



**NOTICE OF A REGULAR
CITY COUNCIL MEETING
March 24, 2026, at 6:00 PM**

PUBLIC NOTICE is hereby given that the Vineyard City Council will hold a regularly scheduled City Council meeting on Tuesday, March 24, 2026, at 6:00 PM, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT. This meeting can also be viewed on our [live stream page](#).

AGENDA

Presiding Mayor Zack Stratton

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE (BY INVITATION)**
- 3. INVOCATION OR INSPIRATIONAL THOUGHT (BY INVITATION)**
- 4. MAYOR REPORT**
 - 4.1. Signing of Executive Order regarding the Transportation Utility Fee**
- 5. PRESENTATIONS, RECOGNITIONS, OR AWARDS**
 - 5.1. Present the Outstanding Young Professional Award from the Utah Recreation and Parks Association to Zach Baty, Recreation Manager.**

Zach Baty received the "Outstanding Young Professional" award for 2026 from the Utah Recreation & Parks Association.
- 6. PUBLIC COMMENTS**
- 7. PUBLIC HEARING**
 - 7.1. Public Hearing: The Forge Development Agreement Amendment**
 - 7.2. Public Hearing: Intermountain Health Development Agreement**
- 8. CONSENT ITEMS**
 - 8.1. Approval of the February 12th 2026, City Council Special Session Meeting Minutes**
 - 8.2. Approval of the March 3rd, 2026 City Council Work Session Meeting Minutes**
 - 8.3. Adopting the Municipal Waste Water Planning Program (MAWPP) Survey**

(Resolution 2026-14)

8.4. Amending the Redevelopment Agency (RDA) Audit Agreement with CPA Insight Solutions (Resolution 2026-15)

8.5. Public Safety Impact Fee (Resolution 2026-17)

A resolution authorizing the Mayor or their designee to enter into a contract with Zion Public Finance to conduct an Public Safety Impact Fee Study and Analysis

8.6. Neighborhood Parking Permit Program (Resolution 2026-19)

9. APPOINTMENTS/REMOVALS

9.1. Planning Commission Appointments

10. BUSINESS ITEMS

10.1. Amending The Travel Policy

10.2. ARCH Commission RAP Tax Grant Awards (Resolution 2026-06)

The Vineyard City Parks & Recreation Director will provide insight into the ARCH Commission's recommendation to City Council of how to disperse the ARCH Grant funds:

10.3. Creation of an Event Committee And Authorization For The Committee To Establish A Nonprofit Organization.

11. ADJOURNMENT

The next regularly scheduled meeting is on April 14, 2026. This meeting may be held in a way that will allow a councilmember to participate electronically.

The public is invited to participate in all City Council meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Recorder at least 24 hours prior to the meeting by calling (385) 338-5183.

Posted on March 20, 2026, in the Vineyard Municipal Building located at 125 S Main, the Vineyard City Website at www.vineyardutah.gov , and on the Utah Public Notice Website at <http://pnm.utah.gov>

EXECUTIVE ORDER NO. [02]-2026

**BY MAYOR STRATTON OF THE CITY OF VINEYARD, UTAH, SETTING THE
TRANSPORTATION UTILITY FEE TO \$0 AND DIRECTING ADMINISTRATIVE ACTIONS**

Eliminating the Transportation Utility Fee and Restoring a Business-Friendly Vineyard

WHEREAS, the Transportation Utility Fee (TUF) was established by resolution 2025-61 [December 10th, 2025] to provide a dedicated funding source for the maintenance, repair, operation, and improvement of the City's transportation infrastructure, including streets, sidewalks, bike paths, and related facilities;

WHEREAS, the TUF is assessed as a monthly utility-style charge on properties based on factors such as estimated trip generation, land use, square footage, or other methodologies;

WHEREAS, since implementation, the City has received significant resident and business feedback expressing concerns regarding the fee's methodology, equity, economic impact (particularly on commercial properties), transparency, and overall burden during a period of growth and rising costs;

WHEREAS, as Mayor, I have the authority under the Vineyard Municipal code, Section 2.03.010 and applicable state law to issue executive orders directing the administration and enforcement of city policies, programs, and fees within the scope of mayoral discretion, including directing departments to adjust billing practices, pause enforcement, or implement temporary rate changes pending further review or legislative action;

WHEREAS, a comprehensive review of the TUF program—including its financial assumptions, rate structure, impact on residents and businesses, alternative funding options, and long-term sustainability—is necessary and already underway or to be initiated;

WHEREAS, in the interest of immediate relief to the community, fiscal responsibility, economic support for local businesses and families, and prudent stewardship of public resources, it is appropriate to temporarily set the effective rate of the Transportation Utility Fee to \$0 while the review proceeds and permanent solutions are considered;

EXECUTIVE ORDER NO. [02]-2026

**BY THE MAYOR STRATTON OF THE CITY OF VINEYARD, UTAH, SETTING THE
TRANSPORTATION UTILITY FEE TO \$0 AND DIRECTING ADMINISTRATIVE ACTIONS**

NOW, THEREFORE, I, Zack Stratton, Mayor of the City of Vineyard, Utah, by the authority vested in me, do hereby order as follows:

1. Effective immediately, the Transportation Utility Fee rate is hereby set to \$0.00 per month (or equivalent billing period) for all property classes, parcels, and users within the City.
2. The City Finance Department, Utility Billing Division (or equivalent), and any third-party billing service providers are directed to:
 - Cease assessment and billing of the TUF at any positive rate on all utility bills issued on or after the date of this Executive Order.
 - Adjust any ongoing or pending bills to reflect a \$0.00 charge for the TUF portion.
 - All relevant department heads are directed to pause all enforcement actions, penalties, late fees, liens, or collections related to non-payment of the TUF until further notice or until a new rate or program is duly authorized.
3. This Executive Order shall remain in effect until rescinded, modified, or superseded by a subsequent executive order, or until the City Council takes legislative action to repeal, amend, or reinstate the TUF through ordinance.

If any provision of this Executive Order is held invalid, the remainder shall remain in full force and effect.

ISSUED this 24th day of March, 2026.

Zack Stratton
Mayor



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: March 24, 2026

Agenda Item: Present the Outstanding Young Professional Award from the Utah Recreation and Parks Association to Zach Baty, Recreation Manager.

Department: Parks & Recreation

Presenter: Kevin Schmidt & Mckell Christensen

Background/Discussion:

Every year, the Utah Recreation and Parks Association recognizes one individual (age 35 or Under) as the "Outstanding Youth Professional". Vineyard City's Recreation Manager, Zach Baty, was recognized on March 11th, 2026 at the URPA Conference as the 2026 "Outstanding Young Professional". With approximately 80 City Recreation Organizations across the state of Utah, this is a big deal! Vineyard City is fortunate to have Zach Baty! Brian Vawdrey, Vineyard's Parks & Recreation Director, also received this award in 2023.

Ben King, Vineyard Recreation Coordinator, was also recognized at the 2026 URPA Conference for having graduated from the Leadership Academy. This is a group of 12 professionals across the state of Utah that are given the opportunity to network with professionals across the State and learn best practices in Parks & Recreation. Zach Baty and Brian Vawdrey also graduated from Leadership Academy in years past.

Fiscal Impact:

N/A

Recommendation:

N/A

Sample Motion:

N/A

Attachments:

None



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: March 24, 2026

Agenda Item: Public Hearing: The Forge Development Agreement Amendment

Department: Community Development Department

Presenter: Cache Hancey

Background/Discussion:

The Forge is an approximately 45-acre mixed-use development bordered by Mill Road, Vineyard Connector, and Geneva Road, including the adjacent Intermountain Health property. The most recent development agreement between Vineyard City and the applicant was recorded on April 11, 2024. The applicant has since drafted an amendment to that agreement, primarily modifying the project's phasing requirements.

Under the original agreement, the developer was required to begin construction on a Regionally Significant Entertainment Anchor at the corner of Mill Road and Vineyard Connector as part of the Initial Phase. The proposed amendment would swap the phasing and locations of the entertainment block and the commercial block. Under the amended phasing, the Initial Phase would consist of at least 40,000 gross square feet of commercial development, with one-half of that commercial square footage required to be under construction before the City may issue building permits for more than 25 units within the project.

The amendment also addresses open space obligations along the Intermountain Health parcel near Geneva Road. In coordination with Intermountain Health, the amendment would relieve Dakota Pacific of responsibility for developing open space in that area.

Finally, the City has incorporated updates to the agreement addressing impact fees and establishing language related to the maintenance of existing roadways and utilities.

A summary of the requested changes has been provided below.

The Forge Development Agreement Amendment Update			
Date of Original Agreement: April 9, 2024			
Section	Item	Former	Proposal
Terms	Regionally Significant Entertainment Anchor	4.8 Acre Lot	3 Acre Lot
	Initial Phase; Phasing	Initial Phase includes Entertainment and Residential Blocks	Initial Phase is only Commercial Block
Development	Entertainment Anchor Approval	New Condition	Permits the Planning Commission to approve the Entertainment Anchor and allows for appeal to the City Council upon denial
	Development Standards	Allows for Open Space adjacent to Geneva Road to count towards Open Space Requirements	Removed due to Intermountain Health's Development Agreement and potential purchase of property
	Rescission Option	Date required construction on July 31, 2025 and December 31, 2026	Updated dates to July 31, 2026 and December 31, 2026
Public Infrastructure	East Gateway Park	Requires open space 50' between the development and Geneva Road	Removed due to Intermountain Health's Development Agreement and potential purchase of property
Exhibits	Exhibit B	Entertainment Block located at the corner of Mill Road and Vineyard Connector. Business Block located at the corner of Geneva Road and Vineyard Connector. Commercial and Mixed-Use Block located between Cauldron Road and 650 N.	Swapped the Entertainment Block and Commercial Block. Removed the Business Block due to Intermountain Health
	Exhibit D		Updated language to reflect changes in open space requirements
	Exhibit E	Initial Phase includes Entertainment and Residential Blocks	Initial Phase is only Commercial Block

Fiscal Impact:

Recommendation:

Staff recommends approval of the development agreement as presented

Sample Motion:

"I move to approve the Development Agreement Amendment as presented"

Attachments:

1. The Forge - DA_Amendment_For Submittal (CC Final Edit)

WHEN RECORDED, RETURN TO:

c/o Dakota Pacific
Attn: Brian Dilley
2800 E. Cottonwood
Parkway, Suite 475
Cottonwood Heights, UT
84121

**AMENDMENT NO. 1 TO THE
DEVELOPMENT AGREEMENT
FOR
THE FORGE**

THIS AMENDMENT NO. 1 to The Forge DEVELOPMENT AGREEMENT (the “Amendment”) is made and entered into by and between VINEYARD CITY, a political subdivision of the State of Utah, and Cottonwood Geneva LLC, a Utah limited liability company, and made effective as of the Effective Date.

RECITALS

- A. WHEREAS, the Parties entered into that certain Development Agreement for The Forge, dated as of April 9th, 2024 and recorded in the official records of Utah County, Utah on April 11th, 2024 (the “Development Agreement”);
- B. WHEREAS, the Parties desire to amend the Development Agreement to modify phasing, obligations associated with the Entertainment Anchor among other changes set forth below;
- C. WHEREAS, the City finds that this Amendment is consistent with the intent and purpose of the Development Agreement, and that this Amendment will continue to promote orderly development and provide economic and community benefits;
- D. WHEREAS, the Parties acknowledge and agree that, except as expressly amended herein, all provisions of the Development Agreement shall remain in full force and effect;
- E. WHEREAS, on March ____, 2026, this Amendment was approved by a majority of the voting members of the City Council of Vineyard, Utah.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree to the following:

1.2.40 Regionally Significant Entertainment Anchor. The first sentence shall be deleted in its entirety and replaced with the following:

Regionally Significant Entertainment Anchor means an entertainment or cultural facility as part of the approximate 3 acre entertainment Land Use Area that serves as a prominent attraction during all seasons, draws visitors and tourists from a broader geographical area beyond its immediate locality, and has an economic or social impact on the region which it is situated.

2.4 Initial Phase; Phasing. This paragraph is deleted in its entirety and replaced with the following:

Initial Phase; Phasing. Developer agrees that Development of the Project shall commence with the Initial Phase. The “Initial Phase” means the Land Use Areas identified in Exhibit E. The Initial Phase

will consist generally of the Intended Uses for the Initial Phase within or accessory to commercial, multiple-family dwelling, or mixed-use buildings or structures, open space, parking, and Private Roadways. The commercial square footage for the Initial Phase shall be at least forty thousand (40,000) total gross square feet; however, if parking requirements for the planned commercial uses of the Initial Phase cannot be reasonably accommodated with surface parking stalls or shared parking with adjacent uses, the total square footage of the Initial Phase may be reduced accordingly. Developer agrees to substantially complete the Commercial area of the Initial Phase, or substantially equivalent non-residential/commercial Development square footage consistent with Zoning and its design requirements, prior to commencing construction of Units in the Project outside of the Initial Phase. Developer further agrees that one-half of the Commercial area for the Initial Phase must be under construction (as evidenced by installation of concrete, steel, or other structural components) as a condition precedent to the City issuing building permits for more than twenty-five (25) Units within the Project.

Section 2.15. A new section after Section 2.14 shall be added to the Agreement as follows.

2.15 Approval of the Entertainment Anchor. Approval of the Regionally Significant Entertainment Anchor shall be made by the Planning Commission through a site plan approval or other agreement wherein the parameters for Regionally Significant Entertainment Anchor, including concept design and commercial occupier(s), are documented; if the proposed Regionally Significant Entertainment Anchor comply with parameters of Section 1.2.40 of this DA, the Planning Commission shall approve the proposed Regionally Significant Entertainment Anchor. If the Planning Commission denies or otherwise fails to approve the proposed Regionally Significant Entertainment Anchor, the Planning Commission shall provide a written determination advising the Applicant of the reasons for denial including specifying the reasons the Planning Commission believes that the proposed Regionally Significant Entertainment Anchor is not consistent with Section 1.2.40 of this DA, and Developer may proceed under Section 7 of this DA or to immediately appeal the Planning Commission's determination regarding the proposed Regionally Significant Entertainment Anchor to the City Council.

Section 2.7. The following language in paragraph 2.7 is deleted in its entirety.

The City and Developer acknowledge that a portion of the Project common area or open space, as depicted in the Land Use Map ("External Open Space") may be located outside of the City's current municipal boundaries. Such portion of the External Open Space, if owned or controlled by Developer, shall qualify toward the open space requirement under the Zoning, and Developer agrees to subject such portion of the External Open Space to an open space deed restriction and covenant, in favor of the City, allowing no buildings, structures, parking areas, streets, or roads, and only allowing underground utilities and open space uses in compliance with the City's Vested Laws, except as approved by the legislative body. The form and content of such restriction and covenant shall be subject to the City's reasonable approval and such restriction and covenant shall be of record with the Utah County Recorder's Office. Developer also agrees to cooperate with the City, at no more than minimal cost to Developer and without Developer incurring any liability, in any City action to include such portion of the External Open Space within the City's municipal boundaries, by municipal boundary line adjustment, annexation, or otherwise, if the City elects to pursue such action.

Section 2.10 The following language shall be added after the existing paragraph.

Within sixty (60) calendar days following issuance of a building permit for any building within the Project Area, the City and Developer shall inspect the segments of public roadways (e.g., E 650 N) adjacent to the Project Area which are reasonably anticipated to be used by Developer's construction traffic in connection with such building (the "Affected Roadway") to document the then-current condition of such roadway. The documented condition shall establish the baseline standard for restoration, and shall be set forth in a written report, together with photographs and/or video, signed by both parties; provided, however, that if the City fails to schedule or participate in such inspection within ten (10) business days after Developer's written request, Developer may prepare such written report and submit it to the City Engineer, and such report shall be deemed accepted unless the City Engineer objects in writing within ten (10) business days after receipt.

Prior to issuance of a certificate of occupancy for the permitted building, the Developer shall restore any directly damaged segments of the Affected Roadway to a condition substantially the same functional condition as the documented baseline condition, as reasonably determined by the City Engineer, and in accordance with applicable City standards; provided, however, that Developer shall be responsible only for direct physical damage caused by Developer's construction activities for the permitted building, and shall have no obligation for (i) ordinary wear and tear outside construction activity, (ii) pre-existing defects or deterioration, (iii) damage caused by the City, the public, utilities, or other third parties not under Developer's control, including other owners, builders, contractors, or permittees, or (iv) improvements or upgrades beyond restoration of the directly damaged area except to the extent required by applicable City standards for the repair method. The City shall accept a bond by the Developer equal to the costs of such repairs plus warranty (10%) and not withhold issuance of a certificate of occupancy for any dispute under this Section except to the extent the City reasonably determines that an unrepaired condition presents an immediate threat to public health or safety.

If the Developer fails to complete the required restoration, the City may perform the work and recover its actual and reasonable out-of-pocket costs from the Developer, including through only those posted security bonds, if any, that expressly secure Developer's obligations under this Section; provided, however, that except in the case of an emergency affecting public safety, the City shall first provide Developer with written notice describing the claimed damage in reasonable detail and Developer fails to commence cure within thirty (30) days after receipt of such notice and thereafter diligently pursue completion.

The Developer may request written approval from the City to temporarily limit vehicular access on roadways that do not provide connectivity and do not serve as primary or emergency access to adjacent properties. Any approved restriction shall be subject to conditions established by the City, including traffic control, public notification, and restoration of access upon request; provided that such approval shall not be unreasonably withheld, conditioned, or delayed.

2.11 Recission Option. The date in the first sentence of July 31, 2025, shall be deleted and replaced with July 31, 2026. The date in the second sentence of December 31, 2026, shall be deleted and replaced with December 31, 2027.

~~3.2.6 Impact Fees. Impact Fees or modifications thereto that are lawfully adopted, imposed, and collected by the City or any other lawful agency, district, or public utility.~~

Section 3.2.6. This paragraph is deleted in its entirety and replaced with the following:

3.2.6 Impact Fees. Developer agrees that the Project shall be subject to all impact fees, which are (1) imposed at the time of issuance of Building Permits, and (2) generally applicable to other property in the City; and Developer waives its position with respect to any vested rights to the imposition of such fees but shall be entitled to similar treatment afforded other vested projects if the

impact fee ordinance makes any such distinction. If fees are properly imposed under the preceding tests, the fees shall be payable in accordance with the payment requirements of the particular impact fee ordinance and implementing resolution. Notwithstanding the agreement of Developer to subject the Project to impact fees under the above-stated conditions, Developer does not waive Developer's rights under any applicable law to challenge the reasonableness of or the amount of the fees within the time frame(s) set forth in Utah Code §11-36a-702.

Section 9.12. A new section after Section 9.11 shall be added to the Agreement as follows:

9.12 Existing Utilities. All existing or previously constructed utility improvements, including but not limited to sanitary sewer, storm water, and related appurtenances, that are intended to serve the Development shall, prior to issuance of a building permit for any building, be thoroughly cleaned and televised by the Developer at the Developer's sole cost and expense. All video inspections shall be performed in accordance with the National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program (PACP) standards. Video recordings and inspection reports shall be submitted to the City for review and approval. Any deficiencies identified through the cleaning or inspection process shall be repaired or replaced to the satisfaction of the City prior to issuance of a Certificate of Occupancy.

Commented [CH1]: Add as part of the building permit approval

Section 9.1.2. Section 9.1.2 is deleted in its entirety.

Section 11 Notices. The contact information under "To Developer: shall be deleted in its entirety and replaced with the following:

Cottonwood Geneva LLC
2800 E. Cottonwood Parkway, Suite 475
Cottonwood Heights, UT 84121
Attention: Brian Dilley
Email: bdilley@dakotapacific.com

Exhibit A: The legal description set forth in Exhibit A shall be deleted in its entirety and replaced with the following:

LOTS 1, 2, 3, 6, 7, AND 10, PLAT A, THE FORGE SUBDIVISION AS SHOWN BY THE OFFICIAL PLAT THEREOF FILED IN THE OFFICE OF THE RECORDER OF UTAH COUNTY, UTAH

Exhibit B: Exhibit B shall be deleted in its entirety and replaced with the following:



Area Designation

	Entertainment	Commercial	Mixed Use
Single Household Detached	NP	NP	NP
Single Household Attached	NP	P ¹	P
Multi-household	P ²	P ²	P
Lodging	P	P	P
Commercial	P	P	P ³
Food and Beverage	P	P	P ³
Entertainment	P	P	P
Office	P	P	P
Surface Parking	P ⁴	P ⁴	P ⁴

P = Permitted, NP = Not Permitted

Notes:

1. No more than 10% of the total Block's land area.
2. Allowed up to two stories above ground floor commercial
3. Provisions for commercial use required adjacent to Central Plaza on Cauldron
4. To be located primarily internal to the block

Exhibit D. Exhibit D is modified as follows:

Subparagraph 2: Common Open Spaces. The second sentence shall be deleted in its entirety and replaced with the following:

Within The Forge, the primary common open spaces, as shown in Figure 1, are the Central Plaza, Anvil Pedestrian Corridor, the West Gateway Park, the Connector Pedestrian Corridor, future plazas to be located in the Entertainment and Commercial areas, and the Geneva Trail Park.

Subparagraph 2: Common Open Spaces. The open space acreage in the sixth sentence shall be modified from 5 acres to 4.5 acres.

Figure 1. Figure 1 of Exhibit D is deleted in its entirety and replaced with the following:



Figure 1 – Master Planned Open Space Areas

Table 1 – Common Open Space Designations and Estimated Sizes. Table 1 is deleted in its entirety and replaced with the following:

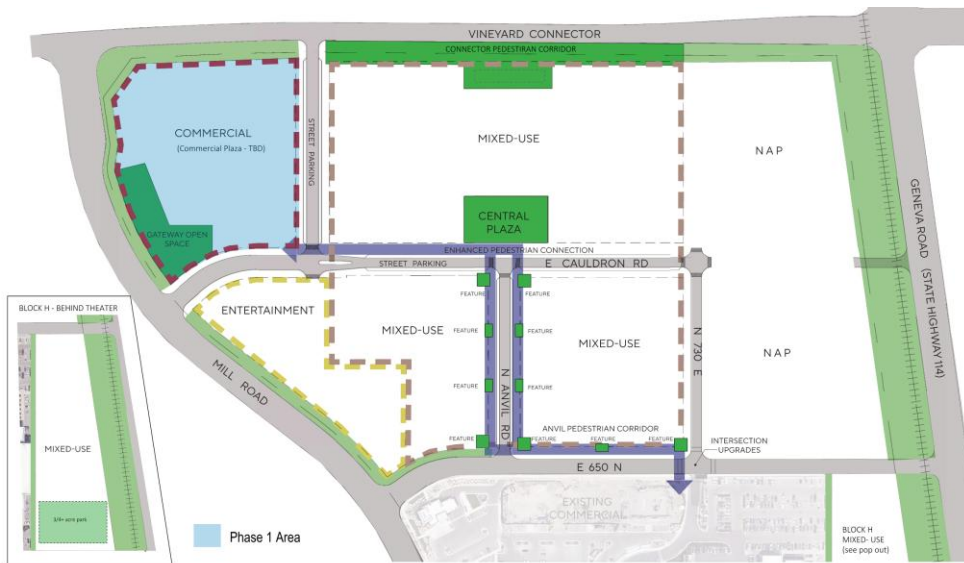
Area Designation	Size
Central Plaza	±0.75 Acres
Anvil Pedestrian Corridor	±0.5 Acres
West Gateway Park	±0.5 Acres
Connector Corridor	≥0.5 Acres
Commercial Plaza	≥0.5 Acres
Entertainment Plaza	≥0.75 Acres

Total Private Open Space	3.75 Acres
Geneva Trail Park	0.75 Acres
Total Open Space	4.5 Acres

Subparagraph 4(c) – East Gateway Linear Park: Subparagraph 4(c) shall be deleted in its entirety.

Exhibit E. Exhibit E is modified as follows:

Figure 1. Figure 1 of Exhibit E is deleted in its entirety and replaced with the following:



[Signature Pages Follow]

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment to the Development Agreement by and through their respective, duly authorized representatives as of the day and year first herein above written.

DEVELOPER:

COTTONWOOD GENEVA LLC,
a Utah limited liability company

By: _____
Name: _____
Its: _____

DEVELOPER ACKNOWLEDGMENT

STATE OF UTAH)
 :ss.
COUNTY OF _____)

On the ____ day of _____, 2026, personally appeared before me _____, who being by me duly sworn, did say that he/she is the _____ of Cottonwood Geneva LLC, a Utah limited liability company, and that the foregoing instrument was duly authorized by the company at a lawful meeting held by authority of its operating agreement and signed in behalf of said company.

NOTARY PUBLIC

CITY:

Approved as to form and legality:

VINEYARD CITY,
a Utah political subdivision

Jayme Blakesley
City Attorney

By: _____
Name: Julie Fullmer
Its: Mayor

Attest:

Pamela Spencer
City Recorder

CITY ACKNOWLEDGMENT

STATE OF UTAH)
 :ss.
COUNTY OF UTAH)

On the ____ day of _____, 2026 personally appeared before me Julie Fullmer who being by me duly sworn, did say that she is the Mayor of Vineyard City, a political subdivision of the State of Utah, and that said instrument was signed in behalf of the City by authority of its City Council and said Julie Fullmer acknowledged to me that the City executed the same.

NOTARY PUBLIC



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: March 24, 2026

Agenda Item: Public Hearing: Intermountain Health Development Agreement

Department: Community Development Department

Presenter: Cache Hancey

Background/Discussion:

Intermountain Health purchased the original 5 acre lot (39:258:0005) in 2018. It is their intent to purchase the 4.7 acre parcel to the north (39:258:0004) from Dakota Pacific in conjunction with this Development Agreement.

This agreement modifies the design standards and access points required within the Forge Special Purpose Zoning District. It also allows for supplementary building modifications to ensure that the property can be developed and function properly for medical use. The agreement also includes a provision that requires that the development place a building or other iconic architectural feature near the corner of Geneva Road and Vineyard Connector to ensure that gateway is aesthetically appealing.

Fiscal Impact:

Recommendation:

Staff recommends approval of the development agreement as presented

Sample Motion:

"I move to approve the Intermountain Health Development Agreement as presented"

Attachments:

1. IHC Development Agreement (CC Final Edits)

WHEN RECORDED, RETURN TO:
IHC HEALTH SERVICES, INC.
36 South State Street, 21st Floor
Salt Lake City, Utah 84111
Attention: Corporate Real Estate Director
E-mail: RealEstate@imail.org

**DEVELOPMENT AGREEMENT
FOR
INTERMOUNTAIN CAMPUS**

THIS DEVELOPMENT AGREEMENT (“DA”) is made and entered into by and between VINEYARD CITY, a political subdivision of the State of Utah, and IHC HEALTH SERVICES, INC., and made effective as of the Effective Date.

RECITALS

- A. The capitalized terms used in this DA and in these Recitals are defined in Section 1.2 below.
- B. Developer owns or will soon acquire the Property.
- C. The Property is located within the boundaries of Vineyard City, Utah.
- D. Developer is developing the Property as a medical office and clinical campus. Developer and the City desire that the Property be developed in a unified and consistent fashion pursuant to the applicable Zoning and this DA.
- E. The Parties acknowledge that development of the Property pursuant to this DA will result in positive economic benefits to the City and its residents by, among other things, requiring orderly development of the Property as a master planned development and increasing property tax and other revenues to the community based on improvements to be constructed on the Property.
- F. The Parties desire to enter into this DA to more fully specify the rights and responsibilities of Developer to develop the Property as expressed in this DA, and the rights and responsibilities of City to allow and regulate such development pursuant to the requirements of this DA and all other applicable laws.
- G. The Parties understand and intend that this DA is a “development agreement” within the meaning of the Act and entered into pursuant to the terms of the Act.
- H. The City finds that this DA, the Land Uses, and the Intended Uses conform with the intent of the City’s General Plan and the Zoning.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree to the following:

TERMS

1. **Incorporation of Recitals and Exhibits: Definitions.**
- 1.1 **Incorporation.** The foregoing Recitals and all Exhibits are hereby incorporated into this DA.

1.2 **Definitions.** As used in this DA, the words and phrases specified below shall have the following meanings:

1.2.1 Act means the Municipal Land Use, Development, and Management Act, *Utah Code Ann.* § 10-20-101 (2025), *et seq.*

1.2.2 Applicant means a person or entity submitting a Development Application.

1.2.3 City means Vineyard City, Utah, a Utah political subdivision.

1.2.4 City Council means the elected Vineyard City Council.

1.2.5 City's Future Laws means the ordinances, policies, standards, and procedures that may be in effect as of a particular time in the future when a Development Application is submitted for a part of the Project, and which may or may not be applicable to the Development Application depending on the provisions of this DA.

1.2.6 City's Vested Laws means the ordinances, policies, standards, and procedures of the City in effect as of the Effective Date.

1.2.7 DA means this Development Agreement, including all of its Exhibits.

1.2.8 Default means a material breach of this DA as specified herein.

1.2.9 Denial means a formal denial issued by the final decision-making body of the City for a particular type of Development Application, excluding review comments or “redlines” by City staff.

1.2.10 Developer means IHC Health Services, Inc, a Utah nonprofit corporation, and its assignees or transferees as permitted by this DA.

1.2.11 Development means the development of all or a portion of the Property pursuant to one (1) or more approved Development Applications.

1.2.12 Development Application means a complete application to the City for development of all or a portion of the Project or any other permit (including, but not limited to, site plans, building permits or conditional use permit), certificate or other authorization from the City required for Development of the Project.

1.2.13 Effective Date means the date this DA is approved by the City Council.

1.2.14 Intended Uses means the use of all or portions of the Property for the Land Uses in the FMU Zoning and all other uses approved by the City in accordance with the City's Vested Laws. Notwithstanding the Zoning, the Intended Uses shall expressly include the following permitted uses as defined in the zoning code: Hospital, Health and Fitness Facility, Medical and Dental Clinic, Medical or Dental Laboratory, Medical Spa, Nursing Care Facility, Nursing Home, Convalescent Care, Pharmacy, Retail Sales and Services, Emergency Care Facility, Office.

1.2.15 Land Use(s) means permitted and conditional uses within the FMU Zoning.

1.2.16 Notice means any notice to or from any Party to this DA that is either required or permitted to be given to another Party.

1.2.17 Parcels means Utah County Parcels 39:258:004 and 39:258:0005 collectively.

1.2.18 Party/Parties means, in the singular, either Developer or the City; in the plural, Developer and the City.

1.2.19 Private Roadways means roadways constructed throughout the Project that are not Public Infrastructure and which will be owned and maintained by the owner of the property subject to the Private Roadway.

1.2.20 Project means the total development to be constructed on the Property pursuant to this DA with the associated public and private facilities, and all of the other aspects approved as part of this DA.

1.2.21 Property means the real property owned by and to be developed by Developer more fully described and/or depicted in Exhibit A.

1.2.22 Public Infrastructure means those elements of infrastructure that are planned to be dedicated to the City or other public entities as a condition of the approval of a Development Application, which may include, but shall not be limited to culinary water and sanitary sewer improvements; storm water improvements; utility infrastructure of every type including, without limitation, electric, gas, fiber, and other communications utilities; road infrastructure, including without limitation, bridges and underpasses; street lighting and landscaping; and dedications of land for excess capacity in system improvements or excess capacity in improvements accommodating uses outside of the Project.

1.2.23 Zoning means The Forge Mixed-Use District (FMU) zoning of the Property as further set forth in the City's Vested Laws.

2. **Development of the Project.**

2.1 **Compliance with this DA.** The Zoning and this DA establish and vest the development rights for the Project, including the general use and general configuration for the Project. Development of the Project shall be in accordance with the City's Vested Laws, the City's Future Laws (to the extent that these are applicable as otherwise specified in this DA), the Zoning, and this DA. City agrees that Developer shall have the full power and exclusive control of the Property.

2.2 **Consolidation of Parcels.** The City will allow the Parcels to be consolidated into one parcel to allow for unified development.

2.3 **Configuration.** The Property may be developed for all of the Intended Uses, as well as all uses approved by the City in accordance with the City's Vested Laws. Subject to the terms of this DA and the Zoning, City and Developer expressly agree that following acceptance and recordation of this DA, Developer shall have the ability to develop the Property in accordance with this DA and the City's Vested Laws by submitting Development Applications locating the Intended Uses, buildings, parking, roads and rights-of-way, and other facilities within the Project in Developer's discretion.

2.4 **Zoning.** City agrees that The Forge Mixed-Use District (FMU) Zoning district accommodates and allows the Intended Uses, as more particularly set forth below. City agrees that the Zoning, as applicable to the Project, shall be modified to allow for the Intended Uses on the Property. If there is a conflict between the Zoning and this DA, then this DA, as applicable, shall control.

2.5 **Development Standards and Design Guidelines.** Exhibit B attached to this DA establishes specific development standards and design guidelines and shall apply to the Property. If there is

a conflict between the Zoning and Exhibit B to this DA, then Exhibit B to this DA shall control.

2.6 **Signage.** Signs are allowed within the Project pursuant to the processes and standards set forth within the sign ordinance section of the City's Future Laws in effect at the time of submission of the applicable Development Application which are not more restrictive to the Project under the City's Vested Laws, or as approved as part of a comprehensive sign plan submitted by Developer to the City for administrative approval.

2.7 **Development on Northeast Corner of Property.** Without otherwise limiting Developer's rights herein, Developer will be required to place a building or other iconic architectural feature within a designated area near the corner of Vineyard Connector Road and Geneva Road on the Property to ensure that the entrance into Vineyard City on Vineyard Connector Road is aesthetically and visually appealing as required by the Forge MU District design guidelines.

2.8 **Roadway Improvements.** Developer shall construct, or cause to be constructed, all Private Roadways within the Project that are necessary for the connectivity and development of the Project as required by the Zoning. Notwithstanding the foregoing, the City will not require the roadway commonly known and identified as E. Cauldron road to extend through the Property and connect to North Geneva Road. Instead, Developer shall be permitted to redesign E. Cauldron Road (including those portions of the road already constructed) to integrate the road into Developer's site plan for the Property.

Within sixty (60) calendar days following issuance of a building permit for any building within the Project Area, the City and Developer shall inspect the segments of public roadway E 650 N adjacent to the Project Area which are reasonably anticipated to be used by Developer's construction traffic in connection with such building (the "Affected Roadway") to document the then-current condition of such roadway. The documented condition shall establish the baseline standard for restoration, and shall be set forth in a written report, together with photographs and/or video, signed by both parties; provided, however, that if the City fails to participate in such inspection within ten (10) business days after Developer's written request, Developer may prepare such written report and submit it to the City, and such report shall be deemed accepted unless the City objects in writing within ten (10) business days after receipt.

Prior to issuance of a certificate of occupancy for the permitted building, the Developer shall restore any directly damaged segments of the Affected Roadway to a condition substantially the same functional condition as the documented baseline condition, as reasonably determined by the City Engineer, and in accordance with applicable City standards; provided, however, that Developer shall be responsible only for direct physical damage caused by Developer's construction activities for the permitted building, and shall have no obligation for (i) ordinary wear and tear, (ii) pre-existing defects or deterioration, (iii) damage caused by the City, the public, utilities, or other third parties not under Developer's control, including other owners, builders, contractors, or permittees, or (iv) improvements or upgrades beyond restoration of the directly damaged area except to the extent required by applicable City standards for the repair method. The City shall not withhold issuance of a certificate of occupancy for any dispute under this Section except to the extent the City reasonably determines that an unrepaired condition presents an immediate threat to public health or safety.

If the Developer fails to complete the required restoration, the City may perform the work and recover its actual and reasonable out-of-pocket costs from the Developer, including through only those posted security bonds, if any, that expressly secure Developer's obligations under this Section; provided, however, that except in the case of an emergency affecting public safety, the City shall first provide Developer with written notice describing the claimed damage in reasonable detail and Developer fails to commence cure within thirty (30) days after receipt of such notice and thereafter diligently pursue completion.

The Developer may request written approval from the City to temporarily limit vehicular access on

roadways that do not provide connectivity and do not serve as primary or emergency access to adjacent properties. Any approved restriction shall be subject to conditions established by the City, including traffic control, public notification, and restoration of access upon request; provided that such approval shall not be unreasonably withheld, conditioned, or delayed.

3. **Vested Rights.**

3.1 **Vested Rights Granted by Approval of this DA.** To the maximum extent permissible under the laws of Utah and the United States and at equity, the Parties intend and agree that this DA grants and confirms that Developer is vested with all rights to develop the Project in accordance with and in fulfillment of this DA, the City’s Vested Laws, and the Zoning of the Property, except as specifically provided herein. The Parties specifically intend that this DA grant to Developer the “vested rights” identified herein as that term is construed in Utah’s common law and pursuant to *Utah Code Ann.* § 10-20-902 (2025). As of the Effective Date, City confirms that Developer is vested with the Intended Uses and the uses in the FMU Zoning as in effect and made applicable to the Property as of the Effective Date. City further confirms that Developer is vested with the right to locate buildings of the type and in the configurations consistent with Zoning, this DA, and the City’s Vested Laws. The Parties intend that the rights granted to Developer hereunder are contractual vested rights and include the rights that exist as of the Effective Date under statute, common law and at equity. The Parties acknowledge and agree this DA provides significant and valuable rights, benefits, and interests in favor of Developer and the Property, including, but not limited to, certain vested rights, development rights, permitted and conditional uses, potential rights for new improvements, facilities, and infrastructure, to assist in the development of the Property.

3.2 **Exceptions.** City’s Future Laws with respect to development or use of the Property shall not apply, except as follows:

3.2.1 **Developer Agreement.** City’s Future Laws that Developer agrees in writing apply to the Project;

3.2.2 **State and Federal Compliance.** City’s Future Laws that are generally applicable to all properties in the City’s jurisdiction and that are required in order to comply with state and federal laws and regulations affecting the Project;

3.2.3 **Codes.** The City’s engineering requirements, approval, and supplemental specifications for public infrastructure, and any City’s Future Laws that are updates or amendments to existing building, plumbing, mechanical, electrical, dangerous buildings, drainage, or similar construction or safety related codes, such as the International Building Code, the APWA Specifications, AAHSTO Standards, the Manual of Uniform Traffic Control Devices or similar standards that are generated by a nationally or statewide recognized construction/safety organization, or by the state or federal governments and are otherwise required to meet legitimate concerns related to public health, safety or welfare;

3.2.4 **Taxes.** Lawful taxes, or modifications thereto, provided that nothing in this DA shall be construed as waiving or limiting in any way Developer’s right to challenge taxes imposed by the City, which right is hereby reserved;

3.2.5 **Fees.** Changes to the amounts of fees for the processing of Development Applications that are generally applicable to all development within the City’s jurisdiction (or a portion of the City’s jurisdiction as specified in the lawfully adopted fee schedule) and that are adopted pursuant to state and local law.

3.2.6 **Impact Fees.** Impact Fees or modifications thereto that are lawfully adopted, imposed, and collected by the City or any other lawful agency, district, or public utility. Developer agrees

that the Project shall be subject to all impact fees, which are (1) imposed at the time of issuance of Building Permits, and (2) generally applicable to other property in the City; and Developer waives its position with respect to any vested rights to the imposition of such fees but shall be entitled to similar treatment afforded other vested projects if the impact fee ordinance makes any such distinction. If fees are properly imposed under the preceding tests, the fees shall be payable in accordance with the payment requirements of the particular impact fee ordinance and implementing resolution. Notwithstanding the agreement of Developer to subject the Project to impact fees under the above-stated conditions, Developer does not waive Developer's rights under any applicable law to challenge the reasonableness of or the amount of the fees within the time frame(s) set forth in Utah Code §11-36a702.

3.2.7 Compelling, Countervailing Interest. Laws, rules, or regulations that the City's land use authority finds, on the record, are necessary to avoid jeopardizing a compelling, countervailing public interest pursuant to *Utah Code Ann.* § 10-20-902(1)(a)(ii)(A) as proven by the City by clear and convincing evidence, of which jeopardy the City was not reasonably aware of at the time of the execution of this DA.

3.3 **Legal Challenge.** Should any third party not a Party hereto challenge this DA or the related approvals within thirty-one days (31) days of the Effective Date, Developer shall have the right to unilaterally rescind this DA by delivering notice to City no later than one-hundred-eighty (180) days of the Effective Date.

3.4 **Intent Regarding Administration and Amendment of this DA.** The Parties intend that the administration, but not the approval, of this DA and any amendments, shall be processed through administrative land use applications to be decided by the land use authority, as those terms are defined in the Act.

4. **Term of Agreement.** The initial term of this DA shall be twenty (20) years beginning on the Effective Date, and will automatically extend for successive periods of five (5) years each, unless either Party delivers a Notice of non-renewal within six (6) months prior to expiration of the then current term.

5. **Processing of Development Applications.**

5.1 **Processing of Development Applications; City Denial of a Development Application.** City agrees to process the Development Applications needed for the Project as quickly as practicable under its existing processes and staffing levels, and on the condition that such Development Applications are submitted in complete form at the time of submittal. If any additional conditional use applications are required for any portion of the Project, City agrees to process such application simultaneously with any other application such as site plan or other Development Application. If the City denies a Development Application, it shall provide a written determination advising the Applicant of the reasons for denial including specifying the reasons the City believes that the Development Application is not consistent with this DA, the City's Vested Laws (or, if applicable, the City's Future Laws), or any other applicable law. City agrees to table final decision on a Development Application, rather than issuing a Denial, at the request of Developer in order to address any issues in the Development Application and to allow for the "Meet and Confer" process outlined below. Notwithstanding Vineyard Municipal Code 15.24.110, Developer may resubmit a denied Development Application after addressing the reasons for Denial communicated by the City.

5.2 **Meet and Confer regarding Development Application Denials.** Upon written request by Developer, the City and Developer or Applicant shall meet within fifteen (15) business days of any tabling of a Development Application or Denial to discuss how the Developer may resolve the issues specified in the tabling or Denial of a Development Application.

5.3 City Denials of Development Applications Based on Denials from Non-City Agencies.

If the City's Denial of a Development Application is based on the denial of the Development Application by a non-City agency, if Applicant chooses to appeal such Denial, the appeal shall be through the appropriate procedures for such a decision and not through the processes specified herein.

6. **Application Under City's Future Laws.** Without waiving any rights granted by this DA, Developer may at any time, choose to submit a Development Application for some or all of the Project under the City's Future Laws in effect at the time of the Development Application. Any Development Application filed for consideration under the City's Future Laws shall be governed by all portions of the City's Future Laws related to the Development Application. The election by Developer at any time to submit a Development Application under the City's Future Laws shall not be construed to prevent or limit Developer from submitting under and relying on City's Vested Laws for other Development Applications.

7. **Public Infrastructure and Utilities.**

7.1 **Construction by Developer.** Other than for those elements of Public Infrastructure otherwise specified in this DA that may be constructed by the City or agencies it controls or constructed prior to the Effective Date, Developer shall have the right and the obligation to construct or cause to be constructed and installed all Public Infrastructure reasonably and lawfully required as a condition of approval of a Development Application. Developer shall be responsible for the cost of all Public Infrastructure which is roughly proportionate (as determined by law) to the impacts of the Project; the City shall be responsible for the cost of any enhancements to such Public Infrastructure that exceed the roughly proportionate (as determined by law) impacts of the Project but, for reasons of convenience or efficiency, may be constructed along with the Project. For such Public Infrastructure, the City and Developer shall memorialize their mutual responsibilities for the costs, the scope and manner of construction, and manner of reimbursement in a separate, subsequent reimbursement agreement.

7.2 **Financial Assurances.** If, and to the extent required by the City's Vested Laws, unless otherwise provided by the Act or this DA, financial assurances for any Public Infrastructure is required by the City or an agency it controls, then Applicant shall provide it in a form acceptable to the City or the agency it controls as specified in the City's Vested Laws. Partial releases of any such required financial assurances shall be made as work progresses based on the City's Vested Laws.

7.3 **Upsizing/Reimbursements to Developer.** The Developer shall complete capacity studies for all City utilities required to serve this Project. The City shall not require Developer to "upsized" any future Public Infrastructure (i.e., to construct the infrastructure to a size larger than required to service the Project) or construct system improvements (as defined in Utah Code § 11-36a-102(22) (2025)) unless financial arrangements reasonably acceptable to Developer are made to compensate Developer for the incremental or additive costs of such upsizing, and the costs of service interruption and incidental property damage directly resulting from such upsizing or system improvements. The Developer shall not refuse any request from the City to upsize Public Infrastructure if the costs to be paid by the City for such upsizing are within industry standards. Furthermore, if approved on a case-by-case basis by the City Council, Developer shall be eligible to receive credits against impact fees or any other fees that City may assess, as compensation for any such upsizing or system improvements. The Developer shall make like sized connections to those utilities as those which are already in place. The City agrees to cooperate with Developer, and to take all reasonable actions necessary to provide the utilities to the Project at the minimum level of service required by the City Engineer. The Parties agree to comply with all applicable local, state and federal laws, rules and regulations for culinary water facilities, services, quality standards and controls. Developer agrees that the Project shall be subject to all impact fees, which are (1) imposed at the time of issuance of Building Permits, and (2) generally applicable to other property in the City; and Developer waives its position with respect to any vested rights to the imposition of such fees but shall be entitled to

similar treatment afforded other vested projects if the impact fee ordinance makes any such distinction. If fees are properly imposed under the preceding tests, the fees shall be payable in accordance with the payment requirements of the particular impact fee ordinance and implementing resolution. Notwithstanding the agreement of Developer to subject the Project to impact fees under the above-stated conditions, Developer does not waive Developer's rights under any applicable law to challenge the reasonableness of or the amount of the fees within the time frame(s) set forth in Utah Code §11-36a-702.

7.4 Culinary Water and Sanitary Sewer Improvements. Upon payment to the City by the Developer, the City agrees to provide all culinary water and sanitary sewer services to the Property without requiring the dedication of water rights from Developer upon payment of the fees associated with the approved development designs. City agrees to provide Developer "will serve" commitments with respect to the Property. Upon dedication of water and sewer improvements to the City by Developer, City shall reserve such developed capacity necessary for the use of the Project on the Property.

7.5 Storm Water Improvements. Developer shall construct, or cause to be constructed, storm water retention and detention facilities as may be necessary for the development of the Property as contemplated by the vested rights described herein. Developer shall not be required to design and construct such retention and detention facilities to address storm water flows originating from outside the Property. This City may require the Developer to engage with adjacent property owners to address known adverse stormwater conditions.

7.6 Electrical and Natural Gas, and Telecommunication Utilities. The City agrees to cooperate with Developer and public utility service providers in their efforts to ensure that sufficient electrical capacity and transmission infrastructure and natural gas capacity and transmission is present to serve the Property.

7.7 City Services. City shall make available (subject to application for service, issuance of applicable permits and payment of connection fees and applicable commodity usage rates) culinary water, sanitary sewer, storm water and other municipal services to the Property. Such services shall be provided to the Property at the same levels of services, on the same terms and at rates as approved by the City Council, which rates may not differ materially from those charged to others in the City's boundaries. City also agrees to cooperate in making available public rights of way and easements for use by utility and service providers to development within the Property.

7.8 Transportation. The Developer shall maintain transportation infrastructure to City standards and specifications in accordance with City's Vested Laws. If the Developer proposes a design that is not within the City standards or specifications, the Developer shall provide standards and specifications which are reasonable within industry standards. Deviations from City standards shall be reviewed by the City Engineer and may be approved to be incorporated into the approved Development Application. The City shall allow reasonable access to the City public right of way and public utility easements as applicable for the development of the approved development plans. The Developer shall provide the City applicable access and easements for public transportation within the Development. The City cannot dedicate access to non-city rights-of-way or easements; the Developer shall be responsible for coordination and approval for those requests.

7.9 Infrastructure Studies. The Developer shall conduct applicable studies to determine the development requirements for services and its impacts to the City and other public utility infrastructure. These studies shall include water, wastewater, stormwater, electrical, transportation impact studies, parking, and other studies as determined by the Community Development Director or City Engineer in accordance with the City's Vested Laws, and the Developer may obtain additional studies for services and its impacts to the City and other public utility infrastructure. The City may obtain, at its cost, its own studies regarding the development requirements for services and its impacts to the City and other public utility infrastructure.

The parties shall use all such studies reasonably and lawfully make the final determination of required improvements to the existing infrastructure that may be impacted by the proposed development.

7.10 **Non-City Coordination.** The Developer shall coordinate with adjacent City agencies, to include City, State, County, local District, and Utility agencies for design reviews, access needs and approvals as required for the Developer's proposed development design. The City shall not coordinate these reviews for the Developer. The City may provide mediation between Developer and non-city agency to resolve issues which may arise.

7.11 **Existing Utilities.** All existing or previously constructed utility improvements, including but not limited to sanitary sewer, storm water, and related appurtenances, that are intended to serve the Development shall, prior to issuance of a building permit for any building, be thoroughly cleaned and televised by the Developer at the Developer's sole cost and expense. All video inspections shall be performed in accordance with the National Association of Sewer Service Companies (NASSCO) Pipeline Assessment Certification Program (PACP) standards. Video recordings and inspection reports shall be submitted to the City for review and approval. Any deficiencies identified through the cleaning or inspection process shall be repaired or replaced to the satisfaction of the City prior to issuance of a Certificate of Occupancy.

8. **Default.**

8.1 **Notice.** If Developer or the City fails to perform their respective obligations hereunder or to comply with the terms hereof, the Party believing that a Default has occurred shall provide Notice to the other Party.

8.2 **Contents of the Notice of Default.** The Notice of Default shall:

8.2.1 **Specific Claim.** Specify the claimed event of Default;

8.2.2 **Applicable Provisions.** Identify with particularity the provisions of any applicable law, rule, regulation or provision of this DA that is claimed to be in Default;

8.2.3 **Materiality.** Identify why the Default is claimed to be material; and

8.2.4 **Cure.** Propose a method and time for curing the Default which shall be of no less than thirty (30) days duration.

8.3 **Remedies.** If the Parties are not able to resolve the Default within the cure period, then the Parties may have the following remedies:

8.3.1 **Law and Equity.** All rights and remedies available at law and in equity, including, but not limited to, injunctive relief, or specific performance.

8.3.2 **Security.** The right to draw on any security posted or provided in connection with the Project and relating to remedying of the particular Default.

8.3.3 **Future Approvals.** The right to withhold all further reviews, approvals, licenses, building permits or other permits for development of the Project in the case of a default by Developer until the Default has been cured.

8.4 **Attorney Fees.** The Party prevailing in any action brought to enforce the terms of this DA

shall be awarded its reasonable legal expenses, including its reasonable attorney fees.

8.5 **Public Meeting.** Before any remedy in Section 8.3 may be imposed by the City the Party allegedly in Default shall be afforded the right to attend a public meeting before the City Council and address the City Council regarding the claimed Default.

8.6 **Extended Cure Period.** If any Default cannot be reasonably cured within thirty (30) days, then such cure period may be extended at the discretion of the Party asserting Default so long as the defaulting Party is pursuing a cure with reasonable diligence.

8.7 **Default of Assignee.** A default of any obligations assumed by an assignee shall not be deemed a default of Developer.

9. **Notices.** All notices required or permitted under this DA shall, in addition to any other means of transmission, be given in writing by either by certified mail, hand delivery, overnight courier service, or email to the following addresses:

To Developer:

IHC HEALTH SERVICES, INC.
36 South State Street, 21st Floor
Salt Lake City, Utah 84111
Attention: Corporate Real Estate Director
E-mail: RealEstate@imail.org

To Vineyard City:

Vineyard City
125 South Main Street Vineyard,
Utah 84059 Attention: City Manager
with copy to City Recorder
Email: refer to City website

9.1 **Effectiveness of Notice.** Except as otherwise provided in this DA, each Notice shall be effective and shall be deemed delivered on the earlier of:

9.1.1 Hand Delivery. Its actual receipt, if delivered personally or by courier service.

9.1.2 Electronic Delivery. Its actual receipt if delivered electronically by email and the sending Party has an electronic receipt of the delivery of the Notice.

9.1.3 Mailing. On the day the Notice is postmarked for mailing, postage prepaid, by Certified United States Mail and actually deposited in or delivered to the United States Postal Service.

9.1.4 Change of Address. Any Party may change its address for Notice under this DA by giving written Notice to the other Party in accordance with the provisions of this Section.

10. **Headings.** The captions used in this DA are for convenience only and a not intended to be substantive provisions or evidence of intent.

11. **No Third-Party Rights/No Joint Venture.** This DA does not create a joint venture

relationship, partnership or agency relationship between the City or Developer. Further, the Parties do not intend this DA to create any third-party beneficiary rights except as expressly provided herein. The Parties acknowledge that this DA refers to a private development and that the City has no interest in, responsibility for, or duty to any third parties concerning any improvements to the Property unless the City has accepted the dedication of such improvements at which time all rights and responsibilities—except for warranty bond requirements under City’s Vested Laws and as allowed by state law—for the dedicated public improvement shall be the City’s.

12. **Assignability.** The rights and responsibilities of Developer under this DA may be assigned in whole or in part, respectively, by Developer as provided herein.

12.1 **Related Entity.** Developer’s assignment of all or any part of Developer’s rights and responsibilities under this DA to any entity “related” to Developer (as defined by regulations of the Internal Revenue Service in Section 165), Developer’s entry into a joint venture for the development of the Project, or Developer’s pledging of part or all of the Project as security for financing shall each be considered pre-approved by the City. Developer shall give the City Notice of any event specified in this sub-section within ten (10) days after the event has occurred. Such Notice shall include providing the City with all necessary contact information for the newly responsible party.

12.2 **Non-Related Entity.** Developer’s assignment of all or any part of the Developer’s rights and responsibilities under this DA to any entity not “related” to Developer (as defined by regulations of the Internal Revenue Service in Section 165), shall be subject to the City’s approval, which shall not be unreasonably withheld, conditioned or delayed. Developer shall give Notice to the City of any proposed assignment and provide such information regarding the proposed assignee that the City may reasonably request in making the evaluation permitted under this Section. Such Notice shall include providing the City with all necessary contact information for the proposed assignee. Unless the City objects in writing within twenty (20) business days of Notice, the City shall be deemed to have approved of and consented to the assignment. The City may object if the City is not reasonably satisfied of the assignee’s financial ability to perform the obligations of Developer proposed to be assigned or there is an existing breach of a development obligation owed to the City by the assignee or related entity that has not either been cured or is in the process of being cured in a manner acceptable to the City, or the proposed assignee or related entity has a documented history of failing to meet its obligations in prior agreements with the City or other governmental entities, or any similar reason.

12.3 **Partial Assignment.** If any proposed assignment is for less than all of Developer’s rights and responsibilities, then the assignee shall be responsible for the performance of each of the obligations contained in this DA to which the assignee succeeds. Upon any such partial assignment, Developer shall be released from any future obligations as to those obligations that are assigned.

12.4 **Assignees Bound by DA.** Any assignee of all or any part of Developer’s rights and responsibilities under this DA shall consent in writing to be bound by the assigned terms and conditions of this DA as a condition precedent to the effectiveness of the assignment.

12.5 **Sale or Lease of Property.** The Notice, approval, and consent provisions set forth in this Section 12 do not apply to Developer’s sale or lease of the Property. Developer may sell or pledge part or all of the Project as security for financing without requiring City’s approval.

13. **No Waiver.** Failure of any Party hereto to exercise any right hereunder shall not be deemed a waiver of any such right and shall not affect the right of such Party to exercise at some future date any such right or any other right it may have.

14. **Severability; Invalidity.** If any immaterial provision of this DA is held by a court of

competent jurisdiction to be invalid for any reason, the Parties consider and intend that this DA shall be deemed amended to the extent necessary to make it consistent with such decision and the balance of this DA shall remain in full force and affect. If any of the City's Current Laws are declared to be unlawful, unconstitutional or otherwise unenforceable then Developer will, nonetheless comply with the terms of this DA to the extent not precluded by law. In such an event, Developer and City shall cooperate to have City adopt a new enactment which is materially similar to any such stricken provisions, and which implements the intent of the Parties under this DA.

15. **Force Majeure.** Any prevention, delay, or stoppage of the performance of any obligation under this DA that is due to strikes, labor disputes, inability to obtain labor, materials, equipment or reasonable substitutes therefor; acts of nature, governmental restrictions, regulations or controls, judicial orders, enemy or hostile government actions, wars, civil commotions, fires, earthquake, drought, flood or other casualties, pandemic, quarantine, or other causes beyond the reasonable control of the Party obligated to perform hereunder shall excuse performance of the obligation by that Party for a period equal to the duration of that prevention, delay, or stoppage.

16. **Time is of the Essence.** Subject to the contrary provisions of this DA, time is of the essence to this DA and every right or responsibility shall be performed within the times specified.

17. **Appointment of Representatives.** To further the commitment of the Parties to cooperate in the implementation of this DA, the City and Developer each shall designate and appoint a representative to act as a liaison between the City and its various departments and the Developer. The initial representative for the City shall be _____. The initial representative for Developer shall be Ted Skeen. The Parties may change their designated representatives by Notice. The representatives shall be available at all reasonable times to discuss and review the performance of the Parties to this DA and the development of the Project.

18. **Applicable Law.** This DA is entered into in Utah County in the State of Utah and shall be construed in accordance with the laws of the State of Utah irrespective of Utah's choice of law rules.

19. **Venue.** Any action to enforce this DA shall be brought only in the Fourth District Court for the State of Utah in Utah County.

20. **Entire Agreement.** This DA, and all Exhibits thereto, is the entire agreement between the Parties and supersedes, incorporates and merges all prior negotiations, representations and agreements, whether oral or written regarding the subject matter hereof. This DA may not be amended or modified except either as provided herein or by a subsequent written amendment signed by all Parties. If there is a conflict between the Zoning and this DA, then this DA shall control.

21. **Mutual Drafting.** Each Party has participated in negotiating and drafting this DA and therefore no provision of this DA shall be construed for or against any Party based on which Party drafted any particular portion of this DA.

22. **Recordation and Running with the Land.** This DA shall be recorded in the chain of title for the Project. This DA shall be deemed to run with the land. The data disk of the City's Vested Laws shall not be recorded in the chain of title. A secure copy of such data disk shall be filed with the applicable City Recorder and each Party shall also have an identical copy.

23. **Exclusion from Moratoria.** The Property shall be excluded from any moratorium adopted pursuant to *Utah Code Ann.* § 10-20-504 unless such a moratorium is found on the record by the City Council to be necessary to avoid a physical harm to third parties and the harm, if allowed, would jeopardize a compelling, countervailing public interest as proven by the City with clear and

convincing evidence.

24. **Authority.** The Parties to this DA each warrant that they have all of the necessary authority to execute this DA. City is entering into this DA after taking all necessary actions to enter into the agreements and understandings set forth herein. City's enactment of the resolution approving this DA, and entering into this DA, are legislative acts allowed and authorized by *Utah Code Ann.* § 10-9a-101, *et seq.*, including specifically *Utah Code Ann.* § 10-9a-102(2).

25. **Release from Prior Encumbrances.** For the avoidance of doubt, to the extent the Property, or any portion thereof, was previously encumbered by that certain Development Agreement for The Forge recorded as Entry Number 23469:2024, on April 11, 2024 or that certain Declaration of Easements, Covenants and Restrictions The Forge at Geneva recorded as Entry Number 113872:2017 on November 17, 2017 the Property is expressly deemed released and removed from the scope of such encumbrances.

[Signature Pages Follow]

IN WITNESS WHEREOF, the Parties hereto have executed this DA by and through their respective, duly authorized representatives as of the day and year first herein above written.

DEVELOPER:

IHC HEALTH SERVICES, INC.,
a Utah nonprofit corporation

By: _____

Name: _____

Its: _____

DEVELOPER ACKNOWLEDGMENT

STATE OF UTAH)

:ss.

COUNTY OF _____)

On the _____ day of _____, 2026, personally appeared before me _____, who being by me duly sworn, did say that he/she is the _____ of IHC Health Services, Inc., a Utah nonprofit corporation, and that he/she signed the foregoing instrument in his/her capacity as _____ on behalf of said corporation.

NOTARY PUBLIC

CITY:

Approved as to form and legality:

VINEYARD CITY,
a Utah political subdivision

Name: _____
Title: City Attorney

By: _____
Name:
Its: Mayor

Attest:

Name: _____
Title: City Recorder

CITY ACKNOWLEDGMENT

STATE OF UTAH)
 :ss.
COUNTY OF UTAH)

On the _____ day of _____, 2026 personally appeared before me Julie Fullmer who being by me duly sworn, did say that she is the Mayor of Vineyard City, a political subdivision of the State of Utah, and that said instrument was signed in behalf of the City by authority of its City Council and said Julie Fullmer acknowledged to me that the City executed the same.

NOTARY PUBLIC

EXHIBIT A
[Legal Description and Depiction
of the Property]

[TO BE INSERTED]



Utah County Parcels 39:258:004 and 39:258:0005

EXHIBIT B
[Forge MU District Design Guideline
Modifications]

The design guidelines for the Forge MU District will be modified as set forth below:

- A. Developer will not be required to place parking, parks, pedestrian walkways, crosswalks, and alleys in the exact areas identified in the Urban Design Framework figure identified in Section 4.10(1) of The Forge Mixed Use District zoning ordinances, and Developer shall be permitted to remove or relocate the Build-to-Zone as part of its site plan, subject to review and approval by the City.
- B. The Property will be exempted from the Continuous Building Frontage and Ground Floor Building Setback requirements set forth in Section 4.10(4) of The Forge Mixed Use District zoning ordinances.
- C. Notwithstanding the provisions of Section 4.10(4), the City acknowledges that healthcare facilities require more parking and drop-off/pick-up zones than typical retail or office uses, including ambulance access, patient loading zones, or other ADA-specific (or other specialty designated parking areas) requirements. The City will allow for these unique parking, drop-off, and accessibility features on the Property.
- D. The City acknowledges that healthcare facilities may require taller structures or larger footprints than typical commercial buildings and will permit same as is necessary for development of the Project.
- E. Notwithstanding the provisions of Section 4.10(5)(b), ground floor awnings associated with main entrance or ambulance entry may be placed at greater height than generally permitted in The Forge Mixed Use District zoning ordinances as necessary to comply with fire safety regulations and accommodate the height of emergency vehicles.
- F. Notwithstanding the provisions of Section 4.10(6), non-public portions of the development structures in the Project shall not be subject to any transparent façade requirements set forth in The Forge Mixed Use District zoning ordinances.
- G. Developer and the City will work on proposed exterior facades that meet both the design intent of the district while providing a distinctly contemporary Intermountain facility that meets building code requirements specific to other healthcare related occupancy types. Developer may pursue a modern interpretation and application of traditional building details (e.g., a traditional cornice, fascia, etc. may be represented in a contemporary and abstracted way through material expression rather than a literal application of dated architectural details to better align with Developer’s aesthetic and design expression).
- H. Developer will not be required to provide retail uses on the Property.
- I. Developer will be permitted to place signage throughout the Property to allow for proper navigation and wayfinding for visitors and patients on the Property.
- J. Notwithstanding any provision of The Forge Mixed Use District zoning ordinance, emergency lighting on the Property shall be permitted to be always on as that is always on to comply with applicable laws and safety standards will be permitted.



**MINUTES OF A
CITY COUNCIL WORK SESSION
February 12, 2026, at 12:36 PM**

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Present

Absent

- Mayor Zack Stratton
- Councilmember Parker McCumber
- Councilmember Jacob Wood
- Councilmember Jacob Holdaway
- Councilmember David Lauret
- Councilmember Ezra Nair (joined at 1:18pm)

Staff Present: Chief Deputy Holden Rockwell with the Utah County Sheriff’s Office, Administrative Director David Kyle Herring, Community Development Director Morgan Brim, Senior Planner Cache Hancey, Long Range Planner Anthony Fletcher, Public Works Director Naseem Ghandour, and Deputy Recorder Tony Lara

Others Speaking:

1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE


 Mayor Stratton called the meeting to order at 12:36pm


 Councilmember David Lauret offered a prayer and led the pledge of allegiance.


2. WORK SESSION


2.1. Planning Department Vision and Strategic Priorities Work Session


Presentation by the Planning Department regarding department operations, strategic priorities, and long-term planning objectives. The purpose of this work session is to provide the Council with an overview of current departmental functions, ongoing initiatives, identified needs, and future planning considerations. The discussion is intended to promote a shared understanding of operational responsibilities and strategic direction in order to support informed policy discussion and future decision-making.


 Community Development Director Morgan Brim began the presentation and introduced the staff and provided an overview of the work the department is responsible for.


41  The council asked questions regarding the different related commissions and about the
42 approval process for various requests from businesses. A discussion ensued.


43
44  Long Range Planner Anthony Fletcher presented an overview of general and master plans and
45 development agreements.


46
47  The council asked questions and had a discussion regarding the process of amending master
48 plans.

49
50  Senior Planner Cache Hancey presented information regarding Site plans and applications as
51 well as administrative code enforcement. This included questions from council regarding over
52 occupancy and fees, as well as a discussion about economic development.

53
54
55  Mr. Brim and Mr. Hancey presented on Neighborhood Services. This included a discussion
56 with council on issues ranging from code enforcement to relationships with HOA's.


57
58
59  Mr. Fletcher presented various master plans. He covered both plans that had recently been
60 completed as well as ones that were still in progress.


61
62  Mr. Hancey presented on and discussed with council plans involving the Holdaway Road
63 development as well as planned improvements on 400 South. Additionally, there was a brief
64 presentation on trail enhancement projects. A discussion ensued.

65
66  Mr. Fletcher presented on planned Vineyard Beach Park improvements. This included a
67 discussion with council and a review of the Waterfront Master Plan.

68
69  Mr. Hancey reviewed the Economic Development Strategic Plan as well as the planned
70 Vineyard Connector Overpass.

71
72  Mr. Hancey reviewed a proposed Rental Program. A discussion between council and staff
73 ensued.

74
75  Mr. Hancey presented an overview for the disproportionate fee study and answered council
76 questions. There was a larger discussion amongst council regarding over occupancy and issues
77 with rental properties.

78
79  Mr. Hancey and Mr. Fletcher finished the presentation with an overview of the remaining,
80 unfinished, developments and the process of updating zoning ordinances.


81
82 **3. ADJOURNMENT**

83
84 The meeting adjourned at 2:53pm

85

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MINUTES APPROVED ON: _____

CERTIFIED CORRECT BY:  _____
TONY LARA, DEPUTY CITY RECORDER



DRAFT



**NOTI OF A REGULAR
CITY COUNCIL MEETING
March 3, 2026, at 10:00 AM**

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Present


Absent

- Mayor Zack Stratton
- Councilmember Parker McCumber
- Councilmember Jacob Wood
- Councilmember Jacob Holdaway
- Councilmember David Lauret
- Councilmember Ezra Nair

Staff Present: Sgt. Jason Bullock with the Utah County Sheriff’s Office, Administrative Director David Kyle Herring, Public Works Director Naseem Ghandour, Senior Planner Cache Hancey, Finance Director Evan Smith, Chris Thomas, Building Director Cris Johnson, Planner Anthony Fletcher, Public Works Deputy Director Patrick James, RDA Director Josh Daniels, and Deputy Recorder Tony Lara


Others Speaking: Cody Deeter with EFG, Josh Gibbons with Hales Engineering, Curtis Blair with the Utah Valley Chamber of Commerce, Ryan Bybee with Cadence Homes, and Vineyard residents Nafe Vanisi, Emery Vanisi, and Kim Cornelius


1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE


 Mayor Stratton started the meeting at 10:00am, Vineyard residents Nafe Vanisi and Emery Vanisi offered a prayer and led the pledge of allegiance.


2. WORK SESSION


2.1. Transportation Utility Fee Discussion


 Cody Deeter with EFG and Josh Gibbons with Hales Engineering, presented on the Transportation Utility Fee

 Mayor Stratton and the council had questions on the data that was included in the presentation as well as a discussion on prioritization of certain capital projects. Additionally, there was discussion with staff regarding pavement preservation.

 Discussion moved to revenue and impact fees. The council had questions regarding the analysis that had been done and the economic impact of proposed fees.

43  The council discussed various capital projects and asked staff for input on what if any projects
44 could be delayed and for how long.

45
46  Curtis Blair with the Utah Valley Chamber of Commerce, applauded the city for looking at
47 innovative ways to solve issues while still being pro-business.

48
49  Councilmember Nair asked for clarification on the use of flat rate fees and what differences
50 there would be from the current model being used. A discussion ensued.

51
52 Councilmember Nair was excused at 11:18

53
54

55 **3. RECESS (11:30AM)**

56 The Council recessed at 11:19am

57
58

The Council reconvened at 12:01pm

59
60

61 **4. WORK SESSION**


62 **4.1. The Bluffs Project Alignment**

63 Staff is requesting alignment from the Council regarding the Bluffs Project.

64
65

 Senior Planner Cache Hancey gave an update on the project.

66
67

 The council asked for additional details on what natural plants would be added to the area.
68 Councilmember Holdaway suggested that staff should consult with Forestry Fires and State Lands
69 (FFSL) to make use of their seeding program. There was additional discussion regarding other
70 potential amenities.


71
72

72 **4.2. Holdaway Fields Development Agreement**


73
74

 Long Range Planner Anthony Fletcher presented on current development and the proposed
75 amendments to the development agreement.

76
77

 There was a discussion between the council and staff regarding impact fees.

78
79

 Ryan Bybee with Cadence Homes commented on his understanding of what the difference would
80 be if he were to pay according to updated impact fees. Mr. Bybee indicated it would be approximately
81 \$6,000 a house. He also expressed support for whichever direction the council wanted to go regarding
82 phasing, saying that there was no financial impact on him either way.

83
84

84 **4.3. 400 South Roadway Design**

85
86

 Mr. Hancey presented an update on the proposed designs for 400 South Road. There were

87 several clarifying questions asked by council during the course of the presentation along with a brief
88 discussion.


89

90 Councilmember Holdaway was excused at 1:00pm

91

92 **4.4. The Forge and IHC Development Agreements**


93

94  Mr. Hancey gave an update on development agreements and discussion with staff and
95 council.

96

97 **4.5. RDA Administration**

98

99  Councilmember Lauret gave a presentation on the previous audit performed on the
100 Redevelopment Agency.

101

102  Redevelopment Agency Director Josh Daniels presented an overview of the agency's
103 agreements as well as revenues and expenses.


104

105 Councilmember Holdaway returned at 1:21pm


106

107 Councilmember Holdaway was excused at 1:52pm

108

109  The mayor and council had questions regarding several payments and line items. There was a
110 discussion around those as well as further clarification as to the findings from the previous audit. Mr.
111 Daniels outlined the payment process, including the “multipliers” paid by the board and addressed
112 concerns that had been raised regarding those.

113

114  Kim Cornelius, living in The Villas subdivision, had a question regarding tax payments to the
115 newly formed Timpanogos School District and how those would be different from the ones already
116 being sent to the existing Alpine School District.

117

118 **5. PUBLIC COMMENTS**

119

120 There were no comments from the public

121

122 **6. ADJOURNMENT**

123

124 The meeting was adjourned at 2:44pm

125

126

127 **MINUTES APPROVED ON:** _____

128

129

130 **CERTIFIED CORRECT BY:**  _____

131 **TONY LARA, DEPUTY CITY RECORDER**



RESOLUTION NO. 2026-14

A RESOLUTION OF THE CITY COUNCIL OF VINEYARD CITY, UTAH

ADOPTING THE 2026 MUNICIPAL WASTEWATER PLANNING PROGRAM (MWPP) SURVEY AND AUTHORIZING SUBMITTAL TO THE UTAH DIVISION OF WATER QUALITY

WHEREAS, Vineyard City owns and operates municipal wastewater infrastructure that serves residents, businesses, and public facilities within the City; and

WHEREAS, the Utah Department of Environmental Quality, Division of Water Quality administers the Municipal Wastewater Planning Program (MWPP), which requires municipalities with wastewater systems to complete and submit an annual survey evaluating system operations, performance, compliance status, financial condition, and capital planning needs; and

WHEREAS, the MWPP survey assists municipalities in evaluating and summarizing the technical, operational, and financial condition of their wastewater collection and treatment facilities and helps identify potential issues before they become significant or costly problems; and

WHEREAS, the MWPP survey results are used by the State of Utah to support regulatory oversight, financial assistance programs, operator certification programs, and statewide wastewater infrastructure planning; and

WHEREAS, the MWPP survey is distributed annually to municipal wastewater utilities and must be completed and submitted to the Utah Division of Water Quality no later than April 15 of each year; and

WHEREAS, Vineyard City staff have prepared the 2026 Municipal Wastewater Planning Program Survey summarizing wastewater system operations, regulatory compliance status, financial condition, and capital improvement planning for the City's wastewater system; and

WHEREAS, the MWPP survey is presented to the governing body for review and acknowledgment prior to submission to the State of Utah. ([Utah Department of Environmental Quality](#))

NOW, THEREFORE, BE IT RESOLVED by the City Council of Vineyard City, Utah, as follows:

Section 1. Adoption of MWPP Survey.

The Vineyard City Council hereby acknowledges review of the 2026 Municipal Wastewater Planning Program (MWPP) Survey and adopts the survey for submission to the Utah Department of Environmental Quality, Division of Water Quality.

Section 2. Authorization to Submit.

The City Council authorizes the Administrative Director, Public Works Director, or their designee to finalize and submit the 2026 MWPP Survey and any related documentation to the Utah Division of Water Quality in accordance with applicable state requirements.

Section 3. Compliance with State Requirements.

The City Council affirms its commitment to maintaining compliance with applicable wastewater regulatory requirements and continuing responsible planning for the operation, maintenance, and future capital needs of the City’s wastewater system.

Section 4. Effective Date.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by Vineyard City Council on this 24th day of March 2026.

	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Jacob Holdaway	_____	_____	_____	_____
David Lauret	_____	_____	_____	_____
Parker McCumber	_____	_____	_____	_____
Ezra Nair	_____	_____	_____	_____
Jacob Wood	_____	_____	_____	_____

Zack Stratton
Mayor, Vineyard City

ATTEST:

Robin Raines-Bond
City Recorder

Review of Vineyard City's 2026 Municipal Wastewater Planning Program (MWPP) Survey, including system operations, compliance status, funds, and capital planning. The MWPP is a required regulatory submittal to the Utah Division of Water Quality.

Information on the 2026 MWPP Survey. It's Due April 15, 2026 to the State.

<https://deq.utah.gov/water-quality/municipal-wastewater-planning-program-mwpp>

Full MWPP Survey - 2026

Municipal Wastewater Planning Program survey for the year 2025.

chrisrayjackson@gmail.com [Switch account](#)



* Indicates required question

Email *

devanp@vineyardutah.gov

Section I: General Information

Note: This questionnaire has been compiled for your benefit to assist you in evaluating the technical and financial needs of your wastewater systems. If you received financial assistance from the Water Quality Board, annual submittal of this report is a condition of the assistance. Please answer questions as accurately as possible to give the best evaluation of your facility. If you need assistance please send an email to wqinfodata@utah.gov and we will contact you as soon as possible. You may also visit our [Frequently Asked Questions](#) page

What is the name of the Facility? *

Vineyard City



What is the Name of the person responsible for this organization? *

Zack Stratton

What is the Title of the person responsible for this organization? *

Mayor

What is the Email Address for the person responsible for this organization? *

mayor@vineyardutah.gov

What is the Phone number for the person responsible for this organization? *

801-226-1929

Please identify the Facility Location? *

Please provide either Longitude and Latitude, address, or a written description of the location (with area or point).

125 s Main street Vineyard Utah 84059



Are you a federal facility?

A federal facility is a military base, a national park, or a facility associated with a federal government organization (e.g., BLM, Forest Service, etc.)

Yes

No

Clear selection

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* Indicates required question

Financial Evaluation Section

As you begin this survey you must keep in mind which part of the wastewater system that you represent, unless you represent it all (e.g., collections, treatment, or both). If you only represent the collection system please respond to each question thinking only of collection system data as you proceed through this survey. The same goes for treatment and both. If you get a question that does not apply to the part of the system which you represent then leave it unanswered. However, please try to answer as many questions as you possibly can.

This section is completed by:

Devan Peterson

Are sewer revenues maintained in a dedicated purpose enterprise/district account?

Yes

No

Clear selection



Are you collecting 95% or more of your anticipated sewer revenue?

Yes

No

Clear selection

Are Debt Service Reserve Fund requirements being met?

Yes

No

Clear selection

Where are sewer revenues maintained?

General Fund

Combined Utilities Fund

Other

Clear selection

What was the average MONTHLY User Charge for 2025?

\$87.22



Do you have a water and/or sewer customer assistance program (CAP)?

Yes

No

Clear selection

Are property taxes or other assessments applied to the sewer systems?

Yes

No

Clear selection

What is the yearly amount of revenue that you receive from these taxes?

N/A

Are sewer revenues sufficient to cover operations & maintenance costs, and repair & replacement costs (OM&R) at this time?

Yes

No

Clear selection



Are projected sewer revenues sufficient to cover operation & maintenance, and repair and replacement costs for the next five years?

Yes

No

Clear selection

Does the sewer system have sufficient staff to provide proper operation & maintenance, and repair and replacement?

Yes

No

Clear selection

Has a repair and replacement sinking fund been established for the sewer system?

Yes

No

Clear selection

Is the repair & replacement sinking fund sufficient to meet anticipated needs?

Yes

No

Clear selection



Are sewer revenues sufficient to cover all costs of current capital improvements projects?

Yes

No

Clear selection

Has a Capital Improvements Reserve Fund been established to provide for anticipated capital improvement projects?

Yes

No

Clear selection

Are projected Capital Improvements Reserve Funds sufficient for the next five years?

Yes

No

Clear selection

Are projected Capital Improvements Reserve Funds sufficient for the next ten years?

Yes

No

Clear selection



Are projected Capital Improvements Reserve Funds sufficient for the next twenty years?

- Yes
- No

Clear selection

Have you completed a rate study within the last five years?

- Yes
- No

Clear selection

Do you charge Impact fees?

- Yes
- No

Clear selection

If you charged Impact Fees, how much were they? =

If not a flat fee, use total collected impact fees for the year divided by the total number of entities who paid fees that year.

\$6,568



Have you completed an impact fee study in accordance with UCA 11-36a-3 within the last five years?

Yes

No

Clear selection

Do you maintain a Plan of Operations?

Yes

No

Clear selection

Have you updated your Capital Facility Plan within the last five years?

Yes

No

Clear selection

In what year was the Capital Facility Plan last updated?

2025



Do you use an Asset Management system for your sewer systems?

Yes

No

Clear selection

Do you know the total replacement cost of your total sewer system capital assets?

Yes

No

Clear selection

Replacement Cost =

N/A

Do you fund sewer system capital improvements annually with sewer revenues at 2% or more of the total replacement cost?

Yes

No

Clear selection



What is the sewer/treatment system annual asset renewal cost as a percentage of its total replacement cost?

N/A no treatment

Describe the Asset Management System. Check all that apply:

- Spreadsheet
- GPS
- Accounting Software
- Specialized Software

What is the 2025 Capital Assets Cumulative Depreciation for your facility?

\$4,444,863

What is the 2025 Capital Assets Book Value?

Book Value = (total cost) - (accumulated depreciation)

\$12,399,175

Cost of projected capital improvements - Please enter a valid numerical value - 2025?

\$950,000



Cost of projected capital improvements - Please enter a valid numerical value - 2026 through 2030?

\$0

Cost of projected capital improvements - Please enter a valid numerical value - 2031 through 2035?

\$2,575,000

Cost of projected capital improvements - Please enter a valid numerical value - 2036 through 2040?

N/A

Cost of projected capital improvements - Please enter a valid numerical value - 2041 through 2045?

N/A

Purpose of Capital Improvements - 2025? Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity



Purpose of projected Capital Improvements - 2026 through 2030? - Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

Purpose of projected Capital Improvements - 2031 through 2035 Check all that apply.?

- Replace/Restore
- New Technology
- Increased Capacity

Purpose of projected Capital Improvements - 2036 through 2040? - Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity

Purpose of projected Capital Improvements from 2041 through 2045? - Check all that apply.

- Replace/Restore
- New Technology
- Increased Capacity



To the best of my knowledge, the Financial Evaluation section is completed and accurate.

- True
- False

[Clear selection](#)

Do you have a collection system? *

- Yes
- No

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Collection System

Including piping and lift stations.

This form is completed by [name]?

The person completing this form may receive Continuing Education Units (CEUs).

Devan Peterson

Part I: SYSTEM DESCRIPTION

Please answer the following questions regarding SYSTEM DESCRIPTION.

What is the largest diameter pipe in the collection system?

Please enter the diameter in inches.

36"



What is the average depth of the collection system?

Please enter the depth in feet.

12'

What is the total length of sewer pipe in the collection system?

Please enter the length in miles.

40.5-mile gravity 5 miles force main

How many lift/pump stations are there in the collection system?

3

What is the largest capacity lift/pump station in the collection system?

Please enter the design capacity in gpm.

1200 gpm

Do seasonal daily peak flows exceed the average peak daily flow by 100 percent or more?

Yes

No

Clear selection



What year was your collection system first constructed?

This can be an approximate guess if you really are not sure.

2007

In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed?

If more than one, cite the oldest.

2007

Part II: DISCHARGES

Please answer the following questions regarding DISCHARGES.

How many days last year was there a sewage bypass, overflow or basement flooding in the system due to rain or snowmelt?

0

How many days last year was there a sewage bypass, overflow or basement flooding due to equipment failure, except plugged laterals?

0

Sanitary Sewer Overflow (SSO)

Class 1 - a Significant SSO means a SSO backup that is not caused by a private lateral obstruction or problem that:

- (a) affects more than five private structures;
- (b) affects one or more public, commercial or industrial structure(s);
- (c) may result in a public health risk to the general public;
- (d) has a spill volume that exceeds 5,000 gallons, excluding those in single private structures; or
- (e) discharges to Waters of the State.

Class 2 - a Non-Significant SSO means a SSO or backup that is not caused by a private lateral obstruction or problem that does not meet the Class 1 SSO criteria

How many Class 1 SSOs were there in Calendar year 2025?

0

How many Class 2 SSOs were there in Calendar year 2025?

0

Please indicate what caused the SSO(s) in the previous 2 questions.

N/A

Please specify whether the SSOs were caused by contract or tributary community, etc.

N/A

Part III: NEW DEVELOPMENT

Please answer the following questions regarding NEW DEVELOPMENT.

Did an industry or other development enter the community or expand production in the past two years, such that flow or wastewater loadings to the sewerage system increased by 10% or more?

Yes

No

Clear selection

Are new developments (industrial, commercial, or residential) anticipated in the next 2 - 3 years that will increase flow or BOD5 loadings to the sewerage system by 25% or more?

Yes

No

Clear selection

What is the number of new commercial/industrial connections in 2025?

10

What is the number of new residential sewer connections added in 2025?

78



How many equivalent residential connections are served?

5956

Part IV: OPERATOR CERTIFICATION

Please answer the following questions regarding OPERATOR CERTIFICATION.

How many collection system operators do you employ?

6

What is the approximate population served?

23,265

State of Utah Administrative Rules requires all public system operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at least at the Facility's Grade. List the designated Chief Operator/DRC for the Collection System by: First and Last Name, Grade, and email.

Grades: SLS17-1, Grade I, Grade II, Grade III, and Grade IV.

Devan Peterson Grade IV devanp@vineyardutah.gov

Please list all other wastewater collection system operators with DRC responsibilities in the field, by name and certification grade. Please separate names and certification grade for each operator by commas.

Grades: SLS17-1, Grade I, Grade II, Grade III, and Grade IV.

Chris Jackson Grade III

Please list all other wastewater collection system operators by name and certification grade. Please separate names and certification grades for each operator by commas.

Grades: SLS17-1, Grade I, Grade II, Grade III, and Grade IV.

Brandon Mason Grade III Jared Huntzinger Grade II Chris Thomas IV

Is/are your collection DRC operator(s) currently certified at the appropriate grade for this facility?

Yes

No

Clear selection

Part V: FACILITY MAINTENANCE

Please answer the following questions regarding FACILITY MAINTENANCE.



Have you implemented a preventative maintenance program for your collection system?

Yes

No

Clear selection

Have you updated the collection system operations and maintenance manual within the past 5 years?

Yes

No

Clear selection

Do you have a written emergency response plan for sewer systems?

Yes

No

Clear selection

Do you have a written safety plan for sewer systems?

Yes

No

Clear selection



Is the entire collections system TV inspected at least every 5 years?

Yes

No

Clear selection

Is at least 85% of the collections system mapped in GIS?

Yes

No

Clear selection

Part VI: SSMP EVALUATION

Please answer the following questions regarding SSMP EVALUATION.

Have you completed a Sewer System Management Plan (SSMP)?

Yes

No

Clear selection



Has the SSMP been adopted by the permittees governing body at a public meeting?

Yes

No

Clear selection

Has the completed SSMP been public noticed?

Yes

No

Clear selection

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USMP Public Notice Date

Date of public notice?

Date

10/24/2016

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Continue 1

During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?

Yes

No

Clear selection

What adjustments were made to the SSMP (i.e. line cleaning, CCTV inspections, manhole inspections, and/or SSO events)?

none



During 2025, was any part of the SSMP audited as part of the five year audit?

Yes

No

Clear selection

If yes, what part of the SSMP was audited and were changes made to the SSMP as a result of the audit?

N/A

Have you completed a System Evaluation and Capacity Assurance Plan (SECAP) as defined by the Utah Sewer Management Plan?

Yes

No

Clear selection

Does the collection system have more than 2,000 connections?

Yes

No

Clear selection



Has a fats, oil, and grease (FOG) or fats, oil, sand, and grease program been developed by the collection system?

Yes

No

Clear selection

Part VII: NARRATIVE EVALUATION

Please answer the following questions regarding NARRATIVE EVALUATION.

Describe the physical condition of the sewerage system: (lift stations, etc. included)

The system is fairly new. The system is in good condition and is maintained regularly. Cleaning, inspections are conducted yearly. Any issues that are found are immediately resolved.

What sewerage system capital improvements does the utility need to implement in the next 10 years?

Upgrade lift station #2. Is in construction phase.

What sewerage system problems, other than plugging, have you had over the last year?

We have seen slight amounts of grease build up. we have been addressing the issues and have seen some improvements. Replaced a sewer main on main street that had a belly.



Is your utility currently preparing or updating its capital facilities plan?

Yes

No

Clear selection

Does the municipality/district pay for the continuing education expenses of operators?

100%

Partially

Does not pay

Clear selection

Is there a written policy regarding continued education and training for wastewater operators?

Yes

No

Clear selection

Do you have any additional comments?

We are currently working on a written policy regarding CEU training for operators.



To the best of my knowledge, the Collections System section is completed and accurate

True

False

Clear selection

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Google Forms



Full MWPP Survey - 2026

chrisrayjackson@gmail.com [Switch account](#)



Wastewater Treatment Options

You have either just completed or just bypassed questions about a Collection System. If this section was bypassed by mistake, in the next question you will have the option to return to the questions on a Collection System. If you are good with the progress up to now, next you will determine what kind of Wastewater Treatment you have, or you can choose NO Wastewater Treatment.

What kind of wastewater treatment do you have in your wastewater treatment system?

- Mechanical Plant
- Discharging Lagoon
- Non-Discharging Lagoon
- No Treatment of Wastewater
- Collections (go back to Collections)

Clear selection

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Full MWPP Survey - 2026

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* Indicates required question

Adopt & Sign

I have reviewed this report and to the best of my knowledge the information provided in this report is correct. *

- True
- False

Has this been adopted by the City Council or District Board? *

- yes
- No

Will be updated to "Yes" prior to submission, once City Council adopts the Survey on March 24, 2026.

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* Indicates required question

Not Adopted by Council

What date will it be presented to the City Council or District Board? *

Date

03/17/2026

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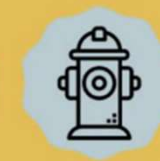
Municipal Wastewater Planning Program (MWPP) Survey Presentation

City Council Work Session
Mar 17, 2026

Prepared by:
Devan Peterson & Chris Jackson
Water & Sewer Division

1

Provide And Sustain Essential Services For Its Citizens' Welfare And Acceptable Quality Of Life.



2

What is the MWPP?



Overview

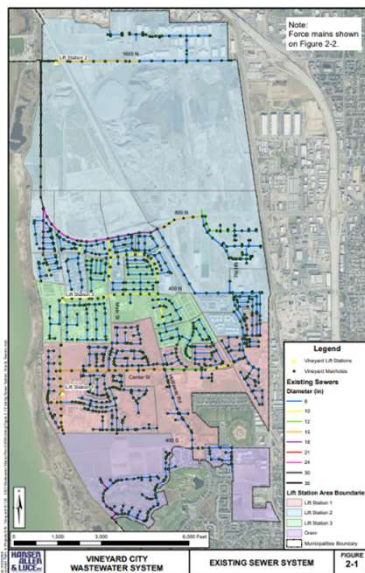
The **Municipal Wastewater Planning Program (MWPP)** is an **annual reporting program** administered by the Utah Division of Water Quality that **requires municipalities to evaluate and report on the technical, operational, and financial condition** of their wastewater collection and treatment systems.

Why it's Important

The MWPP **helps cities identify system capacity, operational risks, and funding needs before they become costly problems**, while also ensuring compliance with state wastewater regulations and supporting long-term infrastructure planning and investment decisions.

3

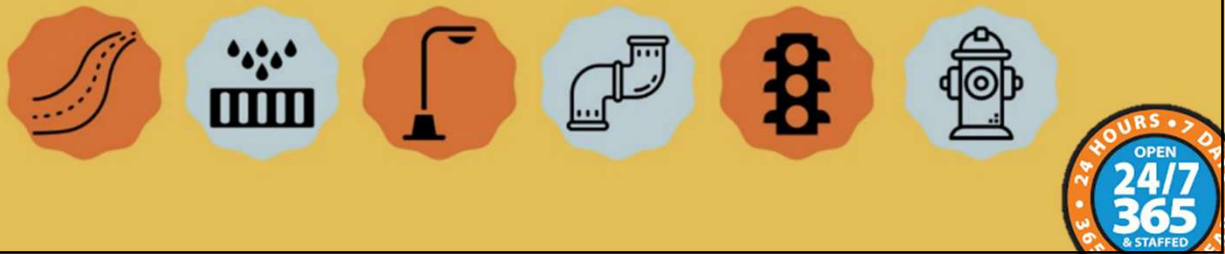
2026 Survey Summary (for the Year 2025)



- Vineyard City operates a wastewater collection system with approximately **40.5 miles of gravity sewer** and **5 miles of force main** and **3 lift stations**.
- The system **constructed around 2007**, with the largest pipe diameter of 36 inches and an average system depth of about 12 feet.
- Financial indicators show that **sewer revenues** currently **meet operations, maintenance, and capital improvement needs, supported by dedicated enterprise funding and impact fees**.
- The **City maintains capital planning**, asset management tools, and a **repair/replacement reserve fund to support system sustainability**.
- **No sanitary sewer overflows (SSOs) or bypass events were reported** in the most recent reporting year, indicating stable system performance.
- **Continued growth will require ongoing capital investment and system planning** to maintain long-term capacity and reliability.

4

Financial Evaluation Section

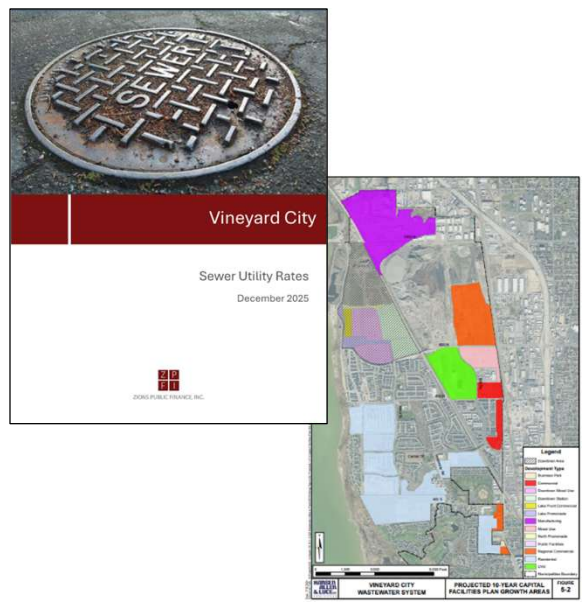


5

Financial Evaluation Section



- **Financial Position:** The wastewater utility is **financially stable, with enterprise funding and revenues sufficient** to cover current O&M and capital needs.
- **Rates & Revenue Structure:** The City collects over 95% of anticipated revenues, with an average monthly charge of \$87.22 (2025), relying on user and impact fees rather than taxes. **Revenues cover operations, maintenance, replacement, and capital improvements**, with projections showing **adequacy for the next five years**.
- **Reserves & Planning Tools:** Vineyard maintains repair/replacement and capital reserves and uses a Plan of Operations, **updated Capital Facility Plan (2025)**, and asset management tools to guide decisions. The City maintains repair/replacement and capital improvement reserves, with **near-term funds meeting anticipated needs but not the full 20-year horizon**.

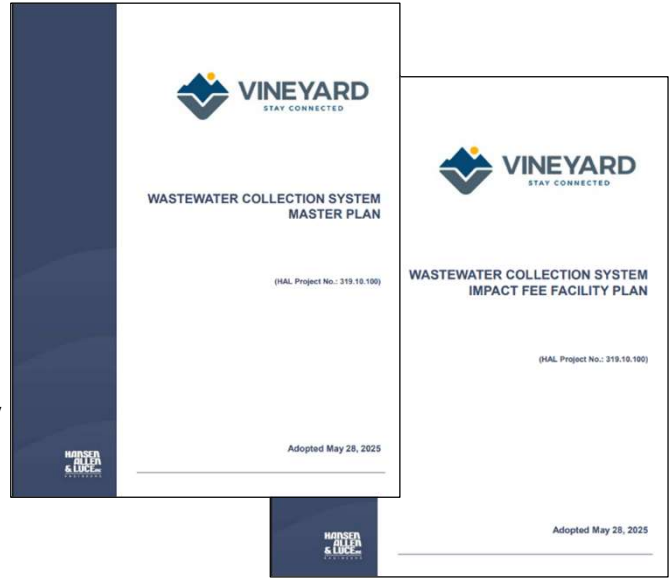


6

Financial Evaluation Section



- **Capital Outlook:** Near-term capital needs are funded, including about \$950,000 in 2025 and \$2.575 million projected for 2031 to 2035, though long-term funding will require continued planning.
- **Impact Fees:** Vineyard charges **impact fees (\$6,568 on average)** and completed **2025 rate and impact fee studies** for long-term planning.
- **Operational Considerations:** No customer assistance program exists, and **staffing capacity was identified as a constraint for long-term system support.**



7

COLLECTIONS



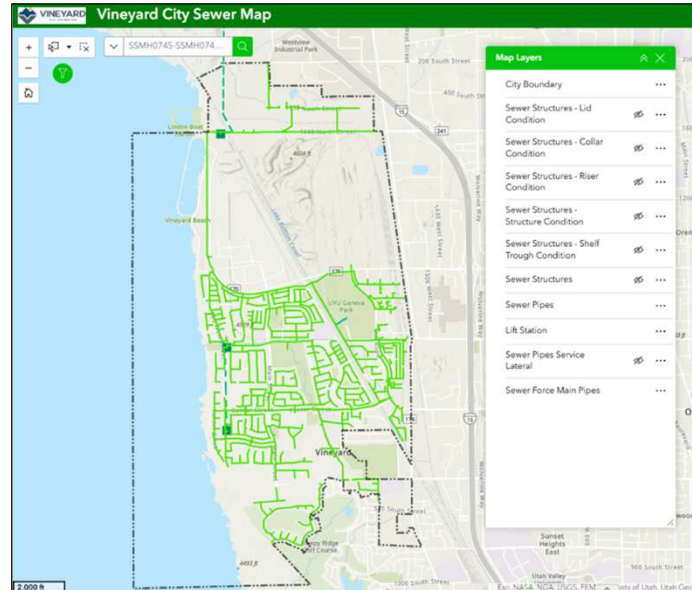
8

Collection System Section



Part I - System Description

- Vineyard operates a municipal wastewater collection system consisting of gravity mains and force mains with supporting lift stations.
- The system includes approximately 40.5 miles of gravity sewer and 5 miles of force main.
- The largest pipe diameter is 36 inches, with an average system depth of about 12 feet.
- The collection system includes 3 lift/pump stations, with the largest designed for about 1,200 gpm.
- The system was originally constructed around 2007, with major facilities generally reflecting newer infrastructure conditions.



9

Collection System Section

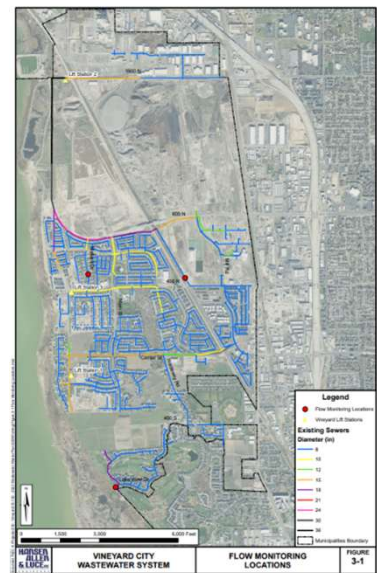


Part II - Discharges

- Seasonal peak flows do not exceed average peak daily flows by more than 100%, indicating stable hydraulic performance.
- No sewage bypasses, overflows, or basement flooding events were reported due to rainfall/snowmelt or equipment failure in the most recent year.
- No Class 1 or Class 2 SSOs (Sanitary Sewer Overflows) for calendar year 2025.

Part III – New Development

- No industries or developments in the past two years increased flows or loadings by 10% or more.
- No major growth is projected in the next 2–3 years that would increase flows by 25% or more.
- In 2025, the system added 10 commercial/industrial and 78 residential sewer connections.



10

Collection System Section



Part IV – Operator Certificate

- Collection system operations are **overseen by appropriately certified personnel**, consistent with state operator certification requirements.
- Estimated Population Served = 23,265 +/-
- Collection System Operators = 6 (includes crossed trained Water Operators)
- Vineyard System requires Level 3 Collections:
Direct Responsible Charge (DRC) = Devan Peterson (Level 4) & Chris Jackson (Level 3)

Part V – Facility Maintenance

- Maintains an **active preventative maintenance program with routine inspection, cleaning, and documented tracking** supported by GIS and asset management tools.
- **Lift stations and critical assets are regularly maintained**, with no significant deficiencies identified and overall reliable system performance.

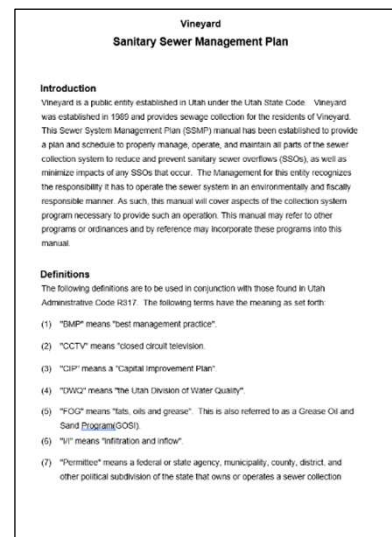
11

Collection System Section



Part V – Sewer System Management Plan (SSMP) Evaluation

- **Formal Sewer System Management Plan (SSMP) in place that addresses key elements required by the State**, including operations, maintenance, and overflow response.
- The SSMP includes procedures for routine system inspection, cleaning, and maintenance, supporting ongoing system reliability.
- Established protocols exist for SSO response, reporting, and documentation, ensuring compliance with regulatory requirements.
- The program incorporates mapping, asset tracking, and recordkeeping practices to support maintenance planning and operational awareness.
- Overall responses indicate the. **SSMP is implemented and functioning as intended, with no significant gaps or deficiencies identified**
- **Should develop a Fats, Oils, & Grease (FOG) or Fats, Oils, Sand, & Grease program** to further protect the collection system.



12

Collection System Section



Part VII – Narrative Evaluation

- The sewer system is relatively new, in good physical condition, and regularly maintained, with annual cleaning and inspections and prompt resolution of identified issues.
- The primary near-term capital need is the upgrade of Lift Station #2, which is currently under construction.
- Minor operational issues included localized grease buildup (being addressed with improvement observed) and replacement of a Main Street sewer main with a belly.
- The City is updating its Capital Facilities Plan to support future system planning.
- Operator development is supported through full CEU funding, and a formal written CEU policy is currently in progress.

13

Wastewater Treatment Section



14

Wastewater Treatment Section



- The City has **no wastewater treatment facilities**, operating solely as a collection system.
- All wastewater is conveyed to an external treatment provider to either Timpanogos Special Service District (TSSD) and Orem City, rather than treated within City-owned infrastructure.



Timpanogos Special Service District

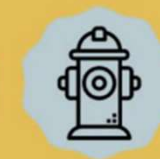


Orem City Wastewater Treatment



15

Adopt & Sign Section



16

Adopt & Sign Section



- The MWPP survey has been reviewed and certified as accurate. Reviewed by the DRC, Devan Peterson & Chris Jackson.
- The WMPP Survey must be presented to City Council, March 17, 2026.
- The WMPP Survey must be adopted by the City Council, scheduled for City Council on March 24, 2026.



17




THANK YOU

Devan Peterson, Chris Jackson,
Evan Smith, Monica Wing

PUBLIC WORKS








18

RESOLUTION 2026-15

A RESOLUTION OF THE CITY COUNCIL OF VINEYARD CITY, UTAH, ACTING AS THE GOVERNING BOARD OF THE REDEVELOPMENT AGENCY (RDA) OF VINEYARD CITY, AUTHORIZING THE ENGAGEMENT OF CHRIS W. HARDING, CPA, CFE, CIA, TO CONDUCT A TARGETED AUDIT REVIEW OF THE VINEYARD REDEVELOPMENT AGENCY, AND AUTHORIZING UP TO 300 HOURS OF SERVICES

WHEREAS, Vineyard City operates one or more project areas under the Redevelopment Agency Act, Utah Code Title 17C, which administers tax increment revenues on behalf of multiple taxing entities; and

WHEREAS, the City Council and the RDA Board have fiduciary and statutory oversight responsibilities relating to increment projections, reimbursement agreements, bond proceeds, developer participation, public benefits delivery, and distribution of funds; and

WHEREAS, the Vineyard City Council previously retained Chris W. Harding, CPA, CFE, CIA, to conduct an Agreed-Upon Procedures (AUP) review for Fiscal Years 2023–2024, which identified material findings in multiple internal control areas, including RDA Payments; and

WHEREAS, the AUP review reported that 29% of RDA invoices tested lacked supporting documentation and that payments were approved based on informal summaries rather than third-party invoices, weigh tickets, or subcontractor records; and

WHEREAS, the AUP review further noted the absence of an internal field verification process for RDA work quantities and recommended implementation of an RDA billing and reconciliation policy; and

WHEREAS, the Council and RDA Board desire to expand upon those findings and commission a focused audit of the Vineyard RDA's transactions, agreements, reimbursement processes, tax increment modeling, bond financing, and governance practices from project inception to present through an addendum; and

WHEREAS, Chris W. Harding possesses professional credentials (CPA, CFE, CIA) and experience in municipal finance, internal controls, fraud examination, and public accountability sufficient to conduct such audit review; and

WHEREAS, the Council finds that engaging Mr. Harding serves a clear public purpose by promoting accountability, transparency, effective governance, and confidence among taxing entities and the public.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineyard, Utah, acting as the governing board of the Vineyard of its Redevelopment Agency, that:

1. Through this addendum, the City Council further engages the professional services of Chris W. Harding to conduct a focused audit review of the Vineyard Redevelopment Agency consistent with the scope described herein.
2. The mayor is authorized to sign and execute the proposal submitted by Mr. Harding.
3. All rules, policies, regulations, or ordinances of the City of Vineyard are suspended, in this instance, as it relates to seeking RFP's or competitive bids.
4. The scope of work is set out in Mr. Harding's proposal.
5. Access to Information. All City and RDA employees, officers, legal counsel, and contractors shall fully cooperate with reasonable requests for records, data, correspondence, and agreements necessary to complete the review.
6. Hours and Compensation. The engagement is authorized for up to 300 hours. Compensation shall be at Mr. Harding's standard hourly rates, for a not-to-exceed contract value of \$_____ without further Council approval
7. Deliverables. Mr. Harding shall deliver written findings and recommendations to the RDA Board and shall present those findings in a public meeting upon completion.
8. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED this ___ day of _____, 2026.

VINEYARD CITY, UTAH

By: _____

Zack Stratton, Mayor

ATTEST: _____

Tony Lara, Deputy City Recorder

RESOLUTION NO. 2026-15

A RESOLUTION OF THE CITY COUNCIL OF VINEYARD CITY, UTAH, ACTING AS THE GOVERNING BOARD OF THE REDEVELOPMENT AGENCY (RDA) OF VINEYARD CITY, AMENDING THE AGREEMENT WITH CHRIS W. HARDING, CPA, CFE, CIA, TO CONDUCT A TARGETED AUDIT REVIEW OF THE VINEYARD REDEVELOPMENT AGENCY, AND AUTHORIZING UP TO 300 HOURS OF SERVICES

WHEREAS, Vineyard City operates one or more project areas under the Redevelopment Agency Act, Utah Code Title 17C, which administers tax increment revenues on behalf of multiple taxing entities; and

WHEREAS, the City Council and the RDA Board have fiduciary and statutory oversight responsibilities relating to increment projections, reimbursement agreements, bond proceeds, developer participation, public benefits delivery, and distribution of funds; and

WHEREAS, the Vineyard City Council on August 27, 2025, contracted with Chris W. Harding, CPA, CFE, CIA, to conduct an Agreed-Upon Procedures (AUP) review for Fiscal Years 2023–2024, which identified material findings in multiple internal control areas, including RDA Payments; and

WHEREAS, the AUP review reported that 29% of RDA invoices tested lacked supporting documentation and that payments were approved based on informal summaries rather than third-party invoices, weigh tickets, or subcontractor records; and

WHEREAS, the AUP review further noted the absence of an internal field verification process for RDA work quantities and recommended implementation of an RDA billing and reconciliation policy; and

WHEREAS, the Council and RDA Board requested that Mr. Harding present a proposal that includes a new scope of work (the “Scope of Work”) presented to the Council on March 24, 2026, and

WHEREAS, the Council seeks to amend the August 27, 2025 agreement and engage Mr. Harding to complete the Scope of Work, as proposed

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineyard, Utah, acting as the governing board of the Vineyard of its Redevelopment Agency, that:

1. The City Council amends the August 27, 2025, agreement with Chris W. Harding, and adds the Scope of Work to conduct a focused audit review of the Vineyard Redevelopment Agency consistent with the scope described herein.
2. The mayor is authorized to sign and execute the proposal submitted by Mr. Harding.
3. Hours and Compensation. The engagement is authorized for up to 300 hours. Compensation shall be at Mr. Harding’s standard hourly rates, for a not-to-exceed contract value of \$49,000 without further Council approval
4. Deliverables. Mr. Harding shall deliver written findings and recommendations to the RDA Board and shall present those findings in a public meeting upon completion.
5. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND APPROVED BY VINEYARD CITY COUNCIL on this 24th day of March 2026.

	YES	NO	ABSENT	ABSTAIN
Jacob Holdaway	_____	_____	_____	_____
David Lauret	_____	_____	_____	_____
Parker McCumber	_____	_____	_____	_____
Ezra Nair	_____	_____	_____	_____
Jacob Wood	_____	_____	_____	_____

By: _____

Mayor Zack Stratton, Vineyard City

ATTEST: _____

Robin Raines-Bond, Vineyard City Recorder

RESOLUTION NO. 2025-41

A RESOLUTION OF THE VINEYARD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR AUDIT SERVICES WITH CPA INSIGHT SOLUTIONS

WHEREAS, Vineyard City previously issued a Request for Proposals for Independent Financial Audit & Internal Controls Review (“RFP”); and

WHEREAS, following a competitive procurement process, CPA Insight Solutions has been selected to fulfill the needs outlined in the RFP and the City desires to enter into a contract for services; and

WHEREAS, the Vineyard City Council desires that the City Manager be authorized to negotiate a contract on the City Council’s behalf with CPA Insight Solutions for professional auditing services, and that the value of the contract does not exceed the budgeted amount; and

WHEREAS, contingent on the above approval, the Vineyard City Council finds it is in the best interest of the City to authorize the City Manager to negotiate a contract with CPA Insight Solutions for the services requested in the RFP; and

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF VINEYARD, UTAH AS FOLLOWS:

Section 1. Approval. The City Council of the City of Vineyard, Utah, hereby authorizes the City Manager to negotiate the Agreement between the selected firm and the City of Vineyard for Independent Financial Audit & Internal Controls Review (“Agreement”) attached hereto as Exhibit A, and incorporated herein by reference. This approval is contingent on the value of the contract being within a not-to-exceeding amount of \$45,000.

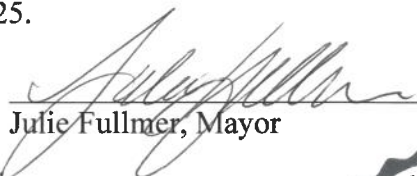
Section 2. Severability. If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

Section 3. Effective Date. This Resolution shall become effective immediately upon its approval by the City Council.

Passed and dated this 26th day of August 2025.

Attest:


Pamela Spencer, City Recorder


Julie Fullmer, Mayor



PASSAGE BY MUNICIPAL COUNCIL
ROLL CALL VOTE

RESOLUTION NO 2025-41

A RESOLUTION OF THE VINEYARD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR AUDIT SERVICES WITH CPA INSIGHT SOLUTIONS.

ROLL CALL VOTE:

MAYOR JULIE FULLMER
COUNCILMEMBER SARA CAMERON
COUNCILMEMBER BRETT CLAWSON
COUNCILMEMBER JACOB HOLDAWAY
COUNCILMEMBER MARDI SIFUENTES

TOTALS

MOTION	SECOND	AYES	NAYS	ABSENT
		X		
	X	X		
X		X		
		X		
		X		
		5		

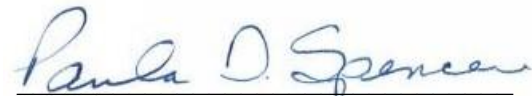
This Resolution was passed by the City Council of Vineyard, Utah on the 26th day of August 2025, by a roll call vote as described above.

CITY RECORDER’S CERTIFICATE AND ATTEST

This Resolution was recorded in the office of the Vineyard City Recorder on the 27th day of August 2025.

I hereby certify and attest that the foregoing constitutes a true and accurate record of proceedings with respect to Resolution No. 2025-41.

ATTEST:



Vineyard City Recorder





Date: August 26, 2025

Eric Ellis, City Manager
Vineyard City
125 South Main Street
Vineyard, Utah 84059

Subject: Agreed-Upon Procedures and Internal Control Review
Engagement – Vineyard City (RFP No. 2025-61-101)

Dear Mr. Ellis:

CPA Insight Solutions (the Firm) is pleased to confirm our understanding of the engagement to perform agreed-upon procedures (AUP) and targeted internal control reviews for Vineyard City (the City) for FY 2023–2024, together with public reporting and a presentation to the City Council.

Purpose and Scope

The objectives are to apply procedures specified by the City and report factual findings; we will not perform an examination or review, and we will express no opinion or conclusion. Deliverables will include:

- Written AUP report(s)
- Internal control reports with recommendations
- Executive summary/slide deck
- Public presentation to the City Council
- Submission to the Utah State Auditor and publication as required

Standards and Applicable Law

This engagement will be conducted in accordance with SSAE No. 19, AT-C 105, and applicable provisions of Utah Code Title 10, Chapter 6.

Timeline and Key Milestones

- Kickoff and fieldwork commencing by September 2, 2025
- Draft reports by mid-November 2025, with review prior to Thanksgiving
- City Council public presentation on December 10, 2025
- Final deliverables and submission to Utah State Auditor by December 17, 2025

Roles and Responsibilities

The City is responsible for the subject matter, internal controls, and determining appropriateness of the procedures. The City should evaluate the procedures and findings for themselves.

The Firm will perform the procedures in accordance with SSAE No. 19 (Agreed-Upon Procedures Engagements), the AICPA Attestation Standards, and applicable Utah law. The Firm's responsibility is to plan and carry out the agreed procedures with professional judgment, maintain independence and objectivity, and report factual findings without providing assurance, opinion, or conclusion. The Firm will communicate significant matters to the City, prepare clear reports for

the intended users, and retain documentation in compliance with professional and legal requirements.

Fees

Fees will follow the fee schedule in CPA Insight Solutions’ proposal, Exhibit 2, and any amendments approved by the City.

Acceptance and Acknowledgment

Please indicate your agreement with the terms of this engagement letter and the appropriateness of the procedures by signing below.

Acknowledged and Agreed:

Vineyard City

By: _____

Name/Title: _____

Date: _____

Chris Harding, CPA, CIA, CFE
Owner, CPA Insight Solutions

PROFESSIONAL SERVICES AGREEMENT

THIRD-PARTY CITY AUDITING

This Professional Services Agreement (“Agreement”) is executed this 26th day of August 2025 (“Execution Date”) between VINEYARD CITY, a Utah municipal corporation (“City”), and CPA Insight Solutions, a Utah sole proprietorship (“Firm”). City and Firm are hereinafter referred to individually as a “Party” and collectively as the “Parties.”

RECITALS

On July 2025, the City issued a Request for Proposals (“RFP”) seeking proposals from qualified, independent, certified public accounting firms willing and able to perform audit services for the City.

After reviewing the solicited proposals, the City selected Firm to conduct the audit services detailed in Section 1 of this Agreement.

AGREEMENT

In exchange for valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties—including the mutual covenants, agreements, and representations herein, the Parties agree as follows:

SECTION 1 – SCOPE OF SERVICES

A. AUP Engagement. As provided in Exhibit 1, the Firm shall perform an Agreed-Upon Procedures (“AUP”) audit engagement to review the City’s FY 2023 to 2024 financial records. Auditor shall conduct the AUP engagement in accordance with SSAE No. 19 (Agreed-Upon Procedures Engagements), AICPA Attestation Standards, and all applicable provisions of the Utah Code. The scope of the AUP engagement shall include the following:

- (1) Review of transaction-level data for procurement and disbursement cycles.
- (2) Review of compliance with internal spending thresholds and approvals.
- (3) Sampling of employee reimbursements and credit card charges.
- (4) Verification of year-end balances and fund transfers for selected fiscal years.
- (5) Compliance with key state laws, including Title 10, Chapter 6 of Utah State Code.

B. Internal Review.

- (1) Following the COSO Framework, GFOA Best Practices, and Utah State Auditor’s guidance, the Firm shall conduct a targeted review of internal controls, policies, and procedures in the following high-risk areas:
 - (a) Purchase Card (“P-Card”) issuance and use.

- (b) Employee travel and reimbursement.
 - (c) Municipal vehicle assignment and usage tracking.
 - (d) Redevelopment Agency (“RDA”) payments and compliance.
 - (e) Procurement of food for City events, such as employee recognition.
 - (f) Cash transactions.
 - (g) Utility billing, including verification that billed accounts correspond to valid City-owned meters.
 - (h) RDA cleanup material controls, including review of weigh-in and weigh-out documentation from transfer stations.
- (2) Upon completion of such review, the Firm shall prepare and submit to the City final written reports summarizing the Firm’s findings and recommendations.
- (3) The Firm shall prepare a slide deck or executive summary accompanying the final written reports of subsection (2). The slide deck or summary shall present the Firm’s findings in a manner suitable for public presentation.
- (4) During a City Council meeting set by the City, the Firm shall present the deck or summary of subsection (3) to the City Council and participate in a Q&A session.

C. Best Practices. At a time and place agreed to by the Parties, the Firm shall—per GFOA “Audit Committees” Guidelines and IIA Standards—advise the City on the best practices for establishing a standing Audit Committee. This includes:

- (1) A template for the prospective committee’s charter and bylaws.
- (2) Officer qualification and appointment recommendations.
- (3) Sample onboarding or training materials.

SECTION 2 – COMPENSATION

In exchange for the Firm’s performance of the services described in Section 1, the City shall pay the Firm per the fee schedule attached as Exhibit 2.

Any work performed beyond the services described in Section 1 requires a written request from the City. Compensation for such additional work shall adhere to the terms outlined in Exhibit 2. In the absence of Exhibit 2, any compensation for extra work shall be determined based on a mutually agreed-upon written agreement between both parties.

SECTION 3 – TERM

A. Length. This Agreement begins on the Execution Date and ends upon the Firm’s provision of the final deliverables per subsection D.

B. Beginning Performance. The Firm shall begin performing the services provided in Section 1 by September 2, 2025.

C. Draft Reports. The Firm shall submit draft reports by mid-November 2025.

D. Deliverables. The Firm shall provide the City with final deliverables—including the

public-facing report, submission to the Utah State Auditor, and digital publication—by December 17, 2025.

SECTION 4 – INDEPENDENCE AND CONFLICTS OF INTEREST

A. Independence. The Firm represents and warrants that the Firm complies with GAO-3 independence standards and that no conflict of interest exists.

B. Disclosure. The Firm shall disclose any prior work for the City and report directly to the City Council.

SECTION 5 – PROJECT MANAGEMENT AND COMMUNICATION

All communication between Firm and City shall be coordinated with the Audit Liaison designated by the City.

SECTION 6 – INSURANCE

A. Required Plans. The Firm shall purchase and maintain the following insurance policies at its own expense:

(1) Professional liability - not less than \$2 million. If written on a claims-made basis, service provider shall maintain professional liability insurance coverage meeting these requirements for the applicable period of statutory limitation of claims (or statute of repose, if applicable) after completion of its covenants or termination of this Agreement.

(2) General liability - not less than \$1 million per accident and \$1 million per bodily injury.

(3) Workers' compensation - as required by Utah law.

B. Proof of Insurance. Prior to commencing the services of Section 1, the Firm shall present the City with proof of purchase for all required insurance policies.

C. Plan Sufficiency. Nothing in this section shall be construed as a representation by the City that the minimum required coverage amounts are adequate to sufficiently protect the Firm from claims implicating the insurance policies.

SECTION 7 – RECORDS AND COMPLIANCE

All documents made or acquired per this Agreement are subject to the Utah Governmental Records Access and Management Act ("GRAMA"). As such, the Firm shall retain all records made or received under this Agreement for at least three years following completion of the Agreement. The Firm shall also participate in E-Verify per Utah Code § 63G-12-302.

SECTION 8 – TERMINATION

A. For Convenience. The City may terminate this Agreement for convenience upon 60-days' written notice.

B. For Breach. Either party may terminate this Agreement upon breach by the other party.

C. Automatic. This Agreement shall terminate automatically if funds are not appropriated for the Agreement.

SECTION 9 – GOVERNING LAW

This Agreement, and all claims arising from it, shall be governed by and construed in accordance with the laws of the State of Utah.

SECTION 10 – AMENDMENTS

This Agreement may be amended by written mutual agreement signed by both parties.

SECTION 11 – ASSIGNMENT AND SUBCONTRACTING

A. Limitations. The Firm may not assign any portion of its performance under this Agreement without express written consent from the City. Consent must be sought in writing not less than 30 days before any proposed assignment, and the City may reject any proposed assignment without cause.

B. Obtaining Consent. The Firm shall seek and obtain express written consent from the City for any subcontractor not authorized by this Agreement.

SECTION 12 – INTEGRATION

This Agreement constitutes the final agreement between the Parties. No oral statements or prior written material not specifically incorporated herein shall have any effect.

SECTION 13 – INDEMNIFICATION

The Firm shall indemnify, defend, and hold harmless the City and its officers, directors, employees, agents, successors, and assigns from and against any claims, damages, liabilities, losses, costs, and expenses (including reasonable attorney’s fees) arising out of this Agreement.

SECTION 15 – NOTICES

For a notice required by this Agreement to be valid, the notifying Party must address the notice to the other Party as follows:

To the City:

Eric Ellis
City Manager
125 South Main Street
Vineyard, Utah 84059

To the Firm:

Chris Harding
CPA Insight Solutions
2410 W. Temple View Ln.
South Jordan, UT 84095

IN WITNESS WHEREOF, the parties have executed this Agreement on the Execution Date.

THE CITY

By: _____
Name: _____
Title: _____
Date: _____

THE FIRM

By: Chris Harding
Name: Chris Harding
Title: Owner, CPA Insight Solutions
Date: _____

EXHIBIT 1

THE CITY-IDENTIFIED SCOPE AND PROCEDURES AUP ENGAGEMENT

The Firm shall perform the following agreed-upon procedures audit for FY 2023 to FY 2024:

- (1) Review of transaction-level data for procurement and disbursement cycles.
- (2) Review of compliance with internal spending thresholds and approvals.
- (3) Sampling of employee reimbursements and credit card charges.
- (4) Verification of year-end balances and fund transfers for selected fiscal years.
- (5) Compliance with key state laws, including Title 10, Chapter 6 of Utah State Code.

In addition, the Firm shall conduct a targeted review of internal controls, policies, and procedures in the following high-risk areas:

1. P-Card Transactions

- Select a representative sample of transactions.
- Verify presence of receipts, approvals, and policy compliance.
- Test for personal or inappropriate expenditures.

2. Employee Travel & Reimbursements

- Review a sample of reimbursement requests.
- Verify compliance with per diem and travel policy.
- Confirm required documentation is retained.

3. Cash Transactions

- Examine cash-handling policies and physical controls.
- Review deposits and reconciliations for selected months.
- Trace receipts to bank deposits.

4. Utility Billing & Meter Verification

- Select random utility accounts and verify billed meters are assigned to valid City-owned properties.
- Test accuracy of rate application.

5. RDA Payments & Transfer Station Controls

- Review a sample of cleanup-related payments.
- Verify that weigh-in and weigh-out documentation from transfer stations support the payments.
- Ensure material logs reconcile with invoices.

6. Procurement of Food

- Review selected food/meals purchases.
- Confirm appropriateness and documentation of purpose.

7. Vehicle Assignment & Use

- Review logs and assignments.
- Confirm compliance with usage policies.

EXHIBIT 2 – FEE SCHEDULE FOR PERFORMANCE OF SECTION 1 SERVICES

Timeline	Task Description	Estimated Hours	Estimated Cost
Aug 21 – Aug 31	Engagement Kickoff & Planning	12	\$1,500
Sep 1 – Sep 5	Policy Review & Risk Assessment	18	\$2,250
Sep 6 – Sep 19	Fieldwork: AUP Testing (P-Card, Travel, Cash)	54	\$6,750
Sep 20 – Sep 30	Fieldwork: AUP Testing (Utility, RDA, Food, Vehicles)	58	\$7,250
Oct 1 – Oct 20	Internal Controls Fieldwork & Gap Analysis	61	\$7,625
Oct 21 – Oct 31	Draft Findings & Report Compilation (AUP & IC)	22	\$2,750
Nov 1 – Nov 7	Audit Committee Support Materials	12	\$1,500
Nov 8 – Nov 15	Final Drafting, QA & Revisions	10	\$1,250
Nov 16 – Dec 10	Presentation Prep & Council Meeting	9	\$1,125
Dec 11 – Dec 17	State Submission & Wrap-Up	5	\$625
Subtotal	(Base Work Plan)	261	\$32,625
Contract Flexibility	As discussed on August 20, 2025 (scope changes & addt'l hours)	Up to 50 (20%)	Up to \$6,250
Contract Ceiling	-	311	\$38,875

Note: Vineyard City's scope effectively requires eight separate and distinct AUPs and eight internal control reviews. The \$125/hour rate is fully inclusive: no additional charges for travel, communications, or administrative time will be billed. Contract flexibility of up to 50 hours has been included based on discussions held August 20, 2025, to accommodate potential scope adjustments.



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: March 24, 2026

Agenda Item: Public Safety Impact Fee (Resolution 2026-17)

Department: Community Development Department

Presenter: Cache Hancey

Background/Discussion:

In 2008, the Vineyard City Council removed the City's public safety impact fee to help spur development. Since that time, no fee has been collected for new development. In 2025, Planning staff working in conjunction with Orem City Fire Department and the Utah County Sheriff's Office created a draft Public Safety Master Plan that outlines future needs for public safety as the city continues to grow. The impact fee study will allow the City to charge a public safety impact fee for new development to collect funds to be used for public safety.

Fiscal Impact:

Not to exceed \$15,000

Recommendation:

Staff recommends approval.

Sample Motion:

"I move to adopt resolution 2026-16 as presented"

Attachments:

1. Resolution 2026-17 Public Safety Impact Fee Study
2. Public Safety Master Plan (DRAFT) pd
3. Zion's - Vineyard Public Safety IFFP and IFA Proposal 121025 rb

RESOLUTION NO. 2026-17

A RESOLUTION OF THE VINEYARD CITY COUNCIL AWARDING THE BID TO ZION PUBLIC FINANCE TO PROVIDE A PUBLIC SAFETY IMPACT FEE STUDY ANALYSIS TO VINEYARD CITY

WHEREAS, Notice to bidders has been duly given as required by law; and

WHEREAS, after consideration of all bids, it was determined that Zion Public Finance is the best qualified bidder to provide a public safety impact fee study analysis to Vineyard City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF VINEYARD, UTAH, AS FOLLOWS:

Section 1. Approval of Amendments. The bid be awarded to Zion Public Finance to conduct a Public Safety Impact Fee Study analysis to Vineyard City.

Section 2. Authorization to Implement and Record. The contract amount, not to exceed \$15,000, will be funded through the City's approved Capital Projects budget for Fiscal Year 2025-2026

Section 3. Supersede. That city staff are hereby authorized and directed to execute the contract as herein referred and allow the City Mayor or designee to sign said contract.

Section 4. Severability. If any provision of this Resolution is determined to be invalid or unenforceable, such invalidity shall not affect the validity of the remaining provisions.

Section 5. Effective Date. This Resolution shall take effect immediately upon adoption.

Passed and dated this 24th day of March 2026.

Zack Stratton, Mayor

Attest:

Tony Lara, Deputy City Recorder

EXHIBIT A
Zion Public Finance Contract

DRAFT

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Section 1: Needs Assessment

For the purposes of this master plan, public safety in Vineyard consist of Police and Fire. Both services are fulfilled through contracted external partners. The following sections address the needs of both Police and Fire.

Section 1.1 Police Needs Assessment

This section provides a comprehensive review of current police service capabilities in Vineyard City, identifies existing limitations, and outlines future needs. Law enforcement services are currently provided through a contract with the Utah County Sheriff’s Office (UCSO), which also collaborates with neighboring police departments, regional task forces, and specialty teams. This assessment includes staffing, equipment, facilities, response times, mutual aid arrangements, and anticipated growth-related needs.

Section 1.1.1 Review of Mutual Aid Agreements

Vineyard City contracts with the Utah County Sheriff’s Office to provide law enforcement services. The contract covers both sworn and civilian roles, including a victim advocate, community coordinator, and other support functions. Utah County Sheriff’s Office delivers patrol, investigations, and access to specialized teams such as SWAT, while also providing dispatch services and managing evidence and records storage. This arrangement enables Vineyard to draw on a broad range of county-level resources without bearing the full financial burden of staffing, equipping, and operating an independent police department.

Commented [RS1]: Don’t mention orem police (it’s always a collaborite effort). Specialized teams come from utah county, not really any other mutual aid agreements.

Commented [AS2R1]: Done!

Section 1.1.2 Inventory of Staffing and Existing Resources

Staffing:

Personnel Type	Count	Notes
Sworn Officers	15	1 Chief Deputy, 2 Sergeants, 11 Deputies, 1 Detective (off-site office)
Civilian Staff	3	1 Office Specialist, 1 Community Coordinator, 1 Victim Advocate (shared with county)

Commented [RS3]: 2 sergeants and 1 detective

Commented [RS4]: Only one shared

Between 2021 and 2025, Vineyard has added approximately one officer for every 1,376 new residents. The officer-to-resident ratio has remained steady, at about 1 officer per 1,281 residents, which is considered adequate for Vineyard’s predominately residential land use and police staffing goals. Through its contract for law enforcement services, Utah County also provides specialized teams and administrative support, further reducing the number of full-time officers and civilian staff Vineyard must employ. In 2026, the department plans to add three additional sworn officers - two sergeants and one detective.

Facilities:

Facility	Location	Sq. Ft.	Notes
Sheriff Office	125 S Main Street	~1,140	Located within shared City Hall
Storage	Off-site (County)	Unknown	Shared with Utah County
Office Space	Off-site (County)	Unknown	Victim Advocate, Community Coordinator, and Detectives utilize space both on-site and off-site

Commented [RS5]: Victims advocate and the 2 detectives will utilize space w/in vineyard and also outside of vineyard

The sheriff’s office is currently at capacity and shared with City Hall and Vineyard Library. Additional office and storage needs, such as evidence and equipment, are met through Utah County Sheriff facilities. This arrangement significantly reduces the need for local facility space. Long-term plans include city staff vacating City Hall, allowing the sheriff’s office to utilize a greater portion of the building. The entire building is approximately 6,258 square feet.

Police Equipment:

Equipment Type	Quantity	Notes
Vehicles	16	All in active service
Body-Worn Cameras	14	Assigned to patrol staff
Portable Radios	16	Used for officer communication
AEDs (Defibrillators)	15	Deployed in patrol units
Laptops / Desktops	16 / 5	All in active use

Nearly all equipment is in use. Spare equipment, such as radios and vehicles, may be obtained through Utah County Sheriff’s office, but Vineyard City is responsible for paying for it. This is not an exhaustive list of all available equipment.

Section 1.1.3 Response Times:

Priority Level	2020	2021	2022	2023	2024
Priority 1 (Emergency)	4:57	3:49	3:40	3:13	2:40
Priority 2 (Urgent)	4:19	7:50	4:08	4:33	3:52
Priority 3 & 4 (Routine)	5:05	4:28	11:11	11:14	4:22

Commented [RS6]: Holdon will review these number one more time.

Commented [CH7]: Would it be helpful to have the total number of calls rather than just the response time?

Commented [RS8R7]: I believe response times is a better representation of how functional the police is doing. Higher response times would indicate a need for more staff, resources, or facilities.

The Utah County Sheriff’s Office reports satisfactory response times. Response times for emergency calls have improved significantly year after year. Response times for emergencies and urgent calls is meeting the department goal of less than four minutes. Routine calls (Priority 3 and 4) generally remain within acceptable ranges; the elevated times in 2022 and 2023 were the result of a small number of outliers calls that extended the average.

Section 1.1.4 Limitations

- **Staffing:** Vineyard’s rapid development and population growth will require consistent hiring of additional sworn officers to maintain service levels, sustain proactive policing, and prevent erosion of response times as call volumes rise.
- **Facilities:** The sheriff’s office space in City Hall has reached full capacity; without expansion or relocation of city administration, continued growth will strain daily operations, limit specialized functions, and reduce overall efficiency.
- **Equipment:** Nearly all equipment is in active use, with limited backups available. While spare equipment can be accessed through the Utah County Sheriff’s Office, Vineyard is responsible for associated costs. This arrangement reduces vulnerability to equipment failures but limits local control and flexibility during surges or emergencies.

Section 1.2 Fire Needs Assessment

This section provides a comprehensive review of current fire service capabilities for Vineyard City, identifies existing limitations, and outlines future needs. The analysis is based on information from Orem City Fire & Emergency Services, which currently serves Vineyard, and includes staffing levels, equipment, facilities, response times, mutual aid agreements, and population growth projections.

Section 1.2.1 Mutual and Automatic Aid Agreements

Orem Fire contracts directly with both Vineyard and Lindon to provide primary fire and EMS services. Additionally, dispatch services are provided by Metro Dispatch, located in Provo City Center, which enhances regional response coordination and communication. Regular coordination meetings between Vineyard City staff and Orem Fire leadership help ensure service quality remains high and responsive to the community’s evolving needs.

Section 1.2.2 Inventory of Staffing and Existing Resources

Staffing:

Year	Vineyard Population	Personnel in Stations Serving Vineyard	Total Operations Personnel	Administrative
2022	~15,294	20	72	3
2025	~19,424	26	81	5

Commented [RS9]: Confirm number with Orem Fire.

The City of Orem Fire Department provides Fire and EMS services to Orem, Lindon, and Vineyard, covering 33.51 square miles and serving a total of 121,753 citizens according to the 2023 Census. Over the past three years, Orem Fire has added six operational staff to expand coverage in Vineyard. The department also expanded its administrative team, adding four Division Chiefs to oversee Fire Prevention, Fire Response, EMS, and Training, as well as additional clerical support staff. Fire Prevention staffing increased from 3 to 5 positions, including Deputy Fire Marshals who support contracted cities such as Vineyard.

Facilities:

Orem Fire operates five stations and a regional training center:

Station	Address	Personnel	Vehicles
31	300 E 1000 S, Orem <i>(Relocating to 1400 S Main St)</i>	6	Medic Ambulance 31, Squad 3
32	911 N Main St, Orem	7	Ladder 32, Medic Ambulance, Battalion Chief, Brush 632 (unstaffed)
33	225 N 1200 W, Orem	7	Ladder 33, Medic Ambulance 35, Engine 35, Heavy Brush 433 (unstaffed)
34	90 N State St, Lindon	6	Engine 34, Medic Ambulance 34, Brush 634 (unstaffed)
35	226 W 80 S, Vineyard	6	Engine 35, Medic Ambulance
Training Center	1321 S 1600 W, Orem	N/A	2 burn structures, classroom, 3 training bays (3-acre site)

Station 31 is planned to relocate to 1400 S Main Street, which will expand geographic coverage and support future growth. Recently constructed and operational **Station 35** in Vineyard will provide dedicated service within city boundaries.

Commented [CH10]: The fire station should be open any week now.. By the time this document is approved, it should be operational. Let's change the wording to reflect that.

Equipment:

Orem Fire operates a well-equipped fleet, including engines, ladders, squads, and ambulances. Key assets include:

- **Engines:** 4 active + 2 reserve
- **Ladder Trucks:** 2
- **Ambulances:** 5
- **Brush Trucks:** 3 (currently unstaffed)
- **Squad Vehicles and Battalion Chief Units:** 1 each

All stations have minimum staffing requirements and planned equipment upgrades through 2028.

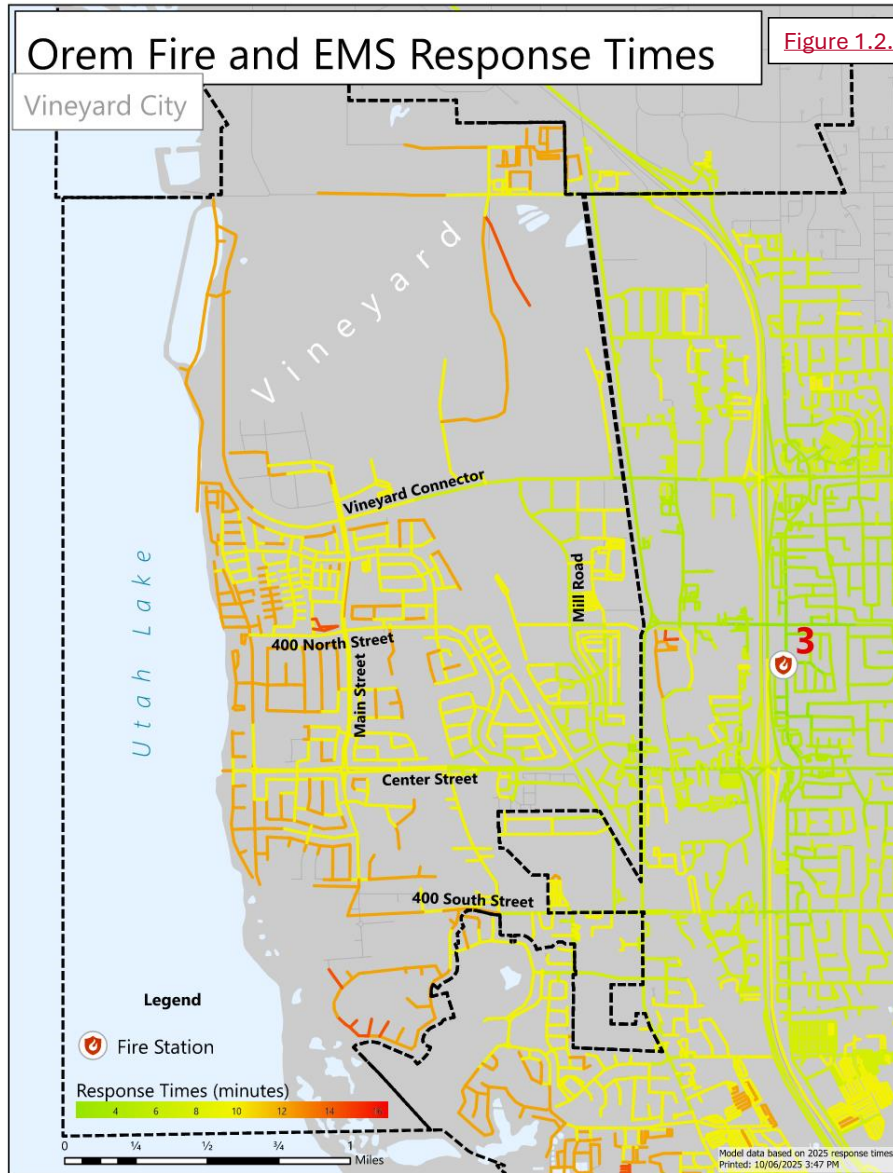
Section 1.2.3 Response Times and Incident Data

Year	Total Incidents	Medical	Fire
2022	468	350	118
2023	549	381	168
2024	506	343	163

Vineyard has experienced a moderate annual increase in calls, consistent with population growth. Medical incidents account for approximately two-thirds of total response, with fire related calls accounting for the remaining third. Figure 1.2.3 displays the average Orem Fire and EMS response times from the year 2025. Note, there are several outliers that drastically increase the average call response times, particularly where a red area is adjacent to a yellow area. The average response times in Vineyard are above the recommended average response time of 5 minutes. However, the new Vineyard Station is expected to decrease the average response times to under minutes and increase the quality of service.

Orem Fire and EMS Response Times

Figure 1.2.3



Commented [RS11]: Awaiting GIS data of incidents

Section 1.2.4 Limitations

Despite strong preparation and resource expansion, the following limitations have been identified:

- **Staffing:** Within the stations serving Vineyard City, two additional personnel are requested to staff brush units currently held in reserve. These positions have been approved to begin in 2026.
 - **Facilities:** Current coverage will improve with the completion of Vineyard Station 35 and the planned relocation of Station 31. However, long-term development in northern Vineyard may require additional resources.
 - **Equipment:** Vineyard Station will be serviced by a reserve engine until the new engine arrives in spring and 2026. As growth continues, equipment needs should be planned to also expand.
-

Section 1.2.5 Forecast of Future Needs – Police, Fire, and EMS

Vineyard’s population is projected to increase significantly over the next 30 years, reaching an estimated 50,000–70,000 residents at full buildout. Non-residential land uses, including office, industrial, retail, and mixed-use development, are expected to expand from approximately 1.6 million square feet to over 12 million square feet by 2055.

This growth will increase both residential and daytime population density, leading to higher call volumes for police, fire, and EMS services. It will also introduce more complex incident types, such as industrial hazards, high-occupancy structures, and traffic-related emergencies.

To maintain current service levels and response times, Vineyard will need to plan for phased increases in staffing, apparatus, equipment, and facilities. For law enforcement, this will require additional sworn officers, civilian support staff, and expanded substation capacity to match rising demand and geographic coverage needs. For fire and EMS, staffing increases, additional apparatus, and potential station expansion will be needed, particularly in areas such as Utah City and The Forge.

Specific staffing benchmarks, substation recommendations, and long-range projections will be addressed in subsequent sections of this plan. Further long-range staffing and equipment needs should be developed in partnership with Orem Fire and Utah County Sheriff’s Office.

Section 2 Community Risk Assessment

This community risk assessment identifies key hazards and vulnerabilities in Vineyard to support future public safety planning. Vineyard is a rapidly growing city with over 19,000 residents in 4.8 square miles. Its risk profile is shaped by proximity to natural hazards, ongoing industrial

remediation, and a young, high-density population that includes many college students and renters.

Section 2.1 Hazard Assessment

Section 2.1.1 Natural Hazards

- **Flooding:** Flooding is Utah’s most frequent and costly disaster, intensified by rapid runoff and urban development. In Vineyard, flood risk is concentrated along the Utah Lake shoreline, much of which lies within the FEMA 100-year floodplain. After wildfires, flood risk increases due to poor soil absorption. See Appendix for detailed map.
- **Earthquakes & Geologic Hazards:** Vineyard is near the Wasatch Fault, which can produce large (M7+) earthquakes. Utah Geological Survey reports that all of Vineyard is at risk for severe/violent shaking. Sandy and soft soils within Vineyard are also at risk of liquefaction, which may result in sand boils, differential foundation settlement and localized flooding. Earthquakes can strike without warning and potentially disrupt utility function and emergency responses. See Appendix for detailed map.
- **Wildfire:** Vineyard is surrounded by urban developments, and the risk from wildfire is lower than communities along foothills. However, developed areas near undeveloped and wetland corridors remain vulnerable. Drought and dry vegetation increase ignition risk. After a wildfire, the risk of flooding dramatically increases because burned ground can’t absorb rainwater. Utah Department of Natural Resources tracks wildfire risk throughout the year.
- **Severe Weather** – Vineyard faces threats from winter storms, thunderstorms, hail, wind, and heat. These events can damage property, isolate neighborhoods, and disrupt emergency services. Population growth in Vineyard will increase the number of residents exposed to the risks and disruptions caused by severe weather. Winter storms, which cause most weather-related deaths in Utah, can also isolate Vineyard neighborhoods and disrupt emergency responses.
- **Drought:** Utah is one of the driest states in the nation. Persistent drought reduces reservoir levels, stresses water supply, and increases wildfire potential. Vineyard City may determine and enforce water restrictions to control water supply.
- **Air Quality:** The Salt Lake City-Provo-Orem area ranks 9th worst in the U.S. for ozone pollution and 25th for short-term particle pollution. Poor air quality has the greatest impact on children, older adults, and individuals with heart or lung conditions, heightening risks of respiratory illness, cardiovascular disease, and certain cancers. In Vineyard, smog, wildfire smoke and dust from exposed lakebeds can further reduce visibility and trigger breathing issues.

Commented [RS12]: Include a flood map in appendix

Commented [RS13R12]:
<https://msc.fema.gov/portal/search>

Commented [RS14]: Include earthquake risk map in appendix

Commented [RS15R14]:
<https://maps.geology.utah.gov/hazards?layers=%7B%22selected%22%3A%5B%22Hazardous+%28Q%20uaternary+age%29+Faults+%22%22%3A%5B%22Landslide+Hazards%22%2C%22Problem+Soil+and+Rock+Hazards%22%2C%22Flooding+Hazards%22%2C%22Earthquake+Hazards%22%5D%7D&zoom=8&lat=39.5&lon=-112>

Commented [RS16]:
<https://wildfirerisk.utah.gov/>

Commented [RS17]: <https://drought.utah.gov/>

Commented [RS18]:
<https://www.lung.org/research/sota/city-rankings/most-polluted-cities>

Section 2.1.2 Industrial and Environmental Hazards

- **Former Geneva Steel Mill:** Vineyard includes land formerly used for heavy industry. Following extensive cleanup, these areas are now considered safe for residential and

Commented [RS19]: Start reviewing here on Friday. Go over holdon’s comments on Friday.

commercial development. However, the Corrective Action Management Unit (CAMU), where contaminated soils were consolidated and capped, will always remain a long-term concern. Ongoing monitoring and maintenance are required to ensure the integrity of the containment system, and future development must continue to account for these conditions.

2.2 Crime Patterns and Public Safety

Section 2.2.1 Total Incidents

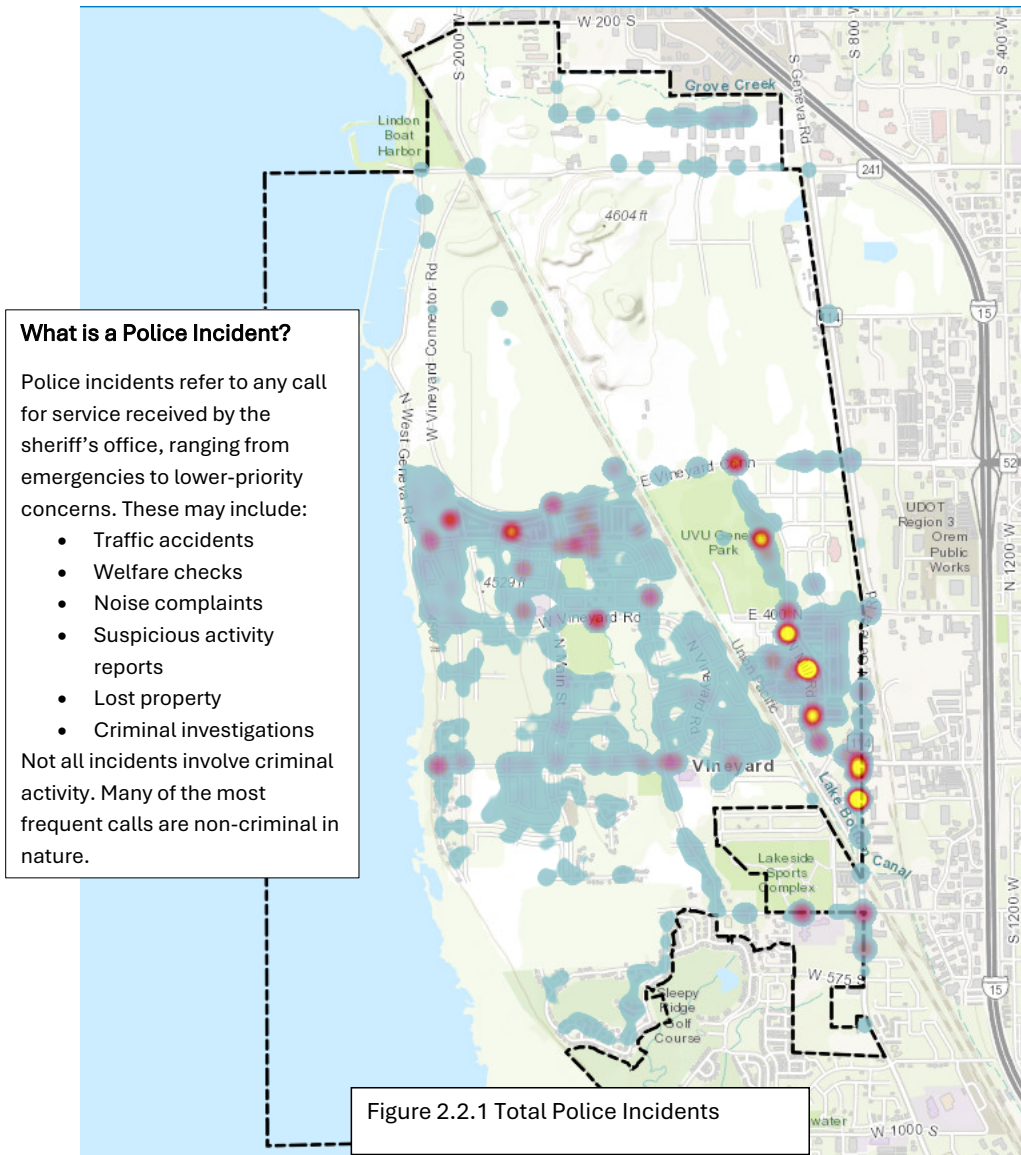


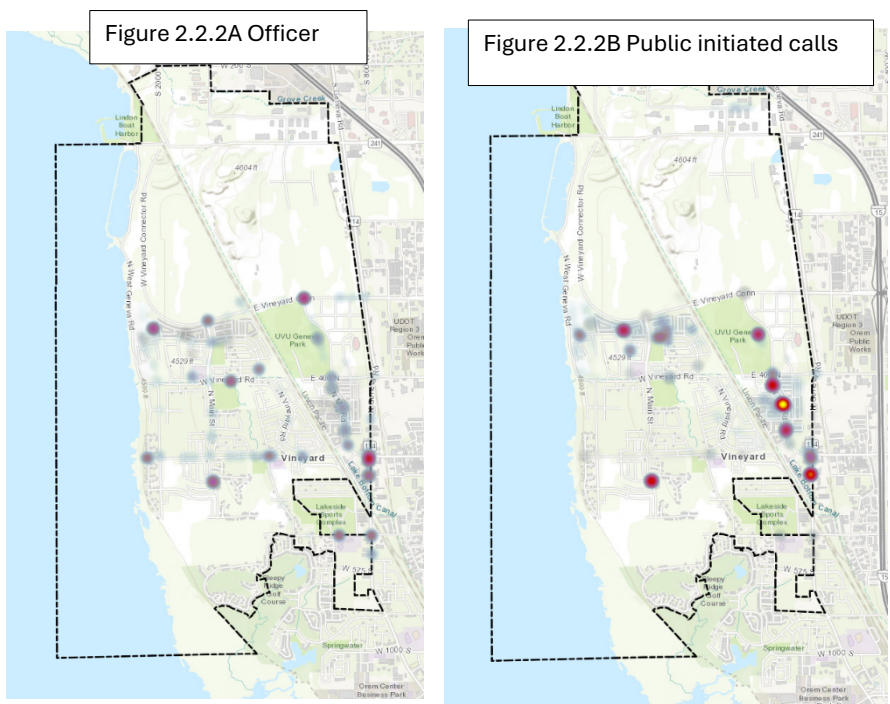
Figure 2.2.1 *Total Police Incidents* illustrates a heat map of total police incidents in Vineyard over the past five years. Blue areas indicate the lowest concentration of incidents, while yellow highlights areas of higher activity. All incident types are included, ranging from routine service calls to emergency responses.

The most intense activity is concentrated along Mill Road, where commercial, office, and multi-family residential uses converge. Other notable hot spots include the Water’s Edge and Lakefront condominium subdivisions, both characterized by compact residential development. Additional clusters appear near The Forge and along the I-15 corridor, reflecting the role of major transportation routes in generating traffic accidents and enforcement activity.

These patterns are consistent with expectations: areas that attract more people, for living, working, or recreation, typically generate more service calls. The majority of the calls include traffic incidents, noise complaints, welfare checks, and other non-criminal events.

Commented [RS20]: Redo the heatmap. Reduce transparency and filter calls directed to city hall to get rid of hot spot.

Section 2.2.2 Call Initiation Records



Figures 2.2.2A and 2.2.2B compare officer-initiated calls (left) with all other calls (right) over the past five years. Officer-initiated calls include proactive activities such as traffic stops, patrol checks, and directed enforcement. All other calls represent reactive responses generated by the public through 911 or non-emergency reporting.

Officer-initiated activity accounts for 38.6% of total incidents, showing a strong emphasis on proactive policing. These calls are more dispersed geographically, with activity visible along key arterial routes and within residential neighborhoods. By contrast, public-initiated calls are more clustered, with notable hotspots near Mill Road and The Preserve.

Section 2.2.3 Key Takeaways

As Vineyard continues to grow, particularly in Utah City, The Forge, and UVU, it is anticipated that service call intensity will expand accordingly. Planning for adequate public safety resources in these areas will be essential to maintaining high service standards citywide. Public safety planning should prioritize:

- Proactive policing in apartment complexes
- Traffic enforcement along arterial corridors
- Community engagement programs tailored to Vineyard’s young and highly mobile population.

Regular monitoring of incident patterns will be essential to ensure that law enforcement resources keep pace with Vineyard’s rapid growth.

Section 2.3 Demographic Factors Influencing Risk

- **Population size and density:** Vineyard has a population of approximately 19,424 (2025) With a total of 4.8 square miles, the population density is 4,047 people/ sq. mi. This is higher than the Utah County density, approximately 430 people/ sq. mi. Vineyard is experiencing one of the fastest growth rates in the state.
 - **Age distribution:** Vineyard’s population is very young, with a median age of 24.8 years (Census Report 2023). Approximately 18.9% of residents are ages 0–10, 15.2% are 10–19, 16.2% are 20–24, 26.9% are 25–34, and 22.4% are over 35, with just 2.1% over age 65. The high proportion of children highlights the importance of school safety and pedestrian-friendly routes. A large share of young adults, many attending or working near two major universities, may increase commuting-related risks.
 - **Socioeconomic factors:** The 2023 median household income is \$100,022. Vineyard’s population is predominantly White (non-Hispanic) at 73.5%, with growing Hispanic and Asian communities. An estimated 54.5% of housing units are rentals, which may influence community stability and emergency preparedness outreach strategies.
 - School administrators identified traffic safety as a major risk factor for Vineyard’s young population. Daily drop-off and dismissal periods create congestion and driver errors near elementary schools, particularly along 400 South and Geneva Road. Principals noted parents often disregard signage or traffic rules, with buses encroaching into crosswalks and visibility challenges for pedestrians. These hazards highlight the heightened vulnerability of school-age children and the need for targeted traffic safety interventions around schools.
-

Implications for Public Safety: Vineyard's public safety priorities are shaped by its rapid growth, natural hazards, and environmental risks. Rapid growth, a young and mobile population, and a large share of renters require tailored outreach and preparedness programs. At the same time, the city must address risks from flooding, earthquakes, wildfire, severe weather, drought, and poor air quality through smart development, emergency preparedness, and targeted mitigation in vulnerable areas.

Section 2.4 Historical Incident Data and Emerging Trends

- **Crime and law enforcement calls:** Vineyard experiences a low crime rate. Between 2020 (9,217 incidents) and 2024 (11,095 incidents), the Utah County Sheriff's Office recorded a 20.4% increase in total incidents. Analysis shows the majority of calls are non-criminal in nature, including traffic enforcement, welfare checks, and community service calls, while a smaller proportion involve criminal offenses. Of the seven incident categories tracked, the largest share falls under Traffic Related (48.8%) and Non-Criminal Service Call (34.7%). Together these incidents account for 83.5% of all incidents, and require a substantial percentage of the departments resources and time. Violent crimes, such as assault and robbery, remain extremely rare.
- **Fire and medical calls** – Detailed incident data show that fire department workload has increased moderately with population growth. Roughly two-thirds of Vineyard calls (69-75%) are medical or EMS-related. Fire suppression calls account for a small share of incidents but demand significant resources when they occur.

Section 2.5 Geographic Service Gaps

Police service coverage in Vineyard is strong. The highest incident intensity is located along commercial centers, multifamily housing, and high-traffic corridors intersect. Response times may increase in Utah City and northern Vineyard as they develop. Adding officers and patrol routes, and possibly establishing a satellite substation in northern Vineyard, will be critical to maintaining quick and reliable police service across all neighborhoods.

In addition to geographic service gaps related to roadway congestion and future development areas, Vineyard should address pedestrian safety along trails, shoreline corridors, and underpasses. Installing emergency call boxes and enhanced lighting in these locations will improve visibility, deter crime, and ensure residents and visitors can quickly access emergency services if needed.

School zones present recurring service gaps due to heavy traffic, pedestrian crossings, and limited visibility. Principals at Trailside Elementary and Freedom Prep reported congestion during pickup and dismissal, crosswalks obscured by bus traffic, and inadequate signage or enforcement. Addressing these locations with traffic calming, signalization, or enhanced enforcement will be critical to ensuring safe access for students.

Commented [RS21]: Give more details when more data is received.

Commented [RS22]: 1. GIS Network analyst service tool. 2. forecast call demand in Utah city. 3. AI - anylogic, simio, arcgis geo AI.

Section 3: Service Level Standards

This section sets out measurable service-level standards that Vineyard City can adopt. The standards were drawn with collaboration from Utah County Sheriff’s Office, Orem Fire Department, and national benchmarks. This section will define target response time goals, recommend appropriate staffing ratios, establish metrics for community engagement crime prevention, and disaster readiness, and compare Vineyard City’s current service level to industry benchmarks.

Section 3.1 Target Response-Time Goals

Service	Benchmarks and rationale	Suggested Vineyard City target (90-percent compliance)
Fire	National standards (NFPA 1710) set clear expectations: crews should be dispatched within 1 minute, leave the station within 1 minute, and arrive on scene within 4 minutes. In practice, this means the first fire truck should reach the incident within 5 minutes of dispatch for at least 90% of calls.	First unit on-scene within 5 minutes of dispatch for 90 % of calls. Additional units should arrive within 8 min to support initial operations.
Emergency Medical Services (EMS)	National benchmarks (NFPA 1710) expect a first responder (firefighter/EMT) on scene within 5 minutes, and an advanced life support (ALS) unit, staffed with paramedics, within 9 minutes for serious medical emergencies.	First responders on-scene within 5 min and ALS unit within 9 min for 90 % of life-threatening calls.
Police	There is no nationally mandated response-time standard for law-enforcement. Utah County Sheriff’s Office (Vineyard Office) set an internal target for Priority 1 and 2 calls responses in under 4 minutes.	Vineyard City should maintain current response times (4 minutes) for high-priority calls.

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Quick response times make a substantial difference. For fire and EMS, quick arrival greatly increases the odds of successful rescues and limits property damage. National fire standards show that dispatching crews within a minute, leaving the station within one minute, and arriving on scene within four minutes gives firefighters the best chance to stop a fire before it spreads and allows EMTs to begin life-saving care within the critical five to nine minute window. For police,

shorter response times can deter offenders and build public confidence, though community satisfaction and case resolution are just as important as how fast an officer arrives.

Section 3.2 Recommended Staffing Ratios

Service	Benchmark references	Suggested Vineyard City guideline
Firefighters per population	The median staffing ratio is .84-1.30 firefighters per 1,000 residents (NFPA). ICMA suggests 1.0-1.5 firefighters per 1,000 residents as a guide.	With the addition of Vineyard Fire Station, Orem Fire will have a ratio of .71 firefighters per 1,000 residents (87 serving 121,000 residents). The ratio of firefighters serving Vineyard is 1.34 (26 firefighters serving approximately 19,000 residents). Vineyard City should support the growth of Orem Fire Department as the population and development increase.
Police officers per population	In Utah County, cities average about 1 officer per 1,000 residents. As commercial and industrial uses increase, and Vineyard day-time population increases a higher ratio is needed. ICMA warns that officers per 1,000 residents should not be the sole basis for staffing decisions.	Vineyard City currently has a department goal of .7-.8 officers per 1,000 residents. Due to the contract with Utah County Sheriff’s office and access to its resources, Vineyard does not need a high ratio. As development increases, Vineyard City should aim for 1 officer per 1,000 residents. Should Vineyard City wish to establish its own police department an officer ratio of 1.5-2.0 officer per 1,000 residents is recommended.

Commented [RS24]: Confirm with fire.

Commented [RS25]: Current department goal is 1 per 1500 and quickly moving to 1 per 1250. We don’t need as high a ratio due to outsourcing many things to Utah County Sherriff’s Office / contract. In the future in would be wise to aim closer to 1/1000.

Staffing levels need to balance efficiency with community needs. Law enforcement and fire service experts caution against using a simple “per capita” formula alone. It is recommended to look at call volumes, service expectations, and community priorities when planning staffing levels. For Vineyard, this means setting staffing goals that reflect its unique situation, while still planning for steady growth as the population expands.

Section 3.3 Metrics for Community Engagement, Crime Prevention and Disaster Readiness

Public safety is not measured only by incident counts and response times; it is also defined by how well police, fire, and EMS engage with the community, prevent crime, and prepare residents for emergencies. Establishing clear metrics in these areas helps Vineyard City track progress, maintain accountability, and build community trust.

Section 3.3.1 Community Engagement

- **Public safety performance metrics:** Vineyard can track key measurements such as crime rates, average police/fire/EMS response times, case resolution and clearance rates, resident satisfaction from surveys, and referrals or responses to mental health and substance-use incidents. These measures provide a snapshot of both service effectiveness and community trust.
- **Public engagement activity metrics:** Public engagement can be measured by the number and reach of social media posts, attendance at public meetings and workshops relating to public safety, survey response rates, participation in school resource officer programs, and public safety involvement at community events. As mentioned in the City’s Emergency Response Plan, Vineyard should continue to encourage and track the number of residents that participate in Community Emergency Response Teams (CERT), Neighborhood Watch, and Block Captains.
- **Fire Department programs:** Orem Fire Department programs include the *Youth Firesetter Intervention Program* (launched in 2023) and the *Fire Cadet Program* with Alpine School District, which offers high school students hands-on training and academic credit. Vineyard can encourage resident participation and measure total number of youth participants in these programs.
- **School engagement with public safety:** Local elementary schools expressed strong appreciation for the School Resource Officer (SRO) program and recommended that it continue. They also emphasized the need for improved communication between schools, the city, and police/fire personnel during emergencies. Vineyard should proactively ensure that all schools and other key community stakeholders are included in the City’s emergency notification system (e.g., Everbridge).

Section 3.3.2 Crime Prevention

- **Calls for service and clearance rates:** Monitoring trends in call volume and the percentage of cases cleared helps identify where prevention strategies are effective and where gaps remain. Regular review supports data-driven deployment of resources to address high-risk areas.
- **Proactive Policing:** Metrics may include the number of officer-initiated contacts, traffic enforcement stops, community patrols, and outreach efforts such as Neighborhood Watch or business checks. These activities not only deter crime but also strengthen positive connections between officers and residents.

Section 3.3.3 Disaster Readiness and Resilience

- **Wildland response:** Orem Fire Department has a Wildland Team of 16-specially trained firefighters. This program brings revenue to the fire department. Vineyard benefits from this program by having access to trained personnel and equipment during the local fire season.

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Commented [CH27R26]: IS this the crew that helps remove brush from the area north of Grove Park? Or how do we utilize them?

- **Mitigation:** Orem Fire completes mitigation efforts annually in Vineyard. Vineyard should track the total acres that are mitigated annually.
- **Household preparedness:** Vineyard should encourage residents to prepare for emergencies. Vineyard may partner with local religious groups or non-profits to teach and help households prepare. This may be measured by the share of households with emergency kits, family plans, and residents trained in CPR/first aid.
- **City preparedness:** City staff should be regularly trained in the in the Emergency Operations Plan (EOP). City staff and community should be aware of designated crisis leaders and available community shelters. Regular drills and checkup of backup communication systems should be done often Vineyard should update the Emergency Preparedness Manual biennially or as needed. The Emergency Operation Plan (EOP) should also regularly be shared with the community and school administrations.
- **Community programs:** Orem Fire offers monthly neighborhood preparedness courses and HAM radio training. Vineyard can encourage residents to join these programs and measure total participation.

Section 3.4 Vineyard City Current Service Level to Industry Benchmarks

Service	National Benchmarks	Vineyard Current	Vineyard Future Goal (30-year)
Police Officers	U.S. average: 1.8–2.6 officers per 1,000 residents (BJS/ICMA). Utah County cities average ~1.0 per 1,000.	1 per 1,500 residents (0.67 per 1,000). Moving to 1 per 1,250 (0.8 per 1,000).	Plan to reach 1 per 1,000 over time, while still relying on Utah County for specialized units and support.
Firefighters/ EMS	NFPA median: 0.84–1.30 per 1,000 in cities >25,000	1.3 per 1,000 residents, moving to 1.6 per 1,000 residents with Vineyard Station	1.0–1.3 per 1,000, adjusting for growth, building density, and call volume.

Commented [RS28]: How many firefighters are dedicated to Vineyard? Is 26 correct, I added the total from the current stations. It will be 31-32 with completion of vineyard station

Commented [RS29]: Should I add a table showing estimating future square footage needs?

Section 4: Facilities and Equipment:

Modern facilities and equipment are critical to effective public safety. This section evaluates the condition and capacity of Vineyard’s stations, vehicles, and apparatus, identifies infrastructure gaps, and recommends upgrades or new construction. It also considers emerging technologies—such as GIS tools, drones, and wearables—to ensure systems remain sufficient and scalable for future growth.

Section 4.1 Current condition, capacity, and functionality of current facilities

Police: Police operations in Vineyard currently function at the brim of available space. The Utah County Sheriff’s Office substation shares roughly 1,140 square feet within City Hall, supplemented by off-site equipment storage space and some off-site office space. This leaves no room for long-term growth. According to the ICMA (International City Management Association) it is recommended, to have at least 250 square feet of building per staff member for administrative and operational needs. Having enough space in the work environment leads to improved morale, decreased stress, and increased productivity. Vineyard continues to add one to two officers annually; future space needs will quickly outpace current capacity. Planning for a dedicated police facility that scales with staffing growth will be critical to ensuring operational efficiency and long-term service sustainability.

Commented [RS30]: Find this source again. It’s either the international police something or the Utah office guideline.

If Vineyard were to establish its own police department, a larger footprint, of approximately 250 square feet per sworn officer (ICMA guidelines), would be needed to accommodate equipment storage, specialty units, and community service functions. The table below shows the estimated facility size required at different staffing levels. At 150 sq ft per staff member, Vineyard could continue to contract with Utah County Sheriff’s Department and reduce square footage needs. At 250 sq ft per staff member, Vineyard could establish an independent police department complete with additional units, equipment, evidence storage, and community services.

Staff (sworn officers and civilian staff)	Facility Size (150 sq ft/staff)	Facility Size (250 sq ft/staff)
20	3,000 sq ft	5,000 sq ft
30	4,500 sq ft	7,500 sq ft
40	6,000 sq ft	10,000 sq ft
50	7,500 sq ft	12,500 sq ft
60	9,000 sq ft	15,000 sq ft
70	10,500 sq ft	17,500 sq ft

Fire and EMS: Vineyard is currently served through Orem Fire Department stations, with a soon-to-be-opened Station 35 located in Vineyard itself, plus access to regional resources in Orem and Lindon. In 2024, land was purchased to relocate Station 31 from 300 E. 1000 S. Orem to 1400 S. Main Street, improving coverage for Vineyard’s southern and central neighborhoods. Additionally, the regional training center in Orem provides three acres with two burn structures, classrooms, and apparatus bays, ensuring high-quality firefighter training. Current facilities are considered

Commented [CH31]: Assume Vineyard is operational

adequate to meet near-term needs, but long-term expansion will be necessary as Vineyard approaches build-out.

Section 4.2 Adequacy of Vehicles, Apparatus, and Other Equipment

Police: The police fleet includes a limited number of vehicles, with only one spare available. Ideally, a small reserve pool would be maintained by the Sheriff’s department to cover maintenance or collision downtime. Current police equipment includes radios, body-worn cameras, laptops and standard patrol gear per each sworn officer. Additional vehicles and equipment may be required as staffing expands. Spare equipment is available through the Utah County Sheriff’s Department.

Fire: Each station is staffed with an engine and ambulance, with reserve units available. Vehicle and equipment replacement is managed by Orem Fire Department, and typically scheduled based on age, condition, and service hours. Each vehicle is maintained by Orem City Fleet Division. Additional vehicles and equipment will be required as population and call volume continues to increase.

Section 4.3 Infrastructure Deficiencies

Transportation infrastructure presents several barriers to quick emergency responses, especially during rush hour. Below is a list of corridors and intersections that provide a challenge in the City. Vineyard’s Transportation Master Plan discusses improvements and solutions to each of these challenges.

- **Geneva Road and Mill Road** – The UPRR Spur line reduces eastbound traffic onto Center Street to one-lane resulting in traffic backing up.
- **Vineyard Connector and Center Street** – These are the only existing east/westbound roads with elevated rail crossing in the city.
- **400 N and Mill Road** – A stoplight is expected to be installed within the next few years as this road will eventually have direct access onto Geneva Road.
- **Main Street and Vineyard Loop Road** – A majority of existing Vineyard residents use this intersection to enter and exit the city. With UDOT owning the Vineyard Connector, it is important to work with them on issues that arise.
- **Vineyard Road and Main Street** – particularly during school start and ending times.
- **400 South and 620 E** - particularly during school start and ending times.

In addition, the railroad crossings at Center Street and Geneva remain a barrier. Active train crossings may block east–west movement for extended periods, forcing emergency units to detour

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and delaying response times. Vineyard should continue coordination with Union Pacific and UTA to reduce these obstructions.

Section 4.4 Recommended Facility Upgrades, Replacement, or New Construction

- Expansion of Sheriff’s Department, including office, lockers and storage space within existing City Hall building.
 - A police substation or satellite office could be considered in growth areas such as Utah City or The Forge if response times lengthen.
 - Fire Station 35 should be fully utilized once complete. A second Vineyard fire station may be warranted in the future if travel times or call volumes exceed accepted standards.
 - Install lighting along Utah Lake shoreline trails, underpasses, and other isolated pedestrian pathways to enhance public safety, deter crime, and improve emergency response accessibility.
 - Additional signage to school to help direct pick up and drop off.
-

Section 4.5 Integration of Emerging Technologies.

Technology is advancing quickly. Vineyard City should track upcoming technology and innovations while recognizing that funding and Utah’s evolving laws (particularly around AI) may limit adoption. Current police technology includes license plate readers (LPR/FLOCK) and drones. Orem Fire has integrated GIS into Knox Box access, developed a regional training center, and utilizes specialized EMS monitoring and wildland deployment tools. The following list contains some upcoming technologies that Vineyard may participate in in the coming decades. This list is not exhaustive, nor does it commit the City to invest in them.

GIS and Data Integration

- Real-time incident mapping, unit tracking, and risk analysis to improve deployment.
- Shared dashboards across police, fire, and EMS to support coordinated response and community transparency.

Drones and Aerial Technology

- Fire: thermal drones for size-up, wildland monitoring, search and rescue.
- Police: “drones as first responders” for scene assessment, accident mapping, and search operations.

AI and Predictive Analytics

- AI-assisted 911 call triage to improve dispatch speed and efficiency.
- Predictive analytics to identify crime hot spots and high-risk fire/EMS areas, enabling proactive deployment.
- Wearable Technology
- Fire: biometric sensors and smart PPE for firefighter health and accountability.
- Police: body-worn cameras, smart holsters, and officer safety monitors.

Commented [RS34]: Proofread this section. Focus in a maybe 5 recommendations? Or include a top list in the bottom. Add enough detail

Commented [RS35R34]: Downtown will really benefit from technologies.

Commented [RS36]: License plate readers (LPR) is currently being used, FLOCK

Commented [RS37]: Utah state has a fear of privacy/ AI, future uses could be limited by state law. Here’s a list of opportunities, not obligated to pursue them.

Commented [RS38R37]: Note, that funding is limited.

- Station alerting wearables to reduce stress and improve turnout times.
- Data Dashboards & Cloud Sharing
- Cloud-based CAD/RMS for unified, mobile access.
- Public-facing dashboards to build trust and demonstrate performance.
- Response Efficiency Tools
- Modern fire station alerting systems with progressive tones and visual cues.
- Smart traffic signal preemption to clear routes and cut travel times.

Emerging Fire Service Tools

- Wider deployment of thermal imaging cameras.
- Indoor tracking and robotics as future investments.

Section 5: Staffing and **Operational Analysis**

Vineyard currently contracts with the Utah County Sheriff’s Office for police services and Orem Fire Department for fire and EMS services.

Section 5.1 Current Staffing Levels:

- **Police:** Staffing has grown steadily in recent years, with Vineyard adding approximately one officer for every 1,300 residents. Current staffing includes 15 sworn deputies assigned to patrol and 3 part-time civilian staff shared with Utah County. Specialized units (e.g., SWAT) are available through Utah County, reducing the need for Vineyard to duplicate those functions locally.
- **Fire/EMS:** Orem Fire provides coverage to Vineyard through five stations, including a dedicated presence in Vineyard (Station 35). The total staff from within those five stations will be 31 personnel, supported by several administrative and part-time staff. Staffing has increased in recent years, with six additional operational positions and four new division chiefs added to support expanded service areas.

Commented [RS39]: Ask police and fire for more detail concerning staffing levels, schedules, workload, overtime, budget. Assess training needs and programs. Send an email to them both on Monday asking for ALL The information I need. Goal tomorrow: draft email and create section with fill in the blanks. Also tomorrow, work on some maps or dive into staffing chart again.

Section **5.2 Overtime Usage and Budget Impacts**

Overtime is a significant and ongoing cost driver. Each deputy is required to complete at least 40 hours of annual training, much of which occurs on scheduled days off and is compensated as overtime. Deputies also regularly accrue overtime for court appearances, vehicle maintenance, and shift coverage when colleagues take leave. In addition, special city events are staffed exclusively through overtime shifts. For FY2025, UCSO requested Vineyard budget approximately \$100,000 in overtime costs.

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Section 5.3 Training and Professional Development

Both police and fire personnel participate in required state certifications and annual recertifications (POST for law enforcement, EMT/paramedic licensing for fire/EMS). Each deputy completes a minimum of 40 hours of training annually. Orem Fire has expanded training capacity through its regional training center, which includes burn structures and classrooms. Orem Fire Training: New Training Facility, designed with residential and multi-family fire simulation, classrooms, showers, and bays. 2024 courses included Apparatus Driver Operator Utah Fire & Rescue Academy certifications, wildfire and leadership training. 16-member trained wildland team deployed to Oregon, California, Idaho, and Utah in 2024, bringing ~\$1M back into the department.

Section 5.4 Organizational Structure and Deployment Models

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Police

- 18 total personnel serving Vineyard (15 sworn deputies, 3 civilian staff).
- Organizational chain of command: 1 Chief Deputy, 2 Sergeants, 1 Office Specialist, 1 Community Coordinator, 11 Deputies.
- Daily coverage provided by rotating 12-hour shifts ensuring 24/7 patrol presence.
- Supervisory expansion planned: future addition of a Lieutenant position to oversee sergeants, with the Chief Deputy transitioning to higher-level oversight.

Fire/EMS

- 95 full-time employees (81 operational, 14 administrative).
 - Daily operations: 27 members per platoon, 48/96 schedule.
 - Each platoon includes 1 Battalion Chief, 5 Captains, 3 Critical Care Paramedics, 5 Engineers, plus Firefighter/EMT/Paramedic crews.
-

Section 6: Funding Strategies

Commented [RS42]: Utah county provides the upfront cost, and vineyard repays at depreciation and decapriation rate? Such as uniforms, computers, radios, vehicles. Utah County does have spares, but vineyard is financially responsible for them. Spares all older equipment usually.

Section 6.1 Summary of Proposed Changes

Vineyard City's rapid growth requires a phased program of capital investments and operational enhancements to maintain public safety service levels. The following proposed changes summarize the priorities identified throughout this plan:

Police Services

- **Expand Space in City Hall:** Expand the sheriff's office footprint within the existing City Hall to relieve capacity constraints and provide adequate office, locker, and storage space.
- **Staffing and Equipment Growth:** Increase sworn officers and civilian support staff in alignment with population growth, aiming for approximately 1 officer per 1,000 residents at

buildout. Fleet vehicles, radios, and body-worn cameras should expand proportionally to population growth and call volume.

Fire & EMS Services

- **Second Fire Station:** Plan for a second Vineyard fire station within the next 20 years to maintain response times as Utah City, The Forge, and northern Vineyard develop.
- **Staffing Growth:** Maintain firefighter and paramedic staffing to meet NFPA and ICMA standards, targeting 1.0–1.3 firefighters per 1,000 residents as the city approaches full buildout.

Citywide / Multi-Agency Needs

- **Trail Lighting and Call Boxes:** Install lighting and emergency call boxes along major trails, underpasses, and shoreline pathways to enhance safety.
- **School Safety Enhancements:** Partner with elementary schools to strengthen to improve pedestrian and vehicle circulation safety during school drop off and pick up times through increased signage and SRO presence more often.
- **Technology & Innovation:** Expand use of GIS-based dashboards, license plate readers (LPR/FLOCK), drones, predictive analytics, and smart traffic preemption systems to improve deployment efficiency.
- **Community Preparedness:** Expand community emergency preparedness by annually reviewing the Emergency Operations. Integrate emergency preparedness education into city newsletters and social media. Encourage more residents to have 72 hours kits and participate in fire/ police programs.

Section 6.2 Cost estimates for proposed capital improvements, staffing increases, and operational changes.

Category	Proposed Change	Description	Estimated Cost	Timeframe
Police Services	Expand Space in City Hall	Expand sheriff's office footprint within City Hall (≈5,000–7,000 SF of office, lockers, and storage).	\$1.0–1.5M	Near-Term (0–5 yrs)
	Staffing & Equipment Growth	Add sworn officers and civilian staff to reach ~1 officer per 1,000 residents at buildout. Includes	\$120k-150k per officer annually	Ongoing / Phased

Category	Proposed Change	Description	Estimated Cost	Timeframe
		vehicles, radios, and body-worn cameras.		
Fire & EMS Services	Second Fire Station	Construct second fire station in northern Vineyard/Utah City area.	\$12–18M	Long-Term (20 yrs)
	Staffing Growth	Increase firefighter/paramedic staffing to maintain 1.0–1.3 per 1,000 residents.	\$120k–150k per firefighter annually	Ongoing / Phased
Citywide / Multi-Agency Needs	Trail Lighting & Call Boxes	Install safety lighting and emergency call boxes along trails, shoreline, and underpasses.	\$15k–25k per call box; \$150k–300k per mile of lighting	Near/Mid-Term
	School Safety Enhancements	Improve school circulation, signage, crosswalks, and reunification/emergency planning.	\$0.5–1.0M (multi-school improvements)	Near/Mid-Term
	Technology & Innovation	GIS dashboards, LPR/FLOCK, drones, predictive analytics, smart traffic preemption.	\$0.5–1.0M initial; \$100k–200k annually (maintenance)	Near/Mid-Term
	Community Preparedness	Review Emergency Operations Plan, encourage residents to participate in police / fire programs	\$3k annually (current staff cost)	Ongoing

Section 6.3 Potential Funding Options

Vineyard City can receive funding from a mix of local, state, and federal funding tools to implement the public-safety improvements identified in this plan. Each funding option varies in eligibility, flexibility, and long-term financial impact. Cost estimates in this section are conceptual and intended for strategic planning purposes.

Impact Fees: Impact fees allow Vineyard to recover a proportionate share of growth-related capital costs for police, fire, and emergency facilities, vehicles, and equipment. Fees must be supported by an adopted Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) and applied only to projects that maintain the existing level of service as new development occurs.

Pros: Provides a predictable, legally defensible funding stream linked directly to growth; reduces burden on existing taxpayers.

Cons: Restricted to capital projects only, not operations or maintenance costs. Requires careful documentation and periodic updates.

Grants: Vineyard can pursue competitive grants to supplement current funding. Key programs include:

- DOJ COPS Hiring Program: supports officer staffing and training.
- FEMA Assistance to Firefighters Grant (AFG): funds apparatus, fleets, equipment, and facility upgrades.
- SAFER Grant: supports firefighter recruitment and retention.
- State Homeland Security Program (SHSP): assists with communications, interoperability, and regional emergency-management initiatives.

Pros: Reduces local cost burden; can fund pilot projects or technology upgrades.

Cons: Highly competitive; often requires matching funds and short spending windows.

Bonds: Bond financing spreads the cost of large, long-life facilities (such as a new fire stations) over time. Bonds are backed by property or sales tax revenue and typically require voter approval. Revenue bonds are repaid from specific revenue sources or impact-fee proceeds.

Pros: Enables immediate construction of major projects; matches cost to asset lifespan.

Cons: Creates long-term debt obligations and potential tax increases implications; voter approval can extend timelines.

Public-Private Partnerships: Developers and major property owners may participate in public-safety infrastructure through negotiated agreements, joint-use facilities, or cost-sharing. Examples include co-located police offices within mixed-use developments or developer contributions toward apparatus bays serving new districts.

Pros: Encourages innovation and shared benefit; can expedite facility delivery within growth areas.

Cons: Requires complex legal agreements and clear delineation of ownership, maintenance, and liability.

General Fund: The General Fund supports ongoing operations, personnel, maintenance, and smaller capital purchases not eligible for impact-fee funding. It provides the City's most flexible revenue source for sustaining service levels and implementing short-term improvements.

Pros: Offers flexibility for both operational and minor capital expenses; no external approvals required.

Cons: Competes with other City priorities (administrative costs, streets, parks); limited capacity for large-scale or growth-related projects.

Proposed Change	Estimated Cost	Potential Funding Sources
Expand Police Space in City Hall	\$2-3 million	Impact Fees (growth-related, partial); Bonds, Federal Grants (DOJ COPS, Byrne JAG)
Police Staffing & Equipment Growth	\$120k-200k for each new officer	Impact Fees (growth share); General Fund; DOJ COPS Hiring Program
Second Fire Station (Northern Vineyard)	\$12-18 million (construction costs only)	Impact Fees (primary funding source); Bonds; State & Federal Grants (FEMA AFG, SAFER, Utah State Fire Grants)
Firefighter/Paramedic Staffing Growth	\$120k-150k per staff annually	Impact Fees (growth share); General Fund; FEMA SAFER Grants (short-term)
Trail Lighting & Emergency Call Boxes	\$15k-25k per call box; \$150k-300k per mile of lighting	Impact Fees (partial eligibility for safety infrastructure); Developer Contributions (P3s); UDOT "Safe Routes to School" & TAP Grants
School Safety Enhancements	\$0.5-1.0 million	Impact Fees (partial, growth-related); State School Safety Grants;

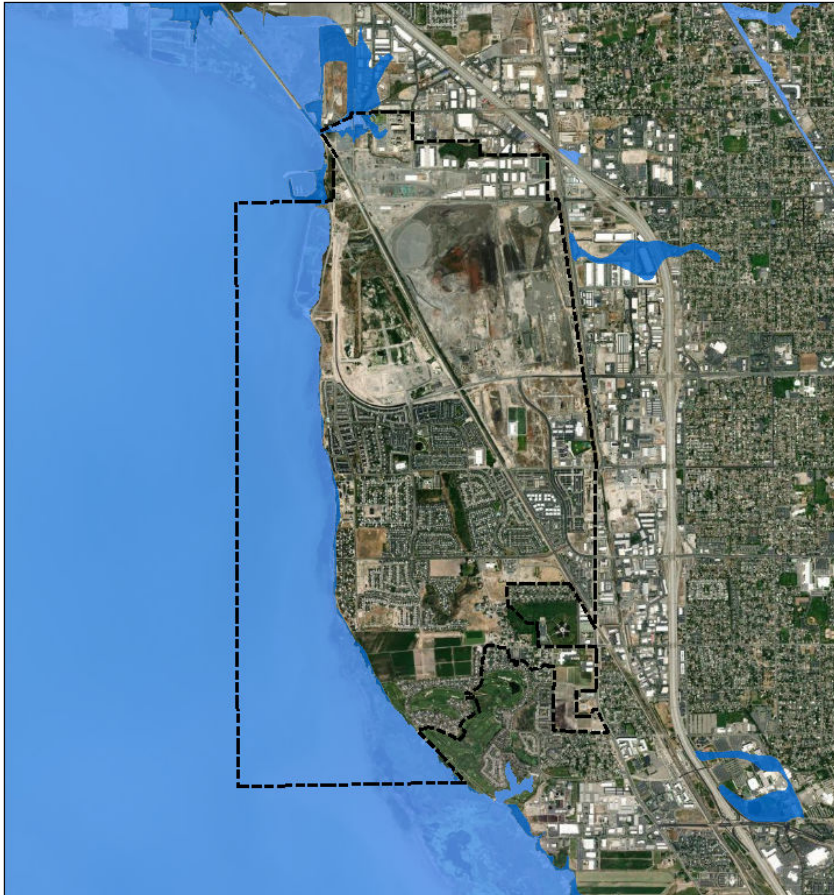
Section 6.4 Phased Implementation Strategy

Phase	Time Frame	Primary Goals	Key Projects / Actions	Estimated Cost Range	Primary Funding Sources
Short-Term	0 – 5 Years	Relieve space constraints; maintain response times; improve coordination	<ul style="list-style-type: none"> Expand Police Space in City Hall (\$2 – 3 M) Add officers & equipment annually (\$0.3 – 0.5 M / yr; ≈\$0.1 – 0.2 M per officer) Complete & staff Fire Station 35 (existing Orem Fire facility) Trail lighting & emergency call boxes (\$15 – 25 k per box; \$150 – 300 k per mile) School safety enhancements (\$0.5 – 1.0 M) and integrate 	≈ \$3-5 M (+ staffing costs)	Impact Fees (partial); General Fund; DOJ COPS; FEMA AFG/SAFER; Developer Contributions

Phase	Time Frame	Primary Goals	Key Projects / Actions	Estimated Cost Range	Primary Funding Sources
			schools into emergency notifications		
Medium-Term	5 – 15 Years	Expand facilities & staffing; modernize technology	<ul style="list-style-type: none"> • Plan & acquire site for Second Fire Station (planning + site ≈ \$5 – 7 M) • Add Firefighter / Paramedic positions (\$120 – 150 k per staff annually) • Implement GIS / Drone / Signal Preemption Technology (\$0.25 – 0.4 M) 	≈ \$25 – 35 M (total program)	Impact Fees (primary); Bonds; FEMA AFG / SAFER; State Fire Grants; P3 Partnerships
Long-Term	15 + Years	Achieve build-out readiness; ensure lifecycle sustainability	<ul style="list-style-type: none"> • Construct & staff Second Fire Station (Utah City) (\$12 – 18 M construction) • Expand Police Department (\$10 – 15 M future option) • Replace fleet & apparatus on scheduled lifecycles (\$2 – 4 M rolling program) 	≈ \$20 – 30 M	Impact Fees (ongoing); General Fund (O&M & replacement); Capital Reserves; Grants

Appendices:

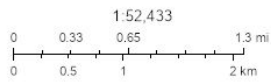
Vineyard City: FEMA 100-year Floodplain



8/12/2025

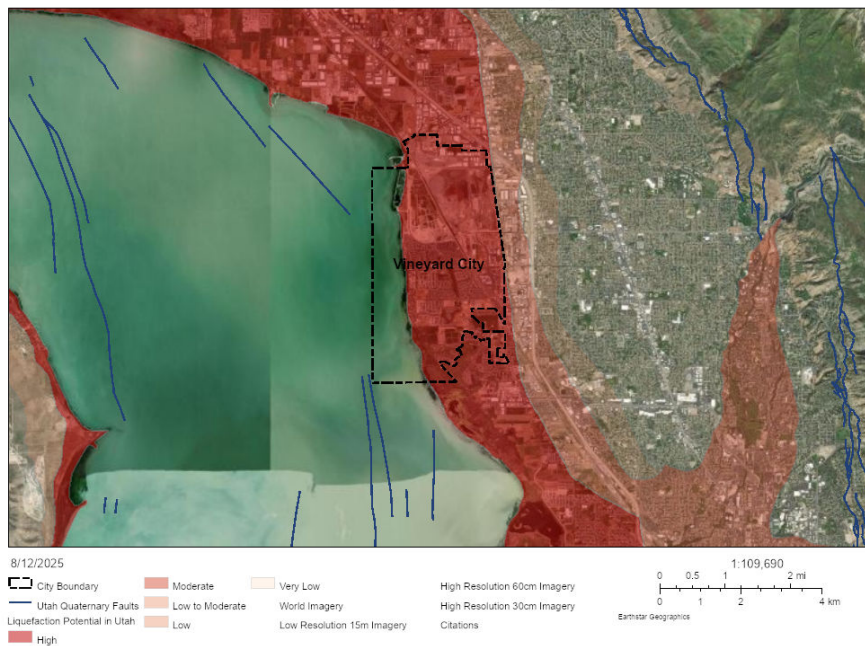
-  City Boundary
- USA Flood Hazard Areas
-  0.2% Annual Chance Flood Hazard
-  1% Annual Chance Flood Hazard
- World Imagery

- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 9.6m Resolution Metadata

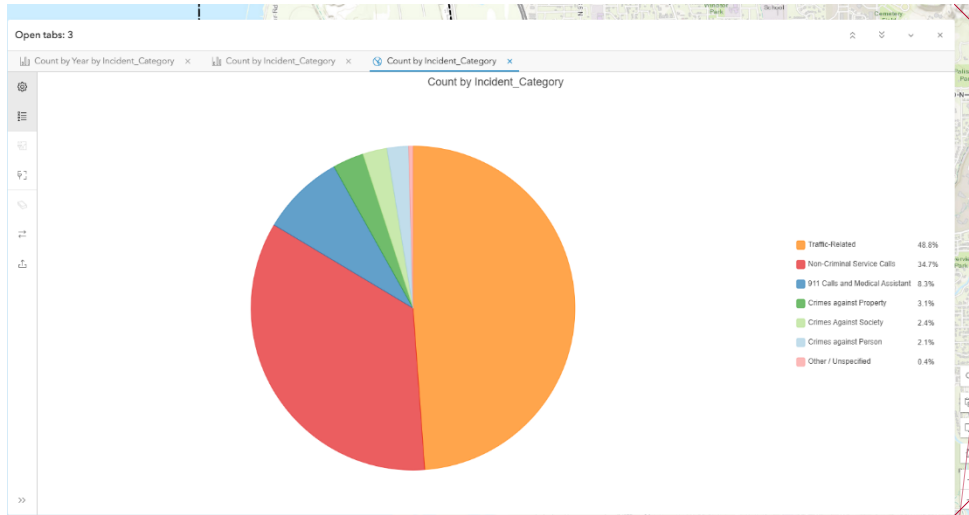


Maxar

Vineyard Geological Hazards: Liquefaction



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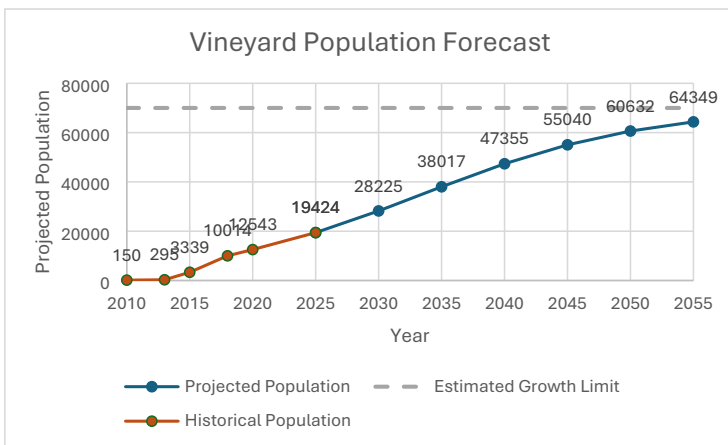
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Code	Incident Category	Summary	Example Incident Types
C	Crimes Against Person	Incidents involving physical harm, threats of harm, weapons, or other acts intended to injure or intimidate individuals.	Assault, custodial interference, domestic violence, explosion, kidnapping, child pornography, sex offenses, stalking, threats
P	Crimes Against Property	Offenses where property is unlawfully taken, damaged, or destroyed without direct personal violence.	Alarms (bank, commercial, residential), burglary, criminal mischief, fraud, property damage, theft, vehicle theft, trespassing
S	Crimes Against Society	Offenses that represent violations of public law and order rather than direct harm to individuals or property.	DUI, loitering, disorderly conduct, trespassing, obscenity, public intoxication

T	Traffic-Related	Incidents related to vehicle operation, roadway hazards, traffic violations, collisions, or enforcement activities.	Accidents, fix-it tickets, vehicle impounds, parking problems, traffic enforcement, traffic control, train problems, traffic stops, VIN inspections
M	911 Calls and Medical Assist	Non-violent calls for service related to medical needs, safety concerns, or minor disturbances affecting community peace.	911 hang-ups, medical assistance calls, overdoses, pregnancy-related calls, breathing problems, suicide threats
N	Non-Criminal Service Calls	Requests for police service where no crime or violation is alleged.	Agency assists, fire alarms, citizen contacts, civil problems, community events, crossing guard duties, dumping, fingerprinting, follow-ups, found child/person/property, industrial issues, information, keep peace, presentations, mental health calls, runaways, search and rescue, welfare checks
O	Other / Unspecified	Incidents that do not fit into another category, or administrative/blank/duplicate records.	Dropped calls, blank records, duplicate dispatches

Abbreviation	Meaning
NFPA	National Fire Protection Association
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
ALS	Advanced Life Support
BLS	Basic Life Support
CALEA	Commission on Accreditation for Law Enforcement Agencies
ICMA	International City/County Management Association
BC	Battalion Chief
UVU	Utah Valley University
CAD	Computer-Aided Dispatch
NIBRS	National Incident-Based Reporting System (current FBI crime reporting system)

Abbreviation	Meaning
DOJ	U.S. Department of Justice
FBI	Federal Bureau of Investigation
LE	Law Enforcement



	2025 (Baseline)	2035 (40%)	2045 (80%)	2055 (100%)
Office	.154	1.4	2.8	3.5
Industrial	1.26	2.2	4.4	5.5
Commercial	.333	0.84	1.68	2.1
The Forge- Mixed Use	0	0.72	1.44	1.8
Total				12.9

- Sources :
- FEMA Map: <https://msc.fema.gov/portal/search>
- Geological Hazards: <https://maps.geology.utah.gov/hazards?layers=%7B%22selected%22%3A%5B%22Hazardous+%28Quaternary+age%29+Faults+-+Statewide%22%5D%2C%22hidden%22%3A%5B%22Landslide+Hazards%22%2C%22Problem+Soil+and+Rock+Hazards%22%2C%22Flooding+Hazards%22%2C%22Earthquake+Hazards%22%5D%7D&zoom=8&lat=39.5&lon=-112>

- Wildfire risk: <https://wildfirerisk.utah.gov/>
- Drought: <https://drought.utah.gov/>
- Air quality: <https://www.lung.org/research/sota/city-rankings/most-polluted-cities>
- NFPA 1710 fire response time standards (City of Turlock Fire Department summary) – <https://www.cityofturlock.org/firedepartment/aboutus/datastatistics/responsetimestatistics.asp>
- NFPA 1710 EMS benchmarks (DC Fire & EMS Department) – <https://fems.dc.gov/page/ems-reponse-time>
- Firefighter staffing benchmark (NFPA guideline: 0.84 to 1.30 firefighters per 1,000 population) – <https://fireandsafetyjournalamericas.com/firefighter-staffing-levels-in-california-under-scrutiny-amid-wildfire-risk/>
- Police staffing ratio averages (ICMA – 1.8 to 2.6 officers per 1,000 population) – <https://icma.org/articles/pm-magazine/5-myths-about-police-metrics>
- CALEA accreditation standards (Office of Justice Programs) – <https://www.ojp.gov/ncjrs/virtual-library/abstracts/departments-management-and-calea-commission-accreditation-law>
- IEEE Public Safety Technology Initiative – *Role of Mapping Technology in Public Safety* [publicsafety.ieee.org](https://publicsafety.ieee.org/publicsafety.ieee.org)
- *Firehouse Magazine* – Fire GIS in Action: Operational Intelligence via GIS [firehouse.com](https://firehouse.com/firehouse.com)
- Microsoft Public Safety eBook – *Digital Transformation of Public Safety* info.microsoft.com
- NFPA 2400 – *Standard for Small Unmanned Aircraft Systems (sUAS) for Public Safety* [fireengineering.com](https://fireengineering.com/fireengineering.com)
- *Fire Engineering* – What NFPA 2400 means for Fire Dept Drone Programs fireengineering.com
- Police Chief Magazine – *Drones as First Responders* (IACP) [policechiefmagazine.org](https://policechiefmagazine.org/policechiefmagazine.org)
- Police1 Special Report – *AI in 911 Dispatching* [police1.com](https://police1.com/police1.com)
- Domestic Preparedness Journal – *AI in 911 Centers* [domesticpreparedness.com](https://domesticpreparedness.com/domesticpreparedness.com)
- Hexagon Public Safety – *AI for Law Enforcement* (use cases) hxgnpublicsafety.com
- NIJ (National Institute of Justice) – *Research on Body-Worn Cameras* [nij.ojp.gov](https://nij.ojp.gov/nij.ojp.gov)
- FireRescue1 – *Firefighting Evolution: Wearables Enhance Safety* [firerescue1.com](https://firerescue1.com/firerescue1.com)
- Firehouse Magazine – *Wearable Tech for Firefighters (NFFF Summit)* [firehouse.com](https://firehouse.com/firehouse.com)
- Government-Fleet (Feb 2025) – *Smarter Traffic Signals for Emergency Vehicles* [government-fleet.com](https://government-fleet.com/government-fleet.com)
- Motorola Solutions – *Fire Station Alerting Solution Brief* (NFPA turnout standards) motorolasolutions.com
- ICMA “Smart Solutions” Tech Guide – *Sharing Performance Data with Public* icma.org

- Tyler Technologies – *Enterprise Mobile Field Reporting* tylertech.com
- FLIR Public Safety – *Thermal Imaging Standard Issue for Firefighters* quollnet.com



Zions Public Finance, Inc.

for

Vineyard

PROPOSAL:

Public Safety Master Plan

Review

Impact Fee Facilities Plan

Impact Fee Analysis

December 2025



9 December 2025

Rachel Stevens
rachels@vineyardutah.gov

RE: PROPOSAL FOR PUBLIC SAFETY MASTER PLAN REVIEW, IFFP AND IFA

Dear Rachel:

Zions Public Finance, Inc. (ZPFI) enthusiastically submits this Proposal to review the City's Public Safety Master Plan and to prepare an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) for public safety.

Our consultants have **successfully crafted hundreds of impact fees** over the years and we feel that we are uniquely qualified to assist you for the following reasons:

- ZPFI stays **current on the issues** surrounding impact fees and other fees in Utah, has been asked to testify before a Utah Legislative Task Force on impact fees, present at the Utah Land Use Institute with State and City Leaders and attorneys on the defensibility of various types of fees and methodologies, and can therefore ensure that your fees are defensible and in line with today's standards and the requirements of Utah Code.
- We are **highly experienced** with rates and fees **in rapidly-growing communities** such as Vineyard. A few examples of our recent work with clients that fit this category include: Herriman, Saratoga Springs, Syracuse, Springville, American Fork, Lehi, Snyderville Basin, Timpanogos Special Service District, Granger-Hunter Improvement District, Vineyard, Grantsville, Heber, Hurricane, Santaquin, Salem and West Point.
- Our **financial models are adaptive and interactive**. As part of the process, we sit down with our clients and show impacts to the calculations from varying assumptions, such as timing of capital projects, assets included for buy-in, inflation, growth, methods of financing, etc.

Please let us know if we can provide you with any further information.

Best Regards,



Susie Becker
Senior Vice President, Zions Public
Finance, Inc.
801.844.8310 (w); 801.540.8679 (m)
susan.becker@zionsbancorp.com

Qualifications and Experience

Zions First National Bank was founded in Salt Lake City in 1873 and continues its legacy of strength and stability as one of the oldest financial institutions in the Intermountain West. Our department, ZPFI, is comprised of a team of 20 professionals committed to providing unparalleled service to municipal entities, local districts, government agencies and private clients throughout Utah and the Intermountain West.



We have two primary service areas:

- 1) financial advisory to assist governmental entities in bonding, disclosure, and reporting processes
- 2) municipal consulting services focusing on economic development, planning, real estate development advisory and fee-related services

Our Municipal Consulting Group, an integral part of ZPFI, is well known and respected throughout the Intermountain Region for its leadership in utility user rate and impact fee analyses, economic development, redevelopment, market analysis, real estate development advisory, capital facility finance planning, feasibility studies and fiscal/economic impacts analysis.

ZPFI is committed to completing projects on time and we stand by our history of meeting project deadlines and producing a quality work product for our clients that are tailored to meet their needs.

Zions has a deep bench of consultants who are highly qualified and experienced with a wide range of fees. Our group brings unparalleled expertise and reputation to your studies. Susie Becker has completed 100s of fees in her 30 years of experience and is recognized as a leader throughout the State in this regard. While at Park City, Erik Daenitz led the quantitative analysis for a multitude of projects, including citywide fees and has followed up with numerous fee studies at Zions.

Susie Becker | Senior Vice President, Zions Public Finance, Inc.



For the past 31 years, Susie has specialized in economic consulting and planning and has consulted on some of the largest and most challenging projects in the intermountain region including Point of the Mountain, Rio Tinto properties and Stadler Rail; and has testified before legislative task forces on economic policies and procedures in Utah, as well as on impact fees. She has been involved with numerous general plans, real estate and market analyses, economic strategic plans, housing studies, community reinvestment areas, utility rates, impact fees and other fee studies. Susie has a MBA degree, AICP and a securities license (Series 50 and 52).

Relevant projects include fee studies, **within the past year**, for the following communities: Springville, Lehi, Park City, Provo, North Ogden, Farmington, Murray, Heber, Huntsville, HVSSD, Alpine, Mapleton, Hurricane, Mendon, Moab, Mountain Green Fire Protection District, Hyrum, American Fork, Mountain Regional Water, New Harmony Fire District, Pineview Water, Santaquin, Saratoga Springs, Smithfield, South Weber, Syracuse, Timpanogos Special Service District, Wasatch County, Weber County and West Bountiful.

Erik Daentiz | Vice President, Zions Public Finance, Inc.



Erik provides experience working in municipal finance, budgeting and economic development. Prior to joining ZPFI, Erik worked for Park City Municipal Corporation first as its Deputy Budget Director overseeing capital projects and then as Park City's Director of Economic Development and Data Analytics. Prior to his time in the public sector he worked in Fixed Income Portfolio Construction and Risk Management at Goldman Sachs Asset Management.

As economic development director, Erik was heavily involved in negotiating Park City's new public-private partnership and PID with Deer Valley Resort, while also overseeing the City's Lower Park Avenue RDA. He also served as an internal statistical consultant to the City's departments and helped develop new techniques for forecasting Park City's sales taxes. Additionally, he collaborated with the City's public utilities department to develop a new water rates structure along with fiscal impact forecasts.

Related Projects and References

Saratoga Springs Transportation Utility Fee

ZPFI crafted a transportation utility fee (TUF) for Saratoga Springs that reflects the per unit cost of roadway maintenance in the City. The report that was prepared includes the increased demand put on the City's roadway system from rapid growth in the community and road miles as well as the inflationary costs of repairing and maintaining the roads, pavement conditions and preservation maintenance costs, an evaluation of all potential funding sources, calculation of rate tiers, proportionate share analysis and best practices with TUFs.

Contact: Mark Christensen
Position: City Manager, Saratoga Springs
e-mail: markc@saratogaspringscity.com
Phone: 801.766.9793

Timpanogos Special Service District (TSSD) Impact Fee

ZPFI worked with TSSD to create an impact fee that accurately reflects the impacts on the District's capital improvements from growth in the District. The District had issued several bonds and the necessary credits were made so that new development is not charged more than its proportionate share.

Contact: Rich Mickelsen
Position: District Manager, TSSD
e-mail: richard.mickelsen@timpssd.org
Phone: 801.763.5923

Huntsville Water Utility Rates

The Town has deteriorating water infrastructure that needs to be replaced and rates needed to be adjusted to pay for these postponed improvements. A rate model was constructed, working closely with the Town, to evaluate the timing of capital improvement projects and then to evaluate various rate structures and bonding structures.

Contact: Beckki Endicott
Position: Huntsville Town Clerk
e-mail: bendicott@huntsvilleutah.gov
Phone: 801.745.3420

Scope of Services

Impact Fees

Impact Fee Facilities Plans (IFFP) are the foundation of any Impact Fee Analysis (IFA). The key elements of every IFFP include, based on Utah Code 11-36a, the following tasks which have been summarized to more easily understand the steps that must be undertaken as part of the creation of an IFFP:

- Identify the existing level of service (LOS) which, for public safety, is facility sf per call
- Identify a proposed level of service
- Identify any *excess capacity* to accommodate future growth
- Identify *growth demands* (i.e., capacity consumed) on existing facilities
- Identify any *new construction projects* necessitated by new development and any *existing deficiencies* in the existing system that must be mitigated (this is so new development is not charged and appropriate credits can be made in the IFA for these projects)
- A general consideration of all potential *revenue sources* to finance the impacts on the system improvements, which is important so that appropriate credits can be made. An example of this would be outstanding bonds or anticipated grant funds.
- Certification of IFFP. ZPFI will certify the public safety IFFP.

Working from the IFFP, an Impact Fee Analysis (IFA) includes the following components:

- ***Incorporate Assumptions from the IFFP*** – The IFA will be consistent with the IFFP in every way. The same growth projections, level of service, future capital projects, and other key assumptions used in the IFFP will be incorporated into the IFA.
- ***Proportionate Share*** – ZPFI will allocate the costs among the demand units, including costs for any existing capacity, as well as the proportionate share of new construction costs attributable to new development within the next 6-10 years.
- ***Credits*** – Credits must be made against the gross impact fee for outstanding bonds, as well as the portion of new facilities that will benefit existing development (i.e., cure existing deficiencies). If these credits are not made properly, new development will pay more than its fair share – once through impact fees, and then again through rates that will have to be raised to cover the cost of the new facilities.
- ***Certification of IFA*** – ZPFI will certify as required by law.
- ***Meetings and Presentations*** – ZPFI will meet with the client throughout the process to review preliminary numbers and calculations, will do presentations as requested (i.e., city council work session) and will attend all public hearings.

Cost and Schedule

Our proposed fee is as follows:

Tasks	Vice Presidents	Analysts	Fee
Growth Projections	2	4	\$1,100
Review Master Plan	3		\$750
IFFP - Calls for Service Analysis	1	8	\$1,450
IFFP - Nonresidential sf Analysis		4	\$600
IFFP - Level of Service Analysis	3		\$750
IFFP - Facility Needs and Costs	6		\$1,500
IFFP - Written Report	2	12	\$2,300
IFA - Financial Model	2	6	\$1,400
IFA - Written Report	2	8	\$1,700
Meetings and Client Coordination	8	8	\$3,200
TOTAL	29	50	\$14,750

Our proposed schedule is a 3-month timeframe after receiving the requested data from the City. The data needed is as follows:

- Police and fire calls by residential and nonresidential categories, including traffic and other calls (i.e., exempt, mutual assist, etc.) categorized separately. If the City cannot provide this data in this format, ZPFI can geocode the calls, overlay zoning layers and summarize the number of calls by category
- Current police and fire facilities including square feet and actual cost of the facilities
- Existing fire vehicles that cost in excess of \$500,000 or that will be acquired in the next 6 years
- Impact fee fund balance if impact fees are currently in place
- Plans for future facilities to be built within the next 6 years including replacement of any existing facilities



Susan C. Becker, AICP

Senior Vice President

Zions Public Finance, Inc. | Municipal Consulting Group

For the past 30 years, Susie has specialized in fee studies, real estate market analysis, economic consulting and planning and has been the lead consultant on some of the largest and most challenging projects in the intermountain region, including funding mechanisms for the large Point of the Mountain project that spans Salt Lake and Utah counties, has testified before the Governor’s Legislative Task Forces on economic policies and procedures in Utah including the use of impact fees, has been involved with numerous fee studies, as well as the creation of a multitude of community reinvestment areas. Over the past few years she has reviewed all HTRZ applications in the State of Utah identifying the appropriate gap analysis. Her experience stretches from issues such as affordable housing concerns in resort communities like McCall, ID, to development of large scale commercial centers to utility rates for a newly-incorporated entity. She has a MBA degree, AICP and a securities license (Series 50 and 52).

Education

Master of Business
Administration, University of
Utah
MBA Ace and Dean’s Scholar
Bachelor of Arts, Humanities,
Brigham Young University

Public Service and Affiliations

Municipal Securities Registered
Representative
American Institute of Certified
Planners (AICP)
University of Utah Business
School Alumni Association
Board of Directors
Urban Land Institute, Mentor
Utah Redevelopment
Association
Utah Economic Alliance
Utah League of Cities and
Towns,
Land Use Task Force
WFRC Economic Development
Bountiful City Power Board Chair

Selected Presentations

“Downtown Revitalization,” Utah
League of Cities and Towns
“Basics of Market Analysis,” Main
Street Annual Conferences
“Weathering the Economic Storm,”
Utah League of Cities and Towns
“Redevelopment in Utah,” Utah
County and Davis County
Economic Alliance
“The Marriage of CDAs and SAA’s,”
Utah League of Cities and Towns
“Downtown Revitalization and
Economic Development,”
University of Utah School of
Architecture
“Economics and Planning,” Utah
League of Cities and Towns
“Economic Development Policies
and Practices,” Governor’s
Economic Task Force and Utah
Economic Alliance

Susie’s experience includes:

- Timpanogos Special Service District (TSSD) Impact Fees and Rates
- Mountain Regional Water Rates and Impact Fees
- Lehi Culinary Water and PI Rates
- Farmington Impact Fees – Water, Storm and Roads
- Clearfield City Culinary Water, Sewer and Storm Rate Impact Fees and User Rates
- Herriman Water Rates
- Saratoga Springs Storm and Sewer User Rates
- Saratoga Springs Parks and Recreation, Public Safety, Storm Water and Transportation Impact Fees
- Moab Water and Sewer Rates and Impact Fees
- Syracuse Impact Fees
- Herriman Impact Fees
- Layton Park and Transportation Impact Fees
- Marriott-Slaterville Secondary Water Fees
- Orem City Impact Fees
- Provo City Impact Fees
- Plain City Impact Fees
- Hurricane City Electric Fees
- Pleasant View Culinary Water & Storm Water Impact Fees and Rates
- South Weber Culinary Water and Sewer Impact Fees and User Rates
- North Salt Lake Culinary Water and PI User Rates
- Salem City Water and PI Rates
- Park City Impact Fees
- Salt Lake City Northwest Quadrant CRA Benefits Analysis
- North Fork SSD Rates
- Heber City Utility Rates
- Riverton Fire Impact Fees
- Unified Fire Service Area Impact Fees
- Millcreek Incorporation Feasibility Study
- Mount Olympus Improvement District Rates and Impact Fees
- Washington County Emergency Services Feasibility Study



Aaron Sanborn
Vice President
Zions Public Finance, Inc. | Municipal Consulting Group

Aaron brings over a decade of expertise in local government and municipal research. Before joining ZPFI, he served Eagle Mountain City as a Financial & Management Analyst and later as the Economic Development Director. His diverse roles included providing analytical support, coordinating marketing efforts, and directing business development, which collectively attracted over \$2.225 billion in direct investment to Eagle Mountain City.

At ZPFI, Aaron has overseen planning and economic development projects, created community reinvestment areas, conducted impact fee analyses, and performed various fee studies for municipal clients of all sizes.

Education

Master of Public Administration, Brigham Young University

Bachelor of Arts, History, Brigham Young University

Public Service and Affiliations

Utah Alliance for Economic Development

International Economic Development Council

International City/County Management Association

ICMA BYU Student Chapter President

Eagle Mountain Chamber of Commerce Board of Directors

Aaron's experience includes:

- Eagle Mountain Utility Rate Analysis
- CRA Creation for Meta, Tyson, and Google projects
- Eagle Mountain Economic Development Master Plan
- Bountiful General Plan
- Salt Lake County Leverage Ratio Analysis
- Twin Falls Bridge Alternatives Economic Analysis
- Point of the Mountain Transit Alternatives Analysis
- Point of the Mountain Funding Analysis
- Payson Station Area Plan
- Vineyard Station Area Plan
- Clearfield Station Area Plan
- South Salt Lake City Station Area Plan
- Salem Transportation Impact Fees
- Centerfield Impact Fees – Culinary Water, Secondary Water, Wastewater
- Saratoga Springs Downtown Plan
- Eagle Mountain Fiscal Impact Study
- Providence Sewer Feasibility Study
- Redevelopment Agency Annual Reports for multiple cities
- Murray Redevelopment Agency Fireclay Project Tax Increment Analysis
- Newton Water Impact Fee Analysis
- Mendon Water Impact Fee Analysis
- Herriman Economic Development Strategic Plan
- Heber Business License Fee Study
- Harrisville Business License Fee Study
- Syracuse Good Landlord Rental Fee Analysis
- Saratoga Springs Planning & Zoning Fee Study
- New Harmony Valley Special Service District Fire Impact Fee
- North Fork Special Service District Fire Fee Analysis
- North View Fire Impact Fee
- North Logan Main Street Master Plan
- Salt Lake City Consolidated Housing Plan
- Salt Lake City Economic Development Master Plan
- Marriott-Slaterville Business License Fee Study
- Provo Business & Rental Dwelling License Fee Study
- Erda Business License Fee Study
- West Jordan Planning & Engineering Fee Study
- Fillmore Golf Course Feasibility Study
- Riverton CRA Project Area Feasibility Study



Erik S. Daenitz
Vice President

Zions Public Finance, Inc. | Municipal Consulting Group

Erik provides experience working in municipal finance, budgeting and economic development. Prior to joining ZPFI, Erik worked for Park City Municipal Corporation first as its Deputy Budget Director overseeing capital projects and then as Park City's Director of Economic Development and Data Analytics. Prior to his time in the public sector he worked in Fixed Income Portfolio Construction and Risk Management at Goldman Sachs Asset Management.

As economic development director, Erik was heavily involved in negotiating Park City's new public-private partnership and PID with Deer Valley Resort, while also overseeing the City's Lower Park Avenue RDA. He also served as an internal statistical consultant to the City's departments and helped develop new techniques for forecasting Park City's sales taxes. Additionally, he collaborated with the City's public utilities department to develop a new water rates structure along with fiscal impact forecasts.

Education

Bachelor of Science,
Mathematics (Applied
Statistics Emphasis),
University of Utah -
expected 2025

Bachelor of Arts, Mass
Communication (News
Editorial),
University of Utah

**Public Service and
Affiliations**

Society for Industrial and
Applied Mathematics

Selected Presentations

"Potential Historic Park City Area
Plan," Park City Municipal
Corporation

"Base Area Development:
Opportunities and Challenges,"
Colorado Association of Ski
Towns

"Park City-Deer Valley Proposed
Partnership," Park City Municipal
Corporation

Erik's experience includes:

- Salt Lake MSD Kearns Preliminary Parks, Storm Water, and Transportation Impact Fee Study
- Heber City Water, Sewer, Storm Water and Pressurized Irrigation rates models and forecast
- Wellsville City Water rates study and revenue sufficiency forecasts
- Park City Municipal 2024 Water Impact Fee Study
- Park City Main Street Area Plan
- Park City General Fund financial model and long-term forecasting
- Park City Capital Fund financial model and long-term forecasting
- Park City Performance Measurements PC Stat program
- Park City Sales Tax model and projections
- Park City Public Utilities water rates model
- Park City Lower Park RDA budgeting and state reporting
- Park City Public-Private Partnership negotiations with \$15Mn+ public benefits package
- Budget process and monitoring on \$300M+ of Park City Municipal's capital projects programs
- "Peak Day" multi-factor demand detection model for Park City transportation and economic development teams
- Goldman Sachs Asset Management \$2Bn+ Strategic Income Fund characteristics and reporting model
- Goldman Sachs Asset Management \$500Mn+ Commodity Strategy Fund characteristics and reporting model
- Fund flows dashboard for \$300Bn+ Goldman Sachs Asset Management money market fund complex
- Volatility-weighted G10 interest rate trading model for Goldman Sachs Asset Management hedge funds
- Goldman Sachs Asset management money market reform GSAM.com digital web reporting



Ryan K. Smith
Financial Analyst

Zions Public Finance, Inc. | Municipal Consulting Group

In his academic and professional history, Ryan has studied planning, housing, transportation, infrastructure, and community development from an economic perspective. He has demonstrated the ability to combine quantitative and qualitative approaches to provide clients with data-driven, actionable insights. He uses economic methods, GIS tools, and qualitative inquiry to analyze, visualize, and synthesize real estate market data, socioeconomics and demographics, fiscal and financial information, and transportation trends.

Education

University of Miami

Bachelor of Science of
Business Administration

Major in Economics

University of Utah

Master of City and
Metropolitan Planning

*Specialization in Housing
and Community
Development*

Ryan’s creative problem-solving skills and team-player attitude have won repeated successes in consulting projects. In 2019, his team won first out of seventy-five student teams in the Managing for Success in the Global Environment case competition at the University of Miami. He continued sharpening his consulting skills with TAMID Group at the University of Miami, providing student-led consulting services to start-up companies across the globe in industries ranging from healthcare to marketing. He won the student organization’s Outstanding Consulting Analyst Award in 2020 for outstanding performance and work ethic. Ryan graduated summa cum laude with a B.S.B.A. in Economics from the University of Miami Herbert Business School in 2022.

In 2024, Ryan graduated from the City and Metropolitan Planning program at the University of Utah with his M.C.M.P., specializing in Housing and Community Development.

Ryan’s experience includes:

Housing Studies and Plans

- South Jordan 2024 Housing Report
- West Point General Plan Update 2023
- Mesa, AZ Balanced Housing Plan
- Riverton 2024 Housing Report
- North Salt Lake General Plan 2024
- Holladay General Plan 2025
- Larry H. Miller Cedar Crest Housing Report
- Millcreek 2024 Housing Report
- Santa Clara 2025 Housing Report

Transit Studies – Access to Economic Opportunity

- Park City, SR-248, Siting and Redevelopment Factors
- Utah Transit Authority, TRAX Techlink Study
- Midway Mobility, Affordable Housing Siting

Other Market Studies, Redevelopment Studies, Plans

- Utah Motorsports Campus Market Study
- Vineyard Station Area Plan
- Murray Central Station Area Plan
- Woods Cross Station Area Plan
- Ogden OGX Station Area Plans
- Garland Socio-Economic Report

Appendix A - Sample Impact Fee Experience

IMPACT FEE ANALYSIS PAST PROJECT EXPERIENCE										
Entity	Water	PI	Storm	Sewer	Parks	Roads	Power	Police	Fire	Total
Alpine	X	X								2
American Fork	X	X	X	X	X	X		X	X	8
Ash Creek SSD				X						1
Ash Creek SSD 2018				X						1
Bear River Water	X									1
Brian Head	X			X		X		X		4
Brigham City	X		X	X	X	X	X			6
Cedar Hills	X	X		X	X	X		X	X	7
City of Chubbuck, Idaho					X			X	X	3
Clearfield	X		X	X						3
Clinton	X		X	X	X	X		X	X	7
Coalville	X	X	X	X	X	X				6
Cottonwood Heights			X			X				2
Eagle Mountain	X		X	X	X	X	X			6
Enoch	X	X	X	X	X	X		X	X	8
Farmington City 2015			X		X	X				3
Farmington City 2018			X			X				2
Farmington City 2019	X		X			X				3
Grand County					X	X		X	X	4
Harrisville					X	X		X		3
Heber Valley Sewer				X						1
Herriman	X	X	X		X	X		X	X	7
Hi-Country Estates	X									1
Highland	X	X		X	X	X		X	X	7
Hyrum	X	X		X	X	X				5
Jordanelle SSD 2015	X			X						2
Jordanelle SSD 2018	X			X						2
Ivins								X	X	2
Koosharem	X									1
Layton	X				X	X				3
Lehi City 2015	X		X	X	X	X		X	X	7

IMPACT FEE ANALYSIS PAST PROJECT EXPERIENCE

Entity	Water	PI	Storm	Sewer	Parks	Roads	Power	Police	Fire	Total
Lehi City 2018	x	x	x	x	x	x	x	x	x	9
Lindon	x			x	x	x				4
Marriott-Slaterville		x		x	x	x		x		5
Manila	x			x						2
Millcreek City					x					1
Moab	x									1
Morgan City				x			x			2
Mountain Green Fire									x	1
Mountain Regional 2015	x									1
Mountain Regional 2019	x									1
North Davis Fire District									x	1
North Fork SSD	x									1
North Summit Fire District									x	1
No. Tooele County Fire									x	1
North View Fire									x	1
North View Fire 2018									x	1
North Village SSD 2015	x			x						2
North Village SSD 2018	x									1
Orem	x		x	x	x	x		x	x	7
Park City	x									1
Park City Fire District									x	1
Park City Fire District 2018									x	1
Payson								x	x	2
Perry City (Pointe Perry)	x	x	x		x			x	x	6
Plain City					x			x		2
Pleasant Grove			x		x					2
Pleasant View	x				x					2
Powder Mountain 2016	x			x						2
Powder Mountain 2018	x			x						2
Providence						x				1
Provo	x		x	x	x	x		x	x	7
Provo 2021				x						1

IMPACT FEE ANALYSIS PAST PROJECT EXPERIENCE										
Entity	Water	PI	Storm	Sewer	Parks	Roads	Power	Police	Fire	Total
Rexburg, ID					x	x		x	x	4
Riverton	x	x	x		x	x			x	6
Rockville Springdale Fire									x	1
Roy	x		x		x					3
Santaquin City	x	x		x		x		x	x	6
Saratoga Springs	x	x	x	x	x	x		x	x	8
Snyderville Basin Rec District					x					1
South Davis Sewer District				x						1
South Jordan	x		x		x	x		x	x	6
South Valley Sewer District 2013				x						1
South Valley Sewer District 2015				x						1
South Weber	x			x	x	x		x	x	6
Springville		x	x		x	x				4
St. George	x	x	x	x	x	x	x	x	x	9
Stansbury Park Improvement District	x			x						2
Summit County						x				1
Syracuse		x	x			x		x	x	5
Taylorsville			x		x				x	3
Taylorsville-Bennion 2013	x		x							2
Taylorsville-Bennion 2014	x		x							2
Timpanogos SSD				x						1
Timber Lakes Water SSD	x									1
Tremonton City	x		x	x	x			x	x	6
Unified Fire Service Area									x	1
Unified Fire Service Area 2019									x	1
Washington Co. Water	x	x								2
Washington Terrace	x		x	x	x				x	5
Wasatch County					x	x		x	x	4
Weber County			x	x	x	x				4
Total Fees	50	18	31	39	40	37	5	28	37	287

RESOLUTION NO. 2026-19

**A RESOLUTION OF THE CITY COUNCIL OF VINEYARD CITY, UTAH
ADOPTING AN OVERNIGHT PARKING PROGRAM IN THE NEIGHBORHOODS
OF LECHEMINANT, BRIDGEPORT, THE GARDEN, AND _____**

WHEREAS, Vineyard City owns and operates public streets in certain neighborhoods; and

WHEREAS, Vineyard City desires to address parking issues in certain neighborhoods; and

WHEREAS, Vineyard City has implemented overnight parking permit programs in Providence and the public streets located in The Springs neighborhoods; and

WHEREAS, Vineyard City desires to enter into a contract for the enforcement of overnight towing restrictions according to the following program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Vineyard City, Utah, as follows:

Vineyard City staff is authorized to implement an overnight parking program in the neighborhoods of LeCheminant, Bridgeport, the Garden, and _____ (hereinafter referred to as Permit Program Neighborhoods) according to the following conditions, subject to change by future action of the city council:

1. Permits are required for parking vehicles overnight between the hours of 1AM-5AM on public streets in the Permit Program Neighborhoods.
2. Each household in the Permit Program Neighborhoods is eligible to receive a free parking permit if requested.
3. Each household may receive a second free permit per household if they either an owner-occupied non-rental unit or an owner-occupied rental that has complied with all applicable city codes and maintains an active applicable business or rental license including provisions to provide enough parking spaces on the property.
4. Non-rental units may be eligible for a third free permit if they can demonstrate to city staff that there is insufficient parking for their household based on the number of drivers in their family. All decisions by city staff regarding ineligibility based on the above criteria may be reviewed by the city council for final determination.
5. Temporary permits may be requested for up to two-weeks at a time.
6. The program will be noticed to the Permit Program Neighborhoods through door hangers, social media, or any other method that staff deems necessary to inform the public. Enforcement will begin May 28th, 2026.

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Vineyard City Council this ____ day of _____,2026.

Zack Stratton
Mayor, Vineyard City

ATTEST:

Robin Raines-Bond
Vineyard City Recorder

DRAFT

RESOLUTION NO. 2026-16

**A RESOLUTION OF THE VINEYARD CITY COUNCIL DECLARING A VACANCY ON THE
VINEYARD PLANNING COMMISSION**

WHEREAS, the Vineyard Planning Commission is established to assist the City Council in land use and development matters; and

WHEREAS, the Vineyard Planning Commission requires consistent participation from its members to ensure a quorum and to provide thorough, uninterrupted review of land use applications; and

WHEREAS, Caden Rhoton has exhibited a pattern of inconsistent attendance at regularly scheduled meetings, which has hindered the efficiency of Commission deliberations; and

WHEREAS, the Mayor, having reviewed the attendance records and the impact on Commission operations, has determined that removal is in the best interest of the city; and

WHEREAS, pursuant to Utah Code § 10-9a-301 and the mayor's authority to appoint with the advice and consent of the Council, the Mayor now recommends the formal removal of said member.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF VINEYARD, UTAH:

1. **Removal from Office:** The City Council hereby accepts the mayor's recommendation and formally removes Caden Rhoton from the Vineyard Planning Commission, effective immediately.
2. **Process for Replacement:** The mayor is hereby authorized to initiate the process for appointing a replacement to fill the remainder of the unexpired term, subject to the advice and consent of the City Council.
3. **Effective Date:** This Resolution shall take effect immediately upon its passage.

Zack Stratton, Mayor

Attest:

Tony Lara, Deputy City Recorder



Effective Date: **[Insert Date]**

Policy Owner: Finance Department

Purpose:

To establish fair, accountable, and transparent guidelines for authorizing, incurring, and reimbursing travel expenses for City employees, elected officials, board/commission members, and authorized representatives when conducting official City business. The policy ensures prudent use of public funds, maximizes economy/efficiency, and complies with applicable laws and regulations.

Scope:

This policy applies to all City employees (including temporary/seasonal), elected officials, appointed board/commission members, and any other authorized persons traveling on official City business. It covers local travel (day trips) and out-of-town/overnight travel. Personal travel or commuting is not covered.

Key Principles: Travel must be necessary for City business, approved in advance, and conducted at the lowest reasonable cost.

Travelers are expected to exercise care and fiscal responsibility as if spending their own money.

Teleconferencing/virtual attendance should be considered first when feasible to reduce costs.

All reimbursements follow an IRS-compliant accountable plan (receipts required where applicable; excess advances returned).

Violations may result in denial of reimbursement, disciplinary action, or repayment obligations.

1. Approval Process

- a. Local travel (**greater than 35 miles from Vineyard City Hall**): Department head or designee approval required; no formal form needed unless mileage reimbursement exceeds of \$100.
- b. Out-of-town/overnight travel or expenses over **[threshold \$300]**: Submit a Travel Authorization Form (or equivalent) in advance for approval by Department Head and Finance Director. Include purpose, itinerary, estimated costs, and funding source.

- c. Emergency travel: May be approved retroactively with justification.
- d. Elected officials/boards: Approval per ordinance or resolution with travel arrangements secured by staff.

2. Transportation:

- a. Preferred methods: City-owned vehicle first (if available), then commercial air/rail (coach/economy class only), rental car (compact/midsize), or personal vehicle (with mileage reimbursement).

3. Air travel:

- a. Book coach class; use the lowest logical fare. City-pairs program or government rates preferred when available. Premium upgrades are not reimbursed unless medically necessary (documented) or otherwise approved.
- b. Personal vehicle: Reimbursed at the current IRS standard mileage rate. No reimbursement for commuting.
- c. Rental cars: Use when cost-effective; decline collision damage waiver if City insurance covers.

d. Other: Public transit, rideshares, and taxis allowed when reasonable. Parking/tolls reimbursed with receipts.

4. Lodging

a. Reimbursed for overnight stays when the destination is **greater than 50 miles** from Vineyard City, and returning the same day is impractical.

b. Maximum: Government rates preferred (request when booking); cap at GSA per diem lodging rate for location (<https://www.gsa.gov/travel/plan-book/per-diem-rates>).

c. Single occupancy standard; shared rooms encouraged when practical.

d. Extended stays or conferences: Book conference hotel if a discounted rate is offered.

e. Receipts required (itemized folio showing room rate/taxes).

5. Meals and Incidentals (M&IE)

a. Per diem allowance based on U.S. General Services Administration (GSA) rates for the destination city

(<https://www.gsa.gov/travel/plan-book/per-diem-rates>).

- b. Full per diem for overnight travel; prorated for partial days (e.g., 75% on travel days).
- c. No receipts required for per diem meals (covers gratuities); actual expenses not reimbursed if using per diem.
- d. Alcohol is not reimbursable.
- e. Local/day travel: No meal reimbursement unless an all-day meeting does not provide food.

6. Other Allowable Expenses

- a. Registration/conference fees (pre-approved).
- b. Business-related phone/internet (reasonable amounts).
- c. Baggage fees, tips (reasonable), laundry (trips greater than 7 days).
- d. Incidental expenses (e.g., parking, tolls) with receipts.

7. Non-Reimbursable Expenses

- a. Personal expenses (e.g., family travel, entertainment, alcohol, laundry on short trips, mini-bar, movies, airfare upgrade fares or fees, clothing/toiletries).

- b. Upgrades, membership fees, no-show/cancellation fees (unless City-caused).
- c. Commuting, home-to-airport unless authorized.
- d. Travel insurance (unless required).
- e. First-class/premium travel unless a justified exception.

8. Reimbursement Process

- a. Submit Travel Expense Report (with receipts) within [e.g., 60 days] of return via [system, e.g., Concur or paper form].
- b. Attach approved Travel Authorization, itemized receipts (credit card statements alone insufficient), and any supporting docs.
- c. Advances: Available for large trips; must be reconciled within [e.g., 30 days] or repaid.
- d. Finance reviews for compliance; audits may occur.

This policy will be reviewed annually or as needed.



Post Travel Reimbursement Form

Please complete this form, have it reviewed and signed by your supervisor, and submitted within 30 calendar days after travel completion in order to qualify for per diem.

Name: _____ Department: _____

Destination: _____ Purpose of Travel: _____

Date of Departure: _____ Date of Return: _____

PER DIEM REQUESTS

For approved travel lasting more than one full day, or required travel of more than 150 miles total, meals are reimbursed at the federal GSA per diem rate. Contact Human Resources to confirm your rate prior to travel. Do not claim per diem for meals provided at the event or conference.

MEANS OF TRAVEL REQUEST

Please take the following policies into account when considering your mileage requests:

- If a Vineyard vehicle is not available, department heads may approve the use of a personal vehicle.
- If an employee elects to use a personal vehicle, the employee will not qualify for a mileage reimbursement but will be reimbursed for actual fuel expenses for travel to and from the training.
 - Original fuel receipts must be submitted to Human Resources to receive a reimbursement.
 - Begin and end trip with full tank to ensure accurate reimbursement.

Travel Details Section

1. Was the travel pre-authorized by a supervisor prior to departure.

Yes

2. Was a city vehicle used for this travel?

Yes

No (Include all fuel receipts in Expense Section)

3. Were there any other expenses incurred related to this trip?

Yes (please complete the expense section below)

No (skip to certification section)

Note: If you select "No," you are confirming that this travel did not include any out-of-pocket or reimbursable expenses.

Expense Section

Itemize **ALL** expenses incurred as part of this travel. Including expenses eligible for reimbursement.

Attach receipts for all expenses where required, including fuel receipts.

*All expenses paid with Vineyard City Card do not require attached receipts.

Date	Expense Type	Description/Purpose	Amount	Paid with City Card	Receipt Attached
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No
/ /				Yes/No	Yes/No

Certification Section

Employee Signature

Date

Supervisor Signature

Date



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: March 24, 2026

Agenda Item: ARCH Commission RAP Tax Grant Awards (Resolution 2026-06)

Department: Parks and Rec

Presenter: Brian Vawdrey

Background/Discussion:

The Vineyard City Parks & Recreation Director will provide insight into the ARCH Commission's recommendation to City Council of how to disperse the ARCH Grant funds:

While a formal updated recommendation from ARCH Commission wasn't had due to insufficient members in attendance at the previous meeting held on March 19th, 2026, feedback from those present included in favor of disbursing funds as follows:

Heritage Foundation: \$11,000

Vineyard Library: \$3,630

Friends of the Vineyard Library: \$2,000

Utah Valley Symphony: \$1,870

Utah Lake Foundation: \$1,500

Total: \$20,000

If City Council prefers to have Vineyard Library only receive \$3,500 so that Utah Valley Symphony could get \$2,000, the ARCH members present at the March 19th, 2026 meeting seemed fine with that option as well

Fiscal Impact:

\$20,000 already budgeted from the RAP Tax fund towards this ARCH Grant

Recommendation:

Approve

Sample Motion:

"I move to adopt resolution 2006-06 approving the ARCH Commission Grant Fund Awards to the recommended organizations."

Attachments:

1. RES 2026-06 ARCH Grant Award

RESOLUTION NO. 2026-06

A RESOLUTION OF THE VINEYARD CITY COUNCIL ALLOCATING FUNDS FROM THE ARCH GRANT AWARD AND VINEYARD RAP TAX FUND FOR ARTS, RECREATION, CULTURE, AND HERITAGE PURPOSES, INCLUDING SUPPORT FOR THE VINEYARD SKATE PARK

WHEREAS, Vineyard City receives funds through the Arts, Parks and Recreation, Culture, and Heritage (ARCH) program, derived from a dedicated portion of local sales and use tax revenues (commonly referred to as RAP Tax funds when encompassing recreation aspects), to support arts, cultural facilities, organizations, recreational amenities, and related community initiatives pursuant to Utah law and City policies;

WHEREAS, the Vineyard City ARCH Commission has reviewed applications and recommended an allocation of the available \$20,000 in ARCH Grant award funds as follows:

Vineyard Library: \$3,630

Heritage Foundation: \$11,000

Friends of the Vineyard Library: \$2,000

Utah Valley Symphony: \$1,870

Utah Lake Foundation: \$1,500

WHEREAS, the Vineyard City Council has considered the ARCH Commission's recommendation, along with community priorities, input from Council members, and the overall needs for arts, recreation, and cultural enhancement in Vineyard City;

WHEREAS, the City Council, as the governing body, holds final authority to designate and approve the allocation of ARCH Grant funds and associated RAP Tax Fund resources to ensure alignment with City goals, including support for recreational infrastructure such as the Vineyard Skate Park;

WHEREAS, the City Council desires to allocate the \$20,000 ARCH Grant award in a manner that supports worthy community organizations and projects while directing unallocated or remaining funds toward high-priority recreational improvements, specifically the Vineyard Skate Park.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Vineyard, Utah, as follows:

Section 1: Allocation of ARCH Grant Funds. The City Council adopts the Recitals above and hereby approves and authorizes the allocation of the \$20,000 ARCH Grant as set out in the Recitals, with the remaining balance to be retained in the Vineyard RAP Tax Fund

and designated specifically toward planning, design, construction, or related expenses for the Vineyard Skate Park.

Section 2: Authorization. The Mayor, or designee, is hereby authorized to take all necessary actions to implement this allocation, including processing payments to the awarded entities, retaining funds in the appropriate RAP Tax Fund account, and ensuring compliance with City policies, grant guidelines, and Utah law.

Section 3: Severability. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Resolution.

Section 4: Effective Date. This Resolution shall take effect immediately upon its passage and approval.

Zack Stratton, Mayor

Attest

Tony Lara, Deputy City Recorder

