

Mayor
Colten Johnson
City Council
Arlon Chamberlain
Steven Shrope
Chris Heaton
Boyd Corry
Peter Banks



City Manager
Kyler Ludwig
City Attorney
Kent Burggraaf
City Recorder
Celeste Cram
City Treasurer
Danielle Ramsay

NOTICE OF MEETING OF THE KANAB CITY COUNCIL

Notice is hereby given that the Kanab City Council will hold a regular council meeting on the **14th day of July 2026**, in the City Council chambers at the Kanab City Office, **26 N 100 E, Kanab, Utah**. The Council Meeting will convene at 6:30 p.m. and the agenda will be as follows:

WORK MEETING

- 1) MAYOR AND COUNCIL BUSINESS – LIAISON REPORTS**
- 2) CITY STAFF BUSINESS**

BUSINESS MEETING

- 1) CALL TO ORDER AND ROLL CALL**
- 2) PUBLIC COMMENT PERIOD:** Members of the public are invited to address the Council. Participants are asked to keep their comments to 3 minutes and follow the rules of civility outlined in Kanab Ordinance 3-601.
- 3) CONSENT ITEMS:** (Consent items contain routine, non-controversial items that require City Council action but need little or no City Council deliberation).
 - A) Approval of City Council Minutes:
Regular City Council Meeting – June 23, 2026
 - B) Approval of Accounts Payable Vouchers
Accounts Payable June 23, 2026 - \$1,208,610.31
Accounts Payable June 25, 2026 - \$249,601.00
Accounts Payable June 18, 2026 - \$198,680.48
- 4) BOARD COMMISSION, COMMITTEE APPOINTMENTS:**
No Items
- 5) PRESENTATIONS:**
 - A) Employee Recognition
- 6) PUBLIC HEARING ITEMS:**
No Items

– A Western Classic –

7) ACTION ITEMS READY FOR VOTE:

- A) Discussion and Consideration of an Ordinance Approving a Zone Change for Parcel K-19-12A-Annex, Located West of the Future Ace Hardware Development (Approx. 50 West 830 South)
- B) Discussion and Consideration of Approving the Purchase of Playground Equipment Through the Utah Outdoor Recreation Grant.
- C) Discussion and Consideration of the Purchase of Sand Filtration Equipment Replacement for the Kanab City Pool.
- D) Discussion and Consideration of the Purchase of a Lakeside Raptor Sewer Rake System Using Sewer Impact Fees.

8) ITEMS FOR DISCUSSION:

No Items

9) REVIEW AND DISCUSSION OF THE AUGUST 11, 2026 CITY COUNCIL MEETING AGENDA.

ADDITIONAL NOTICES:

Times listed for each item on the agenda may be accelerated, as time permits, or taken out of order.

The public comment period and public hearings are intended for the public to provide input to the Council or to pose questions individuals believe the Council and City staff should consider. Public hearings are not intended for individual members of the public to engage in conversation. While questions may be posed by a member of the public, the Council and City staff will attempt to refrain from answering or engaging in conversation during the public hearing.

An item listed on the agenda may be discussed in a closed portion of the public meeting, in which the public may be excused, if it meets the criteria outlined in the Open and Public Meetings Act (see Utah Code 52-4-204 and -205).

If you are planning to attend this public meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City eight (8) or more hours in advance of the meeting, and we will try to provide whatever assistance may be required. Please contact Celeste Cram at the Kanab City offices.

Kanab City Council Meeting
June 23rd, 2026
Kanab City Offices
26 North 100 East
6:30 PM

Work Meeting

1. Mayor and Council Business – Liaison Reports

Councilmember Chamberlain – Absent
Councilmember Banks – No report.
Councilmember Corry – Arrived late, no report.
Mayor Johnson – No report.
Councilmember Heaton – No report.
Councilmember Shrope – No report.

City Staff Business – Mr. Ludwig gave a brief update on the Jacob Hamblin Park expansion. He stated that asphalt work will take place next week.

Business Meeting

1. Call to Order and Roll Call – Mayor Johnson called the meeting to order. Amy Burggraaf with the Interfaith Council offered the invocation. Councilmember Shrope led the pledge of allegiance.

In attendance: Mayor Johnson; Councilmember Heaton, Councilmember Banks, Councilmember Corry (arrived late), and Councilmember Shrope; City Manager Kyler Ludwig; Land Use Coordinator Janae Chatterley; Treasurer Danielle Ramsay and City Attorney Kent Burggraaf.

Not in attendance – Councilmember Chamberlain

2. Public Comment Period –

No public Comment.

3. Consent Items: (Consent contain routine, non-controversial items that require City Council action but need little or no City Council deliberation).

A. Approval of City Council Minutes:

Regular City Council Meeting – June 9th, 2026

38
39 **B. Approval of Accounts Payable Vouchers**

40 **Accounts Payable June 10, 2026 - \$281,312.60**

41 **Accounts Payable June 16, 2026 - \$249,871.72**

42 **Accounts Payable June 18, 2026 - \$165,681.00**

43
44 Councilmember Heaton made a motion to approve the consent items as listed in the packet.
45 Councilmember Shrope seconds, unanimous vote. Motion passed.
46

47 **4. BOARD COMMISSION, COMMITTEE APPOINTMENTS: None.**

48
49 **5. PRESENTATIONS: None**

50
51 **6. PUBLIC HEARING ITEMS:**

52
53 **A) Public Hearing and Consideration of a Resolution Approving Amendments to the**
54 **FY2026 Budget.**
55

56 Mr. Ludwig stated the proposed amendment increases budget authority to reflect actual and
57 anticipated revenues and expenditures through fiscal year-end. The amendment does not
58 commit the City to additional spending but ensures adequate authority exists should
59 expenditures occur. Revenue projections indicate the General Fund will finish the year stronger
60 than originally budgeted, while transfers and capital fund adjustments provide flexibility for cash
61 flow management and fund balance compliance.
62

63 -Enter Public Hearing-

64 -Close Public Hearing-

65
66 Councilmember Banks made a motion to adopt Resolution 6-5-26 R, a Resolution approving the
67 FY26 Budget Amendment as presented. Councilmember Shrope seconds.
68

69 Councilmember Shrope – Yes

70 Councilmember Heaton – Yes

71 Councilmember Corry – Yes

72 Councilmember Banks – Yes

73 Councilmember Chamberlain – Absent

74 Motion passed.
75
76
77

78 **B) Public Hearing and Consideration of a Resolution Adopting the FY2027 Final**
79 **Budget.**

80
81 Mr. Ludwig stated Utah law requires municipalities to adopt an annual budget prior to the
82 beginning of the fiscal year. The City Council previously reviewed and adopted the FY2027
83 Tentative Budget, which was prepared through coordination with department heads and staff
84 and reflects anticipated operational needs, infrastructure investments, public safety priorities,
85 and long-term financial planning.

86 Following publication of the tentative budget, staff continued evaluating revenue projections,
87 Expenditure estimates, and year-end financial activity. Updated sales tax forecasts prepared by
88 Econowest Associates through the Utah League of Cities and Towns indicate stronger sales tax
89 performance than originally anticipated during tentative budget preparation. Staff has also
90 completed additional review of FY2026 estimated revenues and expenditures as part of the
91 budget amendment process.

92 The FY2027 Final Budget establishes appropriations for all City funds and authorizes
93 expenditures necessary to maintain municipal operations during the upcoming fiscal year.

94 The budget continues to support capital reserve transfers, infrastructure investments, vehicle
95 replacement planning, and utility system improvements while maintaining flexibility to respond
96 to changing economic conditions. General Fund transfers include funding for facility
97 maintenance needs and future fire apparatus replacement planning.

98
99 -Enter Public Hearing-

100 -Close Public Hearing-

101
102 Councilmember Shrope made a motion to adopt Resolution 6-6-26 R, a Resolution approving
103 the FY2027 Budget. Councilmember Heaton seconds.

104
105 Councilmember Shrope – Yes

106 Councilmember Heaton – Yes

107 Councilmember Corry – Yes

108 Councilmember Banks – Yes

109 Councilmember Chamberlain – Absent

110 Motion passed.

111
112 **C) Public Hearing and Consideration of an Ordinance Amending the Employee Wage**
113 **and Salary Schedule, Including Compensation for Appointed and Elected Officials.**

114
115 Mr. Ludwig explained Pursuant to Utah law, the City Council is required to hold a public hearing
116 before approving compensation schedules for elected officers, statutory officers, and appointed
117 officers. Staff has completed its annual review of employee compensation ranges and is
118 proposing adjustments to the City's salary schedule for Fiscal Year 2027.

The proposed compensation schedule includes a 2.9% Cost of Living Adjustment (COLA) applied to salary ranges to help maintain market competitiveness and address inflationary impacts. In addition, employees will remain eligible for merit-based increases of up to 3.0%, based on individual performance evaluations and available budget authority.

In conjunction with the annual compensation review, staff is proposing modifications to several public safety position classifications. These changes include the creation of additional salary ranges within the Fire Department to better recognize employee certifications, training achievements, and increased responsibilities associated with advanced fire service credentials. The proposed 2.9% COLA adjustment, revised public safety pay ranges, and potential merit increases have been incorporated into the Fiscal Year 2027 budget projections.

-Enter Public Hearing-

Peter Getzinger – Mr. Getzinger thanked the Council and Mayor for the public safety wage study and increase to salaries.

-Close Public Hearing-

Councilmember Heaton made a motion to Approve Ordinance 6-2-26 O, an Ordinance adopting the updated compensation schedule and authorizing compensation increases for statutory officers and appointed officials. Councilmember Banks seconds.

Councilmember Shrope – Yes

Councilmember Heaton – Yes

Councilmember Corry – Yes

Councilmember Banks – Yes

Councilmember Chamberlain – Absent

Motion passed.

D) Public Hearing and Consideration of an Ordinance Updating the Kanab City Fee Schedule.

Mr. Ludwig explained Kanab City reviews its Consolidated Fee Schedule annually to ensure fees remain aligned with service delivery costs, administrative requirements, and current operational needs. Staff has evaluated the existing fee schedule and is proposing several targeted adjustments for Fiscal Year 2027.

The proposed amendments are limited in scope and primarily address operational changes and cost recovery. Key revisions include:

- Updates to credit card processing fees to better reflect actual transaction costs.
- Addition of Special Event Permit fees consistent with the City's revised special events framework.
- Revisions to airport after-hours call-out fees.

- Conversion of Library Multi-Purpose Room rental fees from a daily rate to an hourly rate to better accommodate community demand and usage patterns.

These changes are intended to improve consistency, recover costs associated with providing services, and better align fees with actual utilization.

The proposed fee adjustments are not expected to have a significant budgetary impact. Changes are intended to improve cost recovery for City services and administrative functions and ensure fees more accurately reflect the costs incurred by the City.

-Enter Public Hearing –

Celeste Meyeres – Ms. Meyeres asked if there would be a fee for Kane County events? Clarification was given on the process of a fee waiver to government entities.

-Close Public Hearing-

Councilmember Corry made a motion to approve Ordinance 6-3-26 O, an Ordinance amending the Kanab City Consolidated Fee Schedule, with an effective date of July 1, 2026.

Councilmember Banks Seconds.

Councilmember Shrope – Yes

Councilmember Heaton – Yes

Councilmember Corry – Yes

Councilmember Banks – Yes

Councilmember Chamberlain – Absent

Motion passed.

7. ACTION ITEMS READY FOR VOTE:

A) Consideration of a Zone Change Request for Parcel K-17-30-Annex from RA (Residential Agriculture) to R-1-20 (Single-Family Residential, 20,000 Square Foot Minimum Lot Size), Located at Approximately 379 E 1100 S.

Councilmember Heaton recused himself from this agenda item due to his work on the project with Iron Rock Engineering.

Ms. Chatterley stated Applicant agent, Iron Rock Engineering has submitted an application for a zone change on behalf of the property owner Rebecca Ott for parcel K-17-30-Annex. The request is to rezone from RA (Residential Agriculture) to R-1-20 (Single Family, 20,000 sq.ft.). The Public Hearing was held on June 11, 2026. There were no public comments. Planning Commission discussed the zone change and made a motion for a positive recommendation for zone R-1-20, vote was unanimous.

Tom Avant with Iron Rock Engineering explained that the applicant is requesting the zone change so their children can build homes on the property.

Council briefly discussed the proposed zone change.

Councilmember Corry made a motion to approve Ordinance 6-4-26 O, an Ordinance approving the zone change request for Parcel K-17-30-Annex from RA to R-1-20, based on the findings and conditions outlined in Staff Report ZONE 26-006. Councilmember Shrope seconds.

Councilmember Shrope – Yes

Councilmember Heaton – Recused, no vote

Councilmember Corry – Yes

Councilmember Banks – Yes

Councilmember Chamberlain – Absent

Motion passed.

B) Consideration and Approval of a Resolution Approving an Amendment and Extension of the Fire Protection Agreement for Certain Adjacent Unincorporated Areas of Kane County.

Mr. Ludwig stated In June 2025, Kanab City and Kane County entered into a one-year Fire Protection Agreement authorizing the Kanab Fire Department to provide structure fire response services to certain developed properties located in unincorporated Kane County adjacent to the City. The agreement was intended as a temporary solution while the County and City worked to develop long-term options for providing fire protection services in these areas.

Over the past year, Kanab City and Kane County have evaluated potential long-term service area solutions. The proposed approach includes annexation of properties that are contiguous to and eligible for incorporation into Kanab City, while properties that cannot reasonably be annexed into the City would be incorporated into the Vermillion Cliffs Special Service District. A draft annexation area has been identified and surveyed, and both annexation efforts are currently underway. The existing Fire Protection Agreement expires on June 30, 2026. Because the annexation and district boundary adjustment processes will not be completed before that date, Kane County and Kanab City have negotiated an amendment extending the agreement through December 31, 2026.

The proposed amendment extends the duration of the existing Fire Protection Agreement by six months, through December 31, 2026. No substantive changes are proposed to the service area, response obligations, billing methodology, or responsibilities of either party. The amendment is intended solely to provide additional time for implementation of the long-term fire service area solution currently being pursued by the County, City, and Vermillion Cliffs Special Service District.

Under the proposed long-term strategy, properties immediately adjacent to the City that are eligible for annexation would become part of Kanab City and receive fire protection as City residents. Properties that are not contiguous to the City and therefore cannot be annexed are anticipated to be incorporated into the Vermillion Cliffs Special Service District, which would then contract for fire protection services as appropriate.

He further stated that approval of the amendment will ensure continuity of fire protection services for affected developed properties while the annexation and district boundary adjustment processes are completed. Without the extension, the current agreement would terminate on June 30, 2026, leaving uncertainty regarding fire protection coverage for those properties until a permanent solution is implemented.

Councilmember Heaton made a motion to Approve Resolution 6-7-26 R, a Resolution approving the Amendment to the Fire Protection Agreement between Kanab City and Kane County. Councilmember Shrope seconds.

Councilmember Shrope – Yes

Councilmember Heaton – Yes

Councilmember Corry – Yes

Councilmember Banks – Yes

Councilmember Chamberlain – Absent

Motion passed.

C) Consideration and Approval of a Letter to the Kane County Commission Regarding the Old Fort Ranch Development Agreement

Mr. Ludwig stated on May 4, 2026, Kanab City received notice from Kane County of its intent to consider approval of the proposed Old Fort Ranch Development Agreement. The project is located outside City limits but within Kanab City's adopted future expansion and annexation area.

Utah Code §17-79-802 provides neighboring municipalities the opportunity to submit comments and objections regarding proposed urban development projects located within their expansion areas. Staff has prepared a draft response for Council consideration outlining concerns related to the proposed development and its potential impacts on the City.

The draft response does not oppose development of the property itself, but raises concerns regarding the approval of long-term development rights before key planning, infrastructure, and service issues have been adequately addressed.

Major topics identified in the draft correspondence include:

- Annexation and Future Growth – The project is located within Kanab City's future annexation area. The City believes annexation should be strongly considered before substantial development rights are granted.

- Water Resources – Concerns regarding identification of a long-term water source, impacts on regional aquifers, and the need for comprehensive water planning before development approvals are finalized.
 - Public Safety Services – Questions regarding fire protection, emergency medical response, law enforcement responsibilities, access routes, and the ability to provide reliable emergency services to the development.
 - Transportation Impacts – The need for a comprehensive traffic study evaluating access routes, impacts to surrounding neighborhoods, and consistency with the City's Transportation Master Plan.
 - Infrastructure Planning – Concerns that road design, drainage, utilities, wastewater systems, and other engineering details have not yet been sufficiently evaluated to understand the project's long-term impacts.
 - Public Access and Open Space – Questions regarding public access to surrounding public lands, proposed trail systems, and the timing and enforceability of proposed conservation easements.
 - Growth Patterns – The project may encourage additional development within Kanab City's future annexation area, increasing growth pressure on surrounding properties and influencing future land use, infrastructure needs, and community character beyond the project itself.
 - Fiscal Impacts – Potential impacts on City infrastructure, airport facilities, transportation systems, and public safety services without corresponding municipal revenues.
- The proposed letter also requests that Kane County fully evaluate these issues and require additional planning, engineering, and impact analysis before granting long-term development rights. The letter further requests a written response from Kane County, as required by Utah Code § 17-79-802, prior to final approval of the proposed development agreement.

Councilmember Heaton made a motion to authorize the City Manager to finalize and transmit the letter regarding the Old Fort Ranch Development to Kane County on behalf of the City Council. Councilmember Corry seconds. Unanimous vote, motion passed.

D) Consideration and Authorization of the Employer Election to Pick Up Member Contributions for Fire and Police Employees

Mr. Ludwig explained Utah Retirement Systems (URS) allows participating employers to formally elect to "pick up" employee retirement contributions pursuant to Section 414(h) of the Internal Revenue Code. Under this arrangement, employee retirement contributions continue to be designated as employee contributions but are paid by the employer in lieu of direct employee payment. Kanab City currently participates in URS retirement programs for eligible employees. Staff is requesting Council authorization to complete the Employer Election to Pick Up Member Contributions form for applicable Tier 2 Public Safety and Firefighter Retirement Systems. The election would apply prospectively and must be formally approved by the governing body before submission to URS.

The proposed election would authorize Kanab City to pay the required employee retirement contribution rate for eligible Tier 2 Public Safety Officers and Firefighters. Based on the current

URS contribution schedule, the employee contribution rate is 5.98% of salary.
The purpose of the pick-up election is to simplify retirement contribution administration and provide a competitive employee benefit. Contributions picked up by the employer are treated in accordance with IRS and URS requirements and are deposited directly into the employee's retirement account.

Upon approval, staff will submit the required documentation to Utah Retirement Systems and implement the election on the effective date established by the Council.

Funding for the employer pick-up of employee retirement contributions is included in the proposed FY2027 budget. The costs associated with this election have been incorporated into departmental personnel expenditures and will be funded through existing budgeted appropriations.

Councilmember Corry made a motion to approve the Employer Election to Pick Up Member Contributions for eligible Tier 2 Public Safety Officers and Firefighters and authorize the City Manager to execute and submit the required documentation to Utah Retirement Systems. Councilmember Banks Seconds. Unanimous vote, motion passed.

8. ITEMS FOR DISCUSSION:

A) Annual Performance Review of the City Manager, Including Discussion of the Character and Professional Competence of an Individual.

Each of the Council members and Mayor received an evaluation form to complete and return to Ms. Ramsay in Human Resources.

9. REVIEW AND DISCUSSION OF THE JULY 14, 2026 CITY COUNCIL MEETING AGENDA.

Minor Subdivision Ordinance

MOU with District Court

Base Contract Language

Sewer Rake Approval

Parks Discussion

Councilmember Heaton made a motion to adjourn. Councilmember Banks seconds. Unanimous vote, meeting adjourned.

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Payee	Check GL Account	Amount
06/26	06/23/2026	ADVANCED CONSTRUCTION AND DE	42-2100	1,032,975.10
06/26	06/23/2026	AMERIGAS PROPANE LP	41-2100	2,003.50
06/26	06/23/2026	BANKCARD CENTER	51-2100	1,000.02
06/26	06/23/2026	CIVIL SCIENCE INFRASTRUCTURE, IN	45-2100	1,474.25
06/26	06/23/2026	KANAB GARAGE DOORS	10-2100	375.00
06/26	06/23/2026	KEYBANK	42-2100	61,110.11
06/26	06/23/2026	L.N. CURTIS & SONS	10-2100	3,642.51
06/26	06/23/2026	LITTLE'S DIESEL SERVICE	10-2100	9,949.10
06/26	06/23/2026	SALT LAKE COMMUNITY COLLEGE	10-2100	384.00
06/26	06/23/2026	SG WATER STORE	10-2100	27.80
06/26	06/23/2026	SHERWOODS SEW WHAT	10-2100	72.00
06/26	06/23/2026	SIDDONS-MARTIN EMERGENCY GRO	10-2100	2,061.00
06/26	06/23/2026	STAKER & PARSON COMPANIES	10-2100	2,529.25
06/26	06/23/2026	ZIONS BANK	15-2100	91,006.67
Grand Totals:				<u>1,208,610.31</u>

Report Criteria:
Report type: Summary

GL Period	Check Issue Date	Payee	Check GL Account	Amount
06/26	06/25/2026	CATE RENTAL & SALES	52-2100	249,601.00
Grand Totals:				249,601.00

Report Criteria:

Report type: Summary

GL Period	Check Issue Date	Payee	Check GL Account	Amount
07/26	07/01/2026	ALSCO	10-2100	391.36
07/26	07/01/2026	AMERIGAS PROPANE LP	41-2100	1,286.64
07/26	07/01/2026	BADGER METER	51-2100	1,765.48
07/26	07/01/2026	BRADY INDUSTRIES	10-2100	224.65
07/26	07/01/2026	BUGSY'S PEST CONTROL, LLC	10-2100	1,190.00
07/26	07/01/2026	BURTON, BARBARA	10-2100	18.50
07/26	07/01/2026	C. C. AUTO PARTS	10-2100	913.35
07/26	07/01/2026	CIVIL SCIENCE INFRASTRUCTURE, IN	51-2100	37,952.00
07/26	07/01/2026	COLONIAL	02-2100	23.00
07/26	07/01/2026	CROSBY HOME & FARM CENTER	10-2100	1,050.29
07/26	07/01/2026	EMERGENCY VEHICLE SYSTEMS	10-2100	7,989.00
07/26	07/01/2026	GARKANE ENERGY	51-2100	1,500.00
07/26	07/01/2026	GRAHAM, PAMELA	51-2100	67.32
07/26	07/01/2026	HONEY'S MARKETPLACE	10-2100	402.07
07/26	07/01/2026	HOUSTON'S TRAILS END	41-2100	443.61
07/26	07/01/2026	JENKINS OIL COMPANY	51-2100	7,721.65
07/26	07/01/2026	JIMECO INC.	51-2100	9,500.00
07/26	07/01/2026	KANE CO. SPECIAL SERVICE DIST.	10-2100	31,470.18
07/26	07/01/2026	KANE CO. SPECIAL SERVICE DIST.	10-2100	4,919.61
07/26	07/01/2026	KANE COUNTY SHERIFF'S OFFICE	10-2100	14,499.99
07/26	07/01/2026	LB 413071	51-2100	469.29
07/26	07/01/2026	MEGA-PRO	41-2100	1,520.80
07/26	07/01/2026	MESQUITE ELECTRIC LLC	42-2100	27,457.83
07/26	07/01/2026	MOUNTAIN WEST COMPUTERS	10-2100	661.00
07/26	07/01/2026	NICHOLAS & COMPANY	41-2100	1,945.53
07/26	07/01/2026	OVERDRIVE, INC.	10-2100	5,000.00
07/26	07/01/2026	PROSEED SOLUTIONS	45-2100	10,000.00
07/26	07/01/2026	RDO EQUIPMENT CO.	51-2100	5,831.37
07/26	07/01/2026	SCHOLZEN PRODUCTS	45-2100	17,298.75
07/26	07/01/2026	SHERWOODS SEW WHAT	10-2100	36.00
07/26	07/01/2026	SOUTHERN UTAH NEWS	51-2100	553.80
07/26	07/01/2026	THE SHERWIN-WILLIAMS CO.	10-2100	67.41
07/26	07/01/2026	UTAH PUBLIC TREASURER	10-2100	1,000.00
07/26	07/01/2026	UTAH PUBLIC TREASURER	10-2100	2,000.00
07/26	07/01/2026	UTAH PUBLIC TREASURER	10-2100	1,000.00
07/26	07/01/2026	UTAH VALLEY UNIVERSITY	10-2100	75.00
07/26	07/01/2026	VALLEY LITTLE LEAGUE	41-2100	300.00
07/26	07/01/2026	VINCENT, LACI	41-2100	135.00
Grand Totals:				198,680.48

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Kanab City Council Staff Report File # ZONE26-007

Date:	July 6, 2026
Meeting Date:	July 7, 2026
Agenda Item:	Discuss and recommend a zone change to City Council from C2 [Commercial] to RR-1 [rural Residential] for parcel K-19-12A-Annex
Subject Property Address:	50 West 830 South
Property Owner:	Kanab Double C, LLC
Applicant Agent:	Iron Rock Engineering
General Plan Designation:	Medium Density Residential/ General Commercial/ Agriculture
Parcel #:	K-19-12A-Annex

Attachments:

Exhibit A: Subject/Vicinity Property

Summary:

Applicant agent, Iron Rock Engineering has submitted an application for a zone change on behalf of the property owner Kanab Double C, LLC for parcel K-19-12A-Annex. The request is to rezone from C2 (Commercial) to RR-1 (Rural Residential, 1-acre). The owner is requesting zone change to allow for a residential minor subdivision of three lots.

Site Description:

The subject property is approximately 5.37-acres. The parcel has is vacant. Surrounding zoning designations and the density designations are as follows:

North	South	East	West
RA & C-2	RA & C-2	C-2	C-2
Medium Density Residential / General Commercial / Agriculture	Medium Density Residential / General Commercial / Agriculture	Medium Density Residential / General Commercial / Agriculture	Medium Density Residential / General Commercial / Agriculture

— A Western Classic —

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Kanab City Land Use Ordinance, General Plan and Zoning Map Analysis:

Zoning designations and zone changes are regulated by the Kanab City Land Use Ordinance, Chapter 15 – Establishment of Zoning Districts regulates zoning designations within Kanab City. Section 15-7 Transitioning and Maintaining Balance, states:

It is the objective of the City to encourage and provide for proper transition and compatibility between zones and intensity of uses, which should be regulated by the City Land Use Code, the General Plan, Future Land Use Map and the Kanab City Annexation Policy Plan. The City also seeks to maintain a healthy balance and mix of land uses within the community, representing the atmosphere of existing development. Areas for growth have been planned with a balance for all uses, including agriculture, residential, commercial and industrial uses, as demonstrated in the Kanab City General Plan and Future Land Use Map. Future decisions regarding land use and zoning in Kanab should be guided by this map.

The City promotes orderly growth, with an emphasis for new developments to occur in the core community areas first. Rezoning of adjacent undeveloped property should be compatible with developed property.

Findings:

1. The application was initiated by the representative.
2. The property is zoned as RA and approximately 5.37-acres.
3. The City Council is the decision-making authority for a zoning application. The Council may adopt or reject the request as it deems appropriate or may assign a different zoning designation.
4. Assigning an RR-1 zone is not consistent with the Kanab City Future Land Use Map that shows the area designated as MDR/GC/AG. RR-1 zone is not consistent with the surrounding area that is currently zoned C2 and RA. RR-1 is considered very low density per the General Plan.

Public Comment:

Tyler Heely asked some questions regarding sewer and street requirements if the property was subdivided.

– A Western Classic –

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Planning Commission:

Planning Commission had a few questions regarding access to the property. Staff explained that currently there is an ingress/egress easement for the property, if the property is subdivided, the developer would be required to convert the easement to a public road, private road or private lane. Planning commission made a positive recommendation for zone change to RR-1; vote was unanimous.

Suggested Motion(s):

I move that we approve the zone change from C-2 to RR-1 on Parcel K-19-12A-Annex and adopt Ordinance 07-XX-26 O based on the findings and conditions outlined in Staff Report ZONE 26-007.

I move that we approve the zone change from C-2 to RR-1 on Parcel K-19-12A-Annex and adopt Ordinance 07-XX-26 O based on the findings and conditions outlined in Staff Report ZONE 26-007 and the following .

I move that we deny the zone change application.

— A Western Classic —

Mayor

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City Manager

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Treasurer

Danielle Ramsay



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Exhibit A: Subject Property

— A Western Classic —



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KANAB
—UTAH—

City Manager
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City Attorney
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City Treasurer
Danielle Ramsay

DATE: July 14, 2026
TO: Mayor and City Council
SUBJECT: Recreation Accessible Park Features Grant
PREPARED BY: Kyler Ludwig, City Manager

Background:

In June, the City Council reviewed the Utah Division of Outdoor Recreation Community Parks and Recreation (CPR) Grant award for the Kanab City Park ADA Playground Project and authorized staff to execute the grant agreement and complete all required post-award documentation. The executed grant provides up to \$49,702.63 toward construction of accessible playground equipment at Jacob Hamblin Park, with the City providing the required matching funds. The project must be completed prior to the grant expiration in September 2028. Since Council authorization, staff has executed the grant agreement and completed the required post-award documentation with the Utah Division of Outdoor Recreation.

Analysis:

The next phase of the project is the purchase of the playground equipment and related site amenities identified during the grant application and project design process. The proposed equipment will create an inclusive play environment that expands recreational opportunities for children of all abilities while improving accessibility within Kanab City Park.

Approval of these purchases will allow staff to proceed with ordering equipment, coordinate delivery schedules, and maintain the project timeline established through the grant program. Staff will continue to administer the project in accordance with the grant requirements, including procurement, documentation, reimbursement requests, and reporting requirements established by the Utah Division of Outdoor Recreation.

Zipline – \$49,947.09
ADA Merry Go Round + 2 ADA Swings- \$17,514

Legal:

— A Western Classic —

Mayor

Colten Johnson

City Council

Arlon Chamberlain

Steven Shrope

Chris Heaton

Boyd Corry

Peter Banks

City Manager

Kyler Ludwig

City Attorney

Kent Burggraaf

City Recorder

Celeste Cram

City Treasurer

Danielle Ramsay

Financial:

The Utah Division of Outdoor Recreation has awarded the City up to \$49,702.63 for the ADA Playground Project. The City has funds through the RAP tax that can be used for this project.

Recommendations/Actions:

It is recommended that the City Council:

Motion to authorize staff to proceed with the purchase of the zipline, merry go round and ADA swings.

— A Western Classic —

Utah Division of Outdoor Recreation

Post-Award Process Guide for Grant Recipients



**GRANTS &
PLANNING**

UTAH OUTDOOR RECREATION

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OVERVIEW

Introduction

Congratulations on receiving a grant award from the Utah Division of Outdoor Recreation! This post-award guide was created to answer all the necessary questions you may have throughout the lifecycle of your grant project. If you have further questions, please contact our helpful staff.

Grants and Planning Staff Contacts

Deputy Director, Grants and Youth Engagement

Tara Mckee 385-441-2702; tmckee@utah.gov

Recreation Program Director

Patrick Morrison 385-268-2504; patrickmorrison@utah.gov

Grant Administrator - OHVR

Rachel Toker, 385-303-1519; racheltoker@utah.gov

Grant Program Specialist - UCORE

Caroline Weiler 385-264-4171; cweiler@utah.gov

Grant Analyst - UORG/RR/CPR

Noemi Molina 385-564-4621 ; nmolina@utah.gov

Grant Analyst - LWCF/RTP

Evan Beitsch 385-835-1829 ebeitsch@utah.gov

Statewide Recreation Planning Coordinator - ORPA

Emily Meadows 801-920-2857; emeadows@utah.gov

Contracts and Compliance Manager

Maureen Casper, 801-247-4069; mmcasper@utah.gov

Utah Division of Outdoor Recreation Grant Programs

[Utah Outdoor Recreation Grant \(UORG\)](#)

This Legislature-authorized grant helps build tourism in communities around the state through the construction and expansion of outdoor recreation amenities. This grant provides funding for new outdoor recreation infrastructure projects and helps communities build recreation amenities that support local economic development.

[Recreation Restoration Infrastructure Grant \(RRI\)](#)

This grant funds the restoration or rehabilitation of existing and developed recreation areas and trails so the public can safely access them.

[Community Parks and Recreation Grant \(CPR\)](#)

The Community Parks and Recreation Grant (CPR) provides funding to aid in the rehabilitation and construction of assets such as community parks, sports fields, pools, and playgrounds.

Off-Highway Vehicle Recreation Grant (OHVR)

The OHVR grant provides assistance to sustain, enhance, and improve motorized recreation within Utah.

Recreational Trails Program (RTP)

The RTP grant is funded from fuel taxes collected from off-highway recreational fuel use. Funds are used to construct, restore, and maintain recreational trails and trail-related facilities for motorized and non-motorized recreational trails.

Land and Water Conservation Fund (LWCF)

LWCF is a federally funded program to assist government agencies with the creation of high-quality, public outdoor recreation facilities. All projects must be available for public recreation and remain in perpetuity. The LWCF manual provides guidelines for administering this program.

Year-Round OHV Land Acquisition Grant

The Year-Round OHV Land Acquisition Grant is a matching grant intended to provide access and continued use for off-highway vehicle (OHV) users on new and existing trails. Allowable applicants can apply for funding to purchase land, ROWs, and easements. A portion of funding can be used for title work, legal descriptions, and surveying of the land intended for purchase.

Outdoor Recreation Planning Assistance Program (ORPA)

This is a newly developed technical assistance service intended to build capacity at the local level to support outdoor recreation in Utah. ORPA's goal is to support community-led outdoor recreation projects and planning efforts. After the application period closes, an internal staff review is conducted. Projects that will receive ORPA support will work with staff to finalize a scope-of-work agreement before beginning the project.

Utah Children's Outdoor Recreation and Education Grant (UCORE)

This funding aims to teach youth (ages 6-18) the physical skills that can make outdoor recreation part of a healthy and active lifestyle. UCORE complements the state's Every Kid Outdoors (EKO) Initiative and hopes to provide more opportunities so no child is left inside. These projects are for programming expenses that DOR infrastructure grants cannot fund such as insurance, gear, transportation costs, scholarship and lodging for participants.

Important Policies for Grant Projects

National Environmental Policy Act (NEPA)

Any project breaking ground requires environmental clearance regardless of land ownership. For RTP and LWCF projects, construction may not begin until NEPA has been completed and approved by UDOT and the RTP/LWCF grant administrator. Applicants should have either completed NEPA or begun the process of obtaining the correct environmental clearance before applying. [Environmental Clearance Checklist](#).

State Historic Preservation Office (SHPO)

The Utah State Historic Preservation Office provides advice and guidance to government agencies who undertake projects subject to Section 106 of the [National Historic Preservation Act of 1966 \(NHPA\)](#) and Utah's cultural resource law under. [Utah Code Section 9-8-404](#).

SHPO consults on projects purview to historic preservation laws to ensure federal and state projects don't carelessly destroy cultural resources. Projects include construction, rehabilitation, demolition, licenses, permits, loan guarantees, transfer of federal property, etc.

State and local governments and others using federal funds are also required to comply with Section 106.

[Cultural Resource Compliance Guidance Information](#)

How Grants are Awarded

The Division will conduct an initial internal review of all applications for completeness, ineligible project components, sufficient matching funds, and the required attachments and documentation. Applications will then be submitted to the appropriate committee for review and recommendations.

Advisory Committees

The Utah Division of Outdoor Recreation is supported by two separate advisory committees:

- *Utah Outdoor Recreation Infrastructure Advisory Committee* - The Utah Outdoor Recreation Infrastructure Advisory Committee (ORIC) is composed of 17 experts from the outdoor recreation and economic development industries in Utah. The ORIC evaluates grant applications for all Utah Outdoor Recreation Grant (UORG) programs and non-motorized Recreational Trails Program (RTP) applications. Members of the committee serve up to a four-year term along with an elected vice-chair. The ORIC is chaired by the director of the Utah Division of Outdoor Recreation.
- *OHV Advisory Council* - The OHV Advisory Council is composed of appointed volunteers across the state of Utah that are experts in off-highway vehicle recreation. Members of the council can serve up to two four-year terms along with an elected chair and vice-chair. The rest of the 12-member council is composed of representatives from diverse motorized backgrounds and organizations. The OHV Advisory Council evaluates grant applications from the Off-Highway Vehicle Recreation Grant (OHVR) and the motorized category of the Recreational Trails Program.

Post Award: What to Expect

Contract

Upon notification of receiving a grant award from the Division of Outdoor Recreation, all grantees will enter into a contract between the Utah Department of Natural Resources, Division of Outdoor Recreation, and the applicant organization. This contract establishes the project title, contract number, award amount, project match, use of funds, approved scope of work, and timeline for the applicant's project. It is important that applicants help the division work through this process in a timely manner. Contracts will begin to be sent out within two weeks of the award announcement and will be processed via email and electronic signatures. A fully executed contract is needed before any work can begin.

Signatories: Grantees will be asked who will be the signatory on the contract. Sometimes the individual applying for the grant award will not be the one signing the contract, but will need to stay involved to help keep the process moving forward.

Scope of Work: Each contract contains a scope of work defining the terms of the project. This scope of work is pulled from the project abstract and description sections on the application. Please verify this scope of work before executing the agreement.

Budget: The project budget will be included in the contract. If the full request amount is not awarded, the applicant will need to modify the budget to reflect the actual award amount and make budget adjustments accordingly.

Length of Contract: Contract length varies between grant programs:

- 36 Month Contract
 - LWCF
- 28 Month Contract
 - UORG Regional Asset Tier
 - UORG Tier 1
 - OHVR
 - ORPA
- 24 Month Contract
 - RTP
- 18 Month Contract
 - UORG Mini-Grant
 - Utah Outdoor Classroom Grant
 - Utah Children's Outdoor Recreation and Education Grant
 - ORPA

Liability: If an infrastructure project is involved, all workers involved in the project's construction must be covered with liability insurance coverage. Applicants partnering with contractors or land managers may substitute protections afforded by the partnering organization with those of their own. For example, a nonprofit working under a service agreement with a land management organization or a contracted company that holds its own workers' comp insurance.

Amendments to the Contract

Each grantee is expected to complete the project within the time period stated in the contract. The State realizes that, due to unforeseen circumstances, an amendment to the contract may be needed.

Acceptable amendments include:

- Time extensions
- Funding modifications
- Scope of Work changes
- Change of application organization

If an amendment is needed, the grantee must submit in writing (by email is acceptable) to their grant manager the contract name, contract number, current expiration date, project status update, and requested contract modification and reasoning. Please provide additional information depending on the type of request:

- Contract extension - provide justification for extension, specific date for extension to be changed, and provide an updated timeline for the project to be completed.
- Funding modifications - why additional funding is needed.
- Scope of Work changes - reason for a change in the scope.
- Change of applicant organization - reason for change, proof of support from the new applicant organization.

Amendment requests **should** be submitted to the grant staff at least **2 months prior** to the current project expiration date. Requests after the expiration date will not be accepted.

If an amendment is approved, the amendment documentation will be emailed via Adobe Sign to the authorized signer for execution.

Beginning of Grant Project

On-the-Spot Funding

Grant recipients who need more financial assistance may request special funding to help begin their project. Recipients must provide an invoice to demonstrate that they recently had goods delivered or services rendered. Proof of payment will be required within 30 days. If upfront

funding or a large deposit is required by the vendor, please let us know, and we will evaluate the request.

Record keeping

Expenditure records must correlate to the budget spreadsheet submitted with the application. The grant recipient should keep records of all receipts, paid bills, and legal agreements with contractors.

Allowable vs. Disallowable Costs

Each grant program has differences in the specific allowable and disallowable costs. Generally, allowable costs or matches include necessary, reasonable costs that contribute directly to the completion of work on the outdoor recreation infrastructure project. It is recommended that you look at the specific program's program guide for more details on allowable vs. disallowable costs.

Competitive Bidding

For large purchases of goods and services, documentation of the competitive bid process used will be required.

Equipment Purchase

Documentation of a competitive bid process is required. Equipment purchased with grant funds must remain under the ownership of the grantee for 10 years, or the reasonable lifespan of the equipment.

During the Grant Project

Reimbursement Requests

All reimbursements must be completed by the grantee and signed by the delegated representative.

Partial reimbursements

Reimbursement requests can be submitted at various times during the project contract period, before project completion. The reimbursement form must be completed and signed by the grantee, and a ledger of the expenses paid (with supporting documentation for each expenditure) is required. The division will grant a recipient up to 75% of the grant award amount on a matching basis. A grantee will receive payment within three weeks of submitting all necessary documentation.

Fiscal year reimbursements - due July 15th

The state's fiscal year is July 1 - June 30; if grant funds have been spent on a project during that time frame, a reimbursement form must be submitted by July 15 (if a reimbursement form has not previously been submitted for those expenses). Applicants will be notified with a reminder in May/June to submit these annual reimbursements.

6-month Progress Reports

Grantees are required to submit progress reports every six months during the life of the contract. Periodic on-site inspections may be made to DOR to confirm the project is progressing and on schedule. Progress reports may be submitted online through the Salesforce grant portal or via email with a Word version of the progress report document.

Cancellation of Project

To cancel a contract due to unforeseen circumstances, submit a letter via email to the grant manager with the contract number, project name, award amount, contract time period, and reason for cancellation.

End of Grant Project

The grantee must complete the project by the contract expiration date. The grantee will have 60 days from the expiration date to submit all required closeout documents and final reimbursement request.

Submitting for final reimbursement

As the project nears completion, email the grant manager for instructions and access to documentation to submit a Final Reimbursement Request. Collect all supporting documentation, such as copies of bills, invoices, receipts, and other purchase proofs. Additionally, you will be required to submit a completed Final Progress Report form. All documents can be found on the specific grant program's webpage by downloading the reimbursement packet. This packet includes:

- Reimbursement Process Guide
- Match Documentation Guide
- Reimbursement Expense Ledger
- Reimbursement Form - Applicant must complete and sign the reimbursement form
- Timesheet for Billed Labor and Equipment
- Final Report
- General Volunteer Log
- In-Kind Contribution Log
- Sign Attribution Guide

To finalize the closeout of your grant award, the applicant must also submit:

- Proof of sign attribution
- Completed final report with photos of the project site
- Post-Completion Site Visit (must be scheduled if not completed)

Post-Completion Site Visit

For LWCF, UORG Tier 1, and Regional Asset Tier funding, a final project site visit is required to be scheduled before final payment, though the visit can take place after the final reimbursement is processed.

Mayor
Colten Johnson
City Council
Arlon Chamberlain
Steven Shrope
Chris Heaton
Boyd Corry
Peter Banks



KANAB
—UTAH—

City Manager
Kyler Ludwig
City Attorney
Kent Burggraaf
City Recorder
Celeste Cram
City Treasurer
Danielle Ramsay

DATE: July 14, 2026
TO: Mayor and City Council
SUBJECT: Pool Sand Filtration Equipment
PREPARED BY: Kyler Ludwig, City Manager

Background:

The Kanab City Swimming Pool's existing sand filtration system has reached the end of its useful life. During routine maintenance, staff discovered that the filter's internal laterals have cracked, allowing sand to be discharged back into the pool during backwash cycles. This condition reduces the effectiveness of the filtration system and will continue to worsen if left unaddressed.

Staff confirmed that the existing Nemato sand filter is no longer manufactured and replacement parts are unavailable. Because the filter utilized proprietary threaded laterals, components from other manufacturers are not compatible and modifying the filter would void its NSF certification. As a result, repairing the existing filter is not considered a viable option.

Staff obtained preliminary pricing for replacement filtration systems. Current estimates indicate that a comparable high-rate sand filter is available for approximately \$59,881 to \$85,765, depending on manufacturer, while regenerative media filtration systems range from \$100,154 to \$148,678.

Analysis:

Staff recommends purchasing a replacement sand filter now to account for manufacturing and shipping lead times, with installation scheduled after the close of the swimming pool season to minimize operational impacts.

Because of the size and age of the existing filter, it may need to be cut apart and removed in sections before the new unit can be installed. Staff is looking to self-perform the installation. While regenerative media filtration offers reduced water consumption and lower long-term operating costs, its significantly higher initial purchase price does not justify the investment at this time. Staff believes a replacement high-rate sand filter provides the best value for the City while maintaining reliable filtration performance.

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City Manager
Kyler Ludwig
City Attorney
Kent Burggraaf
City Recorder
Celeste Cram
City Treasurer
Danielle Ramsay

Legal:

Financial:

Neptune Benson	High-Rate Sand Filter	\$59,881
Aquify	High-Rate Sand Filter	\$85,765
Aquify	Regenerative Media Filter	\$100,154
Neptune Benson	Defender Regenerative Media	\$148,678

Recommendations/Actions:

It is recommended that the City Council:

Motion to authorize staff to purchase a replacement high-rate sand filter for the Kanab City Swimming Pool and proceed with installation following the conclusion of the 2026 pool season, with expenditures not to exceed \$86,000 from the Capital Projects Fund.

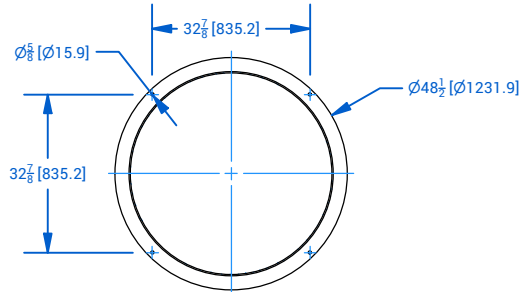
— A Western Classic —

GENERAL NOTES:

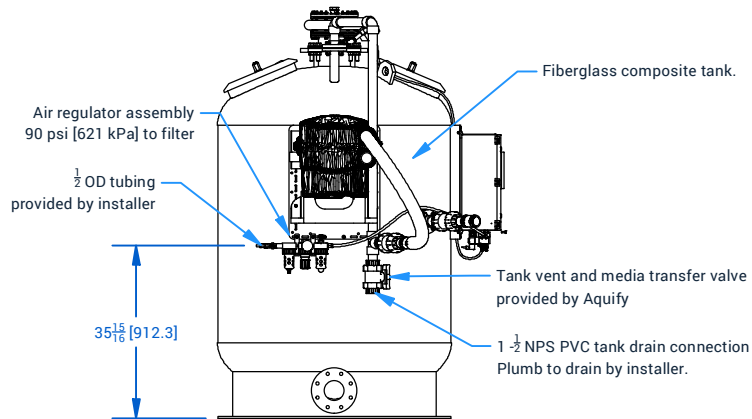
1. All flanged connections are flat faced PS-15-69 with ASME B16.5 Class 125/150 bolting pattern.
2. All pneumatic tubing supplied by pool contractor unless specified otherwise.
3. Contractor to provide and install 4 NPS [DN100] butterfly valve to tank drain connection.
4. Supply 120 VAC single-phase power (direct wire) to filter controller with 15 AMP circuit protection.
5. Provide 125 PSI [862 kPa] regulated air supply to filter.
6. Housekeeping pad may be required to meet site-specific drain plumbing requirements.
7. All PVC fittings are Schedule 80 ASTM D2467. All PVC pipe is Schedule 80 ASTM D1785 unless specified otherwise.
8. All hardware per ANSI B1.1.
9. Dimensions listed are in inches [mm].
10. Missing dimensions can be obtained from CAD data.

FILTER DATA:

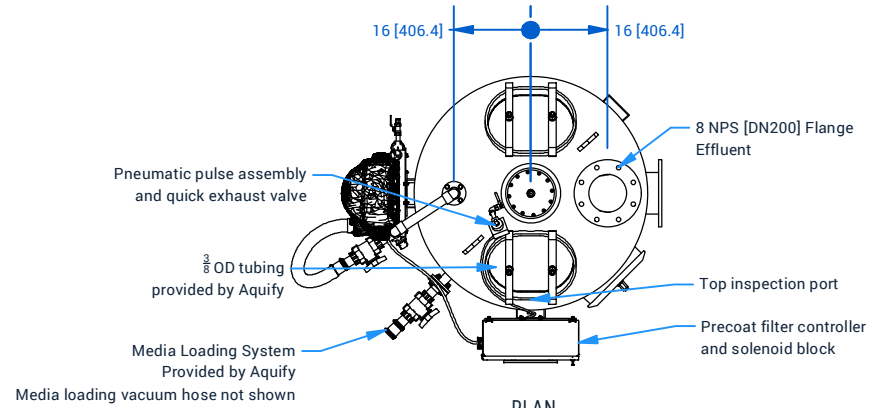
NSF/ANSI-50 Listed filter
Design Pressure: 50 PSI [345 kPa].
Filtration Rate: 0.5 - 1.5 GPM/SF
Tank Volume: 480 gal [1.82 M³]



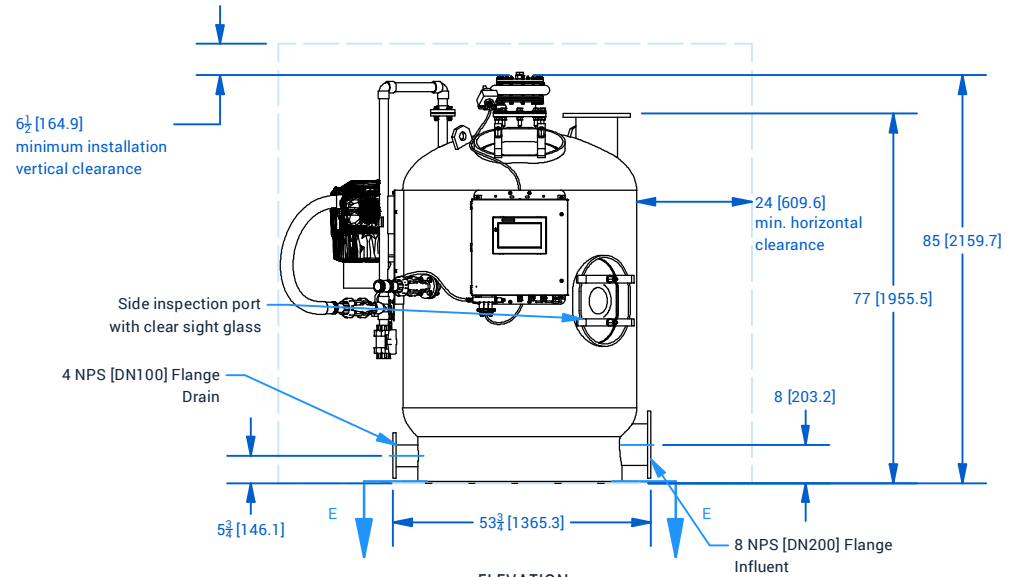
SECTION E-E
TANK MOUNTING DETAIL



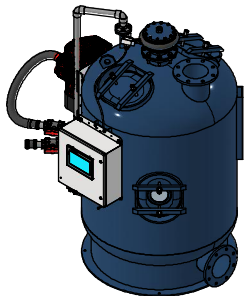
VIEW D-D
MEDIA LOADING SYSTEM ELEVATION



PLAN



ELEVATION



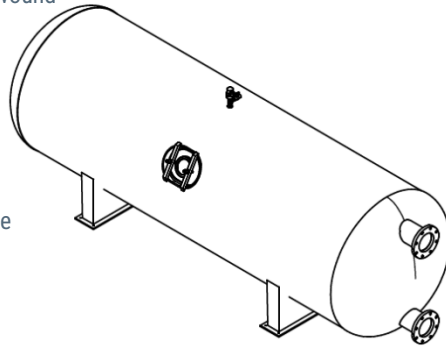
Specification	PMF-48-800-FRP	PMF-48-900-FRP
Filtration Area	800 FT² [74.3 M²]	900 FT² [83.6 M²]
Filter Rate	400 GPM - 1200 GPM [90.8 M³/hr - 272.5 M³/hr]	450 GPM - 1350 GPM [102.2 M³/hr - 306.6 M³/hr]
Perlite Media Required	64 LB [29 Kg]	72 LB [32.7 Kg]
Unit Weight (Dry)	1020 LB [462.7 Kg]	1100 LB [499 Kg]
Operating Weight	5024 LB [2278.8 Kg]	5104 LB [2315.1 Kg]
Concrete Bearing Pressure	10.9 PSI [75.2 kPa]	11.1 PSI [76.5 kPa]



TITLE Product Specification Sheet Aquify Precoat Media Filter Specification Sheet, PMF-48-800-FRP, PMF-48-900-FRP	
PROJECT	LOCATION/POOL
SCALE 1 / 40	SHEET 1 OF 1
REV B	

***Notes*:**

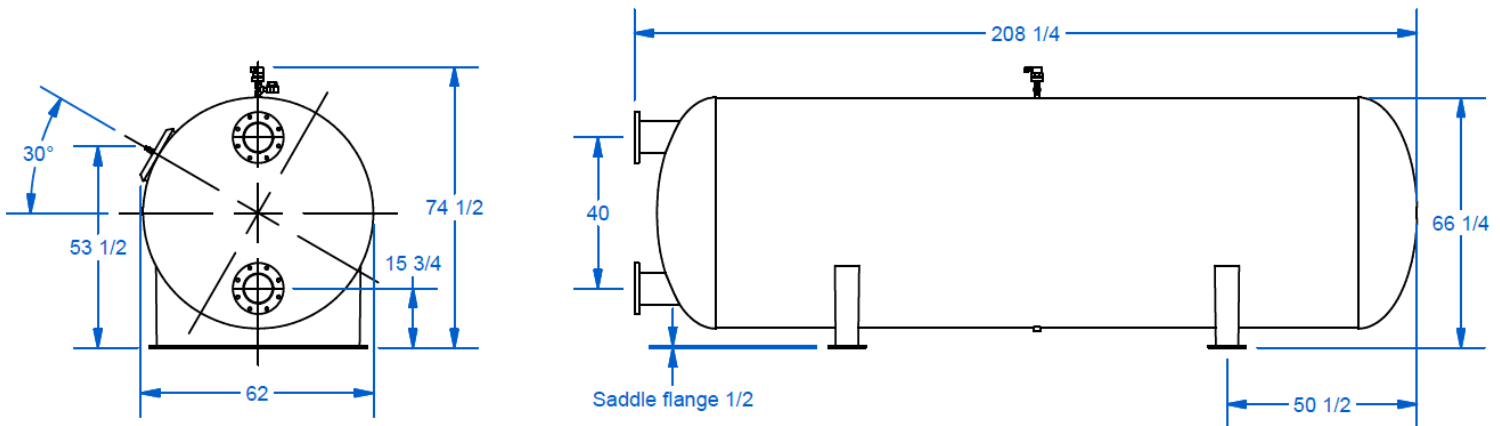
- Constructed with vinyl ester filament wound fiberglass laminate with UV inhibitors
- 50 psi working pressure
- Filtration rate of 5 – 15 GPM/SF
- Sand bed type #20 silica NSF 50
- Automatic air relief valve included
- Filter media sold separately
- All units are in inches unless otherwise specified



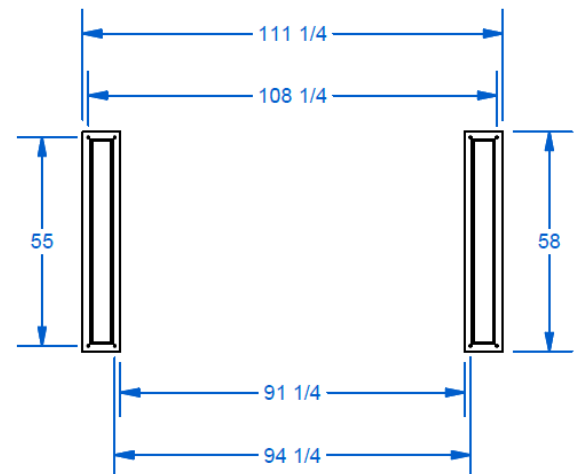
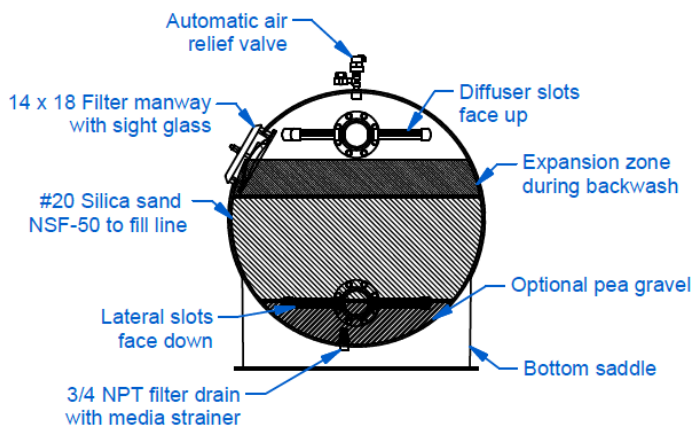
Filter Properties

Filter Diameter	60 in
Filtration Area	80 SF
Filter Rate	400 – 1200 GPM/SF
Backwash Rate (Per Filter)	1200 – 1600 GPM/SF
Filter Flanges	8 in
Manway Location	Left
Media Quantity (Per Filter)	183.2 CF
Optional Pea Gravel (Per Filter)	33.1 CF
Dry Weight	1550 lbs

Filter Dimensions



Saddle Dimensions



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City Manager
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Kent Burggraaf
City Recorder
Celeste Cram
City Treasurer
Danielle Ramsay

DATE: July 14, 2026
TO: Mayor and City Council
SUBJECT: Sewer Rake
PREPARED BY: Kyler Ludwig, City Manager

Background:

The installation of a mechanical sewer rake is a planned capital improvement identified in the City's wastewater capital improvement planning and is consistent with the City's Capital Facilities Plan. Over the past several years, Kanab City has collected wastewater impact fees to fund growth-related infrastructure improvements, including upgrades to the wastewater treatment system necessary to maintain service levels as the community continues to grow.

The proposed sewer rake project is intended to improve the City's headworks by automating the removal of debris and screenings before wastewater enters the lagoon system. This investment will modernize the facility and improve operational efficiency.

As part of project development, City staff and Civil Science evaluated available equipment options over several years. Following multiple site visits and discussions with operators at comparable wastewater facilities, staff determined that the Lakeside Raptor Sewer Rake best meets the City's operational needs and has incorporated the equipment into the project design.

Analysis:

Unlike most equipment purchases, staff is recommending the City proceed with a sole-source procurement of the Lakeside Raptor Sewer Rake rather than issuing a competitive solicitation. Staff's recommendation is based on several years of due diligence rather than a single vendor proposal. During the evaluation process, Public Works personnel visited multiple facilities utilizing the Lakeside Raptor system, reviewed its long-term performance, and consulted with operators responsible for maintaining similar wastewater facilities. Through this process, staff concluded that the Lakeside Raptor provides the best combination of reliability, ease of maintenance, operational efficiency, and compatibility with Kanab City's existing sewer lagoon system.

The proposed purchase is expected to:

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Mayor

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City Council

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Steven Shrope

Chris Heaton

Boyd Corry

Peter Banks

City Manager

Kyler Ludwig

City Attorney

Kent Burggraaf

City Recorder

Celeste Cram

City Treasurer

Danielle Ramsay

- Improve removal of debris and screenings from the wastewater system.
- Reduce manual labor and improve employee safety.
- Increase operational efficiency and equipment reliability.
- Reduce maintenance issues and unplanned downtime.
- Lower long-term operating and maintenance costs through preventative operation.

The building has been designed specifically to accommodate the rake system while allowing space for future aeration equipment and continued improvements to the wastewater treatment ponds.

Legal Review

Legal:

Financial:

The estimated purchase price of the Lakeside Raptor Sewer Rake is \$169,400. Construction of the associated building and installation costs will be addressed separately as part of the overall sewer rake project.

Recommendations/Actions:

It is recommended that the City Council:

Motion to approve the sole-source purchase of the Lakeside Raptor Sewer Rake for the City's wastewater lagoons and authorize staff to proceed with procurement.

— A Western Classic —

07/07/2026

Mayor and Members of the City Council
City of Kanab
26 North 100 East,
Kanab, UT 84741

Purchase Approval of Lakeside Raptor Sewer Rake

Dear Mayor and Council Members,

The Planning and Public Works Department respectfully requests City Council approval to purchase a Lakeside Raptor Sewer Rake to assist with trash removal in the Kanab City sewer lagoons.

Over the past several years, Public Works staff have conducted multiple site visits to facilities utilizing the Lakeside Raptor and have evaluated its effectiveness in maintaining efficient wastewater operations. Based on these observations and discussions with operators at comparable facilities, staff has determined that this specific rake system would provide significant benefits to the existing Kanab sewer system.

The recommendation to purchase this equipment is based on the following considerations:

- Improved removal of debris and screenings from the sewer system.
- Increased operational efficiency and reduced manual labor requirements.
- Enhanced reliability and performance of wastewater infrastructure.
- Reduced maintenance issues and potential equipment downtime.
- Long-term cost savings through improved system operation and preventative maintenance.

Public Works staff recommend the purchase of a Lakeside Raptor Sewer Rake at an estimated cost of \$169,400.

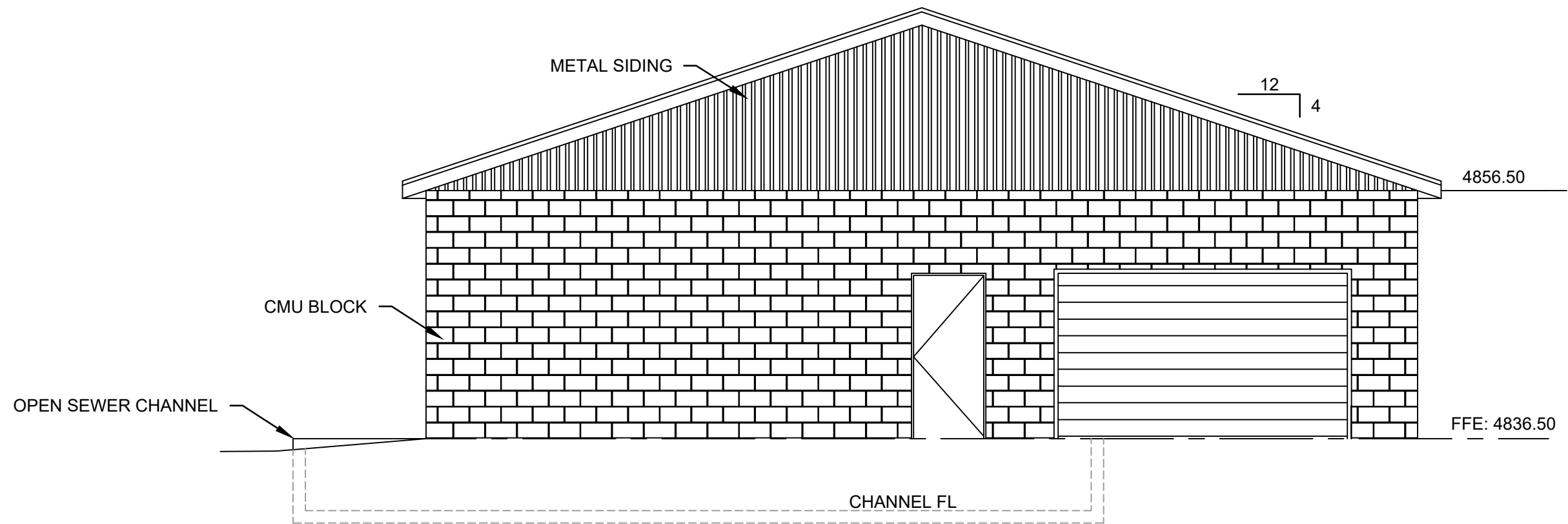
Best regards,



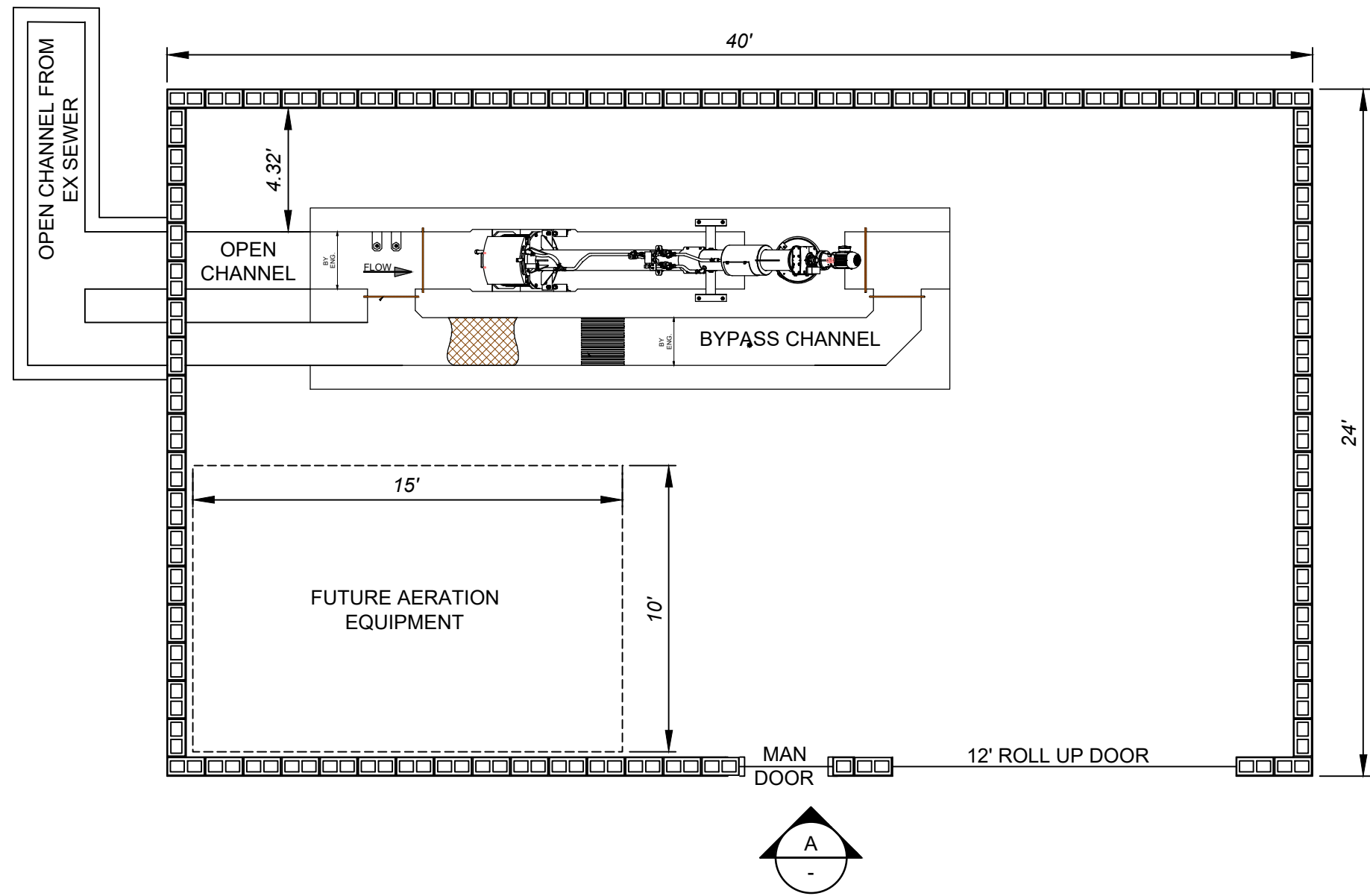
Zach Isaac
Project Engineer



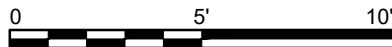
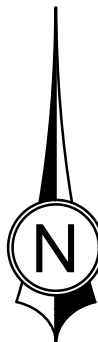
P:\DWG\1. User\pdp\pdp\Draw 2025\201717105 - Kanab Sewer Rack\05 - Civil\17 - Sheet\201717105 - Kanab Sewer Rack.dwg - PLOT17250.dwg DATE: 7/6/2026 3:34 AM



FRONT ELEVATION
SCALE: 1" = 5'



BUILDING LAYOUT
SCALE: 1" = 5'



KANAB SEWER RAKE

KANAB, UT

REVISIONS			
MARK	DATE	DESCRIPTION	

PROJECT NO:	26178
DATE:	07/07/2026
DESIGN BY:	KS
CHECKED BY:	ZI
SHEET TITLE	

BUILDING LAYOUT