

Cedar City

10 North Main Street • Cedar City, UT 84720
435-586-2950 • FAX 435-586-4362
to www.cedarcityut.gov

CITY COUNCIL WORK MEETING
JANUARY 21, 2026
5:30 P.M.

Mayor
Steve Nelson

Council Members
Robert Cox
Waldo D. Galan
R. Scott Phillips
Phil E. Schmidt
Carter Wilkey

City Manager
Paul Bittmenn

The City Council meeting will be held in the Council Chambers at the City Office, 10 North Main Street. The City Council Chambers may be an anchor location for participation by electronic means. The agenda will consist of the following items:

I. Call to Order

II. Agenda Order Approval

III. Administration Agenda

- Mayor and Council Business
 - Discussion on public comments in council meetings. Councilman Wilkey
 - 2028 Heritage Theater Reservations. Councilman Phillips
- Staff Comments
 - Aquatic Center

IV. Business Agenda

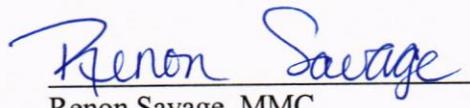
Public

1. Public hearing to consider waiving a portion of the water bill for property located at 362 North 4250 West. Jerry Lamp/Paul Bittmenn

V. Staff

2. Consider roadway design modifications to the Cemetery Renovation Project – Phases 2R & 3R – Shane Johnson
3. Consider change order #6 for Action Contracting for construction of the WWTP Effluent Reuse Filtration Project. Jonathan Stathis
4. Consider contract modification/change order #3 for Hansen, Allen & Luce for the Wastewater Effluent Reuse Study and the Cross Hollow Area Water Master Plan Amendment. Jonathan Stathis
5. Consider the appointment of Woody Lotts to fill the Shakespeare seat on the Historic Downtown Economic Committee. Mayor Nelson
6. City Council Assignments. Mayor Nelson
7. Closed meeting – property negotiations & current litigation

Dated this 16th day of January 2026.


Renon Savage, MMC
Cedar City Recorder

CERTIFICATE OF DELIVERY:

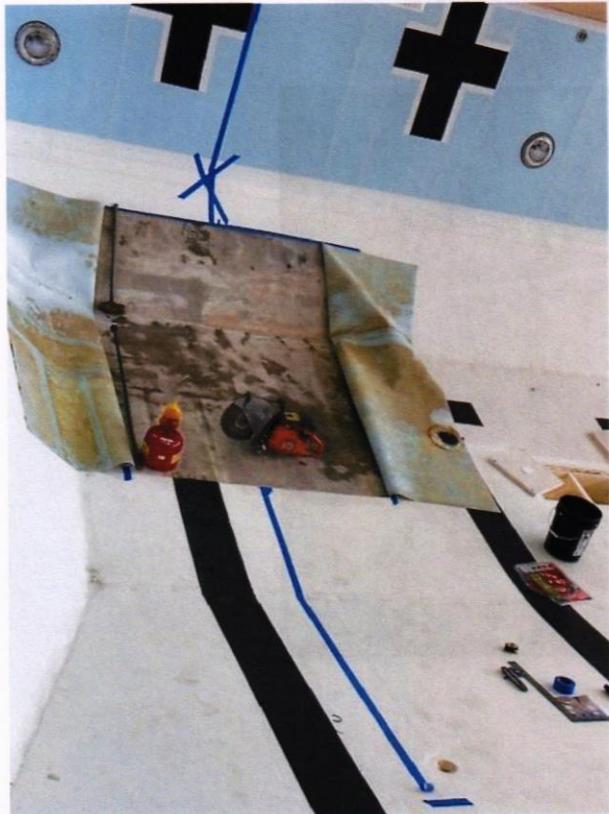
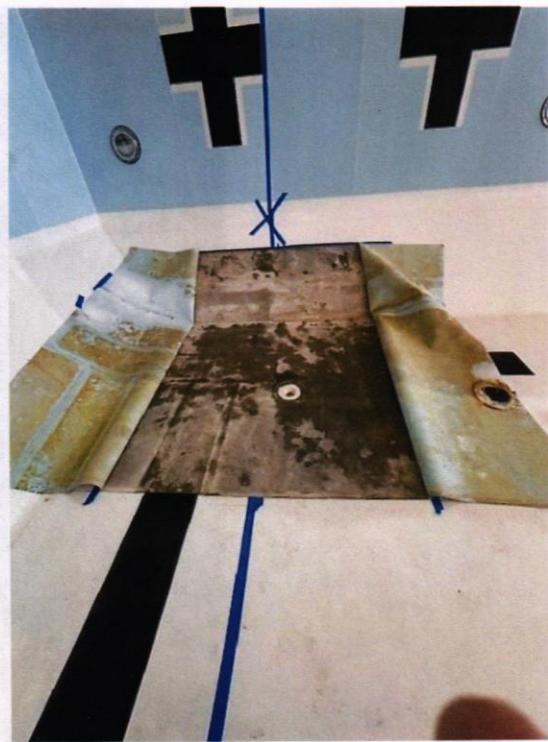
The undersigned duly appointed and acting recorder for the municipality of Cedar City, Utah, hereby certifies that a copy of the foregoing Notice of Agenda was delivered to the Daily News, and each member of the governing body this 16th day of January 2026.

Renon Savage
Renon Savage, MMC
Cedar City Recorder

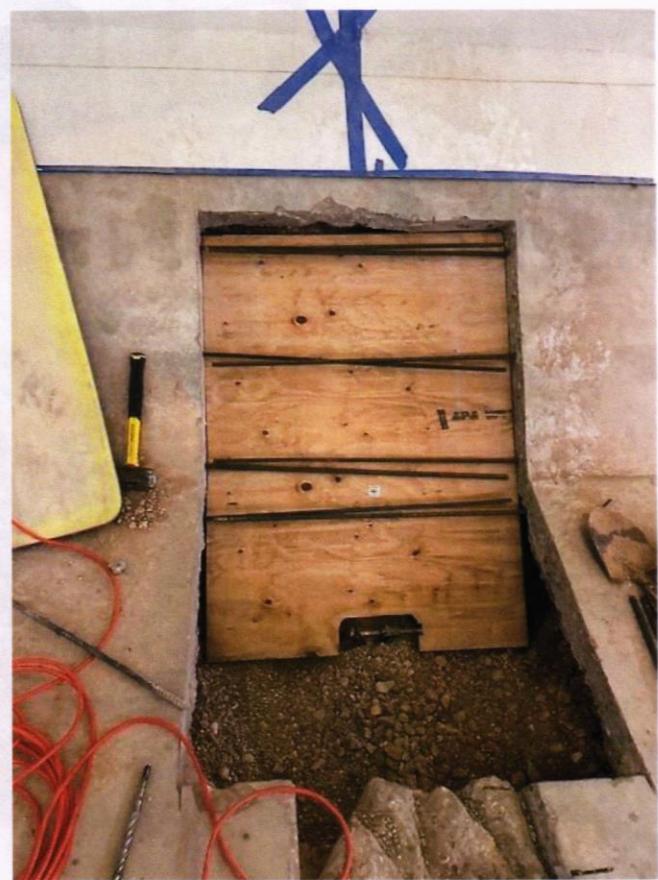
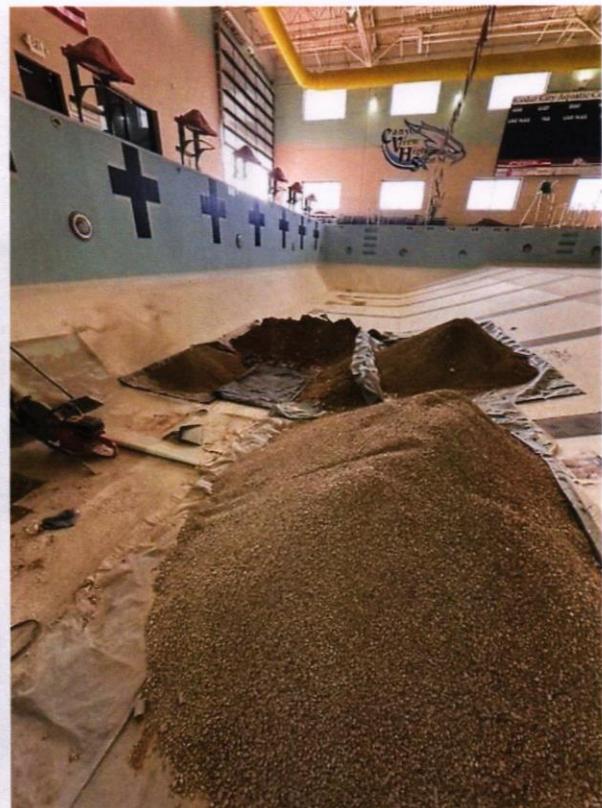
Cedar City Corporation does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

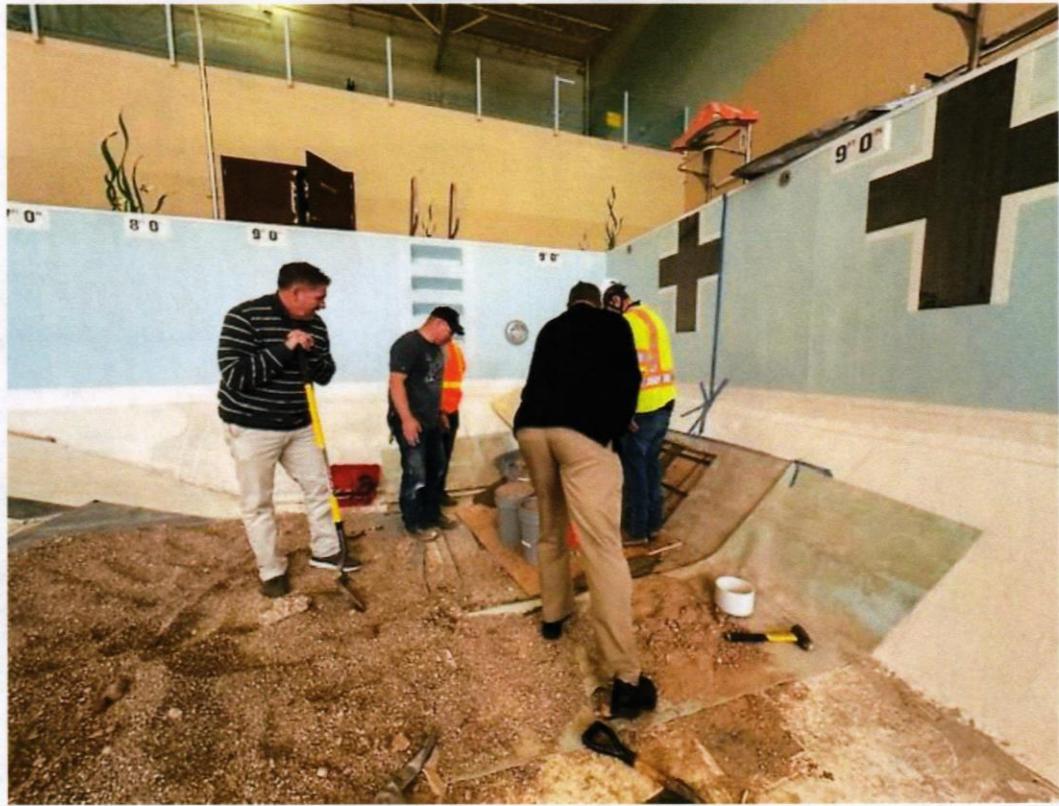
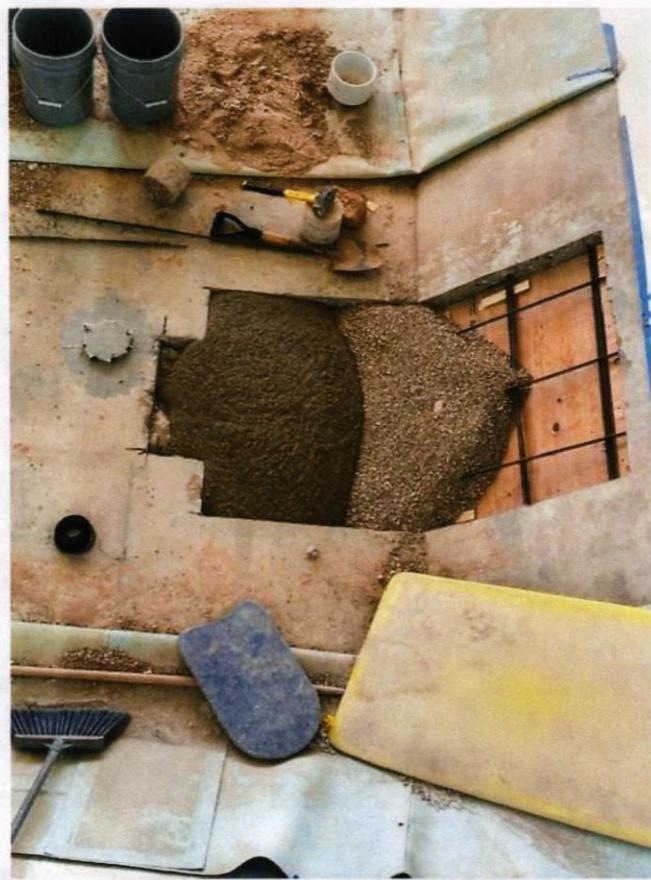
If you are planning to attend this public meeting and, due to a disability, need assistance in accessing, understanding or participating in the meeting, please notify the city not later than the day before the meeting and we will try to provide whatever assistance may be required.

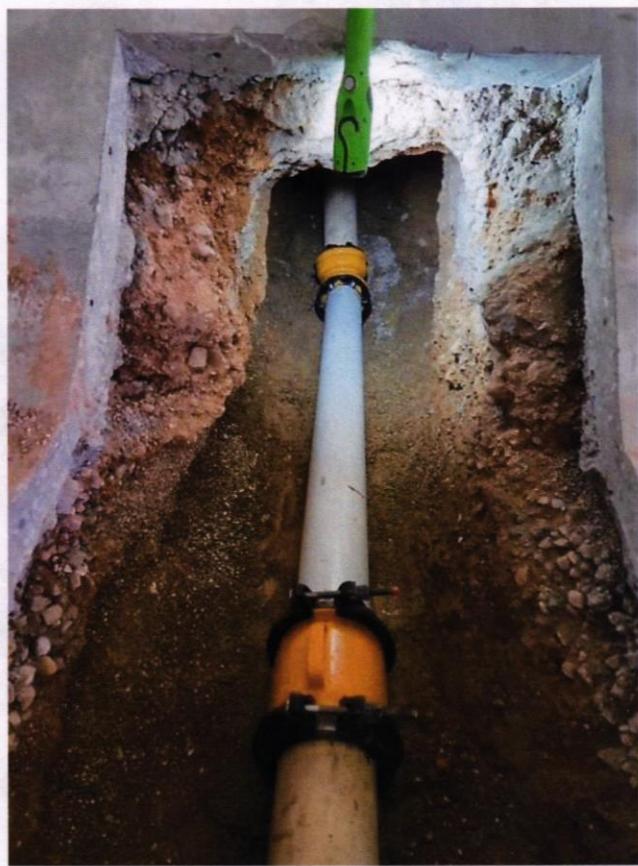
Staff

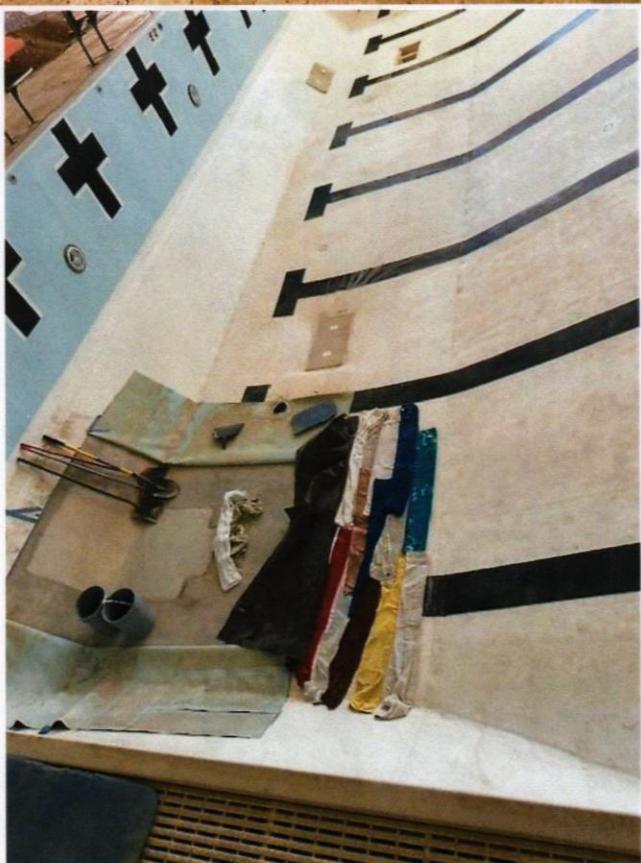


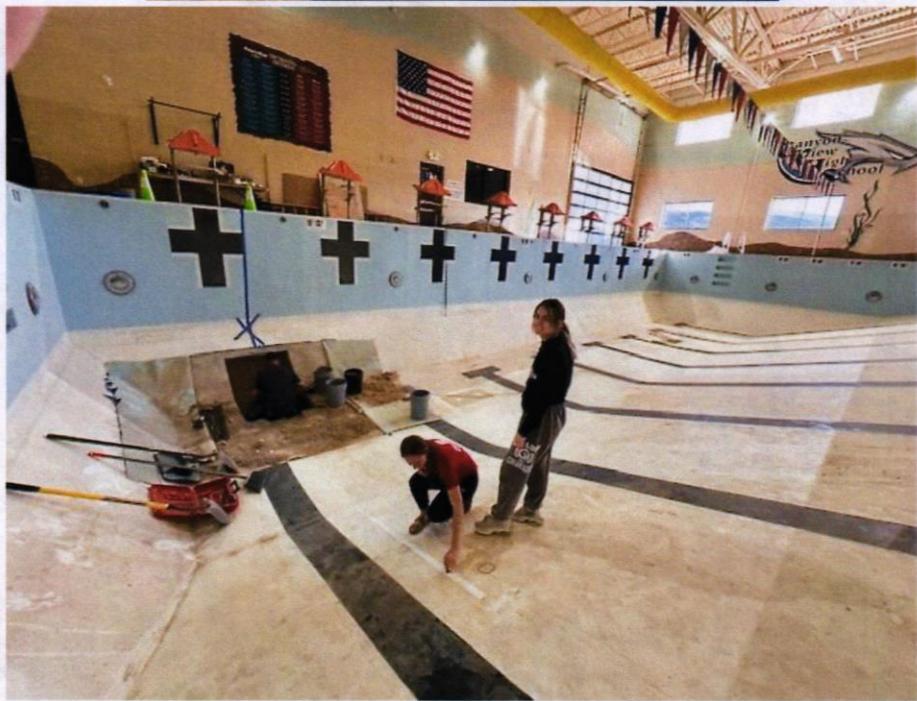
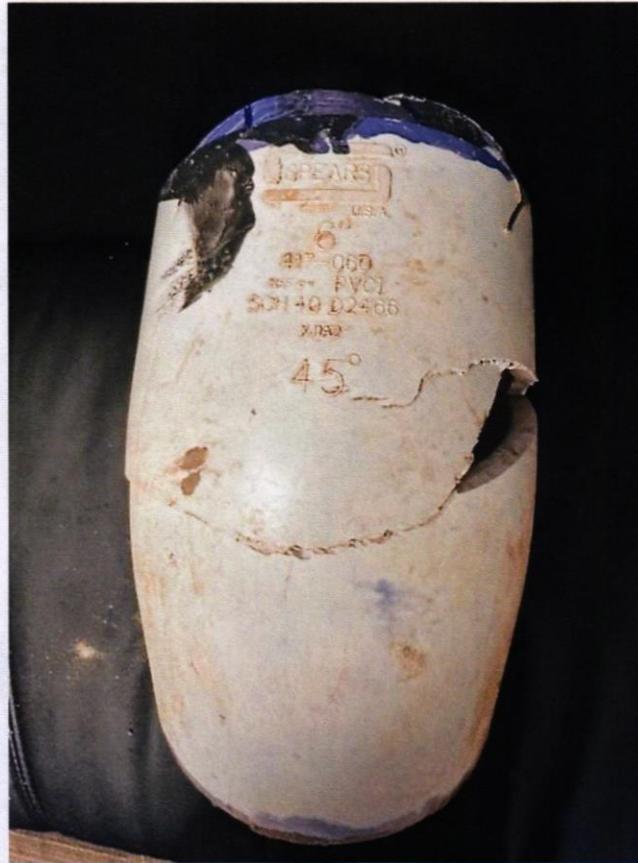




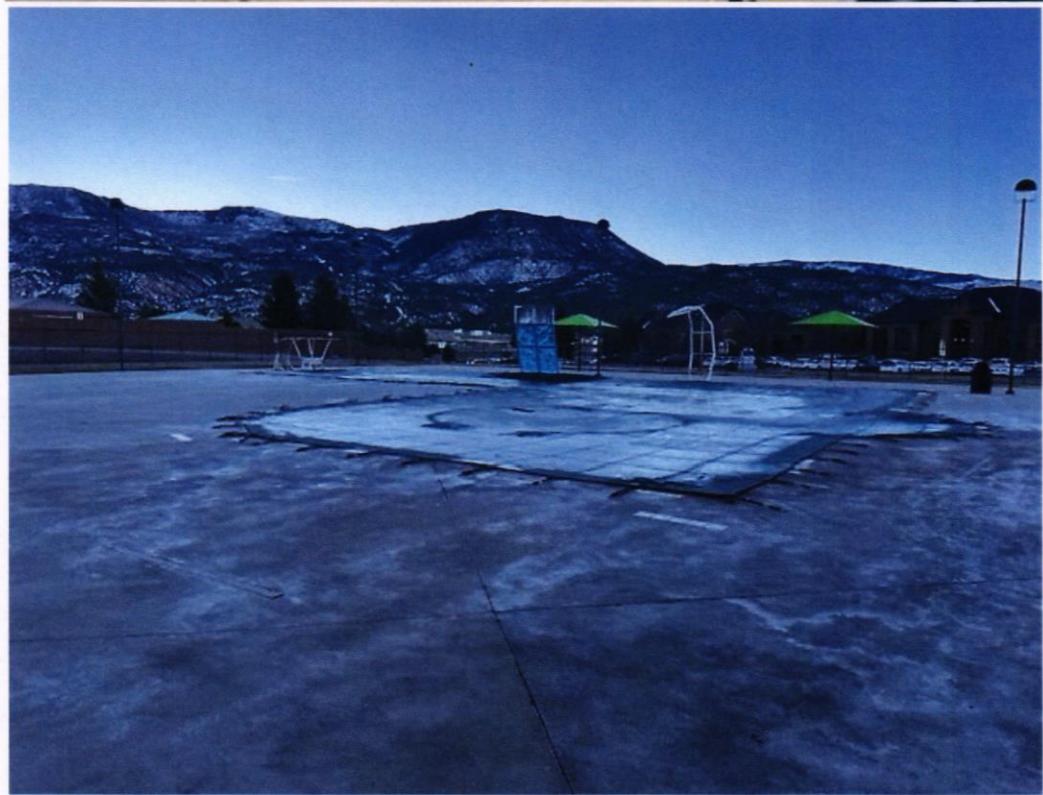












CEDAR CITY COUNCIL
AGENDA ITEMS - 1
DECISION PAPER

TO: Mayor and City Council
FROM: City Manager
DATE: January 16, 2026
SUBJECT: Request to waive a portion of a water utility bill

Jerry Lamp owns a residential property located at 362 North and 4250 West. Between October 13 and October 24, 2025, there was a spike in the water use for the property. He has asked for a \$225.00 refund. In phone conversations he has told me that he has spoken to the property manager and tenant and there are no leaks (internal or external) and there has not been a reason for the excessive use.

You can see on the daily consumption log below the typical usage and when the usage spiked, this is the first graph shown below. The second graph shown below shows an hourly consumption of approximately 200 gallons per hour. This hourly consumption chart is for October 14th, and it is demonstrative of the use per day from the 13th to the 24th. If you would like all hourly consumption charts, they can be provided, one was used with this paper for convenience.

Cedar City's Water Department has reviewed this claim. There were no alarms or warnings indicating our meter was working improperly. Staff is confident that our equipment was working properly and that the cause of the water use was on the customers' side of the meter.

Please consider the request to waive/refund \$225.00 for this customer. If you have any questions, please call. Thank you.

DAILY CONSUMPTION ANALYSIS

October 1, 2025 - October 31, 2025

HARPER, JOANN

Account Number: 00000000000028704072

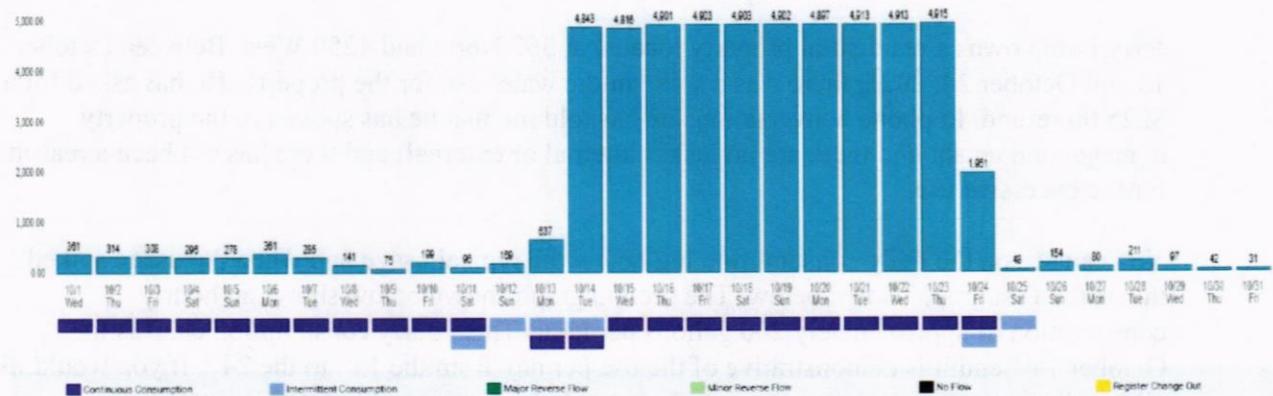
Address: 362 N 4250 W

MIU ID: 1567376952

Meter Number: 54978400

Unit of Measure: Gallons

Total Consumption: 55,035.2 Gallons



HOURLY CONSUMPTION ANALYSIS

October 14, 2025

HARPER, JOANN

Account Number: 00000000000028704072

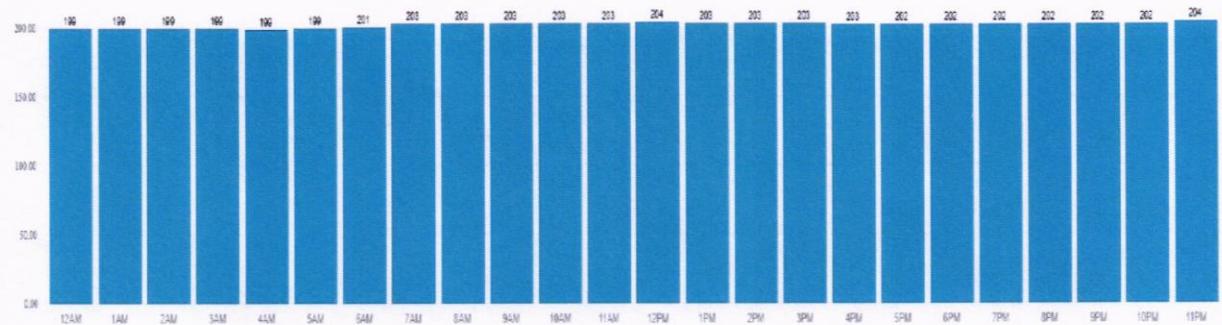
Address: 362 N 4250 W

MIU ID: 1567376952

Meter Number: 54978400

Unit of Measure: Gallons

Total Consumption: 4,842.5 Gallons



CEDAR CITY
CITY COUNCIL AGENDA ITEM 2
STAFF INFORMATION SHEET

To: Mayor and City Council

From: Shane Johnson

Council Meeting Date: January 21, 2026

Subject: Consider design changes to the Cemetery Renovation project Phase 3R.

Discussion: Construction of Phase 3R of the expansion and renovation of the City Cemetery was substantially completed late 2025.

City Staff and Council have received complaints about the difficulty navigating within the renovated areas of the cemetery especially Phase 3R. The overall geometry was evaluated, and certain areas were found to be non-conducive to larger vehicles.

We are recommending that 3 corners be re-constructed to correct the issue. Newly planted trees will be moved to interior plots, the planters will be removed and new curbing and asphalt will be installed. We received an estimate from Viking Excavation, Inc. to complete the proposed work as a change order to their current contract. We also have estimated the cost if the Street and Parks Departments were to complete some of the work in-house and use our blanket contractor for the concrete work. Attached are both cost estimates for review. Future phases will not have inset landscaping planters. New trees will be planted internally where possible instead of adjacent to the roads.

There are sufficient funds remaining in the budget to use Viking Excavation or In-house personnel and blanket bid contractors. There will not be sufficient funds to contract with Civil Science on the Phase 6R design which was proposed to be \$40,000. The Engineering Department could complete the Phase 6R design internally so that construction could take place on time in the late summer of 2026.

The following items are included with this Information Sheet:

1. Drawing showing the proposed changes.
2. Cost estimate from Viking Excavation, Inc.

3. Cost estimate to complete the work in-house and with blanket bid contractors.

The following table provides a summary of the proposed budget for this project:

Project Funding Cemetery Renovation (Account #10-83-732)			
	<u>Funding</u>	<u>Expenses</u>	<u>Balance</u>
<u>Funding in FY26 –</u> Cemetery Renovation (10-83-732)	\$400,000		
<u>Expenses –</u>			
Engineering for Phase 3R – Civil Science		(\$30,000)	
Construction Cost of Phase 3R		(\$292,000)	
Planters Removal and Re-Construction		(\$25,261)	
Materials Testing/Misc./Contingency		(\$43,000)	
Totals –	\$400,000	(\$390,261)	\$9,739

Please consider the proposed design modifications and who to use to complete the work. Thank you for your consideration.

Estimate (Viking Excavation)
Cemetery Planter Removal Change Order

Date: 1/15/26

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
1	Remove Existing Planters, includes necessary irrigation work to cap and/or relocate drip lines.	SF	275	\$ 10.00	\$ 2,750.00
2	Remove existing curbing and concrete waterways.	SF	156	\$ 11.00	\$ 1,716.00
3	Provide and install 2.5" asphalt, includes saw cut and tack coat.	SF	635	\$ 10.00	\$ 6,350.00
4	Provide and install 30" roll curb	LF	40	\$ 33.00	\$ 1,320.00
5	Provide and install 6" thick reinforced cross gutters w/aprons as shown.	S.F.	300	\$ 25.00	\$ 7,500.00
6	Relocate existing trees to interior areas	Each	3	\$ 1,775.00	\$ 5,325.00
7	Relocate existing signs	Each	2	\$ 150.00	\$ 300.00
Total:					\$ 25,261.00

Estimate (In-house & blanket bid)
Cemetery Planter Removal Change Order

Date: 1/15/26

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
1	Remove Existing Planters, includes necessary irrigation work to cap and/or relocate drip lines.	SF	275	\$ 7.00	\$ 1,925.00
2	Remove existing curbing and concrete waterways.	SF	156	\$ 7.00	\$ 1,092.00
3	Provide and install 2.5" asphalt, includes saw cut and tack coat.	SF	635	\$ 8.00	\$ 5,080.00
4	Provide and install 30" roll curb	LF	40	\$ 29.70	\$ 1,188.00
5	Provide and install 6" thick reinforced cross gutters w/aprons as shown.	S.F.	300	\$ 7.15	\$ 2,145.00
6	Relocate existing trees to interior areas	Each	3	\$ 800.00	\$ 2,400.00
7	Relocate existing signs	Each	2	\$ 100.00	\$ 200.00
Total:					\$ 14,030.00

**CEDAR CITY
CITY COUNCIL AGENDA ITEM 3
STAFF INFORMATION SHEET**

To:

Mayor and City Council

From:

Jonathan Stasis

Council Meeting Date:

January 21, 2026

Subject: **Consider change order #6 for Action Contracting for construction of the WWTP Effluent Reuse Filtration Project.**

Discussion:

Change Order #6 contains two items for consideration. The first item is a reconciliation of the Interest Reimbursement and Administration Fee for pre-payments that were made for the Aqua-Aerobics disk filter units. The second item is a request for extension of time to complete the project.

In Change Order #2, Action Contracting was allowed to receive pre-payment for the disk filter units supplied by Aqua-Aerobic Systems, Inc. (Aqua-Aerobics). Action Contracting received a total of \$571,225.00 in advance payments prior to product delivery. The total amount was paid by Cedar City in two separate payments as follows:

1. The 1st payment of \$285,612.50 was paid to Action Contracting on May 29, 2025 at the time of order execution.
2. The 2nd payment of \$285,612.50 was paid to Action Contracting on June 26, 2025 upon receipt of approved engineer's submittal data.

The disk filter units were delivered to the project site on November 3, 2025.

In Change Order #2, a calculation method was given for calculating the Interest Reimbursement and Administration Fee (5%). The average Public Treasurer's Investment Fund (PTIF) was provided by the City Treasurer for each of the two payment periods. The total amount was then calculated based on the average PTIF rate and the total number of days for each payment period.

Change Order #2 estimated the amount of interest reimbursement and administration fees to be \$11,056.46 for both payments. This provided a credit to Cedar City in the amount of \$11,056.46.

Based on the calculation method outlined in Change Order #2, the actual amount of interest reimbursement and administration fee for both payments provides a credit to Cedar City in the amount of \$10,413.93. A spreadsheet showing the current calculation is included with this Information Sheet.

The credit amount estimated in Change Order #2 turned out to be a little more than the actual credit amount. The reasons for the difference are as follows:

- Change Order #2 estimated the PTIF rate to be 4.4856% for both payment periods. The actual PTIF rate turned out to be 4.41% for the 1st payment period and 4.39% for the 2nd payment period.
- Change Order #2 estimated the number of days between both payments to be 150 days. The actual number of days turned out to be 158 days for the 1st payment period and 130 days for the 2nd payment period.

Since the amount was over-estimated in Change Order #2, Change Order #6 provides a credit back to Action Contracting in the amount of **+\$642.53**.

Change Order #6 also includes a request for extension of time to complete the project. The current completion deadline for the project is January 31, 2026. The start-up of the disk filter units was originally scheduled for representatives from Aqua-Aerobics to be at the site in late January. However, there have been some issues that have delayed the start-up as follows:

1. Delays in getting materials have pushed back completion of some of the equipment and platform grating inside the filter building.
2. Rocky Mountain Power has not completed their work to connect the power to the filter building.
3. Dorsett Controls has not installed the SCADA control panels for the disk filter units, and the programming has not been completed yet.
4. The Wastewater Treatment Plant is currently experiencing high levels of Total Suspended Solids (TSS) in the effluent water. This happens every year with the change in season and temperature, and normally only lasts a few weeks. Because of the warmer winter this year, the issue has continued longer than normal. State Discharge Permit requirements are still being met, but it has been recommended to wait to perform the disk filter start-up until the TSS levels are lowered, otherwise

the performance requirements of the disk filters could be impacted.

Regarding the high TSS levels, the staff at the Wastewater Treatment Plant are diligently working to resolve this issue as quickly as possible. It should be noted that the Plant is meeting all of their State Discharge Permit requirements during this time.

The main cause of the high TSS is that they are seeing poor settling in the final clarifiers. This results in higher-than-normal TSS in the effluent water. Normally this happens in late Fall and only lasts a few weeks. However, because of the warmer winter, it is stuck in extended Fall like conditions. Polymer has been added since November to improve the settling. They have also increased wasting Return Activated Sludge (RAS); however, this must be done slowly to maintain wastewater treatment and not overload the digester. Staff are hopeful that the issues with the TSS levels will be resolved within the next few weeks.

Due to the representatives from Aqua-Aerobics needing to be rescheduled, their schedule will allow them to return later in March. The proposed change in the completion deadline will allow for time to do the start-up and then resolve any issues that might need to be completed after the start-up.

The Utah Division of Water Quality (DWQ) has been notified of the potential delays. They are understanding of the situation and are OK with pushing back the start-up. In terms of the grant funding, the project needs to be completed by about September of this year in order to finalize the reimbursements and reports before the end of the calendar year, so the proposed completion deadline will be well within the allowable timeframe.

The following table on the next page provides a summary of the budget for the project:

Project Funding
WWTP Effluent Reuse Filtration Project
Account #53-56-732

<u>Funding -</u>	<u>Funding</u>	<u>Expenses</u>	<u>Balance</u>
Cap. Project – Acct. #53-56-732 (ARPA funding is \$2,151,900)	\$6,646,000		
<u>Expenses -</u>			
AE2S contract for Tasks 1-3		(\$63,581)	
AE2S change order #1 for Tasks 4-5		(\$205,587)	
AE2S change order #2		(\$199,448)	
Action Contracting construction contract		(\$4,602,514)	
Action Contracting change order #1		(\$7,950)	
Action Contracting change order #2 - credit to City		\$11,056.46	
Action Contracting change order #3		(\$43,573.54)	
Action Contracting change order #4		(\$0)	
Action Contracting change order #5		(\$18,522.23)	
Action Contracting change order #6		(\$642.53)	
Soils Report by GEM Engineering		(\$2,139)	
Materials Testing (blanket contract)		(\$5,000)	
Miscellaneous/Contingency		(\$25,000)	
Totals -	\$6,646,000	(\$5,162,901)	\$1,483,099

The following items are attached to this Information Sheet:

- Change Order #2 is provided for reference.
- Proposed Change Order #6, which includes the final calculation for the interest reconciliation.

Please consider whether to approve this change order. Thank you for your consideration of this matter.

CHANGE ORDER

Order No. 2
Date: May 1, 2025
Agreement Date: 12/23/2024

NAME OF PROJECT: Cedar City WWTP Effluent Reuse Filtration Project

CITY: Cedar City Corporation

ENGINEER: Advanced Engineering and Environmental Services, LLC (AE2S)

CONTRACTOR: Action Contracting LLC

The following changes are hereby made to the CONTRACT DOCUMENTS:

Description: Action Contracting LLC (Action) has requested a cash advance to purchase the disk filter units that are being supplied by Aqua-Aerobic Systems, Inc. (Aqua-Aerobics). Action has requested that a total of \$571,225.00, one half of the materials purchase price from Aqua-Aerobics, in advance payments be allowed prior to product delivery.

1. Action Contracting LLC (Action) has requested a cash advance to purchase the disk filter units that are being supplied by Aqua-Aerobic Systems, Inc. (Aqua-Aerobics). Action has requested that a total of \$571,225.00, one half of the materials purchase price from Aqua-Aerobics, in advance payments be allowed prior to product delivery.

This change order hereby allows Action Contracting LLC to receive advance payments prior to the materials arriving on-site as follows:

- 25% payment of Aqua-Aerobics contracted price at order execution (\$285,612.50)
- 25% payment of Aqua-Aerobics contracted price upon receipt of approved engineer's submittal data (\$285,612.50)

Advance payments will be made by Cedar City according to the following terms:

- Action will provide a copy of all purchase order(s), contract(s), and invoices with Aqua-Aerobics.
- Action will provide verification that each payment listed above has been made to and accepted by Aqua-Aerobics prior to each of the City's payments.
- As soon as practicable, Cedar City will make payment to Action for each payment listed above upon receipt of an invoice and the above-required documentation from Action.
- Upon arrival of the Aqua-Aerobics disk filter units on-site, Cedar City will reduce the contract amount as follows:
 - o The dollar amount of the reduction in the contract amount will be calculated as follows:
 - The City's lost interest will be reimbursed on the advance payment amounts based on the average Public Treasurer's Investment Fund (PTIF) rate between the date of payment issuance and the date of receipt of product on-site.

- An administration fee in the amount of 5% of the interest reimbursement will be added to the dollar amount of the reduction.
- The reduction in contract amount will be calculated using the following equations:
 - i. Interest Reimbursement = (average PTIF rate) x (number of days/365) x (amount pre-paid)
 - ii. Administration Fee = (0.05) x (Interest Reimbursement)
 - iii. Reduction in Contract Amount = (Interest Reimbursement) + (Administration Fee)

All bonding, liability, custody, and all other responsibilities remain the responsibility of Action as required in the contract documents, and Cedar City does not take any additional responsibility or liability by making the advances approved herein nor waive any rights the City has under the original agreement with Action.

The amount of the Interest Reimbursement and Administration Fee are estimated in this change order based on the most recent 365 Day PTIF Rate for March 2025. After the Aqua-Aerobics materials are delivered to the site, then the actual Interest Reimbursement and Administration Fee will be calculated and reconciled with another change order.

Justification:

1. The reason for this change order is that the contract does not address the possibility of this type of transaction to occur. In addition, the contract does not contemplate materials that have extremely long lead times to be received. Action is required to purchase the disk filter units from Aqua-Aerobics and are therefore subject to their payment terms. With this change order, Action will receive the funds earlier in the materials acquisition process which corresponds with Aqua-Aerobics payment terms, and Cedar City will be made whole by not losing the interest revenue.

In its regular meeting on February 12, 2025 the Cedar City Council voted to approve this change order.

Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$ 4,602,514.00.

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 4,610,464.00.

The CONTRACT PRICE due to this CHANGE ORDER will be decreased by: (\$11,056.46).

The new CONTRACT PRICE including this CHANGE ORDER will be \$ \$4,599,407.54.

Change to CONTRACT TIME:

The CONTRACT TIME will be increased by No Change calendar days.

The date for completion of all work will be No Change (Date).

Ordered by: Kenneth Weller 5-1-25 Paul Dillmann 4-25-25
(City)

(City)

(Engineer)

Accepted by: John Green
(Contractor)

(Contractor)

WWTP Effluent Reuse Filtration Project

Change Order #2

Interest Calculation - determine estimated amount for Change Order #2

Year	Month	365 Day
2025	March	4.48560556

$$\begin{aligned} \text{PTIF Rate} &= 4.48560556 && \text{Use the interest rate for March 2025} \\ \text{PTIF Rate/100} &= 0.044856056 \end{aligned}$$

Number of Days until delivery (1st payment) =	150	Assume that both payments will be made within approx. 150 days
Number of Days/365 =	0.410958904	
Amount Pre-paid =	\$285,612.50	
Interest Reimbursement =	(\$5,264.98)	
Administration Fee (5%) =	(\$263.25)	
Reduction in Contract Amount =	(\$5,528.23)	

Number of Days until delivery (2nd payment) =	150
Number of Days/365 =	0.410958904
Amount Pre-paid =	\$285,612.50
Interest Reimbursement =	(\$5,264.98)
Administration Fee (5%) =	(\$263.25)
Reduction in Contract Amount =	(\$5,528.23)

$$\text{Total Reduction in Contract Amount} = (\$11,056.46)$$

CHANGE ORDER

Order No. 6
Date: 12/23/2024
Agreement Date: 12/23/2024

NAME OF PROJECT: Cedar City WWTP Effluent Reuse Filtration Project

CITY: Cedar City Corporation

ENGINEER: Advanced Engineering and Environmental Services, LLC (AE2S)

CONTRACTOR: Action Contracting LLC

The following changes are hereby made to the CONTRACT DOCUMENTS:

Description:

6.1 Reconcile the Interest Reimbursement and Administration Fee:

In Change Order #2, Action Contracting was granted a cash advance to purchase the disk filter units supplied by Aqua-Aerobic Systems, Inc. (Aqua-Aerobics). Action Contracting received a total of \$571,225.00 in advance payments prior to product delivery. The total amount was paid by Cedar City in two separate payments as follows:

- The 1st payment of \$285,612.50 was paid to Action Contracting on May 29, 2025 at the time of order execution.
- The 2nd payment of \$285,612.50 was paid to Action Contracting on June 26, 2025 upon receipt of approved engineer's submittal data.

The disk filter units were delivered to the project site on November 3, 2025.

In Change Order #2, the estimated amount of interest reimbursement and administration fees for both payments provided a credit to Cedar City in the amount of \$11,056.46.

Based on the calculation method outlined in Change Order #2, the actual amount of interest reimbursement and administration fee for both payments provides a credit to Cedar City in the amount of \$10,413.93. A spreadsheet showing the current calculation is attached to this change order.

Therefore, since the amount was over-estimated in Change Order #2, the reconciled amount in this change order will be an increase to the total contract amount as follows:

$$\text{Reconciled amount} = \$11,056.46 - \$10,413.93 = \$642.53$$

6.2 Additional Time for Start-up of the Disk Filter Units:

Additional time is needed to complete the start-up of the disk filter units. The start-up of the units will not be able to be completed as planned in January 2026 due to several issues listed below. It is proposed that the completion deadline for the project be extended to April 30, 2026. This will allow time for start-up of the disk filter units and time for completing any items identified in the start-up process.

Justification:

6.1 Reconcile the Interest Reimbursement and Administration Fee:

Action Contracting made two payments to Aqua-Aerobics for the disk filter units. Cedar City made two payments to Action Contracting to cover the cost of the disk filter units on May 29, 2025 and June 26, 2025. The disk filter units were then delivered to the project site on November 3, 2025. Per the terms of Change Order #2, the interest reimbursement and administration fee are hereby reconciled in this change order.

6.2 Additional Time for Start-up of the Disk Filter Units:

The start-up of the disk filter units was planned for late January 2026. However, several issues have caused delays in scheduling the start-up of the disk filter units, as follows:

- Delays in getting materials have pushed back completion of some of the equipment and platform grating inside the filter building.
- Rocky Mountain Power has not completed their work to connect the power to the filter building.
- Dorsett Controls has not installed the SCADA control panels for the disk filter units, and the programming has not been completed yet.
- The Wastewater Treatment Plant is currently experiencing high levels of Total Suspended Solids (TSS) in the effluent water. This happens every year with the change in season and temperature, and normally only lasts a few weeks. Because of the warmer winter this year, the issue has continued longer than normal. State Discharge Permit requirements are still being met, but it has been recommended to wait to perform the disk filter start-up until the TSS levels are lowered, otherwise the performance requirements of the disk filters could be impacted.

Due to these issues, additional time needs to be added to the contract in order to accommodate the start-up of the disk filter units and completion of the project.

Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$ 4,602,514.00.

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 4,661,503.31.

The CONTRACT PRICE due to this CHANGE ORDER will be increased by: \$642.53.

The new CONTRACT PRICE including this CHANGE ORDER will be \$ 4,662,145.84.

Change to CONTRACT TIME:

The CONTRACT TIME will be increased by 89 calendar days.

The date for completion of all work will be April 30, 2026 (Date).

Ordered by: _____
(City)

Reviewed by: _____
(Engineer)

Accepted by: _____
(Contractor)

WWTP Effluent Reuse Filtration Project

Change Order #6

Interest Calculation - determine the actual amount of interest from Change Order #2

1st Payment of \$285,612.50

Average PTIF Rate (1st payment) = Average PTIF rate (%) from 5/29/2025 to 11/3/2025.
PTIF Rate/100 =

Number of Days until delivery (1st payment) = Interest on \$285,612.50 from 5/29/2025 to 11/3/2025.
Number of Days/365 =
Amount Pre-paid =
Interest Reimbursement =
Administration Fee (5%) =
Reduction in Contract Amount =

2nd Payment of \$285,612.50

Average PTIF Rate (2nd payment) = Average PTIF rate (%) from 5/29/2025 to 11/3/2025.
PTIF Rate/100 =

Number of Days until delivery (2nd payment) = Interest on \$285,612.50 from 6/26/2025 to 11/3/2025.
Number of Days/365 =
Amount Pre-paid =
Interest Reimbursement =
Administration Fee (5%) =
Reduction in Contract Amount =

Total Reduction in Contract Amount =

Estimated Reduction in Contract Amount from C.O. #2 =

Difference =

**CEDAR CITY
CITY COUNCIL AGENDA ITEM 4
STAFF INFORMATION SHEET**

To: Mayor and City Council

From: Jonathan Stathis

Council Meeting Date: January 21, 2026

Subject: **Consider contract modification/change order #3 for Hansen, Allen & Luce for the Wastewater Effluent Reuse Study and the Cross Hollow Area Water Master Plan Amendment.**

Discussion: A contract modification and change order proposed for Hansen, Allen & Luce to provide engineering services on the following projects:

1. The Wastewater Effluent Reuse Study is a project that is budgeted in the current fiscal year. The study will provide information regarding the use of the treated Type 1 effluent. The study will also include infrastructure requirements related to the pump station and pipeline needed to convey the effluent from the treatment plant and infrastructure needed to expand the City's secondary irrigation system. The budget in FY26 for this study is \$50,000 from Account #53-56-310. Hansen, Allen & Luce (HAL) has provided a proposal to do the study in the amount of \$48,900. It is proposed to work with HAL on this study because they already have the modeling done for the City's secondary irrigation system and they are familiar with the City's water needs.

2. City staff have been working with Hansen, Allen & Luce on an amendment to the water master plan in the Cross Hollow area. This is being done in partnership with Development Team who is paying for half of the study. The amended master plan is close to being finished. However, there have been some items that have come up regarding the master-planned waterline going underneath I-15 to serve the higher elevation area around the Cross Hollow Tank. There are some additional scenarios that need to be modeled so that the amendment can be finalized. HAL has proposed a cost of \$7,810 which will be split equally between Cedar City and Development Team. The City's portion of the cost will be \$3,905. It is proposed that this amount be paid from the Water Division's "Professional and Technical Services" Account #51-40-310. This account has a

FY26 budget amount of \$12,000. There is currently \$11,326 remaining in this account that could be used to cover the cost of this change order.

The following table on the next page provides a summary of the budget for the project:

Project Funding
Wastewater Effluent Reuse Study and
Cross Hollow Area Master Plan Amendment
Account #53-56-310 and 51-40-310

<u>Funding -</u>	<u>Funding</u>	<u>Expenses</u>	<u>Balance</u>
Acct. #53-56-310	\$50,000		
Acct. #51-40-310	\$11,326		
 <u>Expenses -</u>			
Effluent Reuse Study		(\$48,900)	
C.O. for Cross Hollow Master Plan		(\$3,905)	
 Totals -	\$61,326	(\$52,805)	\$8,521

The following items are attached to this Information Sheet:

- Proposed contract modification/change order.
- Proposals from HAL.

Please consider whether to approve this change order. Thank you for your consideration of this matter.

CONTRACT MODIFICATION / CHANGE ORDER

Order No. 3
Date: _____
Agreement Date: 9/26/2024

NAME OF PROJECT: Water Master Plan for Cedar Canyon Project 2024

OWNER: Cedar City Corporation

CONTRACTOR: Hansen, Allen & Luce Inc.

The following changes are hereby made to the CONTRACT DOCUMENTS:

Description:

1. Additional engineering work is being added for Items 1 and 2 listed in the following table. These items are outlined in the attached proposals from Hansen, Allen & Luce (incorporated herein by reference).

Item 1	Wastewater Effluent Reuse Study – Contract Modification:	\$48,900.00
Item 2	Cross Hollow Area Master Plan Amendment – Change Order:	\$3,905.00
Total:		\$52,805.00

Justification:

1. Item 1 – This item is a study that will be done to determine the infrastructure needs for use of the treated wastewater Type 1 effluent. The City is working towards using the Type 1 effluent in the City's secondary irrigation system. The information from this study will provide a framework for the City to move forward with future projects that put the effluent water to beneficial use. Refer to the attached proposal from Hansen, Allen & Luce.

Item 2 – This item is related to master-planning efforts in the Cross Hollow/Iron Horse RDO area. The water master plan completed in 2023 represented the master-planned improvements in this area in a general way. However, with further growth in this area a more detailed evaluation was needed to determine the required master-planned improvements. The cost of this item is being split equally with the developer. Additional work is needed to complete the master plan amendment as outlined in the attached proposal from Hansen, Allen & Luce.

Change to CONTRACT PRICE:

Original CONTRACT PRICE: \$ 59,700.00.

Current CONTRACT PRICE adjusted by previous CHANGE ORDER \$ 106,100.00.

The CONTRACT PRICE due to this CHANGE ORDER will be increased by: \$ 52,805.00.

The new CONTRACT PRICE including this CHANGE ORDER will be \$ 158,905.00.

Change to CONTRACT TIME:

The CONTRACT TIME will be increased by 0 calendar days.

The date for completion of all work will be April 30, 2026 (Date).

Ordered by: _____
(City)

Accepted by: _____
(Contractor)

Mr. Jonathan Stathis, P.E.
Cedar City
10 N. Main Street
Cedar City, UT 84720

Water Reuse Project Scope November 12, 2025

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RE: Cedar City Effluent Reuse and Pressurized Irrigation Study

Dear Mr. Stathis:

Hansen, Allen & Luce, Inc. (HAL) appreciates this opportunity to help Cedar City evaluate ways to maximize the beneficial use of treated wastewater effluent and expand the pressurized irrigation system. The proposed scope of work and fee for this project is described below. As needed, we can add, subtract, or modify tasks to better meet your needs.

PROJECT UNDERSTANDING

Cedar City is currently constructing a system at the wastewater treatment plan (WWTP) that will produce wastewater effluent meeting Type 1 standards. The City needs a study to identify cost-effective ways to put this water to beneficial use. The City's secondary water system may provide a good way to use the water and will be carefully considered as part of this study.

Items for consideration in this study include the following:

- Seasonal water supply and demand
- Other stakeholders and potential users
- Winter storage for reuse water
- Reuse water pipeline sizing
- Financial and administrative procedures for implementing reuse
- Water rights
- Water quality
- Regulatory requirements
- Funding sources

WORK PLAN – CEDAR CITY EFFLUENT RE-USE STUDY

Our recommended scope of work is included below:

Task 1 – Management and Stakeholder Coordination

Objective:

Coordinate with City personnel and other stakeholders to facilitate communication throughout the project.

Input:

- 1) Project scope of work
- 2) Stakeholder contact information

Activities:

- 1) Provide monthly invoices and work summaries.
- 2) Facilitate a kickoff meeting, two stakeholder meetings, and up to 3 progress meetings. All meetings are assumed to take place remotely.
- 3) Work with City personnel to identify stakeholders. It is anticipated that stakeholders will include Enoch, CICWCD, and Iron County.
- 4) Coordinate with stakeholders during the study in two stakeholder meetings and by phone and email as needed.
- 5) Provide recommendations regarding the terms of an inter-local agreement between the government entities for effluent reuse.

Task 2 – Supply and Demand Evaluation

Objective:

Identify available quantities of treated wastewater effluent and potential users of treated effluent. Evaluate seasonal supply and demand patterns and ways to maximize use considering seasonal constraints.

Input:

- 1) Information from City personnel
- 2) Records of flow rates at the headworks of the WWTP
- 3) UPDES discharge permit
- 4) Water rights information

Activities:

- 1) Evaluate current and projected future effluent flow rates at the WWTP. Estimate existing and future flow rates available for re-use.
- 2) Evaluate water rights issues associated with effluent reuse.
- 3) Project future irrigation demands of potential future users of the PI system as identified by Cedar City personnel (see attached figure).
- 4) Prepare a water budget showing effluent available and anticipated use in the secondary system during the summer. Determine if there will be excess effluent water, or if it will all be used during the summer.
- 5) Determine whether winter storage is needed for the effluent to supplement peak demands during the summer irrigation season.
- 6) Evaluate the benefit of effluent reuse in terms of reducing peak flow in the City's culinary system. Determine the redundancy that would be freed up in the City's culinary system when meeting peak day demand.

Task 3 – Infrastructure Evaluation

Objective:

Identify infrastructure required to provide pressurized irrigation water service to additional users in Cedar City as shown on the attached figure.

Input:

- 1) Information from previous tasks
- 2) Input from City personnel

Activities:

- 1) Determine the equalization storage capacity needed in the secondary water system to support irrigation uses of irrigators identified on the attached figure. Use the City's hydraulic model to identify locations and sizes of future storage facilities.
- 2) Use the City's hydraulic model to identify the size and location of pumping facilities needed to convey source to users identified on the attached figure.
- 3) Use the City's hydraulic model to identify the required size of pipeline projects necessary to provide conveyance to users shown on the attached figure.

Task 4 – Water Quality Evaluation

Objective:

Evaluate the effects of treated effluent on water quality in the Cedar City system, including Lake at the Hills Reservoir.

Input:

- 1) Output from previous tasks

Activities:

- 1) Investigate potential water quality issues that could be caused by blending the WWTP effluent with other sources (including underground wells or drinking water) that might cause problems for customers, operations, or recreational use.
- 2) Consider the risks associated with introducing the effluent into the City's existing Lake at the Hills recreational facility. This facility allows swimming, boating (non-motorized), and fishing.
- 3) Determine whether additional treatment (in addition to the Type 1 treatment) will be necessary at the WWTP to allow the effluent water to come into human contact at the Lake at the Hills. Determine whether phosphorous removal will be needed.
- 4) Provide information regarding the regulatory requirements to get this approved for use in the Lake at the Hills.

Task 5 – Regulatory Evaluation

Objective:

Evaluate the regulatory opportunities and limitations associated with wastewater reuse.

Input:

- 1) Output from previous tasks

Activities:

- 1) Identify permitting requirements necessary to use the WWTP effluent in the City's secondary irrigation system.
- 2) Evaluate the possibility of using excess effluent to recharge the aquifer at the City's gravel pits or in other areas. Determine what regulatory requirements would need to be met to recharge with the effluent.

Task 6 – Financial Evaluation

Objective:

Evaluate the financial feasibility of wastewater reuse.

Input:

- 1) Output from previous tasks

Activities:

- 1) Provide cost estimates for the pump station, pipeline from WWTP to Cedar City, winter storage reservoir at the WWTP, and other improvements identified for the secondary irrigation system. Identify cost-efficiency in terms of cost per acre-foot of supply delivered.
- 2) Identify potential funding sources to assist with construction of an expanded secondary water system.

Task 7 – Project Report

Objective:

Document the results of the study in a technical report.

Input:

- 1) Output from previous tasks

Activities:

- 1) Prepare a draft project report that summarizes analysis and findings from the previous tasks. Deliver to City personnel for review.
- 2) Revise the draft report according to City feedback.
- 3) Prepare and deliver the final project report.

PROPOSED FEE

The work will be invoiced on an hourly plus reimbursable expenses basis, with a not-to-exceed fee of \$48,900. Cedar City will only be invoiced for actual effort expended. Estimated labor hours and fees per task are shown in the table below.

Task	Labor Hours	Fees
Management and Stakeholder Coordination	25	\$5,400
Supply and Demand Evaluation	42	\$7,500
Infrastructure Evaluation	54	\$9,400
Water Quality Evaluation	22	\$4,100
Regulatory Evaluation	19	\$3,400
Financial Evaluation	22	\$4,200
Project Report	82	\$14,900
Totals	266	\$48,900

Mr. Stathis
November 12, 2025
Page 6

SCHEDULE

It is anticipated that a draft report can be delivered within six months of receiving authorization to proceed and all requested information.

ASSUMPTIONS

The proposed scope, budget, and schedule assume the following:

- 1) The City will respond promptly to all requests for data and information. All data listed as inputs in the scope are available and will be provided to HAL by the City.
- 2) The City's existing water rights reports will form the basis for the water rights evaluation. The study does not include extensive water rights research.
- 3) All meetings and coordination will take place remotely.
- 4) Current versions of the City's hydraulic models will be used for the study. Updates to the existing hydraulic model scenario, if required, will occur under a separate contract.

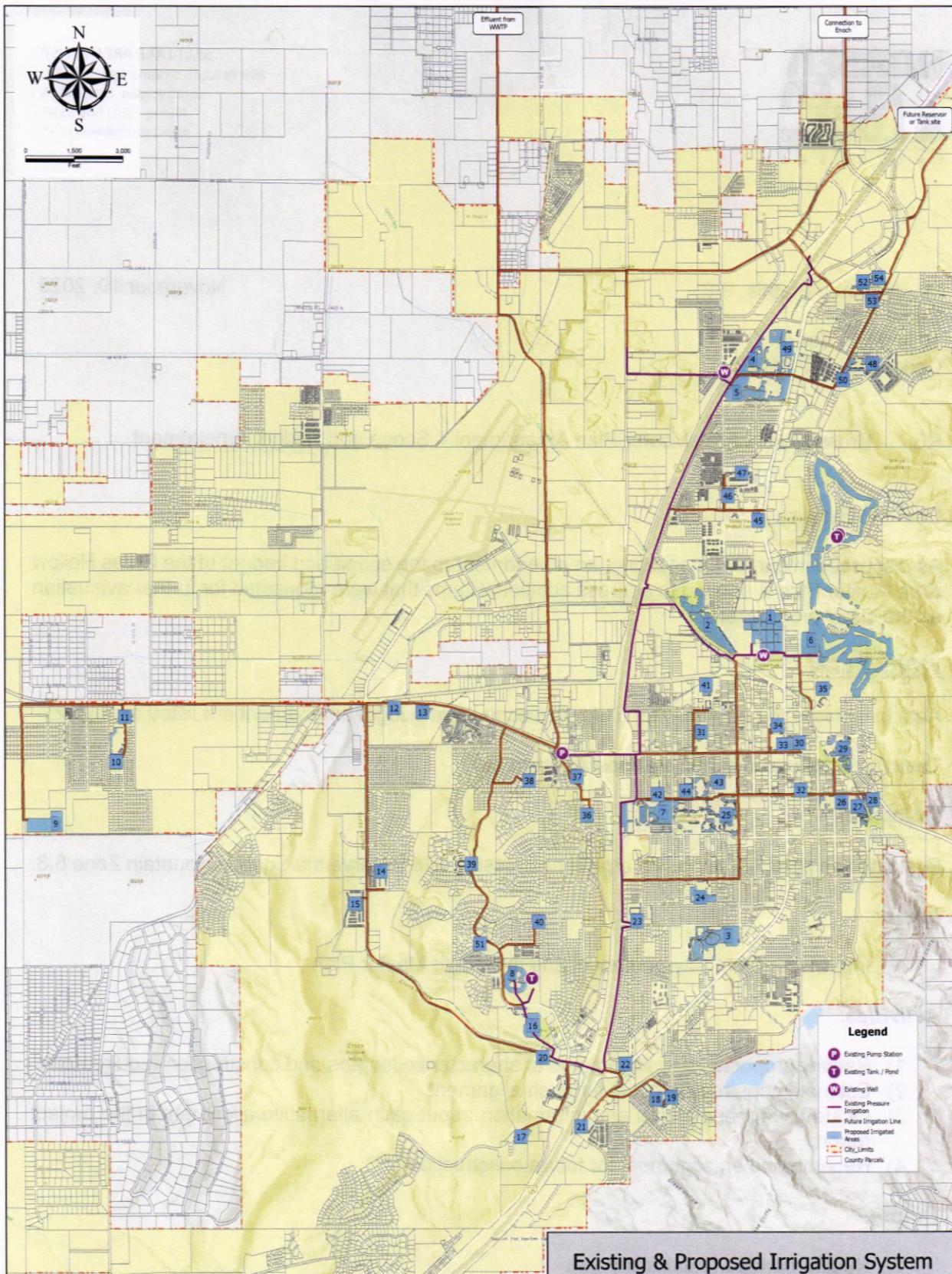
Please contact us if you have any questions or need additional information.

Sincerely,

HANSEN, ALLEN & LUCE, INC.



Steven C. Jones, P.E.
CEO



Number	Description	Ac. of Turf	Number	Description	Ac. of Turf	Number	Description	Ac. of Turf	Number	Description	Ac. of Turf
1	CEMETERY	21,423	15	Old Sorrel Townhomes	0.462	29	Little League Ballfields	7,569	43	SUU (North Campus)	5.08
2	BICENTENNIAL PARK	21,069	16	Cedar Middle School	8,942	30	Main Street Park	3,405	44	LDS Institute & Church	0.923
3	CEDAR HIGH SCHOOL	19,604	17	VA Cemetery	2,512	31	North Elementary	3,099	45	Hospital	1.113
4	Canyon View High School	16,652	18	LDS Church Building	0.658	32	LDS Rock Church	0.254	46	Stonehenge	0.837
5	CANYON VIEW MIDDLE SCHOOL	18,719	19	Mountain Springs Prep. Academy	1,404	33	Best Western Inn Hotel	0.549	47	Cedar Park PUD	1.174
6	GOLF COURSE	91,618	20	Commercial Center & Home Depot	2,964	34	Post Office	0.814	48	Riddlers Elementary	6.102
7	SUU (WEST CAMPUS)	18,426	21	South Hotels	0.356	35	Palute Tribe	3,583	49	LDS Seminary & Church	1.895
8	LAKE AT THE HILLS BALLFIELDS	6.67	22	SBSU & Comfort Inn	0.473	36	Ridge Park	0.568	50	Trinity Lutheran Church	0.959
9	Iron West Soccer Fields	12,308	23	LDS Church Building	1,404	37	Sanjac Apartments	0.629	51	Catholic Church	0.252
10	Iron Springs Elementary	5,402	24	South Elementary	5,007	38	LDS Church Building	0.662	52	Riddlers Park	2.029
11	LDS Church Building	0.576	25	SUU (East Campus)	11,806	39	LDS Temple	2,079	53	Presbyterian Church	0.151
12	Genpak (West)	0.888	26	East Elementary	2,978	40	Hillcrest Park	0.688	54	LDS Church Building	0.154
13	Genpak (East)	2,609	27	West Canyon Park	3,591	41	LDS Church Building	3,818			
14	LDS Church Building	0.385	28	East Canyon Park	1,881	42	LDS YSA 1st Stake Building	1			

Mr. Jonathan Stathis, P.E.
Cedar City
10 N. Main Street
Cedar City, UT 84720

November 10, 2025

RE: Cross Hollow Area Master Plan Amendment – Scope and Budget Amendment

Dear Mr. Stathis:

As discussed in our recent meeting, an amendment to the scope and budget of the Cross Hollow Area Master Plan is needed to address additional items that were requested for further evaluation as the study progressed.

WORK PLAN

Additional tasks to be performed under this scope and budget amendment are listed as follows.

Task 1 – Evaluate Alternative Pipe Alignments

Objective:

Evaluate two potential routes for a pipeline crossing I-15 to serve the Square Mountain Zone 5.3.

Input:

- 1) Information from City personnel and the Water Master Plan

Activities:

- 1) Review proposed pipe alignments to characterize lengths and construction requirements
- 2) Estimate construction costs for each alignment.
- 3) Include summary figures and information about each alternative alignment in the project report
- 4) Recommend an alignment for future construction

Output:

- 1) Recommended future alignment
- 2) Section in the project report

Task 2 – Evaluate Phasing Sequences for Zone 5.3

Objective:

Evaluate potential ways to provide water service to Zone 5.3 while complying with the Cedar City 250-unit standard and considering the effects of other nearby developments.

Input:

- 1) Information from City and Iron Horse RDO personnel

Activities:

- 1) Evaluate phasing sequences for construction of infrastructure needed to serve Zone 5.3. Sequences to be considered are as follows: (1) initial construction of a pump station, (2) construct a portion of the pipe under I-15 (extending west from Shurtz Canyon Drive) to create initial capacity, (3) construct the remaining portion of the pipe from Shurtz Canyon Drive to the Square Mountain Tank to provide additional capacity.
- 2) For a phasing sequence involving initial construction of a portion of the pipeline under I-15 before the pump station is constructed, consider the Cedar City 250-unit standard and how an agreement could be structured to guarantee Iron Horse RDO 200 units in exchange for construction of the portion of the pipe under I-15, while considering other development taking place south of Shurtz Canyon Drive that would also contribute to the 250 units on the dead-end line.
- 3) Identify triggers for each phase of construction of the pipeline connecting Zone 5.3 to the Square Mountain tank.
- 4) Include summary information about these evaluations in the project report.

Output:

- 1) Trigger points for each phase of pipeline and pump station construction
- 2) Recommendations for an agreement with Iron Horse RDO to reserve capacity in exchange for constructing the pipe

Task 3 – Additional Report Revisions and Evaluations

Objective:

Evaluate additional questions from City staff not included in the original scope. Make additional revisions to the project report to address these questions and comments.

Input:

- 1) Input and questions from City personnel
- 2) DWMP assumptions

Activities:

- 1) Revise numbers and tables to reflect changes to the phasing plan for Iron Horse RDO made since the analysis began.
- 2) Evaluate and make recommendations on inclusion of tanks to serve future pressure zones 4.2 and 3.1.
- 3) Evaluate potential alternatives proposed by the City to construct looped or parallel pipes instead of PRVs
- 4) Revise the report to reflect findings from these additional evaluations and revisions.
- 5) Provide affected area maps to be used for noticing of the master plan amendment.

Output:

- 1) Updated final report
- 2) Affected area maps for noticing

PROPOSED FEE

The estimated fee for the proposed tasks is summarized in the table below. The work will be invoiced on an hourly plus reimbursable expenses basis. It is proposed that Cedar City and the Developer will each pay 50% of the project fee. Half of each invoice will be billed to Cedar City and half to the Developer. Cedar City and the Developer will only be invoiced for actual effort expended. Estimated labor hours and fees per task are shown in the table below.

Task	Labor Hours	Fees
Evaluate Alternative Pipe Alignments	6	\$1,120
Evaluate Phasing Sequences for Zone 5.3	15	\$2,874
Additional Report Revisions and Evaluations	24	\$3,816
Totals	45	\$7,810

ESTIMATED SCHEDULE

It is anticipated that the work will be completed within 30 days of authorization to proceed assuming City and Developer respond promptly to requests for information and in making decisions.

ASSUMPTIONS

The proposed scope and fee assume the following:

- 1) The City and Developer will respond promptly to all requests for data and information. All data listed as inputs in the scope are available and will be provided to HAL by the City and the Developer.
- 2) Current models will be used for the analysis.

Mr. Stathis
November 10, 2025
Page 4

Please contact us if you have any questions or need additional information.

Sincerely,

HANSEN, ALLEN & LUCE, INC.

Ridley Griggs
Ridley Griggs, P.E.
Project Manager