



**EPHRAIM CITY COUNCIL
REGULAR MEETING AGENDA**
Council Chambers – Ephraim City Hall
5 South Main, Ephraim, Utah
Wednesday, September 3, 2025
6:00 PM

Today's meeting will be held in person in the Council Chambers and is open to the public. Members of the press and public are also invited to view this meeting live on YouTube.

To participate in the public comment period or any scheduled public hearings, please email cmaudsley@ephraim.gov before 3:00 PM on the day of the meeting.

Live Stream on YouTube at 6:00 P.M.
<https://www.youtube.com/@EphraimCityUtah/streams>

6:00 PM

ROLL CALL

CALL TO ORDER

OPENING CEREMONY

Community members, churches, or organizations are invited to offer a thought, reading, or invocation at the beginning of City Council meetings. To participate, contact the City Recorder by the Friday morning before the meeting. Meetings are held on the first and third Wednesdays of each month.

PUBLIC COMMENT

Members of the public may address the Council on items related to City business or the current agenda. A comment form must be submitted to the Mayor prior to the meeting. Comments are limited to five minutes per person. The Council cannot take action during this portion of the meeting but may respond briefly, refer the matter to staff, or place it on a future agenda. All City Council meetings are recorded.

I. Presentations

- A. Sanpete Trail Feasibility Study (Jones & DeMille)

II. Consent Items

- A. Ratification of Warrant Register between August 16, 2025, and August 30, 2025

Pages 4-7

- B. Approval of August 20, 2025, City Council Meeting Minutes

III. Study Agenda

- A. Expansion of Skyline Corridor District (Jenna Draper)

IV. Action Agenda

Pages 8-35

- A. Oberg Rezone (Megan Spurling)

- 1. Request to rezone property near 200 N and 400 W from General Commercial (C2) to Industrial (I) to allow expansion of their business.

Pages 36-37

- B. Awarding of the Ephraim City Public Works Building Bid (Bryan Kimball)

Page 38

- C. ECR 25-18 America 250 (Michael Thompson)

Pages 39-41

- D. Granary Building MOU (Katie Witt)

V. Council Reports

VI. City Manager Report

CLOSED SESSION

From time to time, matters are discussed by the City Council that do not appear on the posted agenda. Items that require/request action taken by the City Council will appear in the posted agenda. Submitted Action Items for the Council agenda must be received by the City Recorder's office by the Friday prior to the Council meeting and should be accompanied by any and all supporting written documentation. Without such documentation, the recorder reserves the right to postpone the hearing of any item until such documentation has been submitted.

ADJOURNMENT

In Accordance with the Americans with Disabilities Act (ADA) this facility is wheelchair accessible and handicap parking is available. Request for accommodations and interpretive services must be made three (3) working days prior to the meeting. Please contact

the city office at 283-4631 for information or assistance.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda were posted this 2nd day of September 2025. A copy was also provided to the local media and posted on the Utah State, and city websites.

Candice Maudsley,
EPHRAIM CITY RECORDER

MEETING MINUTES
EPHRAIM CITY COUNCIL
CITY COUNCIL CHAMBERS, EPHRAIM CITY HALL
5 SOUTH MAIN, EPHRAIM, UTAH
AUGUST 20, 2025
6:00 PM

ROLL CALL

MEMBERS PRESENT

Lloyd Stevens, Mayor Pro Tem
Margie Anderson
Anthony Beal

Dennis Nordfelt

MEMBERS EXCUSED

John Scott, Mayor
Troy Birch

STAFF PRESENT

Katie Witt, City Manager
Candice Maudsley, City Recorder
Bryan Kimball, Community Development
Megan Spurling, Planner

Jon Knudsen, Finance Director
Jeff Jensen, Public Works
Colby Zeeman, Police
Jeff Hermansen, Fire Chief

CALL TO ORDER, PLEDGE, AND INVOCATION

The Ephraim City Council Meeting, having been properly noticed, was called to order at 6:00 p.m. by Mayor Pro Tem Stevens.

The Pledge of Allegiance was led by Katie Witt.

The Invocation was offered by Council Member Anderson.

PUBLIC COMMENT

No public comment presented.

PRIMARY ELECTION CANVASS

Ephraim City Recorder Candice Maudsley presented the canvass report for the August 12, 2025, Municipal Primary Election. The report included the number of ballots counted, the number of ballots not counted with reasons, provisional ballot totals, and information on the ballot cure process. The Board of Municipal Canvassers reviewed the report as required by Utah Code § 20A-4-304. Dennis Nordfelt and Chris Larsen will advance to the general election for mayor, while Melissa “Missy” Lee Corona, Eddy Christensen, Loren Dale Steck, and Jack Dalene will advance for City Council.

Councilmember Anderson moved to certify the results of August 12, 2025, Municipal Primary Election as reflected in the canvass report and declare those persons receiving the highest number of votes duly nominated to the General Municipal Election. The motion was seconded by Councilmember Beal. The vote was unanimous. The motion carried.

CONSENT AGENDA

CONSENT AGENDA ITEMS

- 1. APPROVAL OF WARRANT REGISTER**
- 2. APPROVAL OF AUGUST 6, 2025, CITY COUNCIL MEETING MINUTES**

Councilmember Beal moved to approve the Consent Agenda. The motion was seconded by Councilmember Nordfelt. The vote was unanimous. The motion carried.

STUDY AGENDA

PROCUREMENT POLICY

Finance Director Jon Knudsen presented highlights of the updated draft Procurement Policy. The policy has been reformatted to align with state code and establishes three procurement tiers based on dollar amounts:

- **Tier 1 (\$0–\$5,000):** Departments may make purchases without bids.
- **Tier 2 (\$5,000–\$25,000):** Requires bids, with a 3% preference given to local bidders.
- **Tier 3 (\$25,000+):** Requires formal bidding and City Council approval.

Exceptions to the bidding process include professional service contracts, which may be awarded based on qualifications, and change orders of less than 15% of the original contract amount, which do not require additional Council approval.

FORT EPHRAIM SQUARE

City Manager Katie Witt presented the vision for Fort Ephraim Square, located behind several of Ephraim’s historic buildings near the site of the original fort. The project is in its early stages, with the Historic Board taking the lead. Plans include relocating the C.C.A. Christensen cabin to Pioneer Park, with the Christensen family covering moving costs and the City providing the foundation and utility connections. A non-historic shed in the area is proposed for removal and surplus. The renovation supports the City Council’s downtown revitalization efforts.

The Historic Preservation Board will lead public input on the Fort Ephraim Square project and interested residents were encouraged to apply for board positions. The Board will work with the community to develop a vision for the space while grants are pursued and funds budgeted, with implementation anticipated in 2027–2028. Community involvement will be essential in creating a project that is “uniquely Ephraim.”

ACTION AGENDA

SOAP CREEK REZONE

Applicants Fred Johnson and Christine Hanks requested an amendment to the Ephraim City Zoning Map to rezone property located near 600 South and 600 West from General Commercial (C2) and Agricultural (A) to Industrial (I) for the purpose of expanding their current business. Staff reviewed the application and determined that it meets the minimum requirements of the Ephraim City Municipal Code. The Ephraim City Planning and Zoning Commission reviewed the request and forwarded a recommendation of approval to the City Council.

Councilmember Nordfelt moved to approve the Soap Creek Rezone to Industrial. The motion was seconded by Councilmember Beal. The vote was unanimous, Councilmember Birch was absent. The motion carried.

EPHRAIM CITY ORDINANCE 25-10 CONSTRUCTION STANDARDS

City Engineer Bryan Kimball recapped the proposed updates to the City's Construction Standards, last significantly revised in 1999. Updates include changes to water meters, road standards, storm drain requirements, traffic control submittals, and the allowance of APWA standards with City Engineer approval. The completed version is included in the Council packet as Ordinance 25-10. Staff requested authorization to make technical formatting adjustments in final preparation.

Councilmember Anderson moved to adopt ECO 25- 10 an ordinance adopting a revised construction standards policy. The motion was seconded by Councilmember Beal. The vote was unanimous; Councilmember Birch was absent. The motion carried.

COUNCIL REPORTS

Margie Anderson

- Local doctors and medical providers participated in the Snow College Street Stroll, speaking with students and sharing information.

Lloyd Stevens

- The Fire Department responded to four calls related to the fire on the west side.
- The Power Department worked through the night to repair a broken transformer.

CITY MANAGER REPORT

- Reported on the UAMPS Conference.
- Thanked Michael for his assistance with the Badger Street Stroll.

ADJOURNMENT

There being no further business to come before the Council for consideration, Councilmember Nordfelt moved the Regular Council Meeting adjourn at 6:43 p.m. The motion was seconded by Councilmember Anderson. The vote was unanimous. The motion carried.

The next regular City Council meeting is scheduled to be held on Wednesday, September 3, 2025, starting at 6:00 p.m. in the Ephraim City Council room.

MINUTES APPROVED:

John Scott, Mayor

Date

ATTEST:

Candice Maudsley, City Recorder

Date

Draft



STAFF REPORT

To: Ephraim City Planning and Zoning Commission
From: Megan Spurling, City Planner
Date of Meeting: July 9, 2025
Type of Item: Oberg Rezone
Process: Legislative Review

RECOMMENDATION: Staff has reviewed the application for compliance with all standards in the Ephraim City Municipal Code and found that it meets the minimum required for approval. Accordingly, staff recommends that the Ephraim City Planning and Zoning Commission review the proposed Amendment to the Ephraim City Zoning Map and recommend approval or denial of the amendment to the Ephraim City Council. **This application was approved unanimously by the Planning Commission on 8/27/25. Mr. Oberg has agreed to a 60 foot set back where his property borders Paul Freeman's property. Mr. Oberg and Mr. Freeman have agreed to cost share on an 8 foot fence (with City Council approval for the 8 foot height)**

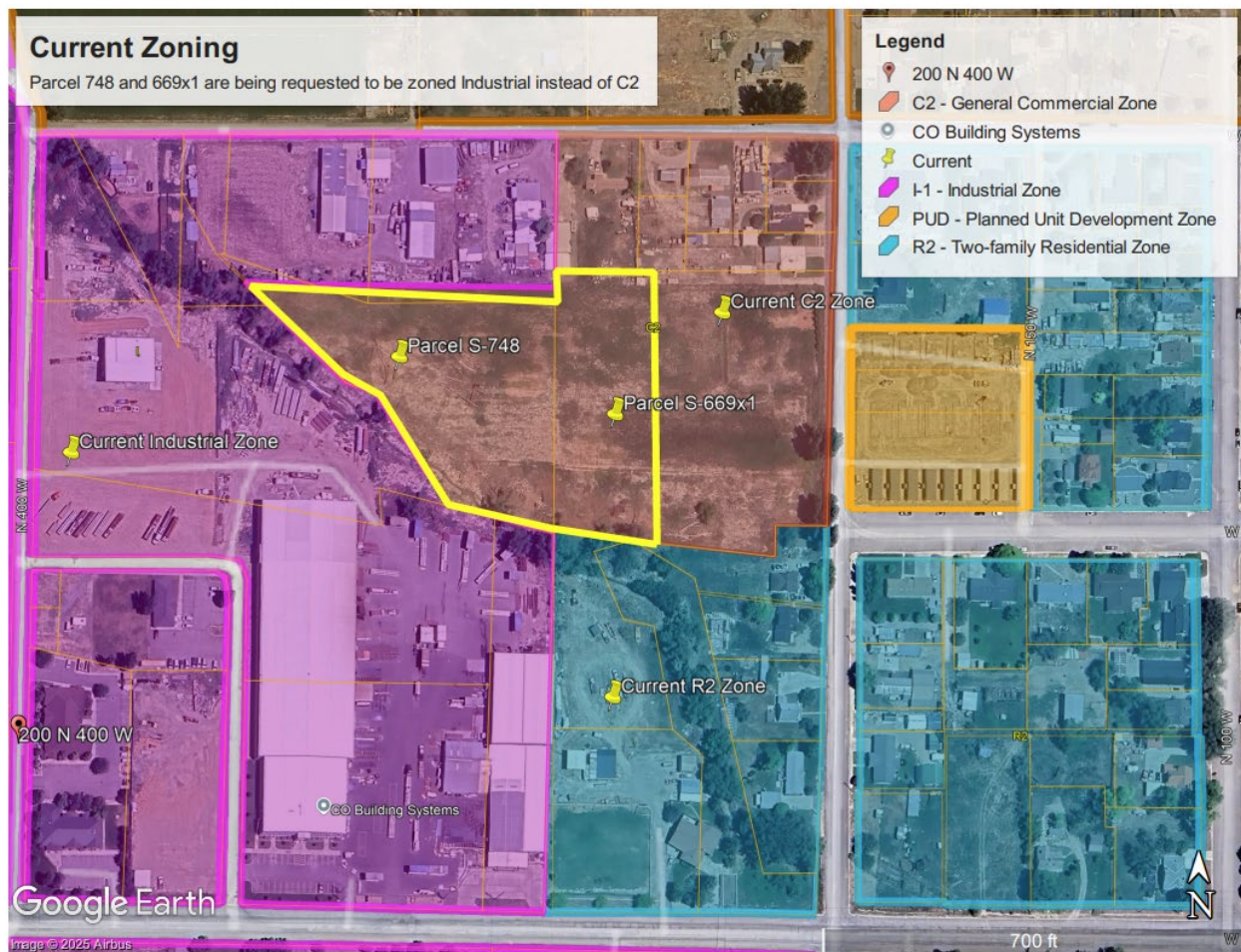
Project Description

Project Name: Oberg Rezone
Applicant(s): Craig and Diane Oberg
Property Owner(s): Craig and Diane Oberg
Location: Approximately 200 N 400 W (property behind CO Buildings)
Zone District: General Commercial (C2)
Parcel Number: S-748 and S-669x1
Type of Process: Legislative
Final Land Use Authority: City Council

Proposal

The applicants, Craig and Diane Oberg, are requesting the Amendment to the Ephraim City Zoning Map to rezone property located near 200 N and 400 W to the Industrial (I) Zone for the purpose of expanding their current business. The property is currently zoned General Commercial (C2).

Current Zoning Map



Analysis and Findings

The Planning Commission may recommend approval, approval with conditions, or denial of the proposed map amendment to the City Council.

Section 10.04.060 of the Ephraim City Code provides the standards which should be met to amend the zoning map.

Standard 1: The Planning Commission shall hold a Public Hearing that has been properly noticed. **COMPLIES**

Analysis: This item has been properly noticed as a public hearing and notice of the hearing was mailed to all adjacent property owners.

Standard 2: If changing property from one zone to another, when considering any amendments to the Land Use Ordinance, the Planning Commission shall ensure compliance with the Land Use Classification Map found in the General Plan. **COMPLIES**

Analysis: The future land use map shows this land as “Industrial”. The proposal to amend the Zoning Map to include this area within the Industrial (I) zoning district is consistent with the goals and objectives of the Ephraim General Plan.

For informational purposes, Staff has added a use chart analysis as Exhibit A to this report. While allowed and permitted uses are not a specific standard to be used in determining whether an amendment to the Zoning Map is appropriate in a location, Staff is including the information so that the Planning Commission and members of the public may fully understand the potential use changes that amending the Zoning Map would entail.

Recommendation

Staff recommends that the Commission consider the issues outlined in this report regarding the proposed Zoning Map Amendment and vote to recommend approval or denial of the proposed amendment to the Ephraim City Council based upon the following Findings of Fact and Conclusions of Law:

Findings of Fact

1. Craig and Diane Oberg are listed as the fee title owners of record for Parcels S-748 and S-669x1
2. The Parcels S-748 and S-669x1 are located at approximately 200 N 400 W
3. Parcel S-748 and 669x1 are currently zoned General Commercial (C2)
4. The Ephraim City Planning and Zoning Commission will hold a public hearing regarding the proposed amendment on July 9, 2025
5. The parcels S-748 and S-669x1 are approximately 4.48 acres.
6. This application has been noticed appropriately.

Conclusions of Law

1. Based upon the findings of fact listed above, the proposed Amendment to the Ephraim City Zoning Map complies with the standards as described in the Ephraim City Municipal Code.

Attachments:

Exhibit A – Use Chart Comparison for RA and Industrial Zoning Districts.

Exhibit A

The following selection from the Ephraim City Land Use Matrix shows the current zone and the proposed zone for the subject property. The table only displays instances where the zoning differs for specific uses. Should the Amendment to the Ephraim City Zoning Map be approved by the Ephraim City Council, the uses listed below in

the Industrial column would be available as uses on the subject property. Uses shown in the RA column would no longer be available as uses on the subject property.

For the complete Land Use Matrix including all uses for all zoning districts please visit <https://ephraim.municipalcodeonline.com/book?type=ordinances#name=10.20.030> Table B: Land Use Matrix

Table B: Land Use Matrix

P= Permitted, C= Permitted by Conditional Use, Blank=Not Allowed

Use	Commercial	Industrial
Use	C2	I
Accessory uses buildings customarily incidental to permitted uses	P	P
Accessory buildings and uses customarily incidental to conditional uses	C	C
Agricultural industry or related business	P	C
Animal hospital		C
Apiary - beehives (Up to 5 beehives)	P	P

Apiary-beehives (More than 5 beehives)		C
Art needlework shop; art shop; art supply	P	
Automatic car wash	P	P
Automobile or recreation vehicle sales, service, lease, rental and repair, new or used	P	P
Automobile service station	P	P
Awning sales/repair	P	P
Bakery, retail sales	P	P
Bank	P	
Barber shop	P	P
Bath and massage (not part of medical or health spa)	P	P

Beauty shop	P	P
Beauty shop for pets, dog grooming	P	P
Bed and Breakfast (2006)	P	
Beer outlet, Class A, Class B	C	
Blacksmith shop		P
Body and fender shop; tire recapping; motor vehicle, bicycle, and recreation vehicle assembling, painting, upholstering and rebuilding	C	P
Boiler works		P
Bookbinding	C	P
Bookstore	P	P
Bottling works		P
Breweries		C

Building material sales yard, outside, with sale of rock, sand, gravel and the like as an incidental part of the main business, but excluding concrete mixing	C	P
Building material sales in an enclosed building	P	P
Buildings and structures on slopes greater than 20%	C	C
Café, cafeteria, catering establishment, restaurant (not a drive-thru)	P	C
Candy, confectionery, nut shop	P	P

Carbonated and purified water sales	P	P
Carpet and/or rug cleaning	P	P
Cell Phone Towers – see Radio, TV and Cell Towers	C	P
Cemetery	P	
Central mixing plant, related to construction industry for cement, mortar, plaster, or paving materials		C
Child day care or nursery	P	
China and/or silver shop	P	P
Church	P	

Clothes cleaning, dyeing, pressing, dry cleaners	P	P
Clothing store	P	P
Coal/fuel sales office	C	P
Commercial Storage Units	P	P
Construction of buildings to be sold and moved off the premise		P
Convenience store with gasoline sales	P	P
Copy store, blueprinting, Photostatting, duplicating	P	P
Costume rental	P	
Dairy		P
Dams and reservoirs		C

Dance Clubs/Hall (2006)	C	C
Dance Studio (2006)	P	P
Delicatessen	P	P
Department store	P	P
Dramatics school	P	P
Drapery-curtain store	P	P
Dressmaking	P	P
Drive-ins; refreshment stand, eating place	P	P
Drugstore	P	P
Dry goods store	P	P
Dude ranch, family vacation ranch		
Dwelling, Accessory Apartment (see definition)	P	

Dwelling, Congregate Residence. Multiple tenant dwelling (more than four individuals) in an existing structure, subject to current parking requirements; ECC 10.20.050 Table D, with an occupancy of up to the lesser of two people per bedroom or 10 people per building (see definitions.) (2006)	P	
Dwelling, two-family (duplex)	C	
Dwelling, multiple-family (more than 4 units)	C	
Dwelling, four-family (fourplex)	C	
Dwelling, single-family	C	

Dwelling, three-family (triplex)	C	
Egg candling, sales, or processing		P
Elderly Facilities as defined and articulated by Utah Code §§ 10-9a-103, 10-9a-516, 10-9a-517, 10-9a-518, 10-9a-519	P	
Electrical, appliances and fixtures, electronic instruments sales, repair and/or service	P	P
Employment agency or employment office	P	P
Farm or ranch housing		C

Farms devoted to raising and marketing of livestock, chickens, turkeys or other fowl or poultry, fish or frogs; including wholesale and retail sales; pigs and hogs excluded		C
Fix-it shop, repair shop, for household items	P	P
Flooring, carpet repair and sales	P	P
Florist shop	P	P
Food processing or packaging		P
Forest industry, such as a saw mill, wood products plant, etc.	C	P

Forestry, except forest industry	P	P
Foundry		P
Frozen food lockers	P	P
Fruit or vegetable stand	P	P
Fruit/fruit juice store	P	P
Furniture sales, and/or repair	P	P
Garage Repair Shops (see definition)	P	P
Gift shop; hobby or crafts shop	P	P
Golf Course	C	
Greenhouse, nursery; plant materials; soil & lawn service	P	P
Grocery; meat sales	P	P

Group Homes, to include youth care facilities, rehabilitation and treatment centers. (as per state and federal laws)	C	
Gunsmith	P	P
Hardware store, not including the sale of lumber	P	P
Hatchery		P
Health Club/Spa/Gym	P	P
Heating, ventilating, air conditioning; equipment (HVAC), sales/repair	P	P
Home occupations (Uncontested -see definition and ECC 10.12.020 Paragraph G)	P	P

Honey extraction	P	P
Hospital supplies	P	P
Hospital; medical or dental clinic	P	C
Hotel, motel, inn	P	C
Household cleaning/repair, house equipment displays	P	P
Ice cream shop	P	C
Ice manufacture, storage, and sales	P	P
Ice cream making, and/or candy making	C	P
Incinerator, excluding hazardous materials		C
Indoor auto parts sales	P	P

Insulation sales, manufacturing, installation and service	P	P
Interior decorating store	P	P
Jewelry store	P	P
Kennel	C	P
Knitting mill		P
Laboratories	P	P
Laundry, automatic self- help	P	P
Laundry agency	P	P
Leather goods	P	P
Linen shop	P	P
Liquor and beer sales; places for drinking liquor or beer	P	C
Lithographing, including engraving, photo engraving	P	P
Luggage sales	P	P

Machine shop/Manufacturing	C	P
Manufactured home sales and storage	C	P
Manufacturing (Heavy)		C
Manufacturing (Light)	C	P
Medical/dental clinic, and related laboratories	P	P
Milk distributing station; sale of dairy products, excluding processing/bottling	P	P
Mobile lunch service	P	P
Monument sales, retail	P	P
Mortuary	P	C
Motion picture studio	C	P
Motorboat sales	P	P
Music store	P	P

Notions, variety store	P	
Novelty shop, variety store	P	
Office, business or professional	P	P
Office, Low Impact Business or Professional (see definition)	P	P
Office, supply; office machines sales, repair	P	P
Oil burner shop		C
Optometrist; oculist	P	
Ornamental iron manufacturing and sales		P
Package agency	P	P
Painter/paint store	P	P
Parking lot	P	P

Personal agriculture, gardening, tilling of the soil; for personal consumption or resale	P	P
Personal agriculture, including grazing and pasturing of animals		P
Pest extermination and control office	P	P
Pet shop	P	P
Photographer or photography shop, sales and service	P	P
Planeing mill	C	P
Plumbing shop	P	P
Popcorn and/or nut shop	P	P
Printing, including engraving, photo engraving	P	P

Private educational institution having a curriculum similar to that ordinarily given in public schools	C	P
Privately owned utility transmission lines which serve inter-regional areas	C	C
Public owned parks and recreational facilities	P	C
Public stable, riding academy or riding ring, horse show barns or facilities	C	P
Public use, essential services	P	P
Radio and television station	C	P

Radio, Television, and Cell phone towers (2006)	C	P
Radio and television sales and repair	P	P
Reception center and/or wedding chapel	P	P
Recreation vehicles, rentals, leases, sales and service, outdoor and indoor	P	P
Residences for persons with a disability (see Utah Code § 10-9a-5120)	C	
Restaurant supply	P	P

Retail buildings: less than 20,000 square feet in total floor space	P	P
Retail Buildings: floor space greater than or equal to 20,000 square feet	C	C
Roofing sales	P	P
Sandblasting		P
Saw mill		P
Second-hand shop, antiques, conducted within a building or enclosure	P	P
Seed/feed store	P	P
Sewing machine shop	P	P
Sexually oriented businesses		C

Shoe shop; shoeshine; shoe repair	P	P
Sign shop, sign painting shop	P	P
Solar Panels: In accordance with Ephraim City Net Metering Ordinance	P	P
Solar Farms: (Utility Scale Power Generation)		C
State store	C	C
Stationary and greeting card sales	P	P

Storage, placement, keeping, locating, parking, maintaining, and keeping of agricultural equipment	C	P
Storage, placement, keeping, locating, parking, maintaining, keeping of commercial, construction, military surplus, or specialized equipment	C	P
Tailor shop	P	P
Taxidermist	P	P

Temporary buildings for uses incidental to construction work, including living quarters for a guard or night watchman, which buildings must be removed upon completion or abandonment of the construction work	C	P
Tire shop, sales and repair	P	P
Tire, recycling into fuels and useable products		C
Tire retreading, or vulcanizing		C
Tobacco shop	C	C

Towel and linen supply service	P	P
Travel bureau	P	P
Treatment of materials from sand and grease interceptors, resulting in inert materials		C
Truck wash	C	P
Truck and heavy equipment service station and repair facility	C	P
Upholstering, including mattress manufacture rebuilding or renovating	C	P
Upholstery shop	P	P
Veterinary	P	P
Wallpaper store	P	P
Weaving	P	P

Welding shop	C	P
Wholesale business	C	P

UNOFFICIAL RESULTS OF BID OPENING

Ephraim City – Public Works Complex

Project #2404-047

Project Manager/Engineer: Chad Sonderegger

Bid Date: 08/27/2025

Bid Time: 1:00 PM

APPARENT LOW:	Todd Alder Construction LLC		
2 ND LOW:	Busk Incorporated		
3 rd LOW:	PRT Builders, LLC		
OFFICIAL JDE OPINION OF PROBABLE COST:			TOTAL
			\$3,700,000

NO.	BIDDER	Bid Bond (y/n)	Addendums Received	Number of Days	TOTAL
1	Todd Alder Construction LLC	Yes	4	240	\$3,435,300.00
2	CRC Construction, Inc.	Yes	4	220	\$4,431,472.30
3	Westland Construction, Inc.	Yes	4	246	\$3,762,531.00
4	PRT Builders, LLC	Yes	4	240	\$3,757,200.00
5	Paulsen Construction LLC	Yes	4	302	\$4,533,241.00
6	Busk Incorporated	Yes	4	380	\$3,718,488.00
7	Warner & Associates Construction, Inc.	Yes	4	270	\$4,244,000.00
8	Caliber Contractor LLC	Yes	4	No Days Provided	\$7,388,950.00
9	Gross Creek Construction	Yes	4	270	\$3,772,000.00
10	Tushar Contracting Inc	Yes	4	180	\$3,765,000.00

11	Silverleaf Partners, LLC	Yes	4		300	\$3,830,000.00
12	Rod Lewis Construction, LLC	Yes	4		360	\$3,965,008.00
13	Stout Building Contractors, LLC	Yes	4		260	\$3,999,997.00
14	J. Lyne Roberts & Sons, Inc.	Yes	4	No Days Provided		\$5,495,987.61

RESOLUTION 25-18
SUPPORTING AMERICA250 UTAH
AND
RECOGNIZING AND APPROVING OF THE EPHRAIM UTAH250 COMMUNITY COMMITTEE

Whereas, Governor Spencer J. Cox and the Utah State Legislature created the America250 Utah Commission (also known as America250 Utah);

Whereas, the mission of America250 Utah is to commemorate and celebrate, reflect on our nation's past, build community, and look toward the future by educating, engaging, and uniting Utahns and visitors to our state;

Whereas, America250 Utah is seeking partnerships with counties and municipalities to further its mission; and

Whereas, this partnership will be formed by creating a local committee called the Ephraim Utah250 Community Committee; and

Whereas, the Ephraim Utah250 Community Committee will focus on important events, people, and places within Sanpete County to commemorate and celebrate Sanpete County's role in America's 250th anniversary; and

Whereas, local projects will enhance tourism, community building, and economic development opportunities;

Now, therefore be it RESOLVED, that *Ephraim City Council*:

1. Hereby recognizes the Ephraim Utah250 Community Committee as its official committee.
2. Will partner with America250 Utah.
3. Will support signature programs of the America250 Utah Commission; and
4. Will support the Ephraim Utah250 Community Committee in its local efforts to educate, engage, and unify Utahns and our visitors in Sanpete County.

PASSED AND ADOPTED by the City Council of Ephraim, Utah, this **3rd day of September 2025**.

John Scott, Mayor

ATTEST:

Candice Maudsley, City Recorder

MEMORANDUM OF UNDERSTANDING BETWEEN EPHRAIM CITY AND THE SANPETE COUNTY CHAMBER OF COMMERCE

This Memorandum of Understanding is entered into this ____ day of _____, 2025.

Ephraim City (hereinafter "the City") and the Sanpete County Chamber of Commerce (hereinafter the "Chamber"), have been working together to use the Granary Arts Building, located at 96 North Main Street in Ephraim, as a home for the Chamber and as a retail incubator for local businesses. The parties want to clearly define responsibilities as it relates to the maintenance and operation of the Granary Arts Building. As a result, the City and the Chamber agree to the following:

1. Rent Payments

- a. The Chamber shall pay 30% of all gross rental fees to the City in order to help mitigate the costs to maintain the building.
- b. The Chamber shall pay the cost of all utilities. The chamber shall establish utility accounts and keep them paid in full in a timely manner.

2. Property Maintenance

The Parties agree to maintain the property as follows:

- a. Chamber Abilities and Responsibilities:
 - i. The Chamber shall be responsible for standard maintenance associated with the property. Specifically, the Chamber shall:
 1. Remove weeds from sidewalks and parking lots;
 2. Remove snow from sidewalks and parking lots;
 3. Janitorial services associated with a business; and
 4. Any other common maintenance requirements associated with this building and its grounds.
 - ii. Provide adequate insurance on the building and list the City as a secondary insured.
 - iii. The Chamber shall be allowed full use of the facilities for their purposes as long as the uses comply with all federal, state, and local regulations.
 - iv. The chamber acknowledges and agrees that no alcoholic beverages or alcoholic products shall be consumed, served, stored, or held on the premises. No chamber activities nor items held for sale shall be alcoholic beverage or products.
 1. "Alcoholic beverage" means beer or liquor.
 2. "Alcoholic product" means a product that:
 - a. contains at least .5% of alcohol by volume; and
 - b. is obtained by fermentation, infusion, decoction, brewing, distillation, or other process that uses liquid or combinations of liquids, whether drinkable or not, to

create alcohol in an amount equal to or greater than .5% of alcohol by volume.

3. "Alcoholic product" includes an alcoholic beverage.
4. "Alcoholic product" does not include any of the following common items that otherwise come within the definition of an alcoholic product:
 - a. an extract (except as provided in section 5 below);
 - b. vinegar;
 - c. preserved nonintoxicating cider;
 - d. essence;
 - e. tincture;
 - f. food preparation; or
 - g. an over-the-counter medicine.
5. "Alcoholic product" includes an extract containing alcohol obtained by distillation when it is used as a flavoring in the manufacturing of an alcoholic product.

3. Term

This agreement shall be in effect, unless otherwise terminated as provided herein, from October 1, 2025 to September 31, 2026. This agreement may be extended for successive one year terms as the parties deem fit.

4. Termination

Either party may terminate this MOU for any reason, without cause, by providing written notice to the other Party at least 90 days prior to the intended termination date. In such cases, the MOU shall terminate on the specified date, and the parties shall fulfill any outstanding obligations up to that point.

5. Subletting

Other than temporary retail incubation space, the Chamber shall not have the right to sublease, assign, or transfer any interest in this property, in whole or in part, to any third party without the prior written consent of the City.

6. Notices

All notices, demands, request, and other writings required or permitted to be given hereunder shall be deemed duly given if personally delivered or if mailed, postage prepaid to the following addresses:

a. The City:

City Recorder
Ephraim City
5 South Main Street
Ephraim City, UT 84627

b. The Chamber

Sanpete Chamber of Commerce
Address: _____
City, State, Zip: _____

The terms of this Memorandum of Understanding are hereby agreed to by the City and the Chamber as indicated by the signatures below.

EPHRAIM CITY CORPORATION

SANPETE COUNTY CHAMBER OF
COMMERCE

By: Katie Witt
Title: City Manager

By: _____
Title: _____

STATE OF UTAH)
: ss.
COUNTY OF SANPETE)

On this _____ day of _____, 2025, personally appeared before me Katie Witt, who duly acknowledged to me that she is the City Manager of Ephraim City, and that the document was signed by him in behalf of said corporation, and Katie Witt acknowledged to me that said corporation executed the same.

NOTARY PUBLIC

STATE OF UTAH)
: ss.
COUNTY OF SANPETE)

On this _____ day of _____, 2025, personally appeared before me _____, who being by me duly sworn did say that he/she is the _____, of a _____ corporation/partnership, and that _____ is the legal property owner of record of the property subject to this Memorandum of Understanding and that the foregoing Memorandum of Understanding was signed in behalf of said corporation/partnership by authority of its Board of Directors/by-laws, and he/she acknowledged to me that said corporation/partnership executed the same .

NOTARY PUBLIC