shown on the following table:

Richter Magnitude	Search Radius (miles)
4.0 to 4.5	10
4.6 to 5.0	12
5.1 to 5.5	18
5.6 to 6.0	25
6.1 to 6.5	38
6.6 to 7.0	55
7.1 and greater	75

Follow the procedures listed below:

Immediately conduct a general overall visual inspection of the dam. Take photographs (if possible) of any cracking, seepage or other changes in the dam.

IF THE DAM IS DAMAGED TO THE EXTENT THAT THERE IS INCREASED FLOW PASSING DOWNSTREAM, IMMEDIATELY IMPLEMENT FAILURE OR IMMINENT FAILURE PROCEDURES IN CHART A.

Perform a complete inspection of the Dam as outlined in Section 2.2.4 of the Standard Operating Procedures.

Read piezometers and repeat in 24 hours.

Report findings to the Gunnison Irrigation Company President or the Richfield Regional Engineer, Division of Water Rights.

If no apparent damage has occurred to the dam, embankments or appurtenant structures, a "No Damage" report must be made to the President of the Gunnison Irrigation Company and the Richfield Regional Engineer.

Continue to inspect and monitor the facilities for at least 48 hours or as instructed by the President of the Gunnison Irrigation Company in the event unobservable or delayed damage occurs.

Some damage to structures may not be readily apparent during an inspection immediately following an earthquake. It is possible that settlement of structures, the reactivation of old slides, or the development of new slides may not occur with ground shaking and would manifest itself after the initial inspection. A secondary inspection should be made two weeks to a month after the initial inspection.

2.2.6. Unusual Occurrences

All calls, conversations, or other contacts related to unusual occurrences are to be recorded in the DAM ACTIVITIES LOG. Also, photos are to be taken of unusual occurrences, if possible.

Slumping or Cracking of the Dam or Abutments

Determine the following:

- Location
- Size of affected area(s) in height, width, depth
- Severity
- Estimated discharge (whether clear or cloudy water)

- Reservoir and tail water elevations.
- Contact the Gunnison Irrigation Company President for additional instructions

Failure of Appurtenances or Operating Equipment

Determine the following:

- Probable causes of failure, duration, and effects on reservoir operation
- Immediate assistance required to remedy the problem, including (a) replacement parts; (b) type of labor available; (c) repair equipment
- Available temporary replacements or temporary alternatives; Other facts believed pertinent
- Contact the Gunnison Irrigation Company President for additional instructions

New Springs, Seeps, or Boggy Areas

Determine the following:

- Location
- Size of affected area(s); Estimated discharge
- Nature of the discharge (whether clear or cloudy water)
- Reservoir and tail water elevation
- Instructions after making above observations
- Report to the Gunnison Irrigation Company President for additional instructions
- Monitor continuously until instructed otherwise
- Develop a Map

If necessary to further analyze conditions, a map should be prepared showing the extent of all seep areas, springs, and any other pertinent data, including the dates of recording reservoir levels.

- Observe Settlement Points

If surface measurement (reading for settlement points) readings will help clarify abnormal conditions, such observations should be made, reported, and recorded.

Rapid Increase or Cloudy Appearance in Seepage

Determine the following:

- Location
- Size of affected area(s)
- Estimated discharge
- Nature of the discharge (whether clear or cloudy water)
- Reservoir and tail water elevation
- Instructions after making above observations:
 - Report to the Gunnison Irrigation Company President for additional instructions;
 - Monitor continuously until instructed otherwise.
 - Abnormal Piezometer Readings
 - See Section 2.2.3 of the Standard Operating Procedures regarding piezometer readings.

Landslide

Any landslide that could move into the outlet works or spillway area or into the reservoir, rapidly displacing large volumes of water, would be especially dangerous to the dam. Landslides or potential landslides into the downstream channel, which may impound water, should also be reported to the President of the Gunnison Irrigation Company. **Any landslide that may threaten the dam's safety warrants making notifications according to Chart B.** Identify known landslide areas by name and location.

Determine the following:

- Size
- Possible cause
- Degree of effect on operation
- Probability of additional movement of disturbed area or of other slide areas
- Any other facts believed to be pertinent
- After making the above observations, contact the President of the Gunnison Irrigation Company for further instructions.

Severe Storms

Contact the Gunnison Irrigation Company officials and report personal observations of severe storms, including heavy rainstorms, snowfall, high winds, tornadoes, etc. Data should include pertinent information to aid in analyzing changes. After the storm, inspect the dam for severe erosion and make certain the reservoir has not risen to flood levels.

The Gunnison Irrigation Company officials are to notify the National Weather Service according to Chart C if the storm event is severe.

Bomb Threats

- If a bomb threat call is received, use the following checklist during and after the incident:
- Keep the caller on the line as long as possible. Ask the caller to repeat the message. Record every word spoken by the caller.
- If the caller does not indicate the location of the bomb or the time of detonation, the person receiving the call should ask the caller to provide this information.
- It may be advisable to inform the caller that detonation of a bomb could result in death or injury to innocent people.
- Pay particular attention to any strange or peculiar background noises such as motors running, background music (type). and any other noises which might give a remote clue as to the callers location.
- Listen closely to the voice (male or female), voice quality, accents, or speech impediments.
- Immediately after the caller hangs up, the person receiving the call should report to:
 - Sanpete County Sheriff's Office;
 - Gunnison Irrigation Company President.
 - Evacuate all unnecessary personnel and visitors from the facility.
 - If a search is conducted for a BOMB-CAUTION: The use of radios during a bomb search could be dangerous. The radio could cause premature detonation of an electric initiator (blasting cap).
 - If a suspicious package or object is found, DO NOT TOUCH. It should be left for trained personnel to remove or disarm.
 - The official in charge shall be responsible for giving the “all clear” for normal duty to be resumed.

Acts of War

In the event of an Act of War, and assuming communications are lost, the following procedures will be used as a checklist:

- Protect essential records.
- Evacuate dam area and downstream vicinity.
- As soon as possible, check for any damage to the dam.
- If there are any injuries, assist with first aid treatment. Maintain complete blackout.
- Maintain 24-hour watch over all facilities to prevent sabotage.

- Notify the Gunnison Irrigation Company President as soon as communications are restored. Assist in minor repairs and clean-up.

Sabotage

If imminent failure is possible due to an act of Sabotage, use the following checklist as a guide:

- Immediately conduct a general overall visual inspection of the dam to determine location and extent of damage.
- IF THE DAM IS FAILING, refer to Chart A. Initiate evacuation.
- If damage to the embankment is substantial, reservoir evacuation should be initiated.
- Check to see whether the saboteur has left the area.
- When it is determined that the saboteur has left check area for further sabotage potential and any evidence that might aid in apprehending the saboteur.
- As soon as possible, notify Sanpete County Sheriff's Office and the Federal Bureau of Investigation.
- Continue to try to contact the Richfield Regional Engineer, Division of Water Rights.

Oil and Hazardous Substance Spills

For an oil spill (Environmental Protection Agency defines as "a visible sheet or film on the water") from any source, perform these procedures:

- Contact the Sanpete County Sheriff's Office for on-site coordinator and instruction.
- Pinpoint source of spill, if possible.
- If from a private source, determine if action is being taken and if the National Response Center (1- 800-424-8802) has been contacted.
- CAUTION: IF IDENTITY AND POTENTIAL HAZARD IN HANDLING THE SUBSTANCE IS UNKNOWN, immediately notify Sanpete County Sheriff for surveillance and DO NOT ATTEMPT TO HANDLE.
- Determine nature (including, but not limited to, petroleum, fuel oil, sludge, oil refuse, or oil mixed with wastes, industrial chemicals, herbicides, or pesticides) and quantity:
 - Minor: less than 100 gallons (<380 liters)
 - Medium: 100 to 1,000 gallons (380 to 3,800 liters)
 - Major: more than 1,000 gallons (>3,800 liters)
 - Determine if and to what extent resources in the area may be affected by the discharge.
 - Make initial determination regarding the extent of effort and equipment required to contain the spill.

- Immediately notify the National Response Center (1-800-424-8802), if they have not already been contacted, and then notify the Gunnison Irrigation Company President to report above information.
- Establish a communications point. Recruit help to assist in relaying messages and gathering information.
- Assess threat posed to public health and make appropriate warnings to those responsible for:
 - Municipal water system
 - Law enforcement
 - Fire protection

In an extreme emergency, the Sanpete County Sheriff's Office should contact the pre-designated federal on-scene coordinator (EPA) to get approval to use chemicals that emulsify, disperse, solubilize, or precipitate oils. Otherwise, the Sanpete County Sheriff's Office must comply with the National Contingency Plan (NCP), Subpart J, 300.910, Paragraph A, in order to get permission to use chemicals.

Initiate clean-up, disposal, documentation, and cost recovery procedures as directed by the National Response Center (1-800-424-8802) or their designee.

Drowning, Major Accidents and Criminal Activity

Notify the Sanpete County Sheriff's Office and the President of the Gunnison Irrigation Company.

2.2.7. Flood Inundation Maps (See Appendix A for Map)

Purpose of Inundation Maps

An important part of the Emergency Action Plan is the inundation maps. These maps show the outlined areas that would be flooded in the event of a dam failure. They are to be used by local, state, and federal authorities responsible for warning and evacuation of flood plain residents.

The information presented by the inundation maps reflects *extremely rare events and in no way are intended to reflect upon the integrity of the dam.*

Description of the Inundation Study Area

The downstream area that was used for inundation mapping begins at the downstream toe of the dam and continues downstream through the Town of Centerfield to the Sevier River on the west side of Centerfield.

Development of Inundation Studies

The inundated areas shown on the following maps were determined using the SIMPLIFIED DAMBREAK (SMPDBK) program. This analysis uses the size and time of breach formation as input. Conservation values were used for the depth and width of the breach. This was done to slightly overestimate the inundation zone and amount of floodwater. The analysis determines the downstream routing of the flood, giving as output the time required for the flood to reach given points, the maximum depth of flood, and the flow quantity.

Creation of Inundation Map

The results of the analysis are used to plot the boundaries of the resulting flood on a map. These results are the time to maximum stage at a given point, the maximum depth of the flood, and the velocity of the flood wave. The flood inundation area is shown on Figure 3 of Appendix A. A summary of the flood information is shown in Table 4 of Appendix A.

Use of Flood Inundation Map During Evacuation

Emergency response personnel should use the flood inundation area, see exhibits shown in appendices for each dam, during evacuation of the flood path.

Evacuation of areas immediately downstream from the reservoir should start first. However, evacuation of other downstream areas should not be delayed because of a problem with upstream evacuation.

Important notice to evacuation personnel: Due to the short flow path and short time a flood would take to reach Centerfield, the map only shows time to maximum flood.

Immediately following notification of **Failure is Imminent or Has Occurred**, the Highway Patrol or Sheriff's Office must close both the north and south ends of U.S. Highway 89 and commence evacuation of Centerfield immediately.

2.2.8. Dairy Dam – Appendix A (Tables and Exhibits)

- Table 1. Elevations, Capacity, and Outlet Discharges of Dairy Dam
- Table 2. Piezometer Data
- Table 3. Survey Monument Data
- Table 4. Dairy Dam Failure Downstream Routing
- Figure 1 – Location Map
- Figure 2 – Site Map
- Figure 3 – Vicinity & Inundation Map

Table 1. Elevations, Capacity, and Outlet Discharges of Dairy Dam

Elevation (feet)	Capacity (acre feet)	Max. Outlet Discharge¹ (cfs)	Notes
5,256	221	132	Crest of dam
5,255	202	129	
5,253	167	125	Normal water surface level
5,250	121	118	
5,245	62	106	
5,240	26	92	
5,235	6.3	75	
5,230	0.04	53	
5,228	0	41	Bottom of pond
5,225	0	0	Approximate center of outlet

¹Based on guard gate and control gate of the canal outlet fully open.

Table 2. Piezometer Data

Piezometer	Bottom of Piezometer Elevation (feet)	Top of Piezometer Elevation (feet)
PZ-1	5,229.78	5,256.53
PZ-2	5,213.34	5,256.59
PZ-3	5,228.30	5,245.40
PZ-4	5,211.91	5,245.41
PZ-5	5,212.37	5,230.87
PZ-6	5,232.94	5,256.24
PZ-7	5,215.82	5,256.22
PZ-8	5,232.33	5,248.23
PZ-9	5,215.20	5,248.22
PZ-10	5,214.93	5,234.56

Table 3. Survey Monument Data

Survey Monument	Dam Station (feet)	Northing (feet)	Easting (feet)	Elevation (feet)
BM-1 ¹	0+00	10,000.00	10,000.00	5,315.70
SM-1	4+25	10,384.54	9,818.53	5,256.01
SM-2	6+25	10,565.03	9,733.60	5,256.39
SM-3	8+25	10,746.63	9,648.28	5,256.43
SM-4	10+25	10,927.76	9,562.97	5,256.63
SM-5	12+25	11,108.50	9,478.09	5,256.19

¹BM-1 is the established reference point for all coordinates. It is located near Highland Canal.

Table 4. Dairy Dam Failure Downstream Routing

Cross Section Location (Mile)	Cross Section Description	Maximum Discharge (cfs)	Maximum Depth (feet)	Maximum Flood² (minutes)	Average Flow Velocity (ft/sec)
0.00	Immediately below dam	8,250	4.9	0	9.3
0.21	1,000 feet downstream	8,170	4.6	2	10.4
0.44	East side of the dairy	8,170	4.5	4	7.1
0.85	Dairy Road	8,170	3.8	10	6.5
1.19	East side of Centerfield	4,340	2.2	22	3.1
1.67	200 East in Centerfield	4,290	2.1	40	1.9
2.08	U.S. Highway 89	4,250	1.7	50	2.0
2.80	West Side of Centerfield	4,210	2.0	80	2.2
3.63	Gunnison-Fayette Canal	1,140	1.3	140	1.3
4.35	Sevier River	1,130	1.1	180	1.3

¹ The results shown in this summary table reflect hypothetical extremely rare events. They are not intended to reflect in any way upon the integrity of Dairy Dam.

²Time from dam failing to maximum stage.

Figure 1 – Location Map

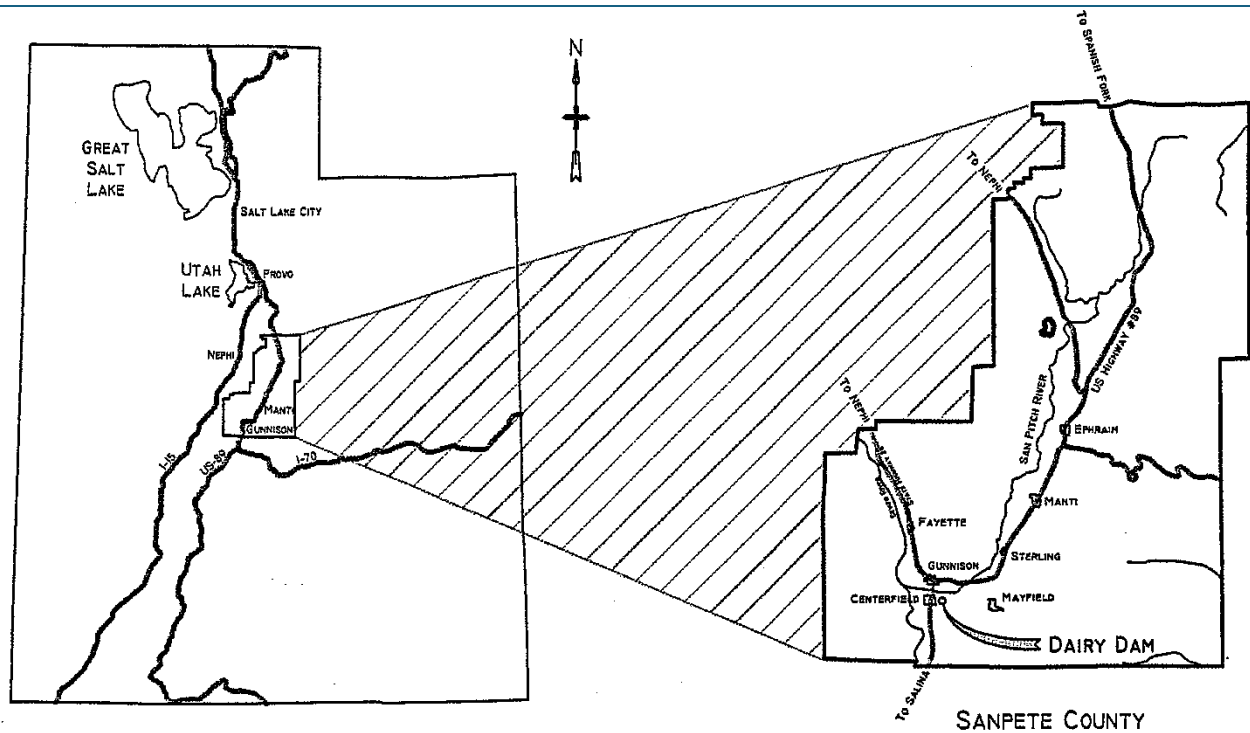


Figure 1 - Location Map

Figure 2 – Site Map

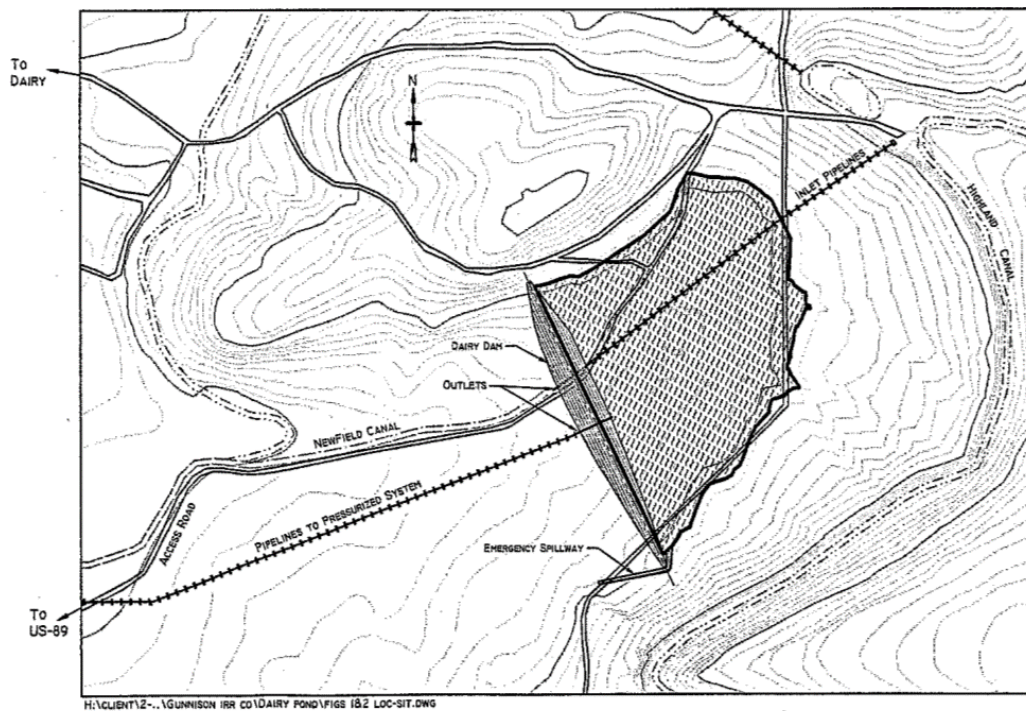


Figure 2 - Site Map

Figure 3 – Vicinity & Inundation Map

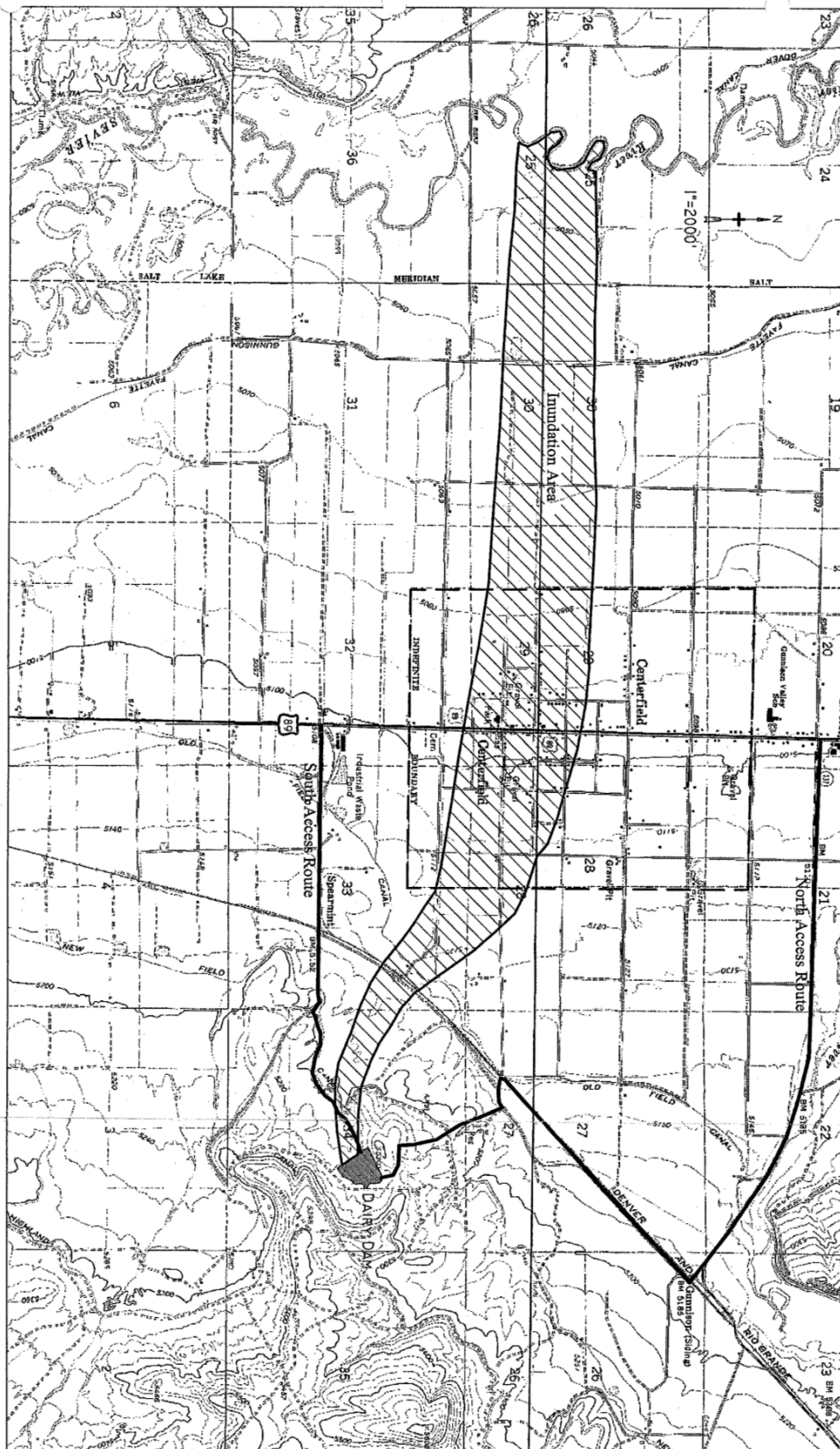


Figure 3 - Vicinity & Inundation Map

3. Gunnison Dam

3.1 Access to the Site – Transportation

Gunnison Dam is located approximately 9-miles northeast of Gunnison, Utah.

1. From Gunnison, Utah - Access to the dam is via a 1-mile dirt road, locally known as Reservoir Road, which intersects with U.S. Route 89, in Sterling, approximately 8-miles east of the junction of State Route 28 and U.S. Route 89. There is a vehicle access to the dam crest from U.S. Route 89.

The Dam can also be reached by traveling south approximately 2.5-miles from the intersection of U.S. Route 89 and State Route 28 to Second South in Centerfield. Thence east approximately 1.5-miles to Dairy Road. Thence northeast on Dairy Road approximately 1.2-miles to State Route 137. Thence northeast approximately 5.7-miles to the town of Mayfield. Thence north on State Route 137 approximately 4-miles to U.S. Route 89. Thence northeast on U.S. Route 89 approximately 2-miles to Sterling. Then follow Reservoir Road, on the north side of Six Mile Creek overpass, thence approximately 1 mile northwest to the dam.

U.S. Route 89 and State Routes 28 and 137 are paved all-weather roads.
Reservoir Road is a dirt road.

2. From Salt Lake City, Utah – Follow Interstate 15 to Nephi, thence south on State Route 28 approximately 41-miles to the junction with U.S. Route 89. Then follow the directions from Gunnison, Utah, listed above.

In case of impending failure of Gunnison Dam follow Interstate 15 to Nephi, thence east on State Route 132 approximately 29-miles to U.S. Route 89. Thence 18-miles south to Sterling. Then follow the directions from Sterling.

3. From Salt Lake City, Utah - Follow Interstate 15 to Spanish Fork, thence southeast on U.S. 6 approximately 13-miles to the junction of U.S. Route 89. Thence south approximately 65 miles to Sterling. Then follow the directions from Sterling.

During severe storms four-wheel drive vehicles may be required to travel the routes. Also, it must be noted that the operation of the Gunnison Dam spillway will flood U.S. Route 89. Therefore, U.S. Route 89 should not be used to reach Gunnison Dam from the south during periods of high runoff or impending failure. Instead follow the direction from Second South in Centerfield or use U.S. Route 89 from the North to get to Gunnison Dam.

The nearest airport is the Manti Airport found approximately 8-miles north of Gunnison Dam.

In addition, Salina/Gunnison Airport, located south of Gunnison, is approximately 21-miles southwest of the dam. Helicopters may land at the dam site.

3.2 Surveillance

Gunnison Dam will be inspected regularly to decide the condition of the structure. Any unusual sightings noted will be evaluated to find out if further action is needed. If the need arises for further investigation, the dam tender will determine the extent of the situation and report his or her findings. By using the definitions found in the glossary of the Standard Operating Procedures handbook the dam tender could describe the extent of the situation more clearly. This will help prevent any misunderstandings when relaying a message. If an emergency exists, the dam tender will follow the appropriate chart(s) found in the EAP.

Annually the dam tender will observe the water levels in the structure when the reservoir is at or near capacity. This water level will be read by inserting an electric tape into the existing piezometer tubes found throughout the dam. A record of the measurements is kept to be compared with previous recordings. This can be used to identify significant differences in the water level or pore pressures inside the dam from previous years. Any major difference in the recorded measurements will be investigated.

The dam will be inspected at other critical times when necessary. This would include: 1) Any major rainstorm or heavy snow melts which might cause high runoffs, 2) A major windstorm that could decrease the effectiveness of the riprap, and 3) After any earthquake in the area. The dam tender will refer to the Standard Operating Procedures handbook for specific operations of the dam to decide if the dam's components have been altered by the storm or earthquake.

The following is a list of items that could be used during the critical times:

- Inspection Checklist (please see **Inspection Forms** found in the Standard Operating Procedures handbook)
- Notebook and Pencil (to keep track of important information)
- Tape Recorder (to record any event as it is happening)
- Camera or Video Camera (to record any sightings of significance)
- Hand Level (to measure differences in elevations)
- Pocket Tape (to take accurate measurements when needed)
- Volume Container and Timer (for flow measurements)
- Stakes and Flagging Tape (to mark the limits of existing conditions)

Remote surveillance will not be used at Gunnison Dam since it is located only a short distance from the town of Gunnison. In case of an impending emergency Gunnison Irrigation Company will have personnel on site to evaluate the situation as it happens.

3.3 Response During Periods of Darkness

Response to potential or actual emergency conditions during periods of darkness is complicated by poor visibility. If 24-hour surveillance is required at the dam, portable light plants, on the abutments, will be used to illuminate the operating deck, crest, groins and toe.

3.4 Power Failure

During power failure, releases may be made from the spillway or outlet works by the water master.

3.5 Response Time

Since Gunnison Dam is located in a remote area, response time to verify emergencies depends on the weather conditions. Anticipated response times for various weather scenarios are listed below:

Weather Conditions	Estimated Time to Access Dam from Gunnison	Estimated Time to Assess Emergency	Estimated Time to Notify Sheriff
Sunny Day	8 minutes	10-30 minutes	8 minutes
Rainy Day	10 minutes	10-30 minutes	10 minutes
Winter	13 minutes	10-30 minutes	13 minutes
Power Failure	10 minutes	10-30 minutes	10 minutes
Night	10 minutes	2 hours	10 minutes

3.6 Response During Periods of Adverse Weather And Flooding

Alternative Systems of Communication

In case of power or communications failure, the Sanpete County Sheriff would be contacted by dispatching a courier with a written message to the nearest public safety official's office and having them contact the sheriff via their radio system.

If time permits, the Sanpete County Sheriff may dispatch emergency radio communications technicians to the dam to establish direct communications with the sheriff's office. The sheriff is responsible for recruiting, training, and supervising volunteer communications staff as appropriate.

3.7 Coordinating Information on Flows

Information on flows based on weather and runoff forecasts, failure and other emergency conditions will be coordinated with downstream water users and the National Weather Service, when possible. Coordination with the National Weather Service and state Dam Safety Section is recommended to monitor storms, river, stages, and flood waves resulting from a dam break. The NWS or Dam Safety Section may also supplement warnings being issued by using its own communication system.

3.8 Emergency Reservoir Evacuation

Emergency evacuation of the reservoir should only be undertaken under extreme emergencies. The dam owner, in consultation with Jones and DeMille Engineering and the Utah State Department of Natural Resources, State Engineers Office, Dam Safety Section, decides if emergency evacuation is appropriate. Notification should be given to the Sanpete County Sheriff and National Weather Service in advance. Releases should be ramped so that downstream users receive visual confirmation of increased streamflows besides public warnings.

3.9 Emergency Inflow Reduction

If time permits, actions should be taken to reduce inflow to the reservoir from upstream control structures.

Actions should be taken to reduce downstream flows, such as decreasing outflows from Gunnison Reservoir.

3.10 Inundation Maps

Inundation maps for Gunnison Dam are found on the following pages.

Below is a summary list of major structures and populate areas downstream from the dam that may be affected. This list serves only as a guide for evacuation purposes.

Gunnison is located approximately 9-miles downstream from the dam.

Fayette is located approximately 16-miles downstream from the dam.

Structures and features downstream from the dam include:

- U.S. Route 89
- State Route 137
- State Bridge on U.S. Route 89 found approximately 2.8-miles downstream from the dam.
- State Bridge located approximately 8.6-miles downstream from the dam.
- County Bridge located approximately 4.2-miles downstream from the dam.
- County Bridge located approximately 9.8-miles downstream from the dam.
- County Bridge located approximately 10.6-miles downstream from the dam.
- Housing is found in the area between 7-miles and 11-miles downstream from the dam.
- Utah Power and Light substation located approximately 8.6-miles downstream from the dam.
- High School and Grade School located approximately 9-miles downstream from the dam.

3.11 Warning System

There is no warning system at the dam. The nearest telephone is located at a home east of the dam.

Warning of *failure* or notification of *impending failure* would be telephoned to the Sanpete County Sheriff's office. That office will implement appropriate procedures to warn or evacuate the downstream population

3.12 Gunnison Dam – Appendix A (Tables and Exhibits)

- Table 1. Elevations, Capacity, and Outlet Discharges of Gunnison Dam
- Table 2. Piezometer Data
- Table 3. Survey Monument Data Figure 1 – Dam Site Map
- Figure 2 – Reservoir, Spillway, and Outlet Capacity Curves
- Figure 3 – Exhibit Map of Projected Flood Zone of Gunnison Reservoir Dam Failure

Elevations, Capacity, and Outlet Discharges of Gunnison Dam

Elevation (feet)	Capacity (acre/feet)	Max. Outlet Discharge ¹ (cfs)	Notes
5,399	32,000	370	Crest of dam
5,391.5	20,774	329	Operating spillway (top of flash boards)
5,388	16,322	307	
5,385	12,800	289	Operating spillway crest (no flash boards)
5,378	6,158	228	
5,365	2,822	123	
5,357	0	0	Outlet flowline

¹Based on guard data and control gate fully open.

Piezometer Data

Location	Piezometer	Description	Bottom of Piezometer Elevation (feet)	Top of Piezometer Elevation (feet)
Top West	PZ-1	Blue	5,322.11	5,397.361
Top West	PZ-2	Red	5,376.34	5,397.34
Top West	PZ-2a	Yellow	5,360.75	5,397.35
Bottom West	PZ-3	Red	5,318.94	5,363.34
Bottom West	PZ-4	Yellow	5,339.83	5,363.33
Em. Spillway	PZ-5	West	5,347.09	5,366.09
Em. Spillway	PZ-6	East	5,345.77	5,365.97
Top Middle	PZ-7	Low	5,347.5	5,398.08
Top Middle	PZ-8	High		5,398.15
Bot. Middle	PZ-9		5,352.4	5,366.94
Top East	PZ-10			5,394.45

Survey Monument Data

Survey Monument	Dam Station (feet)	Northing (feet)	Easting (feet)	Elevation (feet)
BM-43 ¹	NA	9,841.008	9,936.455	5,396
SM-1	12+50	9,949.794	9,035.596	5,397.19
SM-2	15+00	9,940.710	9,285.460	5,397.43
SM-3	17+00	9,933.430	9,487.304	5,397.28

¹BM-43 is the established reference point for all coordinates. It is located east of the dam.

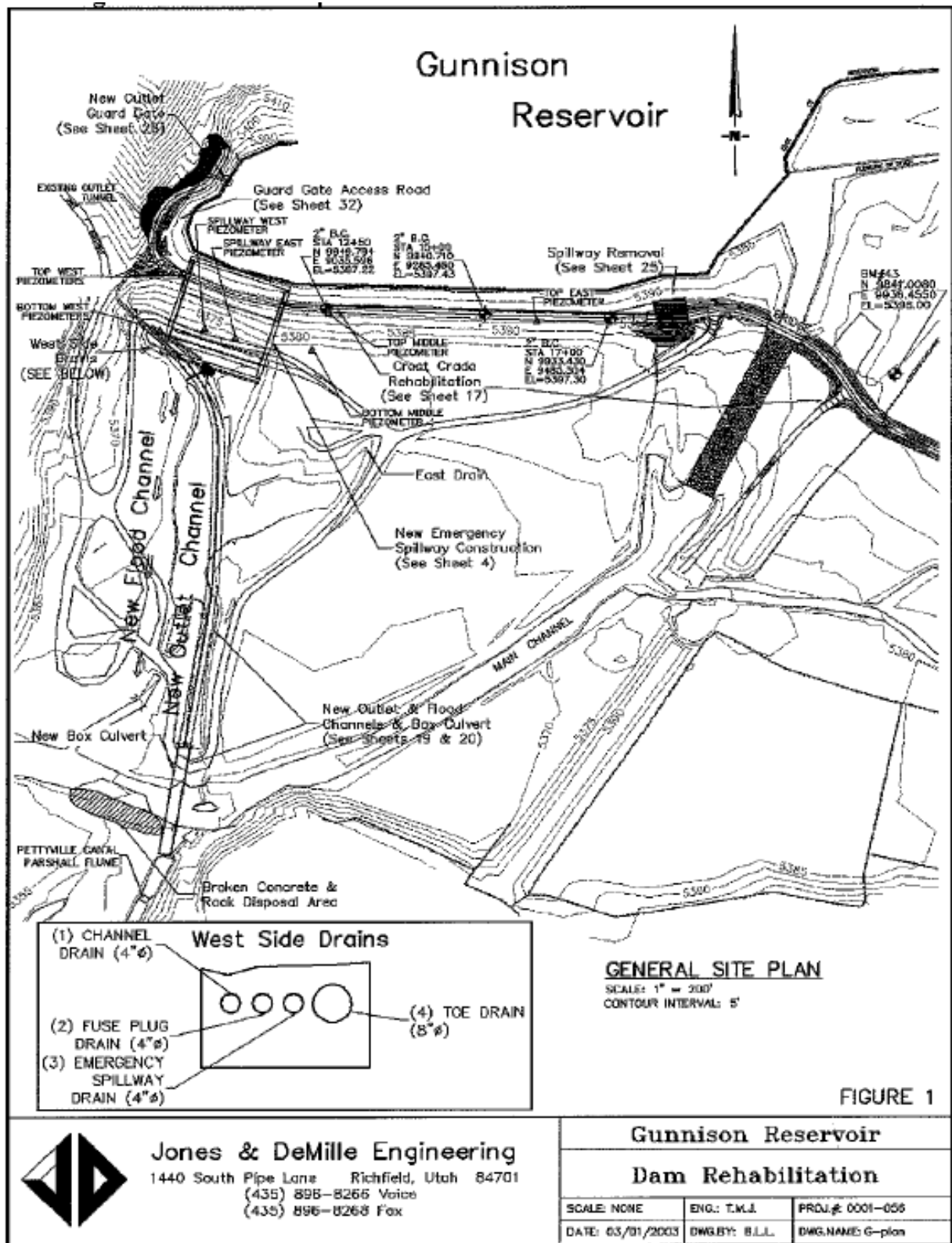
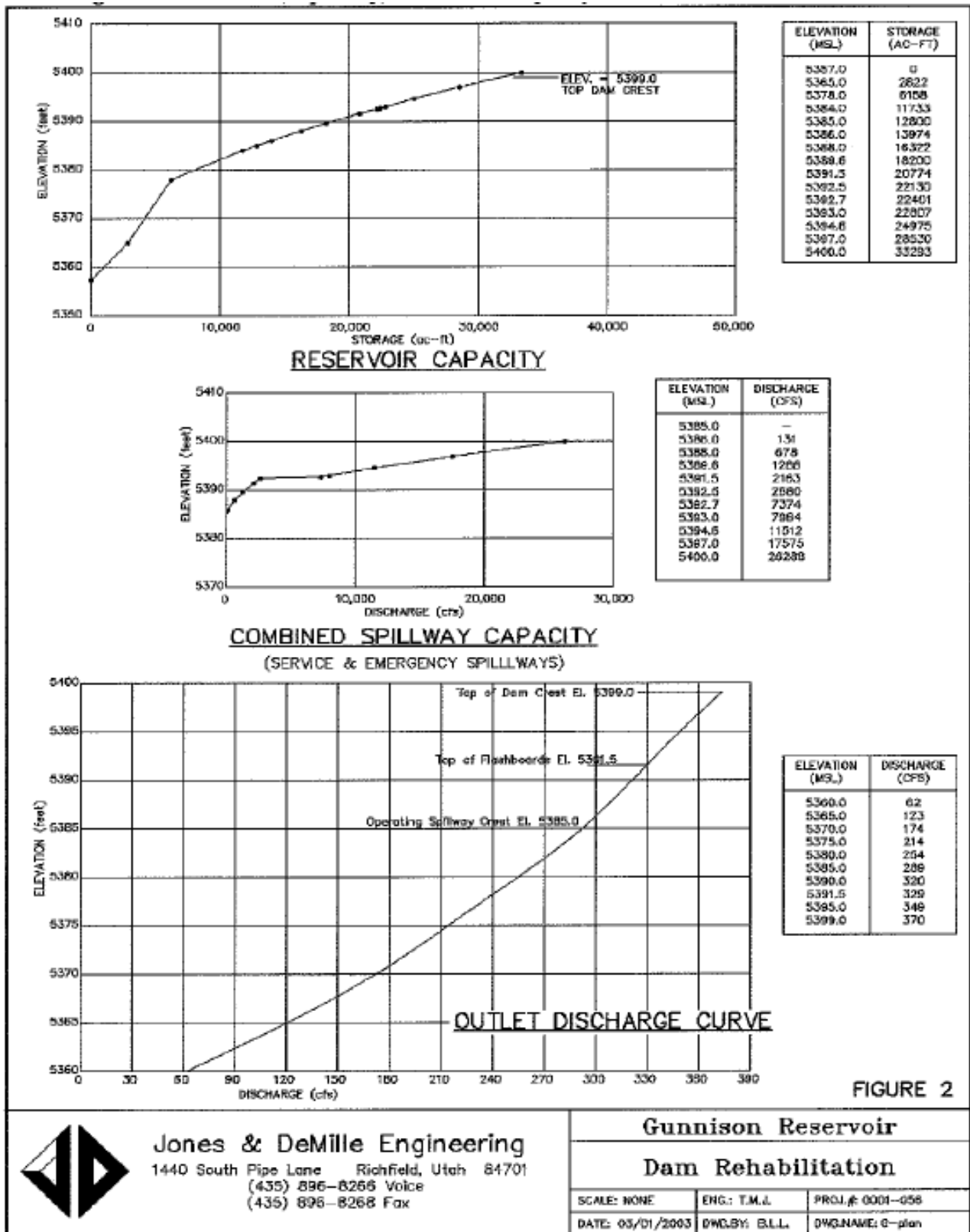
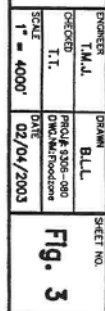


FIGURE 1

Gunnison Reservoir Capacity and Spillway Capacity





4. Ninemile Dam

4.1 Access to the Site-Transportation

Ninemile Dam is located approximately 7-miles east of Gunnison, Utah.

From Gunnison, Utah - Access to the dam is via a dirt road which intersects with U.S. Route 89, 2-miles south of Sterling, approximately 7-miles east of the junction of State Route 28 and U.S. Route 89. There is a vehicle access to the dam crest from U.S. Route 89.

The Dam can also be accessed by traveling south approximately 2.5-miles from the intersection of U.S. Route 89 and State Route 28 to Second South in Centerfield. Thence east approximately 1.5- miles to Dairy Road. Thence northeast on Dairy Road approximately 1.2-miles to State Route 137. Thence northeast approximately 5.7-miles to the town of Mayfield. Thence north on State Route 137 approximately 4-miles Ninemile Dam.

U.S. Route 89 and State Routes 28 and 137 are paved all-weather roads.

From Salt Lake City, Utah - Follow Interstate 15 to Nephi, thence south on State Route 28 approximately 41-miles to the junction with U.S. Route 89. Then follow the directions from Gunnison, Utah, listed above.

In case of impending failure of Ninemile Dam follow Interstate 15 to Nephi, thence east on State Route 132 approximately 29-miles to U.S. Route 89. Thence 20-miles south on U.S. Route 89 to Ninemile Dam.

A third alternative. is to follow Interstate 15 to Spanish Fork, thence southeast on U.S. 6 approximately 13-miles to the junction of U.S. Route 89. Thence south on U.S. Route 89 approximately 67 miles to Ninemile Dam.

During severe storms four-wheel drive vehicles may be required to travel the routes. Also, it must be noted that the operation of the Ninemile Dam spillway will flood U.S. Route 89. Therefore, U.S. Route. 89 should not be used to reach Ninemile Dam from the south during periods of high runoff or impending failure. Instead follow the during periods of high runoff or impending failure. Instead follow the direction from Second South in Centerfield or use U.S. Route 89 from the North to get to Ninemile Dam.

The nearest airport is the Manti Airport found approximately 10-miles north of Ninemile Dam.

In addition, Salina/Gunnison Airport, located south of Gunnison, is approximately 21-miles southwest of the dam. Helicopters may land at the dam site.

4.2 Surveillance

Ninemile Dam will be inspected regularly to decide the condition of the structure. Any unusual sightings noted will be evaluated to find out if further action is needed. If the need arises for further investigation, the dam tender will determine the extent of the situation and report his or her findings. By using the definitions found in the glossary of the Standard Operating Procedures handbook the dam tender could describe the extent of the situation more clearly. This will help prevent any misunderstandings when relaying a message. If an emergency exists, the dam tender will follow the appropriate chart(s) found in the EAP.

Annually the dam tender will observe the water levels in the structure when the reservoir is at or near capacity. This will be accomplished using an electric tape that is inserted into the existing piezometer tubes located throughout the structure. When the graduated tape comes in contact with the water, an audible sound is heard. The distance from the top of the piezometer tube to the water can then be recorded. The measured distances can be used to determine the pore pressures in the structure. All the measurements will be recorded and compared with previous years' measurements. Any major differences in the measurements will be investigated.

The dam will be inspected at other critical times when necessary. This would include: 1) Any major rainstorm or heavy snow melts which might cause high runoffs, 2) A major windstorm that could decrease the effectiveness of the riprap, and 3) After any earthquake in the area. The dam tender will refer to the Standard Operating Procedures handbook for specific operations of the dam to decide if the dam's components have been altered by the storm or earthquake.

The following is a list of items that could be used during the critical times:

- Inspection Checklist (please see Inspection Forms found in the Standard Operating Procedures handbook)
- Notebook and Pencil (to keep track of important information)
- Tape Recorder (to record any event as it is happening)
- Camera or Video Camera (to record any sightings of significance)
- Hand Level (to measure differences in elevations)
- Pocket Tape (to take accurate measurements when needed)
- Volume Container and Timer (for flow measurements)
- Stakes and Flagging Tape (to mark the limits of existing conditions)

Remote surveillance will not be used at Ninemile Dam: since it is located only a short distance from the town of Gunnison. In case of an impending emergency Gunnison Irrigation Company will have personnel on site to evaluate the situation as it transpires.

4.3 Response During Periods of Darkness

Response to potential or actual emergency conditions during periods of darkness is complicated by poor visibility. If 24-hour surveillance is required at the dam, portable light plants, located on the abutments, will be used to illuminate the operating deck, crest, groins and toe.

4.4 Power Failure

During power failure, releases may be made from the spillway or outlet works by the water master.

4.5 Response Time

Since Ninemile Dam is located in a remote area, response time to verify emergencies depends on the weather conditions. Anticipated response times for various weather scenarios are listed below:

Weather Conditions	Estimated Time to Access Dam from Gunnison	Estimated Time to Assess Emergency	Estimated Time to Notify Sheriff
Sunny Day	8 minutes	10-30 minutes	8 minutes
Rainy Day	10 minutes	10-30 minutes	10 minutes
Winter	13 minutes	10-30 minutes	13 minutes
Power Failure	10 minutes	10-30 minutes	10 minutes
Night	10 minutes	2 hours	10 minutes

4.6 Response During Periods of Adverse Weather and Flooding

Alternative Systems of Communication

In case of power or communications failure, the Sanpete County Sheriff would be contacted by dispatching a courier with a written message to the nearest public safety official's office and having them contact the sheriff via their radio system.

If time permits, the Sanpete County Sheriff may dispatch emergency radio communications technicians to the dam to establish direct communications with the sheriff's office. The sheriff is responsible for recruiting, training, and supervising volunteer communications staff as appropriate.

4.7 Coordinating Information on Flows

Information on flows based on weather and runoff forecasts, failure and other emergency conditions will be coordinated with downstream water users and the National Weather Service, when possible. Coordination with the National Weather Service and state Dam Safety Section is recommended to monitor storms, river, stages, and flood waves resulting from a dam break. The NWS or Dam Safety Section may also supplement warnings being issued by using its own communication system.

4.8 Emergency Reservoir Evacuation

Emergency evacuation of the reservoir should only be undertaken under extreme emergencies. The dam owner, in consultation with Jones and DeMille Engineering and the Utah State Department of Natural Resources, State Engineers Office, Dam Safety Section, decides if emergency evacuation is appropriate. Notification should be given to the Sanpete County Sheriff and National Weather Service in advance. Releases should be ramped so that downstream users receive visual confirmation of increased streamflows besides public warnings.

4.9 Emergency Inflow Reduction

If time permits, actions should be taken to reduce inflow to the reservoir from upstream control structures.

Actions should be taken to reduce downstream flows, such as decreasing outflows from Gunnison Reservoir.

4.10 Inundation Maps

Inundation maps for Ninemile Dam are found on the following pages.

Below is a summary list of major structures and populated areas downstream from the dam that may be affected. This list serves only as a guide for evacuation purposes.

Gunnison is located approximately 7-miles downstream from the dam.

Fayette is located approximately 14-miles downstream from the dam.

Structures and features downstream from the dam include:

- U.S. Route 89
- State Route 137
- State Bridge on U.S. Route 89 found approximately 0.7-miles downstream from the dam.
- State Bridge located approximately 6.4-miles downstream from the dam.
- County Bridge located approximately 7.6-miles downstream from the dam.
- County Bridge located approximately 8.4-miles downstream from the dam.
- Housing is found in the area between 5-miles and 8.9-miles downstream from the dam.
- Utah Power and Light substation located approximately 6.4-miles downstream from the dam.
- High School and Grade School located approximately 7-miles downstream from the dam.

4.11 Warning System

There is no warning system at the dam. The nearest telephone is located at a home east of the dam.

Warning of failure or notification of impending failure would be telephoned to the Sanpete County Sheriff's office. That office will implement appropriate procedures to warn or evacuate the downstream population.

4.12 Gunnison Dam Appendix

Description of the Dam

Ninemile Dam is a zoned earthfill structure, originally constructed in 1901, raised in 1914, modified in 1927 and raised approximately in 1982. The reservoir impounded by Ninemile Dam is known as Ninemile Dam Reservoir. The primary purpose of the impoundment is to furnish irrigation water to South Sanpete County. The reservoir also provides some secondary recreational benefits. The dam is located on State Land in Section 8, T 19 S, R 2 E, Salt Lake-Base and Meridian.

Directions and Access to Dam

Ninemile Dam is located approximately 7-miles east of Gunnison, Utah.

1. From Gunnison, Utah - Access to the dam is via a dirt road which intersects with U.S. Route 89, 2-miles south of Sterling, approximately 7-miles east of the junction of State Route 28 and U.S. Route 89. There is vehicle access to the dam crest from U.S. Route 89.
2. The Dam can also be accessed by traveling south approximately 2.5-miles from the intersection of U.S. Route 89 and State Route 28 to Second South in Centerfield. Thence east approximately 1.5-miles to Dairy Road. Thence northeast on Dairy Road approximately 1.2-miles to State Route 137. Thence northeast approximately 5.7-miles to the town of Mayfield. Thence north on State Route 137 approximately 4-miles to Ninemile Dam.

U.S. Route 89 and State Routes 28 and 137 are paved all-weather roads.

3. From Salt Lake City, Utah - Follow Interstate-15 to Nephi, thence south on State Route-28 approximately 41-miles to the junction with U.S. Route 89. Then follow the directions from Gunnison, Utah, listed above.

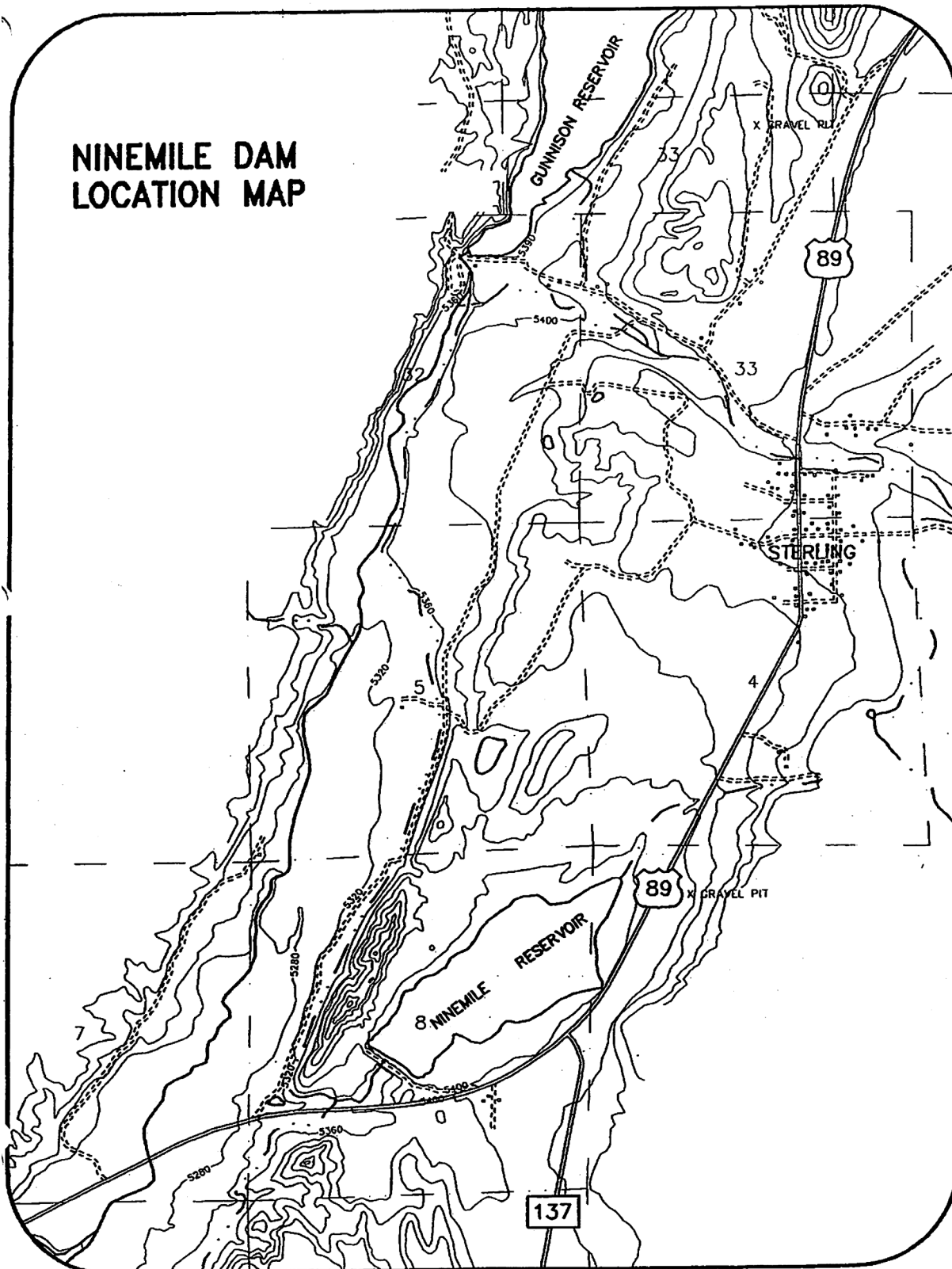
In case of impending failure of Ninemile Dam follow Interstate-15 to Nephi, thence east on State Route 132 approximately 29-miles to U.S. Route 89. Thence 20-miles south on U.S. Route 89 to Ninemile Dam.

4. From Salt Lake City, Utah - Follow Interstate-15 to Spanish Fork, thence southeast on U.S. 6 approximately 13-miles to the junction of U.S. Route 89. Thence south on U.S. Route 89 approximately 67-miles to Ninemile Dam.

During severe storms four-wheel drive vehicles may be required to travel the routes. Also, it must be noted that the operation of the Ninemile Dam spillway will flood U.S. Route 89. Therefore, U.S. Route 89 should not be used to reach Ninemile Dam from the south during periods of high runoff or impending failure. Instead follow the direction from Second South in Centerfield or use U.S. Route 89 from the North to get to Ninemile Dam.

The nearest airport is the Manti/Ephraim Airport located approximately 10-miles north of Ninemile Dam.

In addition, Salina/Gunnison Airport, located south of Gunnison, is approximately 21-miles southwest of the dam. Helicopters may land at the dam site.



Potential Problems and Immediate Response Actions

The information listed below is provided for general information. In the event one or more of these conditions exist at Ninemile Dam, the Gunnison Irrigation Company should contact Jones & DeMille Engineering immediately for specific advice based on field observation.

The Utah State Department of Natural Resources, State Engineers Office, Dam Safety Section should be contacted as soon as possible, and details of the problem and emergency action taken.

Overtopping by Flood Waters

Open outlet to maximum safe capacity.

Place sandbags along the crest to increase freeboard and force more water through the spillway.

Provide erosion-resistant protection to the downstream slope by placing plastic sheets or other material over eroding areas.

Divert flood water around the reservoir basin if possible. Restrict reservoir inflow if possible.

Create additional spillway capacity by making a controlled breach in a low embankment section or dike section where the foundation materials are erosion resistant.

Loss Of Freeboard or Dam Cross Section Due to Storm Wave Erosion

Place additional riprap or sandbags in damaged areas to prevent further embankment erosion.

Lower the water level to an elevation below the damaged area

Restore freeboard with sandbags or earth and rockfill.

Continue close inspection of the damaged area until the storm is over.

Slides on the Upstream or Downstream Slope of the Embankment

Lower the water level at a rate and to an elevation considered safe given the slide condition. If the outlet is damaged or blocked, pumping, siphoning, or a controlled breach may be required.

Restore lost freeboard if required by placing sandbags or filling in the top of the slide.

Stabilize slides on the downstream slope by weighing the toe area with additional soil, rock, or gravel.

Erosional Flows Through the Embankment, Foundation, or Abutments

Plug the reservoir side of the flow with whatever material is available (hay bales, bentonite, or plastic sheeting if the entrance to the leak is in the reservoir basin).

Lower the water level until the flow decreases to a non-erosive velocity or until it stops.

Place a protective sand and gravel filter over the exit area to hold materials in place.

Continue lowering the water level until a safe elevation is reached.

Continue operating at a reduced level until repairs can be made.

Failure of Appurtenant Structures Such as Outlets or Spillways

Implement temporary measures to protect the damaged structure, such as closing an outlet or providing temporary protection for a damaged spillway.

Employ experienced professional divers if necessary to assess the problem and possibly implement repair.

Lower the water level to a safe elevation. If the outlet is inoperable, pumping, siphoning, or controlled breach may be required.

Mass Movement of the Dam on its Foundation (Spreading or Mass Sliding Failure)

Immediately lower the water level until excessive movement stops.

Continue lowering the water until a safe level is reached.

Continue operation at a reduced level until repairs can be made.

Excessive Seepage and High-Level Saturation of the Embankment

Lower the water to a safe level.

Continue frequent monitoring for signs of slides, cracking or concentrated seepage.

Continue operation at a reduced level until repairs can be made.

Spillway Back-cutting Threatening Reservoir Evacuation

Reduce the flow over the spillway by fully opening the main outlet.

Provide temporary protection at the point of erosion by placing sandbags, riprap materials, or plastic sheets weighted with sandbags.

When inflow subsides, lower the water to safe level.

Continue operating at a low water level in order to minimize spillway flow.

Excessive Settlement of the Embankment

Lower the water level by releasing it through the outlet or by pumping, siphoning, or a controlled breach.

If necessary, restore freeboard, preferably by placing sandbags. Lower water to a safe level
Continue operating at a reduced level until repairs can be made.

Loss of Abutment Support or Extensive Cracking in Concrete Dams

Lower the water level by releasing it through the outlet.

Attempt to block water movement through the dam by placing plastic sheets on the upstream face.

Lowering water to a safe level.

Gunnison Irrigation Company
Ninemile Dam
RECORD OF PHONE CONVERSATIONS

DATE _____ TIME _____

PERSON CALLING _____

PERSON CALLED _____

NATURE OF PROBLEM _____

LOCATION OF PROBLEM (looking downstream) _____

APPARENT CAUSE OF PROBLEM _____

EXTENT OF PROBLEM AREA (Measure, pace or estimate) _____

ESTIMATED QUANTITY OR UNUSUAL FLOW _____

COLOR OR TURBIDITY OF FLOW _____

WATER LEVEL IN RESERVOIR _____

NAME OF PERSON(S) WHO OBSERVED PROBLEM

PHONE NUMBER OF OBSERVER _____

IS SITUATION WORSENING? _____

WHAT REMEDIAL ACTIONS HAVE BEEN TAKEN? _____

WHAT ARE THE CURRENT WEATHER CONDITIONS AT THE DAM?

REMARKS

Hydraulic Analysis

Summary

As part of the Emergency Action Plan (EAP) a hydraulic analysis for Ninemile Dam was done for two conditions. The first condition is the Probable Maximum Flood (PMF). When the Plv.CF is used it is assumed that the calculated maximum storm would hit the basin area upstream from the dam when the soil is already saturated and unable to hold any more moisture. This would result in the precipitation in the basin area (calculated at 4.1 square miles) being routed to the reservoir as runoff. It is assumed during the PMF analysis that the reservoir is initially at the spillway crest at the start of the storm. •

The second condition is the "sunny day" or "fair weather" failure. The water is at the spillway crest when the sunny day failure occurs. This type of failure can occur at anytime without warning. The damages associated with a sunny day failure can be higher since there is usually no time to warn anyone downstream.

After the initial conditions were established, it was necessary to route the flood waters downstream. To accomplish this, the stream channel from Ninemile Dam to the Sevier River Bridge Reservoir was divided into reaches or lengths that would best model the existing stream. The lengths used were based on the existing topography. If the area was not populated or there was not much change the stream channel the reach length would be longer. In populated areas the reach lengths were shorter to model the inundated areas better.

The stream stationing used for the sunny day failure and the PMF failure were the same. This was done to model both conditions by using the same cross sections and reaches.

Below is an explanation of the major headings found in the **RUNOFF SUMMARY** tables included with the Hydraulic Analysis.

The **OPERATION** column is used with the **STATION** column to determine the sequence of flood routing and the location at a particular time.

PEAK FLOW = This column lists the peak flow for a particular reach in cfs.

TIME OF PEAK = This column lists the time to peak flow either from the beginning of the storm or from the time the dam has failed.

AVERAGE FLOW FOR MAXIMUM PERIOD = Listed under this heading are the 6-hour, 24-hour and 72-hour times. This can be used to see the average flows for one of the hours listed.

BASIN AREA = This shows the area used in computing the PMF in square miles.

The **TIME OF MAX STAGE** column lists the time in hours, from the beginning of the storm to the point where the maximum water stage is reached. The time of maximum stage increases as the distance from the dam increases. The **STATION** column can be used to identify a particular reach. This reach can then be used to find the same reach number on the Emergency Action Plan printout. Once this number is found the appropriate station can be determined from the printout. to be used to locate the reach on the inundation map.

The last page of the **RUNOFF SUMMARY** is a summary of the dam overtopping reach analysis. This information is mainly used to find out the maximum storage of the reservoir,

the maximum outflow through the dam, time of maximum outflow, and time of failure. The time of maximum outflow and time of failure is given in hours since the storm began or from the time of dam failure. When the time of failure is listed as 0.00 hours, the dam has failed at the instant the analysis began as with a sunny day failure.

Ninemile Dam failure (PMF)

The times listed on the map are in relation to the time that the dam fails (dam failure occurs when the dam is overtopped by approximately 0.41 feet of water). This can be located on the last page of the runoff summary. For this PMF case the dam failed 4.55 hours after the storm began. By using the **TIME OF MAX STAGE** value and subtracting 4.55 hours from it we can keep track of the time of maximum stage from the time the dam has failed. This method was used on the inundation map since it is more important to know the time/distance relationships from the time of dam failure then from the beginning of the storm.

Ninemile Dam failure (Sunny Day)

This is the case when the water level is at the spillway when the dam suddenly fails. The time of failure as listed under the runoff summary is 0.00 hours.

When referring to the Inundation Map several critical locations with information are shown enclosed in boxes. The boxes include the type of dam failure time in hours from the dam to the location listed in the box, and the maximum stage at that location.

NOTE: After running the analysis for the sunny day and PMF failures it was determined that the inundation maps for these two conditions were not significantly different. Therefore, only one map has been produced showing the worst-case scenario which is the PMF failure.

6 Hour Local Storm PMF - 85 Year AMC III

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ID          NINEMILE DAM
ID          EMERGENCY ACTION PLAN
ID          6 HOUR LOCAL STORM PMF - 85 YEAR AMC III
ID          THE DAM IS FULL WHEN THE PMF STORM HITS WHICH CAUSES DAM FAILURE
ID          WHEN THE DAM IS OVERTOPPED BY 0.40 ft.
ID          RAINY DAY FAILURE
ID          APRIL 1994
ID          *DIAGRAM
IT          1          0          0          999
IO          4          1          0
IN          15
PG          999      11.9
PG          901
PI          .05      .05      .05      .05      .18      .18      .18      .18      6.3      1.4
PI          .7       .6       .35     .35     .35     .35     .13     .13     .13     .13
PI          .025     .025     .025     .025
KKRUNOFF
KO          21
KM RUNOFF HYDROGRAPH FOR NINE MILE RESERVOIR BASIN
KM          MODEL OF NINEMILE USING A CN OF 85 AND AMC III
BA          4.1
PR          901
PW          1
PT          999
PW          1
LS          0          85
UD          .96
KK ROUTE
KO          21
KM          ROUTE FLOWS THRU FULL DAM, OVER SPILLWAYS 10 FT SPILLWAY
KM          THE STARTING ELEVATION IS AT THE SPILLWAY CREST OF 5402 ft.
KM          THE ELEVATION WHICH CAUSES THE DAM TO FAIL IS 5408 ft. (1 ft. OVER THE DAM)
KM
RS          1          ELEV      5402
SV          0          1000      2000      3000      3480      5000
SE          5370      5387      5394      5400      5402      5407
SS          5402      10          3          1.5
ST          5407      6000      2.7      1.5
SB          5370      40          .01      .67      5407.40
RC          .08      .028      .08      563.46      0.0035
RX          0          383      479      480      500      501      901      1070
RY          5360      5360      5360      5355      5355      5360      5400      5440
KK RCH1
KO          21
KM          ROUTE OUTFLOW FROM STATION 520+63.46 TO 512+50
RS          1          STOR      0
RC          0.08      .028      .08      813.46      .0123
RX          0          150      300      301      316      317      500      1000
RY          5400      5360      5355      5350      5350      5355      5360      5400
KK RCH2
KO          21
KM          ROUTE OUTFLOW FROM STATION 512+50 TO 507+50
RS          1          STOR      0
RC          .08      .028      .08      500      .08
RX          0          98      606      608      628      630      770      903
RY          5400      5360      5350      5340      5340      5350      5360      5400
KK RCH3
KO          21
KM          ROUTE OUTFLOW FROM STATION 507+50 TO 497+00
RS          1          STOR      0

```

RC	.08	.028	.08	1050	0.0381			
RX	0	135	151	153	183	185	784	2775
RY	5320	5320	5318	5314	5314	5318	5280	5280
KK	RCH4							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	497+00	TO	483+65.90	
RS	1	STOR	0					
RC	.08	.028	.08	1334.10	.0187			
RX	0	401	601	603	643	645	2075	2450
RY	5280	5270	5265	5261	5261	5265	5280	5320
KK	RCH5							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	483+65.90	TO	458+00.00	
RS	1	STOR	0					
RC	.08	.028	.08	2600.00	0.0058			
RX	0	176	1641	1644	1694	1696	2257	2415
RY	5280	5280	5252	5248	5248	5252	5280	5320
KK	RCH6							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	458+00	TO	425+00	
RS	1	STOR	0					
RC	.08	.028	.08	4700.00	.0034			
RX	0	223	776	780	830	833	1495	1692
RY	5240	5240	5235	5231	5231	5235	5240	5280
KK	RCH7							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	425+00	TO	407+89.67	
RS	1	STOR	0					
RC	.08	.028	.08	2210.33	.0027			
RX	0	1459	1802	1805	1855	1858	2701	4419
RY	5240	5220	5220	5216	5216	5220	5220	5240
KK	RCH8							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	407+89.67	TO	395+00	
RS	1	STOR	0					
RC	.08	.028	.08	1289.67	0.0047			
RX	0	536	2152	2155	2205	2208	2921	4773
RY	5240	5220	5220	5216	5216	5220	5220	5240
KK	RCH9							
KO					21			
KM	ROUTE	FROM	STATION	395+00	TO	375+00		
RS	1	STOR	0					
RC	.08	.028	.08	2500	.0048			
RX	0	733	1417	1420	1470	1473	4712	5046
RY	5240	5220	5215	5211	5211	5215	5220	5240
KK	RCH10							
KO					21			
KM	ROUTE	FROM	375+00	TO	343+00			
RS	1	STOR	0					
RC	.08	.028	.08	6500	.0246			
RX	0	742	1136	1140	1190	1195	2230	3157
RY	5220	5200	5197	5193	5193	5197	5200	5220
KK	RCH11							
KO					21			
KM	ROUTE	FROM	343+00	TO	316+00			
RS	1	STOR	0					
RC	.08	.028	.08	5200	.0040			
RX	0	672	891	894	944	947	2176	2260
RY	5200	5180	5170	5166	5166	5170	5180	5200
KK	RCH12							

KO					21			
KM	ROUTE FROM 316+45.49 TO 280+00							
RS	1	STOR	0					
RC	.08	.028	.08	3891.33	0.0051			
RX	0	917	1045	1047	1097	1100	1534	1627
RY	5180	5160	5158	5154	5154	5158	5160	5200
KK	RCH13							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 280+00 TO 237+00							
RS	1	STOR	0					
RC	.03	.028	.03	4300	.0067			
RX	0	1832	2011	2013	2053	2055	2485	3111
RY	5130	5130	5128	5125	5125	5128	5130	5140
KK	RCH14							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 237+00 TO 210+00							
RS	1	STOR	0					
RC	.03	.028	.03	3000	.004			
RX	0	542	1277	1280	1320	1323	1691	2011
RY	5120	5120	5114	5111	5111	5114	5120	5130
KK	RCH15							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 210+00 TO 180+90							
RS	1	STOR	0					
RC	.03	.028	.03	3200	.004			
RX	0	3100	3280	3285	3325	3350	5100	6950
RY	5110	5100	5095	5090	5090	5100	5120	5140
KK	RCH16							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 180+90 TO 162+40							
RS	1	STOR	0					
RC	.03	.028	.03	2500	.004			
RX	0	850	1700	1703	1735	1738	2650	4300
RY	5090	5092	5094	5091	5091	5094	5100	5140
KK	RCH17							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 162+40 TO 103+55.96							
RS	1	STOR	0					
RC	.05	.028	.05	6300	.004			
RX	0	3590	3593	3595	3645	3648	3720	4000
RY	5080	5070	5068	5064	5064	5068	5080	5140
KK	RCH18							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 103+55.96 TO 75+00							
RS	1	STOR	0					
RC	.08	.028	.08	3000	.0025			
RX	0	1350	1400	1403	1503	1507	3200	3300
RY	5060	5060	5058	5053	5053	5058	5070	5080
KK	RCH19							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 75+00 TO 36+88.64							
RS	1	STOR	0					
RC	.08	.028	.08	3811.36	.0037			
RX	0	1150	2305	2310	2360	2363	2430	2530
RY	5040	5046	5048	5043	5043	5048	5050	5060
KK	RCH20							
KO					21			
KM	ROUTE OUTFLOW FROM STATION 36+88.64 TO 10+00							
RS	1	STOR	0					
RC	.08	.028	.08	3000	.0050			

RX	0	500	2000	2005	2075	2078	5000	6900
RY	5040	5030	5032	5027	5027	5032	5040	5042
KK	RCH21							
KO	21							
KM	ROUTE OUTFLOW FROM STATION 10+00 NORTH TO SEVIER RIVER BRIDGE RESERVOIR							
RS	1	STOR	0					
RC	.08	.028	.08	23000	.0007			
RX	0	2313	4626	4628	4778	4780	8649	8951
RY	5030	5025	5020	5014	5014	5020	5030	5040
ZZ								

RUNOFF SUMMARY
FLOW IN CUBIC FEET PER SECOND
TIME IN HOURS, AREA IN SQUARE MILES

OPERATION	STATION	PEAK FLOW	TIME OF PEAK	AVERAGE FLOW FOR MAXIMUM PERIOD			BASIN AREA	MAINW. STAGE	TIME OF MAX STAGE
				6-HOUR	24-HOUR	72-HOUR			
HYDROGRAPH AT	RUNOFF	14590.	3.23	4410.	1593.	1593.	4.10		
ROUTED TO	ROUTE	27196.	5.23	10756.	4081.	4081.	4.10	5407.41	4.65
ROUTED TO	RCH1	26929.	5.27	10755.	4081.	4081.	4.10	5365.06	5.27
ROUTED TO	RCH2	26911.	5.28	10755.	4081.	4081.	4.10	5354.39	5.28
ROUTED TO	RCH3	26542.	5.35	10753.	4081.	4081.	4.10	5282.16	5.33
ROUTED TO	RCH4	26211.	5.40	10752.	4080.	4080.	4.10	5270.83	5.40
ROUTED TO	RCH5	25182.	5.58	10747.	4080.	4080.	4.10	5260.59	5.58
ROUTED TO	RCH6	22457.	6.10	10718.	4078.	4078.	4.10	5241.58	6.10
ROUTED TO	RCH7	21915.	6.32	10667.	4076.	4076.	4.10	5224.60	6.32
ROUTED TO	RCH8	21809.	6.42	10655.	4075.	4075.	4.10	5222.78	6.42
ROUTED TO	RCH9	21015.	6.70	10644.	4074.	4074.	4.10	5219.10	6.70
ROUTED TO	RCH10	20050.	7.05	10641.	4072.	4072.	4.10	5200.01	7.05
ROUTED TO	RCH11	19171.	7.42	10615.	4068.	4068.	4.10	5176.98	7.42
ROUTED TO	RCH12	18932.	7.62	10596.	4067.	4067.	4.10	5163.74	7.62
ROUTED TO	RCH13	18712.	7.80	10570.	4063.	4063.	4.10	5130.98	7.78
ROUTED TO	RCH14	18640.	7.90	10557.	4061.	4061.	4.10	5119.08	7.88
ROUTED TO	RCH15	18506.	8.05	10553.	4059.	4059.	4.10	5101.69	8.05
ROUTED TO	RCH16	18453.	8.15	10535.	4056.	4056.	4.10	5093.61	8.13
ROUTED TO	RCH17	17628.	8.58	10483.	4053.	4053.	4.10	5073.42	8.57
ROUTED TO	RCH18	17241.	8.88	10479.	4049.	4049.	4.10	5062.07	8.88
ROUTED TO	RCH19	16653.	9.27	10379.	4028.	4028.	4.10	5047.63	9.27
ROUTED TO	RCH20	16415.	9.52	10318.	4024.	4024.	4.10	5033.52	9.52
ROUTED TO	RCH21	9170.	11.78	8006.	3680.	3680.	4.10	5022.55	11.73

SUMMARY OF DAM OVERTOPPING/BREACH ANALYSIS FOR STATION ROUTE
(PEAKS SHOWN ARE FOR INTERNAL TIME STEP USED DURING BREACH FORMATION)

PLAN 1		INITIAL VALUE	SPILLWAY CREST	TOP OF DAM			
	ELEVATION	5402.00	5402.00	5407.00			
	STORAGE	3480.	3480.	5000.			
	OUTFLOW	0.	0.	335.			
	RATIO	MAXIMUM	MAXIMUM	MAXIMUM	DURATION	TIME OF	TIME OF
	OF	RESERVOIR	DEPTH	STORAGE	OVER TOP	MAI OUTFLOW	FAILURE
	FMP	W.S.ELEV	OVER DAM	AC-FT	HOURS	HOURS	HOURS
	1.00	5407.41	0.41	5126.	0.90	5.23	4.55

85

RY	5320	5320	5318	5314	5314	5318	5280	5280
KK	RCH4							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	497+00	TO	483+65.90	
RS	1	STOR	0					
RC	.08	.028	.08	1334.10	.0187			
RX	0	401	601	603	643	645	2075	2450
RY	5280	5270	5265	5261	5261	5265	5280	5320
KK	RCH5							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	483+65.90	TO	458+00.00	
RS	1	STOR	0					
RC	.08	.028	.08	2600.00	0.0058			
RX	0	176	1641	1644	1694	1696	2257	2415
RY	5280	5280	5252	5248	5248	5252	5280	5320
KK	RCH6							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	458+00	TO	425+00	
RS	1	STOR	0					
RC	.08	.028	.08	4700.00	.0034			
RX	0	223	776	780	830	833	1495	1692
RY	5240	5240	5235	5231	5231	5235	5240	5280
KK	RCH7							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	425+00	TO	407+89.67	
RS	1	STOR	0					
RC	.08	.028	.08	2210.33	.0027			
RX	0	1459	1802	1805	1855	1858	2701	4419
RY	5240	5220	5220	5216	5216	5220	5220	5240
KK	RCH8							
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	407+89.67	TO	395+00	
RS	1	STOR	0					
RC	.08	.028	.08	1289.67	0.0047			
RX	0	536	2152	2155	2205	2208	2921	4773
RY	5240	5220	5220	5216	5216	5220	5220	5240
KK	RCH9							
KO					21			
KM	ROUTE	FROM	STATION	395+00	TO	375+00		
RS	1	STOR	0					
RC	.08	.028	.08	2500	.0048			
RX	0	733	1417	1420	1470	1473	4712	5046
RY	5240	5220	5215	5211	5211	5215	5220	5240
KK	RCH10							
KO					21			
KM	ROUTE	FROM	STATION	375+00	TO	343+00		
RS	1	STOR	0					
RC	.08	.028	.08	6500	.0246			
RX	0	742	1136	1140	1190	1195	2230	3157
RY	5220	5200	5197	5193	5193	5197	5200	5220
KK	RCH11							
KO					21			
KM	ROUTE	FROM	STATION	343+00	TO	316+00		
RS	1	STOR	0					
RC	.08	.028	.08	5200	.0040			
RX	0	672	891	894	944	947	2176	2260
RY	5200	5180	5170	5166	5166	5170	5180	5200
KK	RCH12							
KO					21			
KM	ROUTE	FROM	STATION	316+45.49	TO	280+00		

RS	1	STOR	0					
RC	.08	.028	.08	3891.33	0.0051			
RX	0	917	1045	1047	1097	1100	1534	1627
RY	5180	5160	5158	5154	5154	5158	5160	5200
KK RCH13								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	280+00	TO	237+00	
RS	1	STOR	0					
RC	.03	.028	.03	4300	.0067			
RX	0	1832	2011	2013	2053	2055	2485	3111
RY	5130	5130	5128	5125	5125	5128	5130	5140
KK RCH14								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	237+00	TO	210+00	
RS	1	STOR	0					
RC	.03	.028	.03	3000	.004			
RX	0	542	1277	1280	1320	1323	1691	2011
RY	5120	5120	5114	5111	5111	5114	5120	5130
KK RCH15								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	210+00	TO	180+90	
RS	1	STOR	0					
RC	.03	.028	.03	3200	.004			
RX	0	3100	3280	3285	3325	3350	5100	6950
RY	5110	5100	5095	5090	5090	5100	5120	5140
KK RCH16								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	180+90	TO	162+40	
RS	1	STOR	0					
RC	.03	.028	.03	2500	.004			
RX	0	850	1700	1703	1735	1738	2650	4300
RY	5090	5092	5094	5091	5091	5094	5100	5140
KK RCH17								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	162+40	TO	103+55.96	
RS	1	STOR	0					
RC	.05	.028	.05	6300	.004			
RX	0	3590	3593	3595	3645	3648	3720	4000
RY	5080	5070	5068	5064	5064	5068	5080	5140
KK RCH18								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	103+55.96	TO	75+00	
RS	1	STOR	0					
RC	.08	.028	.08	3000	.0025			
RX	0	1350	1400	1403	1503	1507	3200	3300
RY	5060	5060	5058	5053	5053	5058	5070	5080
KK RCH19								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	75+00	TO	36+88.64	
RS	1	STOR	0					
RC	.08	.028	.08	3811.36	.0037			
RX	0	1150	2305	2310	2360	2363	2430	2530
RY	5040	5046	5048	5043	5043	5048	5050	5060
KK RCH20								
KO					21			
KM	ROUTE	OUTFLOW	FROM	STATION	36+88.64	TO	10+00	
RS	1	STOR	0					
RC	.08	.028	.08	3000	.0050			
RX	0	500	2000	2005	2075	2078	5000	6900
RY	5040	5030	5032	5027	5027	5032	5040	5042

KK	RCH21							
KO	21							
KM	ROUTE OUTFLOW FROM STATION 10+00 NORTH TO SEVIER RIVER BRIDGE RESERVOIR							
RS	1	STOR	0					
RC	.08	.028	.08	23000	.0007			
RX	0	2313	4626	4628	4778	4780	8649	8951
RY	5030	5025	5020	5014	5014	5020	5030	5040
ZZ								

RUNOFF SUMMARY
FLOW IN CUBIC FEET PER SECOND
TIME IN HOURS, AREA IN SQUARE MILES

OPERATION	STATION	PEAK FLOW	TIME OF PEAK	AVERAGE FLOW FOR MAXIMUM PERIOD			BASIN AREA	MAXIMUM STAGE	TIME OF MAX STAGE
				6-HOUR	24-HOUR	72-HOUR			
HYDROGRAPH AT	RUNOFF	0.	0.02	0.	0.	0.	4.10		
ROUTED TO	RCH1	20984.	0.68	6635.	2978.	2978.	4.10	5402.00	0.02
ROUTED TO	RCH2	20740.	0.72	6635.	2978.	2978.	4.10	5363.81	0.72
ROUTED TO	RCH3	20722.	0.73	6635.	2978.	2978.	4.10	5353.29	0.73
ROUTED TO	RCH4	20151.	0.82	6633.	2977.	2977.	4.10	5281.69	0.82
ROUTED TO	RCH5	19880.	0.88	6633.	2977.	2977.	4.10	5270.02	0.88
ROUTED TO	RCH6	18895.	1.03	6629.	2977.	2977.	4.10	5259.44	1.03
ROUTED TO	RCH7	15636.	1.55	6612.	2976.	2976.	4.10	5240.38	1.53
ROUTED TO	RCH8	15123.	1.80	6607.	2975.	2975.	4.10	5223.64	1.78
ROUTED TO	RCH9	14959.	1.93	6606.	2974.	2974.	4.10	5222.15	1.93
ROUTED TO	RCH10	14184.	2.27	6601.	2973.	2973.	4.10	5218.42	2.25
ROUTED TO	RCH11	13570.	2.58	6591.	2972.	2972.	4.10	5199.19	2.58
ROUTED TO	RCH12	12910.	2.97	6579.	2970.	2970.	4.10	5175.54	2.97
ROUTED TO	RCH13	12722.	3.17	6571.	2969.	2969.	4.10	5162.34	3.17
ROUTED TO	RCH14	12549.	3.37	6565.	2967.	2967.	4.10	5130.65	3.35
ROUTED TO	RCH15	12479.	3.48	6559.	2965.	2965.	4.10	5118.22	3.47
ROUTED TO	RCH16	12377.	3.63	6555.	2964.	2964.	4.10	5100.76	3.63
ROUTED TO	RCH17	12334.	3.73	6543.	2962.	2962.	4.10	5093.14	3.72
ROUTED TO	RCH18	11722.	4.12	6523.	2960.	2960.	4.10	5072.63	4.10
ROUTED TO	RCH19	11244.	4.50	6517.	2958.	2958.	4.10	5061.02	4.47
ROUTED TO	RCH20	10819.	4.90	6421.	2945.	2945.	4.10	5046.51	4.90
ROUTED TO	RCH21	10675.	5.15	6416.	2942.	2942.	4.10	5032.79	5.13
ROUTED TO		6632.	6.88	5561.	2834.	2834.	4.10	5021.56	6.87

FILE 1

RATIO OF PMF	MAXIMUM RESERVOIR W.S.ELEV	MAXIMUM DEPTH OVER DAM	MAXIMUM STORAGE AC-FT	MAXIMUM OUTFLOW CFS	DURATION OVER TOP BOURS	TIME OF MAX OUTFLOW BOURS	TIME OF FAILURE BOURS
1.00	5402.00	0.00	3480.	20984.	0.00	0.68	0.00

References

How to Develop and Implement an Emergency Action Plan, Cavanaugh, J.P., P.H. Collins, M.J. Gotzmer, J.W., Lee, R.G., 1989, Training Aids for Dam Safety, U.S. Bureau of Reclamation, United States Government Printing Office, Denver, Colorado.

Emergency Action Planning Guidelines for Dams, Interagency Committee of Dam Safety, Sub Committee on Emergency Action Planning, 1985, Federal Emergency Management Agency, United States Government Printing Office, Washington, D.C.

Guide for Development of State and Local Emergency Operation Plans, Interagency Committee on Dam Safety, Sub Committee on Emergency Action Planning, 1985, Federal Emergency Management Agency, United States Government Printing Office, Washington, D.C.

HEC-1 Flood Hydrograph Package, Haestad Methods, Inc., 7 Brookside Road, Waterbury CT 06708 USA

**NINE MILE DAM
SUNNY DAY FAILURE
AND
PROBABLE MAXIMUM FLOOD (PMF)
INUNDATION MAP**

GRAPHIC SCALE
1 IN. = 1 MILE
1 CM. = 1 KILOMETER

NOTE: DAMPER DAY FAILURE - DAM FAILURE WITH NO OVERTOPPING.

James & Doherty Engineering
1000 E. 10th St.
Greeley, CO 80639
TEL: 303-433-1111
FAX: 303-433-1112

**EXHIBIT MAP OF PROJECTED FLOOD
ZONE OF NINE MILE DAM FAILURE**

DATE: 10/1/00
SCALE: 1" = 1 MILE
SHEET NO. 1 OF 1

5. Gunnison Sediment Pond Dam

5.1 Introduction

This Emergency Action Plan (EAP) defines responsibilities and provides procedures designed to:

- Identify unusual and unlikely conditions that may endanger the dam.
- Initiate remedial actions to prevent or minimize the downstream impacts of a dam failure.
- Initiate emergency actions to warn downstream residents of impending or actual failure of the dam.

Dam Name: Sediment Pond No.2

Drainage the Dam is Located on: _____ of ☒ Off Channel Site

Directions to the Dam: Approximately 4.5 miles from Gunnison on SR-137

Dam Owner and Operator: Gunnison Irrigation Company

Type of Dam: Earthen

Dam Height: 21' Hydraulic Height: 17' Crest Length: 2,353 Crest Width: 12'

Upstream Slope: 2.5:1 Downstream Slope: 2.5:1

Reservoir Capacity at Spillway Crest (Acre-Feet): 80

Surface Area of Reservoir at Spillway Crest (Acre): 7.5

Nearest Downstream Town: Centerfield Distance to Nearest Town (Miles): 4.3
miles

Approximate Number of Properties in the Floodplain: 16

Downstream Property Description: Mostly agricultural farmland with scattered residential.

Notification Flowchart

If a failure is imminent or in progress, downstream evacuation of the floodplain must be started immediately in accordance with the following procedures outlined on pages iii-v of this plan:

- Contact local county or city emergency services or Sheriff's office
- Notify persons immediately downstream from the dam of the failure
- Contact Dam Safety and the Utah Division of Homeland Security
- Take preventive actions described beginning on pages 15 of this plan

A. Sanpete County Sheriff (435) 835-2345 or 911

B. Downstream Property Owners Affected by Flood Waters (1st affected, 2nd affected, etc.)

Name	Address	Phone No.
1.		
2.		
3.		
4.		
5.		
6.		

C. Division of Water Rights, Dam Safety Office

Office: (801) 538-7414 After Hours: (801) 538-7376

D. Utah Division of Homeland Security

Homeland Security: (833) 377-7233

5.2. Inundation Map

Approximately 16 properties and 4 roads could be affected by a major flood caused by a sudden breach of the dam. These are identified on the following inundation/vicinity map.

5.3. Slowly Developing Failure or Unusual Situation

If there is a slowly developing failure or unusual situation, where failure is not imminent, but could occur if no action is taken, dam tending personnel should:

- Notify Local Emergency Services of the potential problem and keep them advised of the situation.
- Contact the Utah Division of Water Rights, Dam Safety Office.
- During these contacts, find out if there are any immediate actions that can be taken to reduce the risk of failure.
- If necessary, implement preventative actions described on page 15 of this plan.
- If the situation deteriorates, be prepared to implement notification flowchart on pages vii-ix.

Possible Emergency Conditions

Listed below are some, not necessarily all, of the events that can lead directly to the failure of the dam. Included after each one is a brief outline of steps to take in trying to stabilize the situation.

5.4 Earthquake

If an earthquake has been reported in the vicinity, or the responsible individual has felt ground motion:

- Immediately conduct a general overall visual inspection of the dam.
- If the dam is failing or is damaged to the extent that there is increased flow passing downstream, immediately implement Notification Flowchart procedures found on pages vii-ix then take the appropriate action beginning on page 2.
- If damage has occurred but is not judged serious enough to cause failure of the dam, quickly observe the nature, location, and extent of the damage, and evaluate the potential for failure. A description of slides, sloughs, new or increased seepage, or sudden subsidence, including the location, extent, rate of subsidence, effects on adjoining structures, springs or seeps, reservoir elevation, weather conditions, and other pertinent facts would also be helpful. Contact Local Emergency services to notify them of the situation, contact Dam Safety, and then take the appropriate action beginning on page 2.
- If the dam crest has settled, lower the reservoir pool to an appropriate level. The pool should remain drawn down until the dam can be examined by Dam Safety or other qualified professional engineers and any necessary repairs are made.

If there is no imminent danger of dam failure the dam owner should thoroughly inspect the following:

- Faces of the dam for cracks, settlement, or seepage
- Abutments for possible displacement
- Outlet works, control house, tunnel, and gate chamber for structural integrity
- Spillway structure to confirm continued safe operation

- Drains and seeps for any turbidity, muddy water or increased flow
- Reservoir and downstream areas for landslides

Report all findings to Dam Safety and all other agencies that had been contacted earlier during the emergency. Also make sure to keep close watch on the dam for the next two to four weeks, as some damage may not show up immediately after the earthquake.

Reduction in Freeboard and/or Loss of Dam Crest Width:

- Place additional riprap or sandbags in damaged areas to prevent further embankment erosion.
- Lower the reservoir to an appropriate level.
- Restore freeboard with sandbags or earth and rock fill.
- Continue close inspection of the damaged area until permanent repairs can be made.

Mass Movement Of The Dam On Its Foundation (Spreading Or Mass Sliding Failure):

- Immediately lower the reservoir to an appropriate level.
- Continue operation at a reduced level until repairs are made.

Excessive Settlement of the Embankment:

- Lower the reservoir level to a safe elevation by releasing it through the outlet or by pumping, or siphoning.
- If necessary, restore freeboard by placing sandbags or earth and rock fill.
- Continue operating at a reduced level until permanent repairs can be made.

Failure Of An Appurtenant Structure Such As An Outlet Or Spillway:

- Implement temporary measures to protect the damaged structure, such as closing an outlet or providing temporary protection for a damaged spillway.
- Employ experienced, professional divers, if necessary, to assess the problem and possibly implement repair.
- Lower the water level to a safe elevation. If the outlet is inoperable, pumping, siphoning, or a controlled breach may be required.

5.5. Flooding

If major flooding is predicted, lower the reservoir to an appropriate level and monitor the following:

- Current reservoir elevation and freeboard
- Rate the reservoir is rising
- Seepage from drains
- Weather conditions
- Discharge conditions of creeks and rivers upstream and downstream

If flooding occurs, lower the reservoir by gradually increasing the discharge through the spillway and outlet; implement the following procedures:

- Notify downstream residents of the increases in discharge, and increase the discharge in stages to avoid flooding downstream residents
- Check the downstream toe and abutments for any new seepage, increase in seepage, or any indication of muddy or silty flow
- Check for cracks, slumping, sloughing, sliding, or other distress signals near the dam abutments, faces, or crest
- Contact Local Emergency Services and Dam Safety
- If necessary, take the appropriate action listed below

5.6 Overtopping by Flood Waters:

- Open outlet to its maximum safe capacity
- Place sandbags along the dam crest to increase freeboard and force more water through the spillway and outlet
- Provide erosion-resistant protection to the downstream slope by placing plastic sheets or other materials over eroding areas
- Divert floodwaters around the reservoir basin if possible

5.7. Spillway Channel Back Cutting Threatening Reservoir Evacuation:

- Reduce the flow over the spillway by fully opening the main outlet
- Provide temporary protection at the point of erosion by placing sandbags, riprap, or plastic sheets weighted with sandbags
- When inflow subsides, lower the reservoir to a safe level
- Continue operating at a lower water level in order to minimize spillway flow until permanent repairs can be made

5.8. Erosion, Slumping/Sloughing, Or Cracking

- Determine the location, size of the affected area (height, width, and depth), severity, seepage discharge, clear or cloudy seepage, and the reservoir level
- If failure appears likely, implement Notification Flowchart procedures found on page 4 then take the appropriate action listed below
- Otherwise, contact Dam Safety

5.9. Slide or Slough on the Upstream or Downstream Slope of the Embankment:

- Lower the water level at a rate, and to an elevation, that is considered safe given the slide condition. If the outlet is damaged or blocked, pumping, siphoning, or a controlled breach may be required
- Restore lost freeboard if required by placing sandbags or filling in the top of the slide

- Stabilize slides on the downstream slope by weighting the toe area with additional soil, rock, or gravel

5.10. New Springs, Seeps, Bogs, Sandboils, Cloudy Seepage, Increased Leakage, or Sinkholes

If there is an increase in old seeps, an increase in toe drain flow, or if new springs, seeps, or bogs appear:

- Determine the location, size of the affected area, estimated discharge, nature of the discharge (clear or cloudy), and reservoir level (a map of the area may be helpful to illustrate where the problem is located)
- If failure appears likely, implement Notification Flowchart procedures found on page 4 then take the appropriate action listed below
- Otherwise, report all findings to Dam Safety

5.11. Erosional Seepage or Leakage (Piping) Through the Embankment, Foundation, or Abutments:

- Plug the seepage inlet with whatever material is available (hay bales, bentonite, or plastic sheeting)
- Lower the water level until the flow decreases to a non-erosive velocity or until it stops
- Continue lowering the water level until a safe elevation is reached
- Continue operating at a reduced level until repairs are made

5.12. Excessive Seepage and High-Level Saturation of the Embankment:

- Lower the water to a safe level
- Continue frequent monitoring for signs of slides, cracking, or concentrated seepage
- Continue operations at a reduced level until repairs are made

5.13. Sudden Water Releases

In case of sudden, planned or unplanned, large water releases from the outlet works or spillway (e.g. opening gates or valves, pulling stop logs), notify downstream residents and the appropriate agencies of the increased flow.

5.14. Abnormal Instrumentation Readings

After taking any instrumentation reading, compare the current readings to previous readings of the same reservoir level. If the reading appears abnormal, determine:

- Changes from the normal readings
- Reservoir level
- Weather conditions
- Other pertinent facts
- Contact the Dam Owner, Project Engineer, and Dam Safety

5.15. Other Problems

In case of other problems occurring that might pose a threat to the dam safety, contact Dam Safety and explain the situation as best as possible.

5.16. End of Emergency Situation and Follow-up Actions

Once conditions indicate that there is no longer an emergency at the dam site and the proper authorities (e.g. Dam Safety or a qualified professional engineer) have declared the dam safe, the Dam Owner or Operator should contact the local emergency management authorities, who will then terminate the emergency situation.

5.17. Supplies and Resources

In an emergency situation, equipment and supplies might be needed on short notice, such as sandbags, riprap, fill materials, equipment, and laborers. The table below lists the supplies and indicates how to access them.

Item	Contact	Location
<u>Earthmoving Equipment</u>	<u>Mike Madsen (435)979-6254</u>	<u>Mayfield</u>
<u>Sand & Gravel</u>	<u>Mike Madsen (435)979-6254</u>	<u>Mayfield</u>
<u>Sandbags</u>	<u>Mike Madsen (435)979-6254</u>	<u>Mayfield</u>
<u>Pumps</u>	<u>Mike Madsen (435)979-6254</u>	<u>Mayfield</u>
<u>Pipe</u>	<u>Mike Madsen (435)979-6254</u>	<u>Mayfield</u>
<u>Laborers</u>	<u>Mike Madsen (435)979-6254</u>	<u>Mayfield</u>

5.18. Individual Responsibilities

The following list indicates who is responsible for taking specific actions at the dam when there is an emergency situation. In this manner tasks can be well divided so in an emergency no one person is overwhelmed.

Zack Jensen	Cell: (435) 979-9241
Stan Jensen	Cell: (801) 885-4859
Canyen Dyreng	Cell: (435) 851-6270



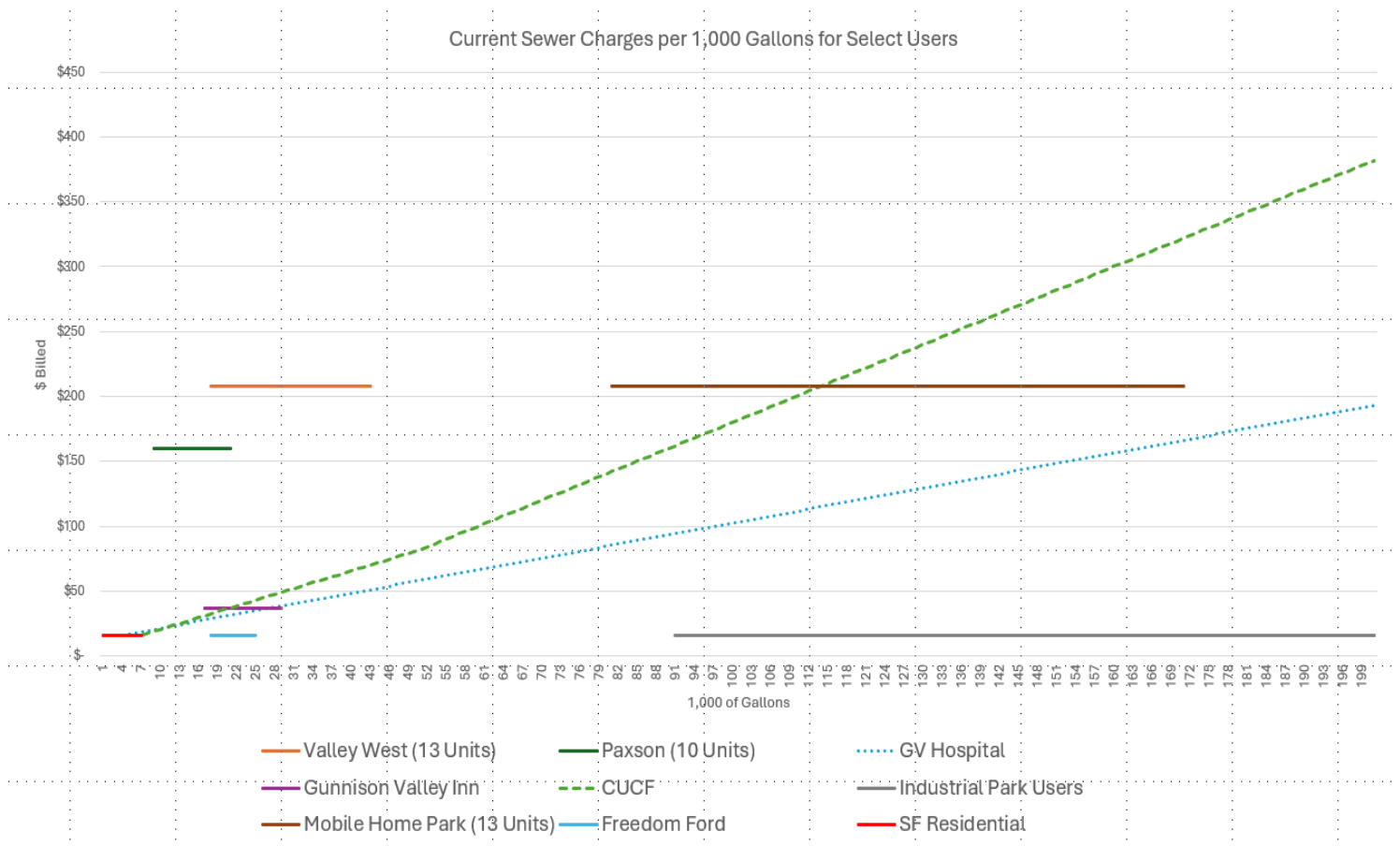
Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: January 6, 2025
Re: Resolution 2025-01 Amending the City Fee Schedule

The Fee Schedule needs to be updated to reflect current fees and costs on a regular basis.

The proposed amendments to the fee schedule include the following:

- Correcting Business License setup fees to match adopted ordinance language.
- Modifying Impact and Connection fees to reflect city costs for meters and installation services.
- Zoning Permit Fees are updated for consistency with the recently adopted subdivision review processes. Some fees are removed due to obsolescence.
- Several monthly services are changed and need to be discussed. The most significant change for discussion is institution of a sewer rate tier system. More information will be provided at the meeting.



RESOLUTION 2025-01

A RESOLUTION ESTABLISHING THE FEE SCHEDULE FOR GUNNISON CITY

WHEREAS, The Gunnison City Council desires to provide citizens, business owners, and others who may utilize city services, with a schedule of fees for services and permits provided by the city; and

WHEREAS, The Gunnison City Council acknowledges that the fees required of various developers, subdividers, property owners, and citizenry of the city necessitate periodic review; and

WHEREAS, the Gunnison City Council desires to make adjustments where necessary to the Fee Schedule in order to ensure proper and adequate service to the citizens of Gunnison;

NOW THEREFORE, BE IT RESOLVED by the Gunnison City Council that the following fees shall be established for various development projects and services rendered by employees and volunteers of the City, and shall be collected by the City Recorder at the submittal of an application or request for action for which the fee has been designated herein:

PASSED by the City Council of the City of Gunnison, Utah this 8th day of January 2025.

Lori Nay, Mayor

ATTEST

Valerie Andersen, City Recorder

Councilmember Robert Andersen ____
Councilmember Donald Childs ____
Councilmember Shawn Crane ____
Councilmember Stella Hill ____
Councilmember Michael Wanner ____



Consolidated Fee Schedule

Administration

Notary Services -	\$10.00
Returned Checks-	\$25.00
Utility Account Set Up Fee-	\$25.00

Copies

8.5 x 11 B&W / Color -	\$0.10 per page / \$0.40 per page
11 x 17 B&W / Color -	\$0.20 per page / \$0.50 per page

GRAMA Requests

First 15 min is free per state GRAMA law 536-2-203(5). Additional research may be billed according to staff hourly rates.

Animal Control

Animal Reclamation Fee

Licensed Dogs

1 st Offense-	\$25.00
2 nd Offense-	\$50.00
3 rd Offense-	\$75.00
4 th Offense-	Dog is taken from owner permanently.

Unfixed Dogs +\$25.00 to the above fee

Unlicensed Dogs +\$20.00 to the above fees

Dog License

Non-Spayed/Neutered-	\$25.00
Spayed/Neutered-	\$10.00

Business Licenses

Alcohol License (new & renewal)

Class A-	\$100.00
Class B-	\$150.00
Class C-	\$200.00
Class D-	\$200.00

Commercial - Initial License - \$90.00¹

Annual Renewal - \$50.00

Home Occupation Initial - \$40.00¹

Annual Renewal - \$25.00

Renewal Delinquency- \$25.00

Temporary Business Licenses

Single Day	\$30/day
Holiday/Seasonal Vendor	\$50
Solicitor	\$100
Event Vendor	\$TBD/event

¹ New fees are prorated based on months of year remaining when applying. Fees for licenses issued during the first six (6) months of the year shall be for the full amount of the annual license. Fees for licenses issued during the last six (6) months of the year shall be one-half (1/2) the annual fee (GCMC 4.10.050.3)

Cemetery

Purchase of Burial Right

Resident-	\$300.00
Non-Resident-	\$750.00

Transfer of Burial Rights

To Resident -	\$50.00
To Non-Resident -	\$350.00

Grave Opening and Closing

Resident-	\$250.00
Weekend or Holiday-	\$300.00
Non-Resident-	\$400.00
Weekend or Holiday-	\$500.00

Facilities and Equipment²

Heritage Hall Rental

Cleaning Deposit-	\$200.00 ³
Heritage Hall-	\$150.00
Kitchen-	\$50.00
Table clothes -	\$2 per cloth.

Park Rentals

Cleaning Deposit-	\$50.00 ³
Non-Residents	Full / Half Day \$100.00 / \$50.00
Resident	Full / Half Day \$80.00 / \$40.00

Equipment

Corn Hole-	\$10.00/Set
Volleyball-	\$40.00

Folding Chairs (fee is charged per 30 chairs used)

Renter loads and unloads -	\$40 deposit with ½ returned upon returning of chairs
City staff assist with loading and unloading -	\$20

Impact and Connection fees

The following connection and impact fees, where applicable, shall be paid prior to any metered services being turned on at a property and before the city will grant final approvals for any certificate of occupancy.

Culinary System

Meter Fee –	City cost at time of application for new meter installation.
Meter Installation Fee -	\$350.00 \$500.00
Connection Fee ⁴ -	\$1,200.00 minimum. Additional costs may be applied based on city and consultant time and materials to provide a new connection point.
Water Impact Fee -	\$3,000

² Facility and equipment fees are not charged for non-profit, philanthropic organizations or when requested for government/quasi government purposes. Cleaning deposits must still be paid for any rental.

³ Cleaning deposits may be returned in whole or in part based on completion of cleanup list items after facility use and deduction of any city costs related to additional clean up labor and materials necessary.

⁴ Connection Fees are charged to cover costs of the city adding onto or extending its system for a new user. New users located within a subdivision or development where the connections are installed by a developer are not charged this connection fee.

Water Re-Connection - \$100

Pressurized Irrigation System

Size	1-inch	Greater than 1-inch
Connection Fee ⁴	\$2,000	TBD on material prices, staff time, and availability of
Meter Fee	\$400	services at the time of meter installation.

P.I. Meter Installation- ~~\$350.00~~ **\$500.00**

Roads - Road Frontage Assessment Fee⁵ - TBD by City Engineer at the time of permit application based on adjacent infrastructure, city construction standards and road plans.

Sewer

Sewer Impact Fee- \$1984.88

Sewer Inspection Fee- \$200.00

Library

Copies

Black and White- \$0.10/page

Color- \$0.40/page

Faxes- \$0.25/page

Patron Fees- \$20.00/year (All Cities excluding Gunnison, Centerfield and Fayette)

Permit Fees

Accessory Building

200+ Sq Ft.- \$100.00 Less than 200 Sq Ft.- \$25.00

Animal Management Permit- \$50.00

Appeals Requests \$1000.00

Code Amendment \$800.00

Code Interpretation- \$400.00

Conditional Use

Residential- \$800.00 + **Associated Engineering Review Costs**

Non- Residential- \$800.00 + **Associated Engineering Review Costs**

Determination of Non-Conforming/Non-Complying Structures- \$600.00

Fence Permit- \$25.00

General Plan Amendment \$800.00

~~Large Commercial Permit~~ ~~\$150.00~~

P-1 Use or Site Plan Review

SF Residential- \$100.00 + Associated Engineering Review Costs

MF/Non-Residential- \$200.00 + Associated Engineering Review Costs

P-2 Use or Site Plan Review

MF Residential- \$500.00 + Associated Engineering Review Costs

Non-Residential- \$800.00+ Associated Engineering Review Costs

Sign Permit- (P1/P2/CU) \$25.00 /

~~Site Zoning Permit~~ ~~\$200.00~~

Subdivision

Concept Review **\$500 + Engineering Review Costs**

⁵ Fee is to be calculated based on half of the required full street improvements along the frontage.

Lot Split Request	\$100.00 + Engineering Fees
Preliminary	
Minor	\$350 + \$50/Lot + Engineering Fees
Major	\$500 + \$50/Lot + Engineering Fees
	Master Planned \$750 + \$50/lot + Engineering Review Costs
Final (fees per phase being platted)	
Minor	\$200 + Engineering Fees
Major	\$350 + \$50/Lot + Engineering Fees Review Costs
	Master Planned \$500 + \$50/Lot + Engineering Review Costs
Engineering Fees	Project specific costs incurred by city passed onto the applicant
Temporary Use Permit-	\$150.00
Variance Application-	\$800.00
Zone Change Request -	\$800.00
Zoning Application Fee-	\$100.00

Pool

Admission		Resident ⁶		Non-Resident	
		Individual	Family ⁷	Individual	Family ⁷
	Single Day Pass	\$4.00	\$12.00	\$5.00	\$16.00
	Monthly Pass	\$40	\$100	\$50	\$150
	Annual Pass	\$200	\$300	\$350	\$500
	Seniors Discount ⁸	25%		20%	
	Summer (3 month)		\$100		\$150
	10 Punch Pass	\$25			
	20 Punch Pass	\$50		\$40	
				\$80	
Rentals					
	Party Room	\$25 / Hr.		\$30 / Hr.	
	Pool (<25 people)	\$50 / Hr.		\$60 / Hr.	
	Pool (>25 people)	\$75 / Hr.		\$100 / Hr.	
	Pool Business Rental	\$200 / 2 Hr block (Includes Wibit)		\$250 / 2 Hr block (Includes Wibit)	
	Wibit	\$100		\$100	

Special Service Monthly Fees

~~Fire District- \$6.80~~

Local Fire Services - \$2.00

Garbage- \$17.75

Additional Cart- \$2.50

Beautification- \$3.00

Storm Drainage- ~~\$3.75~~ **\$6.00**

⁶ Resident includes citizens of Gunnison and Centerfield

⁷ For purposes of applying this fee schedule, a Family shall be 4 or more persons of the same household or who are related by blood, marriage, or adoption.

⁸ Individuals who are 60+ years of age ("Seniors") may receive a discount on all pass rates as indicated for residents and non-residents. The discount only applies to individuals and may not be utilized to discount admission of other family members who do not qualify as Seniors.

Street Lights - \$1.00

Utilities

Culinary Water - Monthly

CUCF Water Rate⁸ – \$35.00 for 0-6,000 Gallons

Overage Rates

- \$1.50 per 1000 Gallons for 6,001-50,000 Gallons
- \$2.00 per 1000 Gallons for 50,001-300,000 Gallons
- \$2.50 per 1000 Gallons for 300,001-500,000 Gallons
- \$3.50 per 1000 Gallons for 500,001-1,000,000 Gallons
- \$4.50 per 1000 Gallons for 1,000,001-2,000,000 Gallons
- \$6.50 per 1000 Gallons for 2,000,001 Gallons and Over

Inside City Limits Base Rate- \$35.00 for 0-6,000 Gallons per connection

Overage Rates

- \$1.50 per 1000 Gallons for 6,001-50,000 Gallons
- \$2.00 per 1000 Gallons for 50,001-300,000 Gallons
- \$2.50 per 1000 Gallons for 300,001-500,000 Gallons
- \$3.50 per 1000 Gallons for 500,001-1,000,000 Gallons
- \$4.50 per 1000 Gallons for 1,000,001-2,000,000 Gallons
- \$6.50 per 1000 Gallons for 2,000,001 Gallons and Over

Outside City Limits Base Rate- \$42.00 for 0-6,000 Gallons

Overage Rates

- \$1.90 per 1000 Gallons for 6,001-50,000 Gallons
- \$2.50 per 1000 Gallons for 50,001-300,000 Gallons
- \$2.60 per 1000 Gallons for 300,001-500,000 Gallons
- \$3.50 per 1000 Gallons for 500,001-1,000,000 Gallons
- \$4.50 per 1000 Gallons for 1,000,001-2,000,000 Gallons
- \$6.50 per 1000 Gallons for 2,000,001 Gallons and Over

Culinary/Hydrant Use for Construction Water

- Measured through City Meter - \$1,000 refundable deposit + applicable culinary monthly base and overage rates. Monthly base rate only charged once during permitted water use.
- Measured via truck load - \$20 per truck connection.
- Penalty for use of Hydrant without prior approval - \$1,000

Pressurized Irrigation Fees

1. Private customer owner water shares, being delivered through the city system shall be assessed an annual operating and maintenance fee of \$5.00 per share. The fee may be prorated and collected monthly.
2. All City system customers shall be assessed
 - a. An annual operating and maintenance fee of \$25.00/acre. This includes the Gunnison Irrigation Company assessment and the Gunnison City operating and maintenance costs. The fee may be prorated and collected monthly.
 - b. \$6.50 per month per household with one or more connection to cover the city's obligations associated with the 2022 Irrigation Meter Revenue Bond.

⁸ The CUCF rate is established in accordance with the Direct Award Grant Agreement between Gunnison City and DFCM. This rate may not include any charges related to financing costs associated with the Tarr Canyon Well project. Operational increases are allowed in as much as the increase is uniformly applied to other system users.

3. City System customers who are served from the city owned pond will be charged
 - a. 1.00 per month per connection to pay for the construction and inclusion of Peacock Spring water in the system.
 - b. \$2.00 per month per connection to pay for the annual increase in assessments from the Gunnison Irrigation Company.
 - c. \$3.00 per month per connection to pay for operating and maintenance fees of the pressurized irrigation system.
4. Properties approved to be included in "City SID Area" per Gunnison City land use ordinance section 1630 1-C will pay an assessment fee equal to \$1,500.00 per acre.
5. After July 1, 2024, due to the cost of installing irrigation meters and lifetime replacement costs, users will be charged a meter replacement fee each month based on the size of their irrigation meter as follows: 1-inch = \$3, 1.5-inch = \$8, 2-inch = \$11, 3-inch = \$15.

Sewer Fees -

Base Rate - \$16 per month per connection

Multi-family Developments Rate: Base Rate per Unit

Motel/RV Park Rate: Base Rate + 1.50 per 1000 gallons over 1000 gallons

Institutional Rate: Base Rate + \$0.90 per 1000 gallons over 4000 gallons

CUCF Rate - \$16.00 for 0-6,000 Gallons

Overage Rates

\$1.50 per 1000 Gallons for 6,001-50,000 Gallons

\$2.00 per 1000 Gallons for 50,001-300,000 Gallons

\$2.50 per 1000 Gallons for 300,001-500,000 Gallons

\$3.50 per 1000 Gallons for 500,001-1,000,000 Gallons

\$4.50 per 1000 Gallons for 1,000,001-2,000,000 Gallons

\$6.50 per 1000 Gallons for 2,000,001 Gallons and Over

Current, varied
sewer rates
being charged.

Uniform Rate Structure Base Rate - \$14 per month per connection

Overage Rates

\$1.50 per 1000 Gallons for 6,001-50,000 Gallons

\$2.00 per 1000 Gallons for 50,001-300,000 Gallons

\$2.50 per 1000 Gallons for 300,001-500,000 Gallons

\$3.50 per 1000 Gallons for 500,001-1,000,000 Gallons

\$4.50 per 1000 Gallons for 1,000,001-2,000,000 Gallons

\$6.50 per 1000 Gallons for 2,000,001 Gallons and Over

Possible, single
tiered system
with Agriculture
adjustment.

Agriculture Industry Base Rate - \$14 per month per connection plus \$X.xx per X Gallons over X gallons?

Delinquency Fees- A delinquency fee shall be charged to all utility service bills not paid prior to the past due date. The amount of the fee shall be 7 percent per month for the delinquent portions of the bill.



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: January 6, 2025
Re: Resolution 2025-02 Amending Personnel Leave Policy

Resolution 2025-02 was prepared to address inconsistencies between city FMLA policy and the related federal act. The resolution also serves to clarify policy on short absences from work, it creates a sick leave donation program and clarifies use of compensation time.

SPECIAL NOTE: This policy pertains to leave related to individual medical conditions. To avoid potential conflict with federal HIPPA requirements, there should be no discussion nor questions about individual employees, their health, nor their use of paid or unpaid sick leave.

RESOLUTION 2025-02

A RESOLUTION AMENDING EMPLOYEE LEAVE POLICY

WHEREAS, The Gunnison City personnel policies are subject to federal statutes including but not limited to the Fair Labor Standards Act and the Family and Medical Leave Act; and

WHEREAS, Applicable federal acts and applications change over time, which necessitates the city updating its personnel policies to be consistent with such changes.

NOW THEREFORE, BE IT RESOLVED by the Gunnison City Council that the city's personnel policies be amended as follows:

I. Section 2.5.040 Definitions is amended as follows: (underlined text is added, stricken text is deleted.)

(a) "Employee" is defined here as in Section 3.1.020(h)(i) of the Gunnison Administrative Policies and Procedures.

(b) "Paycheck" means any disbursement of compensation to an employee.

(c) "Work Week" means the period of time between 12:00 AM (Midnight) Monday and 11:59 PM the following Sunday.

II. Paragraph (j) of Section 3.1.100. Full Service Dedication is amended as follows: (underlined text is added, stricken text is deleted.)

(j) Work Schedules and Breaks. Employees shall work under a schedule determined by the department supervisor which will fit the requirements of the department. As a general rule, a daily fifteen-minute, paid rest break may be taken once in the morning and once in the afternoon. Supervisors will establish a time frame for said rest breaks according to times which will be beneficial to all concerned. If an employee does not utilize the break time, they cannot count the time as compounding leave time nor apply it toward allotted mealtimes. Employees will be provided with an unpaid, 30-minute meal break when working more than five consecutive hours in a day. Employees shall clock out for any time away from job responsibilities that exceeds 20 minutes. Misuse of break periods or improper timekeeping shall be grounds for disciplinary action. Regular business hours shall be posted for public information.

III. Paragraph (b)(7) of Section 3.1.120. Employee Benefits is created and shall read as follows:

(7) Sick Leave Donation Program.

(i) Employees having more than 480 hours of sick leave may voluntarily donate sick or vacation leave to other employees experiencing a serious health condition resulting in long term consecutive days away from work. Donated leave time cannot be time that would otherwise be stricken at the end of year due to leave time caps. Donated leave will remain as the donor's leave until needed by the recipient employee. Donations must be made in ½ hour increments.

(ii) Recipients of donated leave are only eligible to receive donated leave if they are eligible for sick leave benefits, have exhausted their own leave banks of vacation, sick, or compensated time, and the donated leave will only be applied toward absences due to an on-going serious health condition which is related to a FMLA eligible condition.

- (iii) Approval Procedures. Potential recipients must request, in writing, to be considered for donated leave. The Chief Personnel Officer (CPO) will review the request and, upon determination that the employee is eligible for donated leave, will send notice to all potential donors of an anonymous request for leave donations. Donors shall provide written notice to the CPO of their willingness to donate leave, the amount and type of leave to be donated, and the timing for such donation to be utilized. Recipients will be notified by the CPO of any available leave. The CPO will provide written documentation to the city's payroll office to make appropriate leave time adjustments.
- (iv) Donors of leave are not entitled to nor eligible for compensation nor remuneration from the city or the leave recipient for the donated time.
- (v) Leave Value. Donated leave time will be applied on an hour for hour basis and not the compensation value to the respective donor(s) or recipients.

IV. Paragraph (d) of Section 3.1.120. Employee Benefits is amended as follows: (underlined text is added, stricken text is deleted.)

(d) Family and Medical Leave of Absence. The Family and Medical Leave Act (FMLA) entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave.

- (1) Qualifications. Employees who work at least 1,250 hours per year and have worked for the City for a minimum of one year ~~prior to requesting leave,~~ are eligible for Family or Medical Leave in accordance with the Family and Medical Leave Act. Eligible employees will be allowed up to ~~90 days of unpaid~~ twelve workweeks of leave within any 12-month period for 1) the birth of a child and to care for the newborn child within one year of birth; 2) the placement of a child with an employee for adoption of a the child and to care for the newly placed child within one year of placement; 3) to provide either physical or psychological care for a child, spouse (husband or wife), or parent with a serious health condition as defined by FMLA; 4) a serious health condition that makes the employee unable to perform the essential functions of his or her job; or 5) any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a covered military member on "covered active duty". Eligible employees who are the spouse, son, daughter, parent or next of kin for a military service member with a serious injury or illness are allowed up to twenty-six work weeks of leave during a single 12 month period to care for that family member. ~~The employee must conclude leave for the birth or placement of a child for either adoption or foster care within 12 months after event.~~ Leave may begin prior to the birth or placement of a child, as circumstances dictate but must conclude within 12 months of the leave starting relative to the qualifying infant event.
- (2) Eligible Health Conditions. To qualify for medical leave the circumstances must include health condition or treatment must be such that it requires the employee to be absent from work on a recurring basis or for more than a few days for treatment or recovery; conditions requiring an overnight stay in a hospital or other medical care facility; conditions that incapacitate an employee or family member (for example, unable to work or attend school) for more than three consecutive days and have ongoing medical treatment (either multiple appointments with a health care provider, or a single appointment and follow-up care such as prescription medication); chronic conditions that cause occasional periods when an employee or their eligible family member are incapacitated and require treatment by a health care provider at least twice a year; or

- pregnancy (including prenatal medical appointments, incapacity due to morning sickness, and medically required bed rest).
- (3) Leave Period. An FMLA leave period begins within five business days of an employee requesting leave or the employer learning that an employee's leave may be for a FMLA-qualifying reason.
- (4) Paid Leave. The employee must substitute paid time off benefits, such as accrued vacation, sick pay, or compensatory time for the FMLA eligible unpaid time off except where allowed for intermittent leave. Using paid time off benefits does not add to extend the total length of the FMLA eligible leave period. Unless paid time off benefits are available, pay will be reduced for all full days of unpaid leave taken or for all hours of leave taken in a single day. Reducing pay for partial days off will not impact the exempt status of exempt employees under the Fair Labor Standards Act.
- (5) Intermittent FMLA Leave. In the case of the employee's own serious health condition or that of a family member, the employee Employees may take qualifying FMLA leave intermittently or on a reduced work schedule if required for medical reasons-conditions When the leave is for the adoption or birth of a child, the employee may take leave intermittently or on a reduced work schedule but only with the joint approval of the employee and Gunnison City. Employees utilizing intermittent FMLA may retain up to 16 hours of sick leave for non-FMLA qualified absences. When the 16 hour limit is reached, the employee may use the sick leave or take approved time off without pay for FMLA related leave purposes. Employees on intermittent FMLA leave may be reassigned job duties as needed to fulfill the needs of the city if the intermittent work is disruptive to operations.
- (6) Both Spouses. If spouses are both working for the City, and leave is taken for the adoption or birth of a healthy child, or to care for a sick parent, the maximum combined leave for both spouses is 90 days. If leave is taken to care for an ill child or spouse, each spouse is entitled to 90 total days of leave.
- (7) Job Restoration. Employees who are granted leave will generally be returned to the same position held or duties assigned prior to the leave, or one that is equivalent in pay, benefits, and of the terms and conditions of employment.
- (8) Health Benefits. Health care benefits will continue during leave. Both Gunnison and the employee will continue to pay their respective portions of monthly premium. If the employee chooses not to return from leave, the employee may be required to repay the City's portion of the premium payment.
- (9) Notification. The employee must provide Gunnison 30 days written notice of the need for leave or, if conditions prevent such notice, Gunnison City must be notified as soon as possible. Employees are responsible to notify the city at the end of the leave period if additional time is needed.
- (10) If leave in order to care for an employee's illness or injury or that of a family member is required, the employee must obtain the following information from a responsible health care provider and make it available to Gunnison City.
- (i) the date the serious health condition began;
 - (ii) the duration of the condition;
 - (iii) a statement of need to care of the ill person and the estimated length of the leave or a statement that the employee cannot perform functions of his/her job;
 - (iv) if applicable, the medical reasons verifying the need for intermittent leave or a reduced work schedule, such as scheduled dates for treatment.
- (11) Sick Leave. Use of paid sick leave for family or medical leave shall be only for the period that the employee is physically disabled and only to the extent that the employee has sick leave accumulated. Paid sick leave for the purpose of providing child care is not permissible. If an employee has indicated that they do not intend to return to their

employment after the birth of a child, the employee will be granted the use of any accumulated sick leave during the periods before and immediately after birth of the child. The employee will submit their resignation at the time they take leave. When the approved sick leave is exhausted, the individual's employment with the city will end.

V. Paragraph (c) of Section 3.1.130. Overtime is amended as follows: (underlined text is added, stricken text is deleted.)

(c) Compensatory Time.

- (1) Use. Compensatory time may be taken at any time with prior notice to and approval of an employee's department head. The department head shall make every reasonable effort to give his approval to a reasonable request and accommodate the desires and preferences of the employee. Compensatory time can only be applied to approved absences occurring after it is earned.
- (2) Limit on Accrual. No department head or supervisor shall permit the total compensatory time due an employee to accrue beyond a total of sixty working hours, where such employee has made a request to use such time. No employee may permit compensatory time to accrue beyond 30 days without making a request to use such time.

PASSED by the City Council of the City of Gunnison, Utah this 8th day of January 2024.

Lori Nay, Mayor

ATTEST:

Valerie Andersen, City Recorder

Councilmember Andersen	_____
Councilmember Childs	_____
Councilmember Crane	_____
Councilmember Hill	_____
Councilmember Wanner	_____



Memorandum

To: Mayor Nay and City Council
From: Dennis L. Marker, City Administrator
Date: January 6, 2025
Re: Annual Open Public Meetings Training

Public officials are required to have annual training on the open public meetings laws of the State of Utah. This training is provided by the State Auditors office and includes a short video and test. Total training time is estimated to be less than 20 minutes.