



**NOTICE OF A JOINT SESSION WITH PLANNING COMMISSION,
A PLANNING COMMISSION SPECIAL SESSION, AND
A REGULAR CITY COUNCIL MEETING
September 24, 2025, at 6:00 PM**

PUBLIC NOTICE is hereby given that the Vineyard City Council will hold a joint special session with Planning Commission, a Planning Commission Special Session, and a regularly scheduled City Council meeting on Wednesday, September 24, 2025, 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 Julie Fullmer

- 1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE**
- 2. JOINT PUBLIC HEARING**
 - 2.1. PUBLIC HEARING — Vineyard Station Area Plan**
- 3. PLANNING COMMISSION SPECIAL SESSION - BUSINESS ITEM**
 - 3.1. DISCUSSION AND ACTION - Vineyard Station Area Plan**
- 4. ADJOURN PLANNING COMMISSION SPECIAL SESSION**
- 5. CITY COUNCIL REGULAR SESSION**
- 6. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS**
 - 6.1. Proclamation Declaring September as Constitution Month - Proclamation 2025-07**
 - 6.2. Stormwater Awareness Week - Proclamation 2025-08**
 - 6.3. Source Water Protection Week - Proclamation 2025-09**
 - 6.4. Focus Group Update - City Hall**

Senior Planner Cache Hancey will present the findings of a recent Focus Group regarding Facilities and Growth
- 7. WORK SESSION**

8. PUBLIC COMMENTS

“Public Comments” is defined as time set aside for citizens to express their views for items not on the agenda. During a period designated for public comment, the mayor or chair may allot each speaker a maximum amount of time to present their comments, subject to extension by the mayor or by a majority vote of the council. Speakers offering duplicate comments may be limited. Because of the need for proper public notice, immediate action cannot be taken in the Council Meeting. The Chair of the meeting reserves the right to organize public comments by topic and may group speakers accordingly. If action is necessary, the item will be listed on a future agenda; however, the Council may elect to discuss the item if it is an immediate matter of concern. *Public comments can be submitted ahead of time to pams@vineyardutah.org.*

9. MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS

10. STAFF, COMMISSION, AND COMMITTEE REPORTS

10.1. City Manager Report

11. CONSENT ITEMS

11.1. Approval of the August 26, 2025, City Council Special Session Meeting Minutes

11.2. Caterpillar Backhoe Lease Agreement (Resolution 2025-48)

11.3. Special Event Fee Waiver Request

11.4. Municipal Code Amendment Section 13.16 Public Library (Ordinance 2025-10)

11.5. Bid Award of Contract for Beneficial Bacteria Products and Services (RFP No. 2025-52-101)(Resolution No. 2025-49)

11.6. Bid Award of Contract for General Concrete Services (RFP No. 2025-54-104)(Resolution No. 2025-50)

11.7. Purchase of Streets Utility Truck & Environmental Utilities Crane Truck (Resolution 2025-51)

11.8. Personnel Policy Revision: Disciplinary Appeals (Resolution 2025-52)

11.9. Vacation of a Portion of 1600 North Road (Resolution 2025-53)

11.10. Vineyard Station Area Plan

The City Council will act to endorse the draft working Vineyard Station Area Plan for certification by the SAP Policy Committee and MAG.

11.11. Vineyard Municipal Code Amendment to Title 2 Administration; adding Chapter 2.10 Employee Discipline Hearing Officer (Ordinance 2025-13)

12. APPOINTMENTS/REMOVALS

12.1. With the advice and consent of the council, Mayor Fullmer may appoint members to boards and commissions.

13. BUSINESS ITEMS

13.1. PUBLIC HEARING: Transportation Master Plan + Impact Fee (Ordinance 2025-13)

This was postponed from the June 25, August 13, and September 10, 2025, City Council Meetings. (This item is being struck from the agenda and the public hearing will be rescheduled and re-noticed for a future date.)

13.2. PUBLIC HEARING - Consolidated Fee Schedule Amendment (Resolution 2025-46)

Neighborhood Services Coordinator Maria Arteaga will present a proposed amendment to the Consolidated Fee Schedule. The mayor and City Council will act to adopt (or deny) this request by resolution. *(This item is being continued to the September 24, 2025, City Council Meeting.)*

13.3. DISCUSSION AND ACTION — Vineyard Loop Rd (600 North) and 300 West Parking & Striping Plan

Senior Planner Cache Hancey will present a striping plan for Vineyard Loop Road (600 North) and 300 West to add parking. City Council will take appropriate action.

13.4. PUBLIC HEARING - Adoption of the Fiscal Year 2025-2026 Working Budget After Amendment #2 (Resolution 2025-47) (This item is being moved to the October 8, 2025, City Council Meeting.)

FY26 Budget Amendment #2

13.5. DISCUSSION AND ACTION — Government Records Requests and Vineyard Municipal Code Title 3 Municipal Procedures

The mayor and city council will discuss Government Records Requests and Vineyard Municipal Code Title 3 Municipal Procedures and take appropriate action.

14. CLOSED SESSION

The Mayor and City Council pursuant to Utah Code 52-4-205 may vote to go into a closed session for the purpose of (these are just a few of the items listed, see Utah Code 52-4-205 for the entire list):

- a discussion of the character, professional competence, or physical or mental health of an individual
- b strategy sessions to discuss collective bargaining
- c strategy sessions to discuss pending or reasonably imminent litigation
- d strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares
- e strategy sessions to discuss the sale of real property, including any form of a water right or water shares
- f discussion regarding deployment of security personnel, devices, or systems
- g the purpose of considering information that is designated as a trade secret, as defined in Section [13-24-2](#), if the public body's consideration of the information is necessary in order to properly conduct a procurement under [Title 63G, Chapter 6a, Utah Procurement Code](#)

15. ADJOURNMENT

The next regularly scheduled meeting is on October 8, 2025.

This meeting may be held in a way that will allow a councilmember or commissioner to participate electronically.

The public is invited to participate in all City Council and Planning Commission 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.

I, the undersigned Deputy City Recorder for Vineyard, Utah, hereby certify that the foregoing notice and agenda was posted at Vineyard City Hall, on the Vineyard City and Utah Public Notice websites, and delivered electronically to staff and to each member of the Governing Body.

AGENDA NOTICING COMPLETED ON:

September 22, 2025

CERTIFIED (NOTICED) BY:

/s/Tony Lara

TONY LARA, DEPUTY CITY RECORDER



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: PUBLIC HEARING — Vineyard Station Area Plan

Department: Community Development

Presenter: Anthony Fletcher, Morgan Brim

Background/Discussion:

Background

In 2022, the Utah State Legislature adopted HB 462, which requires all cities with a fixed-guideway transit station (such as a Frontrunner stop/ Station) to prepare a Station Area Plan (SAP). An SAP must establish a vision for development within a half-mile of the station and include strategies to:

- Increase housing availability and affordability, including moderate-income housing.
- Promote sustainable environmental conditions.
- Enhance access to jobs, education, recreation, and commerce.
- Improve transportation choices and connections.

Vineyard's SAP covers over 430 acres around the Vineyard FrontRunner Station, much of which is part of the former Geneva Steel site. The plan integrates land use, transportation, and open space concepts to guide redevelopment of this area in coordination with regional partners.

Current Status

Consultants, in partnership with City staff and Mountainland Association of Governments (MAG), have prepared a draft SAP. The draft reflects Vineyard's local priorities while meeting State and MPO requirements for certification. A Planning Commission Work Session was held on September 3 to receive input on the status and direction of the ongoing plan preparation. Tonight's presentation is intended to:

- Provide an overview of the draft plan.
- Gather Commissioner/Council/ Public input on land use, zoning, transportation, and open space concepts.
- Identify any concerns or refinements before proceeding to City Council review.

Next Steps

- Joint Public Hearing – September 24: Draft working plan presentation and public hearing.
- Planning Commission Special Session — September 24: Support by the planning commission and a formal submission of a recommendation to the City Council for their support of the draft working plan.
- City Council Business Item – September 24: Consider approving support of the draft

working plan for submittal to Mountainland Association of Governments (MAG).

- SAP Policy Committee Certification: MAG and the SAP Policy Committee will review and certify the Vineyard SAP for compliance with State law.
- Final Adoption: Following MAG & SAP Policy Committee certification, the City Council will consider formal adoption of the SAP.

Fiscal Impact:

Recommendation:

N/A

Sample Motion:

No motion will be made at this time.

Attachments:

1. PC Draft Vineyard Station Area Plan Report 2.3.0

VINEYARD FRONTRUNNER STATION AREA PLAN

City of Vineyard, Utah
August 2025

Acknowledgment

This Station Area Plan report is envisioned as a dynamic document that will continue to evolve in response to changing conditions and circumstances. As such, it is anticipated that over the life of the Station Area Plan herein will be refined, waived, or amended to incorporate new conditions, special opportunities, and/or circumstances.

This plan will guide future work for this area and will identify specific steps for implementation in the first five years of the project. The plan will provide a coordinated vision for transportation, land uses, and open space for the approximate 430 acre site, and will provide a final report to be presented to the SAP Policy Committee, the planning commission, and the city council for approval.

ACKNOWLEDGMENTS

CLIENT TEAM

Mountainland Association of Governments
City of Vineyard

CONTRIBUTING STAKEHOLDERS

Flagborough, LLC
Huntsman Cancer Institute
MS Properties of Vineyard
Utah Valley University

CONSULTING TEAM

Sasaki
Fehr & Peers
Zion Public Finance

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01

Introduction



Executive Summary

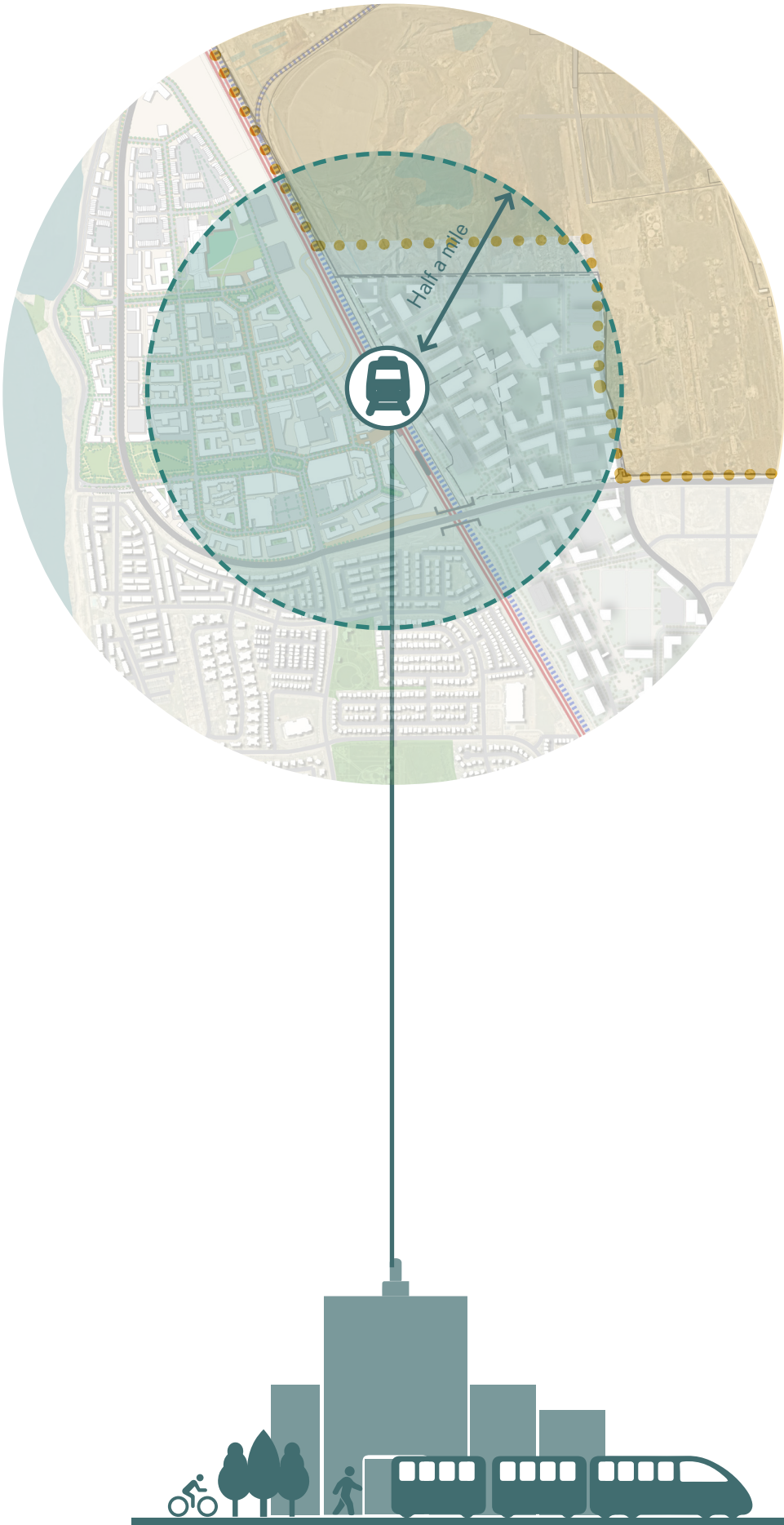
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The Vineyard Station Area Plan is more than a response to state requirements—it is a locally driven vision for how our city will grow around the FrontRunner station in a way that serves our residents, supports local businesses, and enhances regional connections. While the Plan follows the guidelines set by HB 462 and Mountainland Association of Governments (MAG), it has been shaped by Vineyard’s unique priorities, character, and community input.

The SAP was developed through a coordinated effort between Vineyard City and MAG, with funding support to ensure the process reflected both technical expertise and local values. At its core, this Plan outlines how Vineyard will manage growth in the 430-acre area surrounding our station—bringing together land use, transportation, housing, open space, and economic development into one cohesive strategy.

A Station Area Plan is defined as a guiding document that sets a vision and action steps for development within a half-mile of a fixed transit station or a quarter-mile of a bus platform. For Vineyard, this means creating a walkable, connected, and welcoming district that grows with intention. As one of Utah’s fastest-growing cities, Vineyard recognizes the opportunity to turn this station area into a thriving center of activity.



Executive Summary

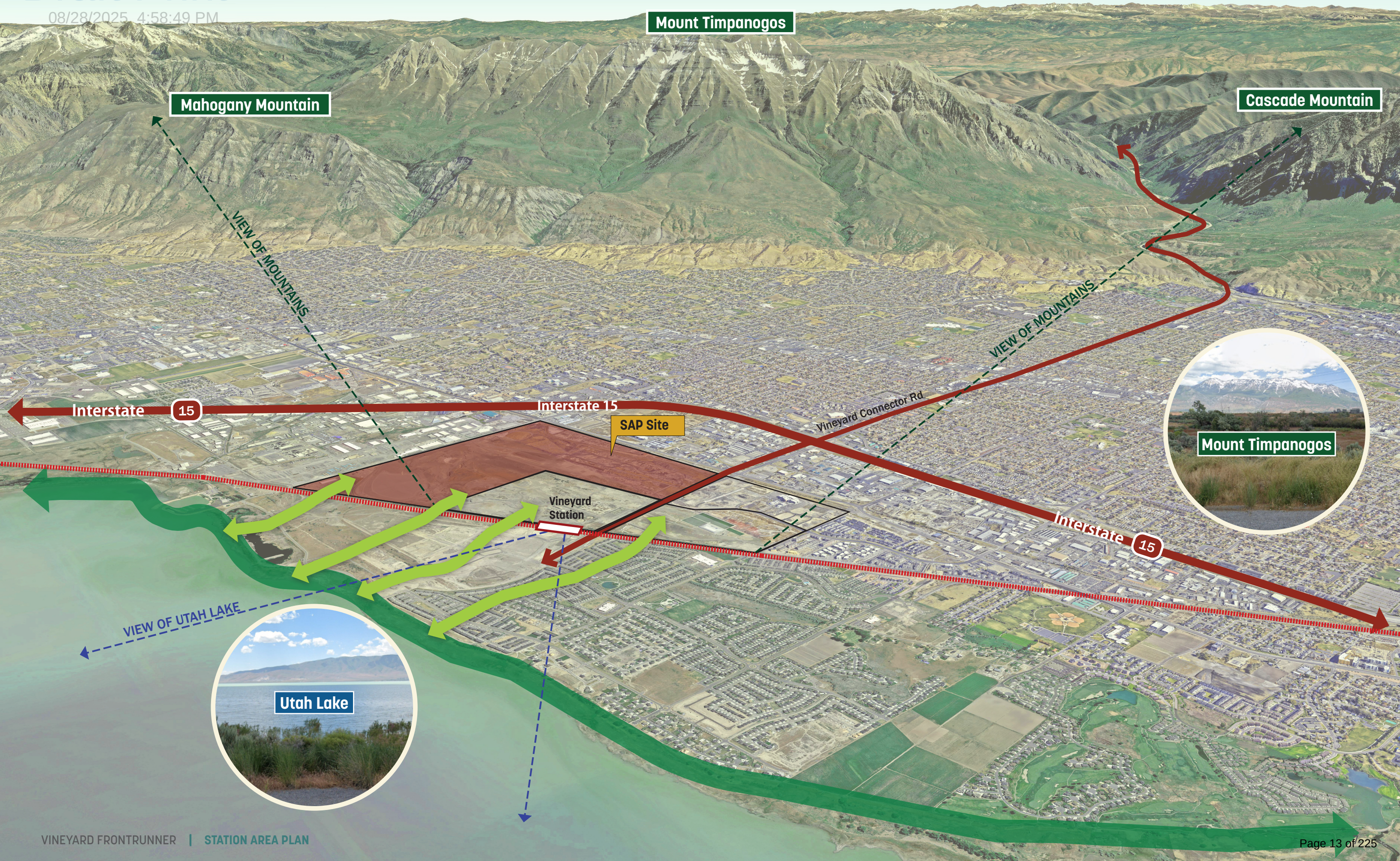
This Plan builds on the direction set in Vineyard’s General Plan and Active Transportation Plan and incorporates specific steps to be taken in the first five years of implementation. It emphasizes housing variety—including options for moderate-income families—expanded mobility choices, preserved open space, and access to jobs and services.

Most importantly, this Plan reflects Vineyard’s ownership of its future. It’s a roadmap built for and by Vineyard—with local voices, local context, and local goals at its foundation.

We invite residents, property owners, developers, and regional partners to see this Plan as a shared commitment: to grow thoughtfully, protect what makes Vineyard special, and ensure that our station area benefits everyone who lives, works, or visits here.

Note: Utah City and Utah Valley University (UVU) Plans in this image indicate future development on these properties.





Mount Timpanogos

Mahogany Mountain

Cascade Mountain

Mount Timpanogos

Utah Lake

Process

The Station Area Planning process involved close collaboration between the City of Vineyard, project stakeholders, and the consultant team. With many recent and emerging plans for lands immediately around the Station Area, the planning process required close coordination and responsiveness to the momentum of planning and development just outside the site boundaries.

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Vineyard FrontRunner Station Area Plan Process



Statements of Consistency

The Vineyard Station Area Plan (SAP) reflects and builds upon the goals outlined in Vineyard’s General Plan, adopted in 2019. As required by Utah’s House Bill 462 (2022), this plan addresses how Vineyard will grow around the FrontRunner station, with a focus on housing, transportation, land use, and access to opportunity. More importantly, the SAP stays true to the community’s vision for a well-connected, livable city. It takes the values we’ve already established—like providing a variety of housing options, making it easier to get around without a car, and protecting open space—and applies them to one of the most important areas of future growth in Vineyard.

Here’s how the SAP aligns with the General Plan:

Land Use: The SAP promotes a mix of uses—housing, office, retail, parks—that support a walkable, people-friendly environment. This directly supports the General Plan’s goals for thoughtful, well-designed neighborhoods and vibrant commercial areas.

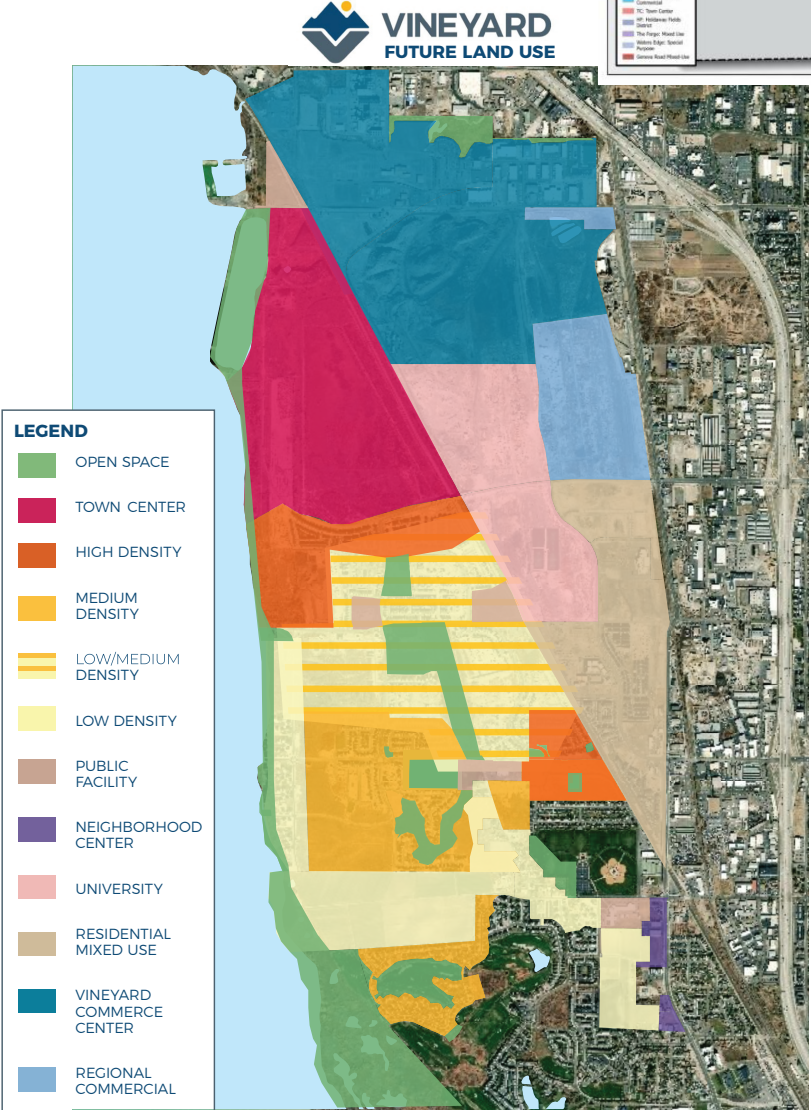
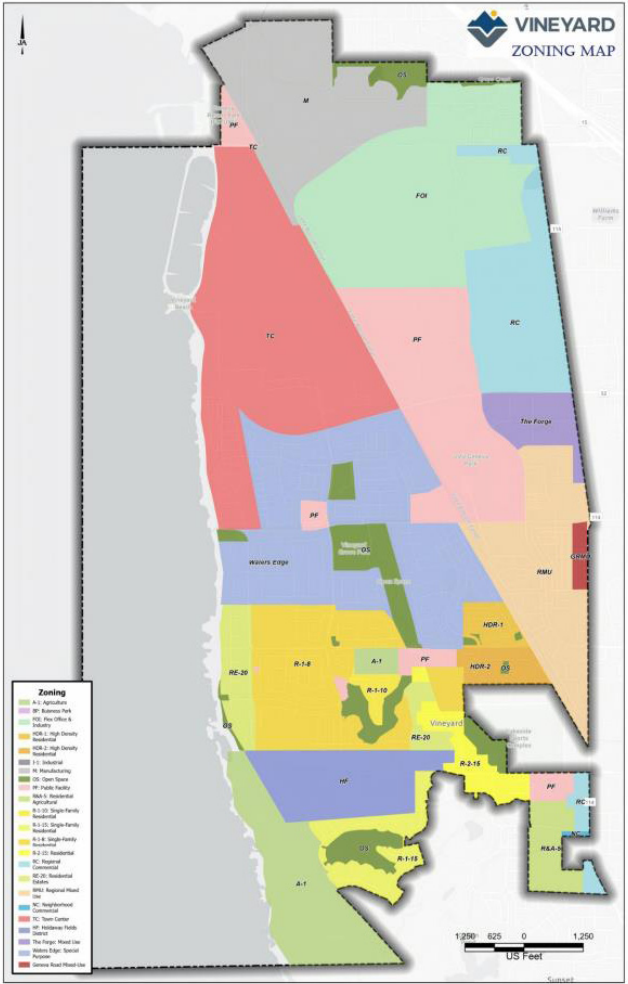
Transportation: The plan lays out a connected street network, safe walking and biking routes, and better links to the FrontRunner station. These improvements reflect Vineyard’s ongoing efforts to give residents more choices in how they move around town.

Open Space: The SAP includes new parks, trails, and a greenway system that ties into the city’s broader trail network and supports access to Utah Lake. These features reflect Vineyard’s commitment to outdoor recreation and natural beauty.

Housing: The plan supports a mix of housing types—including moderate-income and multifamily housing—within reach of jobs, schools, and transit. This approach supports the City’s broader housing goals and helps meet state requirements.

Economic Development: With space for office, innovation, and light industrial uses, the SAP helps position Vineyard to attract new businesses and strengthen its tax base, while also supporting nearby institutions like UVU.

The Station Area Plan takes the foundation laid in the General Plan and turns it into a practical vision for one of Vineyard’s most promising areas. It’s a forward-looking but locally grounded plan that reflects the city’s values and prepares Vineyard for smart, sustainable growth.



02

Existing Context

Understanding Growth

This Station Area Plan is one of many efforts that has the opportunity to steer development in Vineyard and within the region at a time when growth rates and projections are very high for both. Vineyard, Utah County and Utah are all growing quickly and projections are for each to continue growing for a while longer. Vineyard and the lands covered by this Station Area Plan will see increased demand as this growth continues to reshape life in the state.



Transportation

The creation of the FrontRunner rail line enhances opportunities in the Wasatch Front communities by introducing an alternative means of transportation between Salt Lake, Ogden, and Provo. As the communities here continue to grow, it can help alleviate traffic congestion along I-15, reduce air pollution, support local businesses, and provides convenient transit options for commuters, students, and residents.



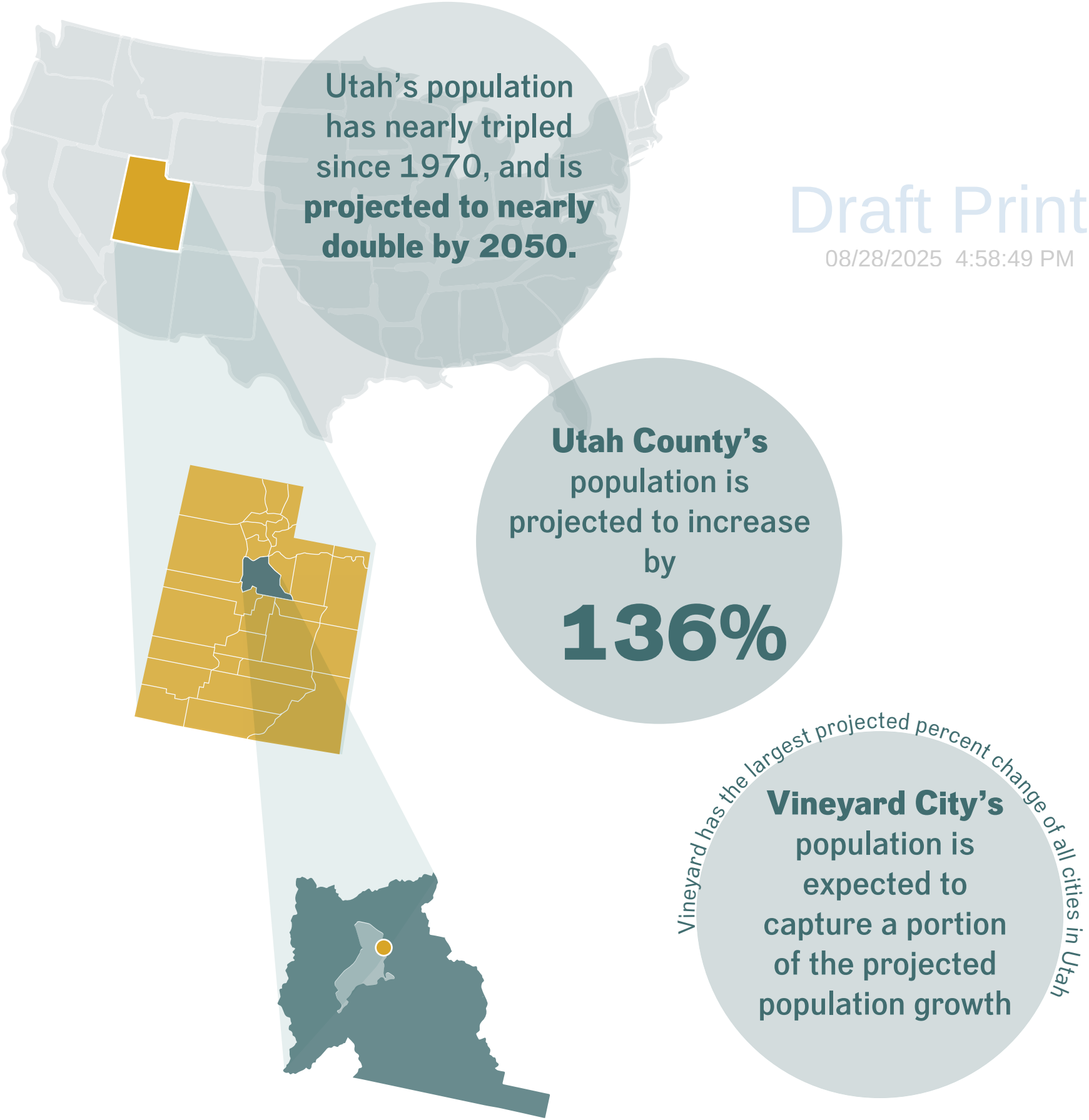
Economic Development

Vineyard and its surrounding communities are home to many small and large businesses that provide careers and contribute to local communities. As the region's neighborhoods continue to grow, planning and investment in civic infrastructure can help grow the local economy and introduce new local jobs as well.



Housing Opportunities

Residential growth in Vineyard and its neighboring communities has been significant in recent years and the city is continuing to growth rapidly. The largest single project, Utah City, is located immediately west of these Station Area Plan lands and will introduce thousands of new units of housing to the community.



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Vineyard Socio-economics

Vineyard is expected to nearly double its population by 2030. This represents average population growth of approximately 1,420 persons per year. With an average household size of 3 persons, this presents the need for about 456 housing units per year.

In general, the population of Vineyard is younger, with smaller household sizes, than the rest of the County. Average incomes are slightly higher than in Utah County but represent only 80 percent of the average incomes in Lehi.

PROJECTED POPULATION GROWTH

	Vineyard	Utah County
2022 (Historical)	12,663	666,021
2030	24,017	861,852
2040	33,870	1,080,082
2050	36,265	1,297,515

Sources: MAG 2030-2050 Population Projections (2019); US Census Bureau ACS 5-year Data (2022)

DEMOGRAPHIC CHARACTERISTICS

	Vineyard	Lehi	American Fork	Utah County
Median Age	24.5	26.6	28.0	25.2
Median HH Income	\$94,018	\$117,243	\$90,490	\$91,263
Average HH Size	3.11	3.62	3.27	3.46
Owner-occupied only	3.43	3.72	3.48	3.78
Renter-occupied only	2.85	2.90	2.77	3.05
Education (population age 25+)				
High school graduate or higher	96.6%	97.2%	94.3%	95.3%
Bachelor's degree or higher	44.0%	48.4%	40.9%	42.8%
Graduate or professional degree	12.9%	14.8%	11.7%	13.0%

Source: US Census Bureau ACS 5-year Data (2022)

The full market study completed as part of this Station Area Planning process can be found in the appendix of this document.

Market Review

Utah County is one of the most rapidly growing areas in the country. Employment growth is strong, fueled by an educated population and a strong workforce coming from two major universities in the area, as well as other educational institutions. The northern part of the County, along I-15, is referred to as

Silicon Slopes and attracts worldwide companies such as Texas Instruments and Adobe. A young and rapidly-growing population, along with world-class recreational opportunities, makes Utah County one of the most desirable business locations in the country.

OPPORTUNITIES

RESIDENTIAL

Most of the multi-family residential development at the site will be for 4-story complexes with densities of up to 50 units per acre. If rents continue to rise in the area, and we have seen significant rent increases over the past few years, then wrap construction with 60-80 units per acre may be feasible in some locations.

INDUSTRIAL / FLEX OFFICE

Industrial/flex office is a promising use for the areas of the site near the tailings in the NW corner, as well as nearer to Geneva Road. While industrial/flex office densities can vary considerably, a rule of thumb that reflects an average of industrial development is for a floor area ratio of 38 percent. There is strong competition for industrial space from the central and southern part of the County where land is less expensive and therefore these areas are seeing significant growth

OFFICE

Office development is still in the recovery stages in Utah County with new construction activity at a 5-year low. Office development on the site could be geared to UVU expansion space or possible startup companies from the many entrepreneurial businesses generated by programs at UVU and BYU.

RETAIL

Retail is greatly needed in Vineyard which sees large amounts of sales leakage to surrounding areas such as Orem and American Fork. Retail would need to be located in the areas with the highest traffic counts and visibility such as along the Vineyard Connector or any other major connections into the Town Center.

MAJOR FINDINGS OF THE MARKET REVIEW

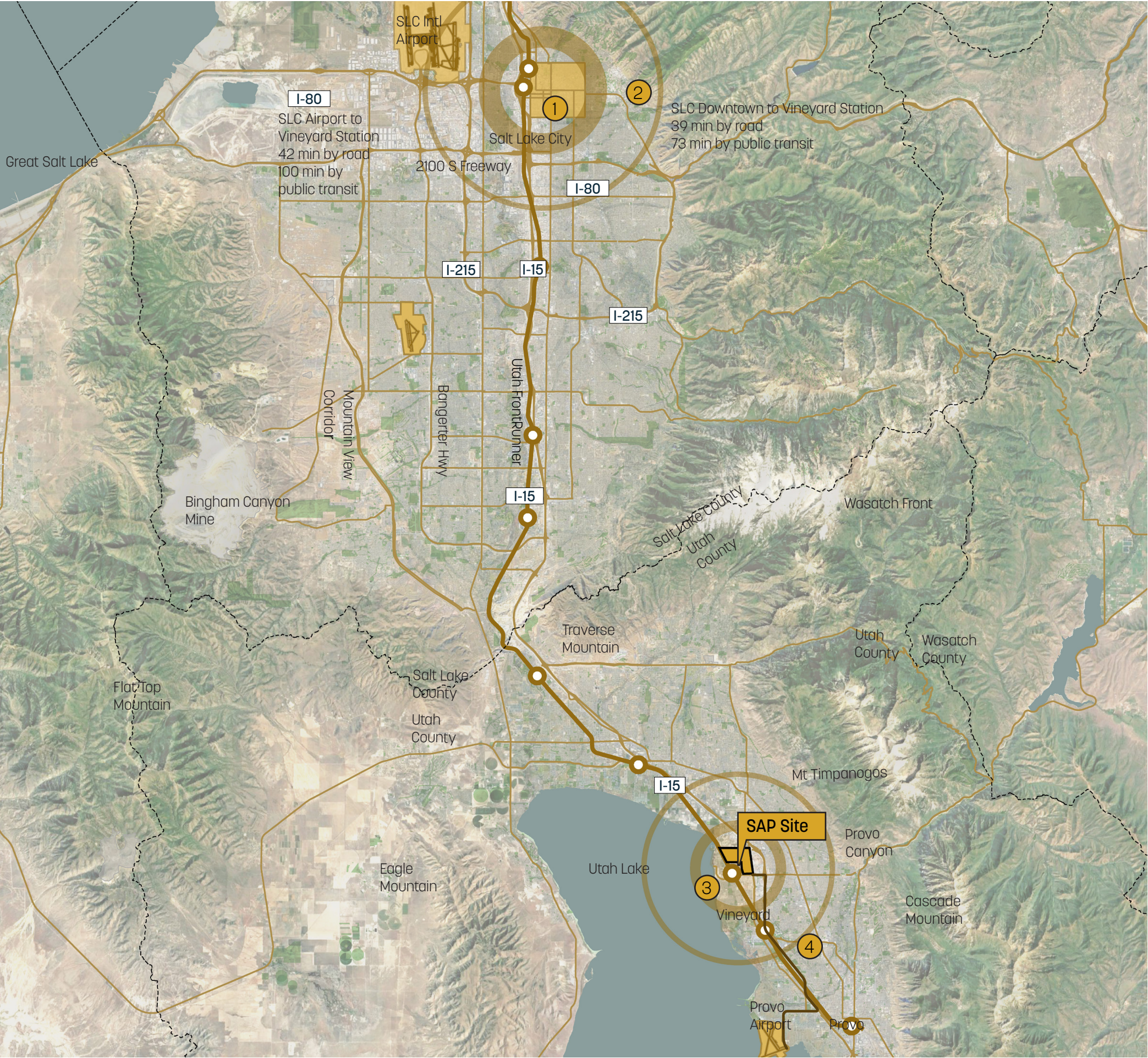
- Utah County is one of the fastest growing areas in the county
- Vineyard is projected to grow by approximately 1,420 persons per year between 2022 and 2030, presenting the need for close to 450 new housing units per year
- Incomes are good; slightly higher than the County but only 80 percent of those in neighboring Lehi
- Vineyard has a significantly higher percentage of rental units (54.4%) when compared to Utah County (31.3%).
- Over 53 percent of households in Vineyard spend more than 30 percent of their household income on rent, compared to 30 percent in Lehi where rents are similar and incomes are higher
- Median home prices in Vineyard (\$481,800) are 88 percent of median home prices in Utah County (\$548,100).
- Since 2017, Vineyard has increased its share of households making less than 80 percent of Area Mean Income (AMI), suggesting that there is more attainable housing in Vineyard
- Industrial comprised thirty-eight percent of commercial permits in Utah County, while industrial comprised nearly fifty-four percent of commercial permits in Vineyard.
- Retail permits have been slow in Vineyard, representing only 0.9 percent of permitted valuation, yet population growth represents 9.1 percent; 590,000 sf of retail are planned for the Town Center Housing and Transit Reinvestment Zone (HTRZ) area.
- The office market is in a state of uncertainty at the present time but has seen significant growth along the Silicon Slopes corridor in Lehi. The HTRZ Town Center area has plans for 2.6 million square feet of office space.

The full market study completed as part of this Station Area Planning process can be found in the appendix of this document.

Urban Context

Vineyard and the Station Area Plan lands are located within the Wasatch Front, along the banks of Utah Lake, approximately five miles north of downtown Provo and thirty miles southeast of downtown Salt Lake City. The communities are connected by the new FrontRunner passenger rail line.

- 1 Salt Lake City Downtown
- 2 University of Utah / Huntsman Cancer Institute
- 3 Vineyard Station (Utah FrontRunner)
- 4 Utah Valley University
- Commuter Rail (Utah FrontRunner)
- Important Destinations
- Vineyard Station Area Plan (SAP) Site



Regional Corridors

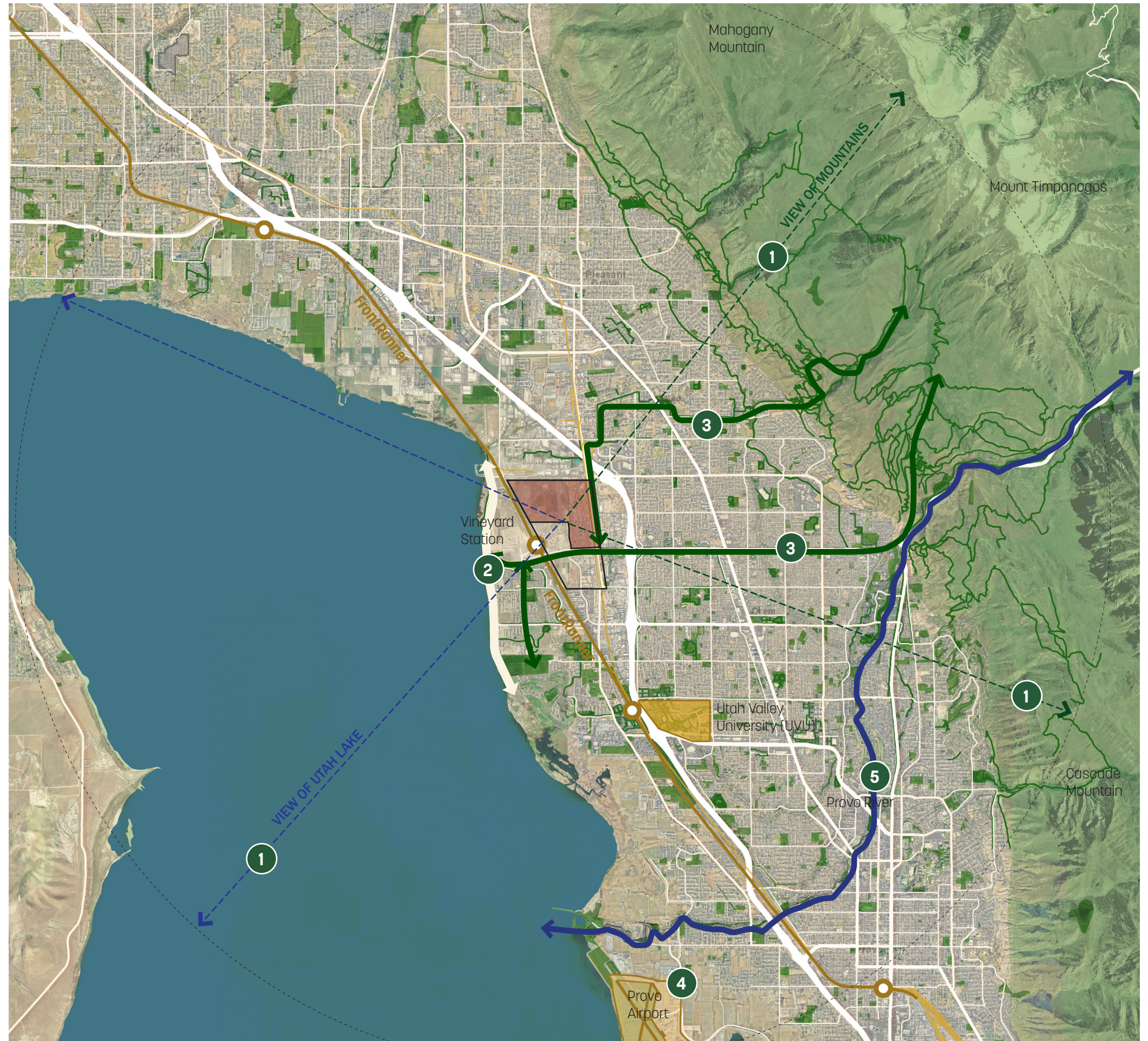
Vineyard and the Station Area Plan lands are connected to the larger region by several major regional corridors, with Interstate 15 serving as the major regional connector. These highways provide Vineyard and the Station Area plan lands with easy access to major regional destinations , like the airports in Salt Lake City and Provo and several regional universities, including the University of Utah and Utah Valley University.

- Regional Corridors
- Arterial Roads
- Important Destinations
- Vineyard Station Area Plan (SAP) Site



Site Context Features

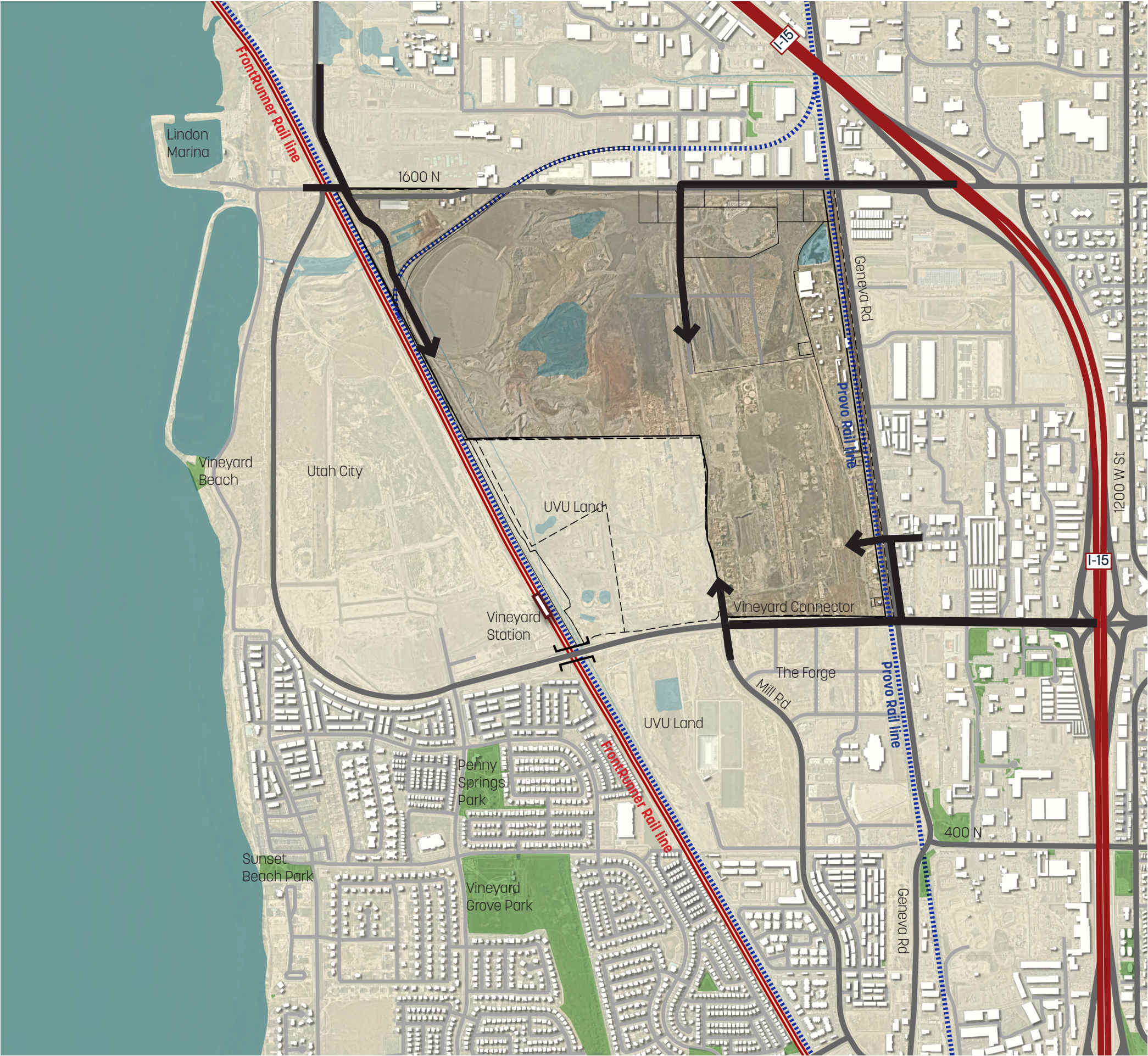
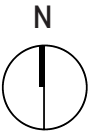
- 1 Scenic views of the Wasatch Mountain Range and Utah Lake.
- 2 Direct access to the Utah Lakefront via Vineyard Connector Road.
- 3 Trail and pathway connections from the site to Mt. Timpanogos, linking neighborhood parks and recreation areas.
- 4 Provo Airport is only a 15-minute drive from the site.
- 5 The Provo River flows from Deer Creek Reservoir to Utah Lake, creating a natural landscape system that ties together open spaces in Orem and Vineyard.



Site

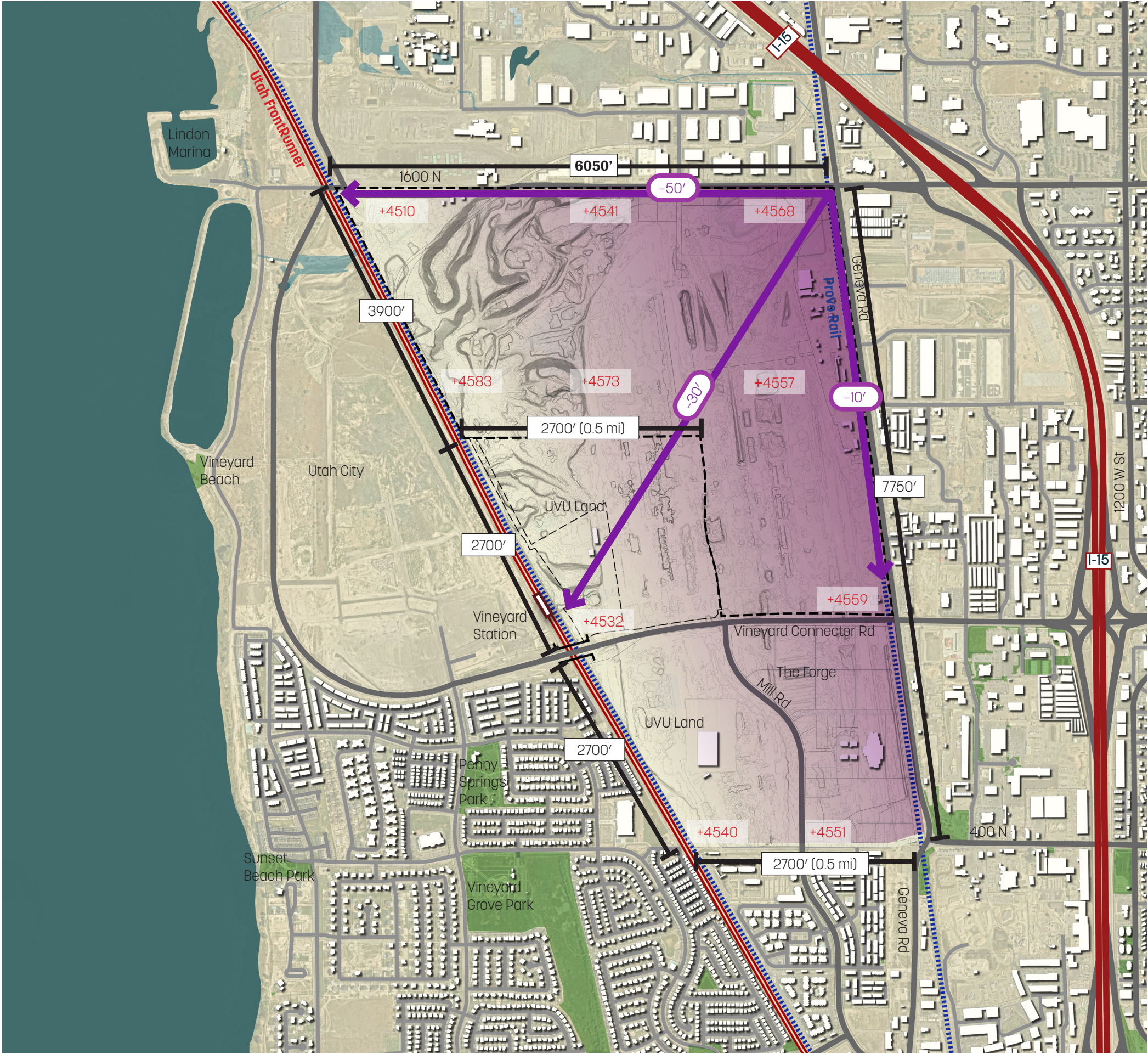
The site area for this Station Area Plan comprises 430 acres and is bounded by 1600 N to the north, Geneva Road to the east, Vineyard Connector to the south, and the FrontRunner rail line to the west. Vehicular access to the site is possible at four gateways, including an entry at the south aligned with Mill Road, an entry to the east aligned with 960 N, an entry to the north aligned with 400 E, and an entry from the northwest aligned with W 2000.

-  Site Access
-  Highway
-  Arterial Roads
-  Utah FrontRunner
-  Provo Industrial Rail



Site Topography

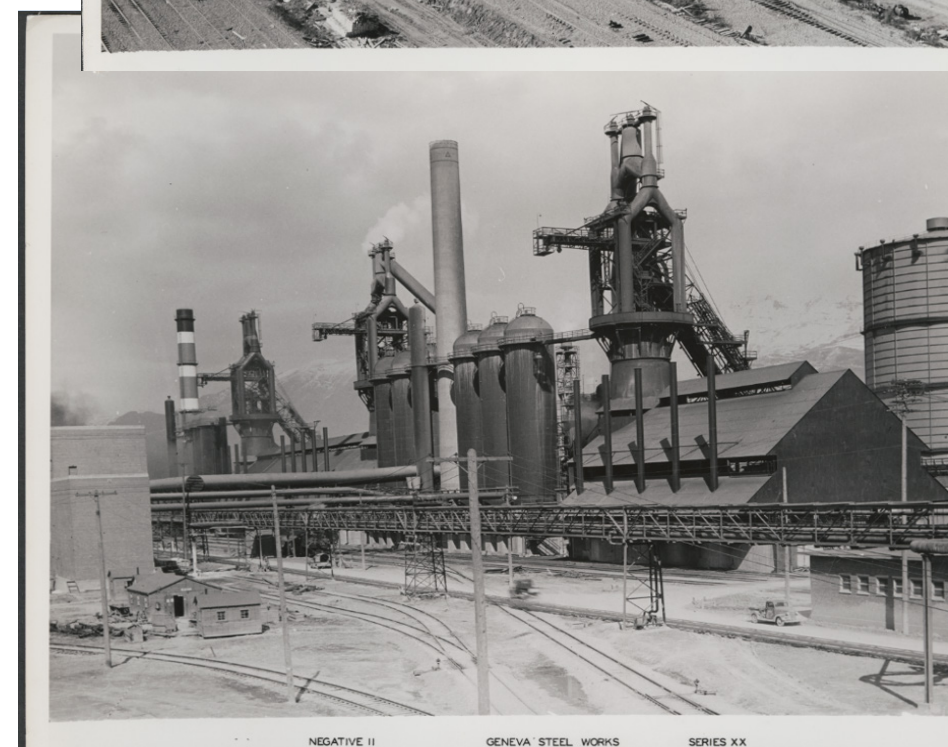
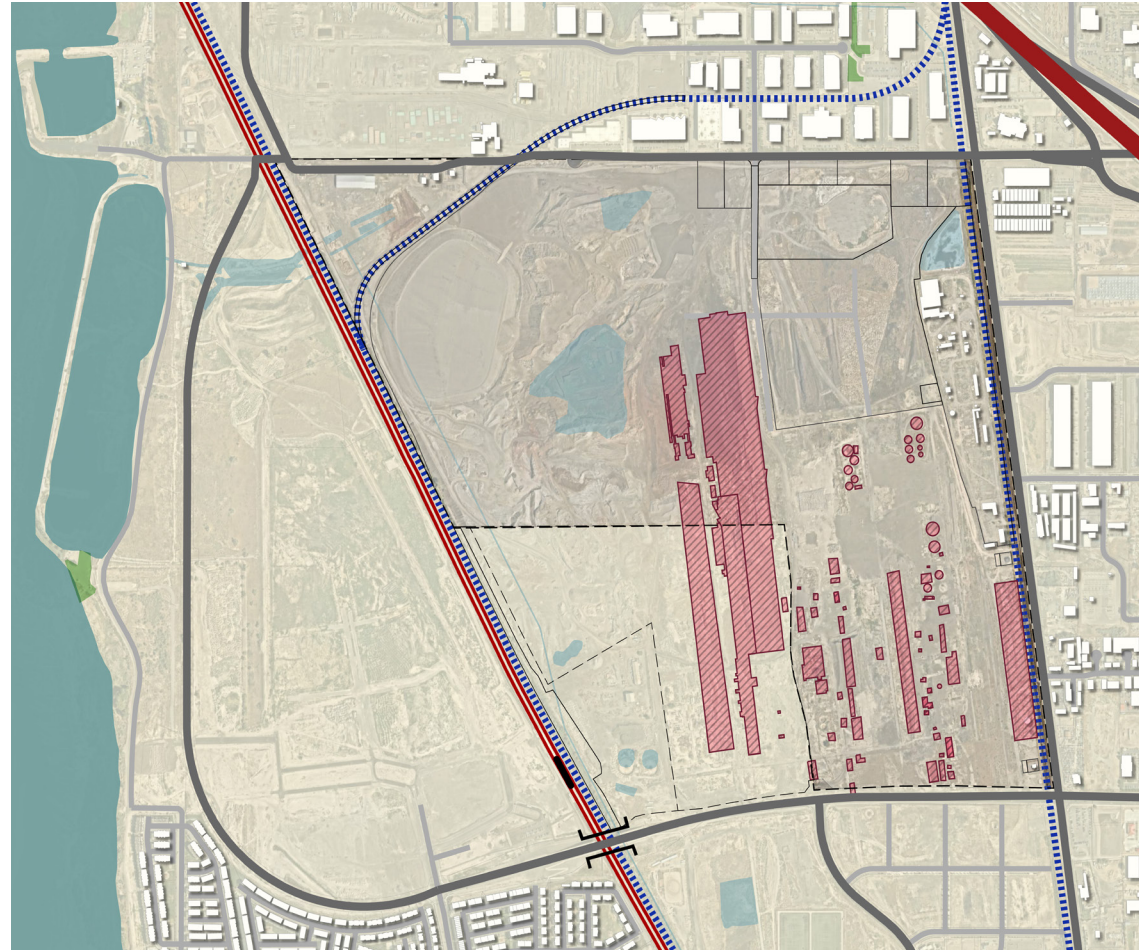
The site's topography is characterized by a relatively gentle slope from generally higher lands in the northeast corner and along the eastern edge to low points along the western edge toward the lake. Exceptions to this general slope are found in the western-central area of the site, where there are several of the site's highest elevations.



Demolished Buildings & Foundations

The Station Area Plan (SAP) lands, together with the area south of 800 North, were once part of the former Geneva Steel mill in Vineyard. While most industrial facilities have been removed, remnants such as building foundations and large concrete floors remain. The site also contained an extensive rail yard that supported steel operations.

Today, the 430-acre SAP area is undergoing ongoing remediation and restoration to clear these remaining structures. This process will continue over the coming years, preparing the land for redevelopment and transforming it from a former industrial site into a new community hub.



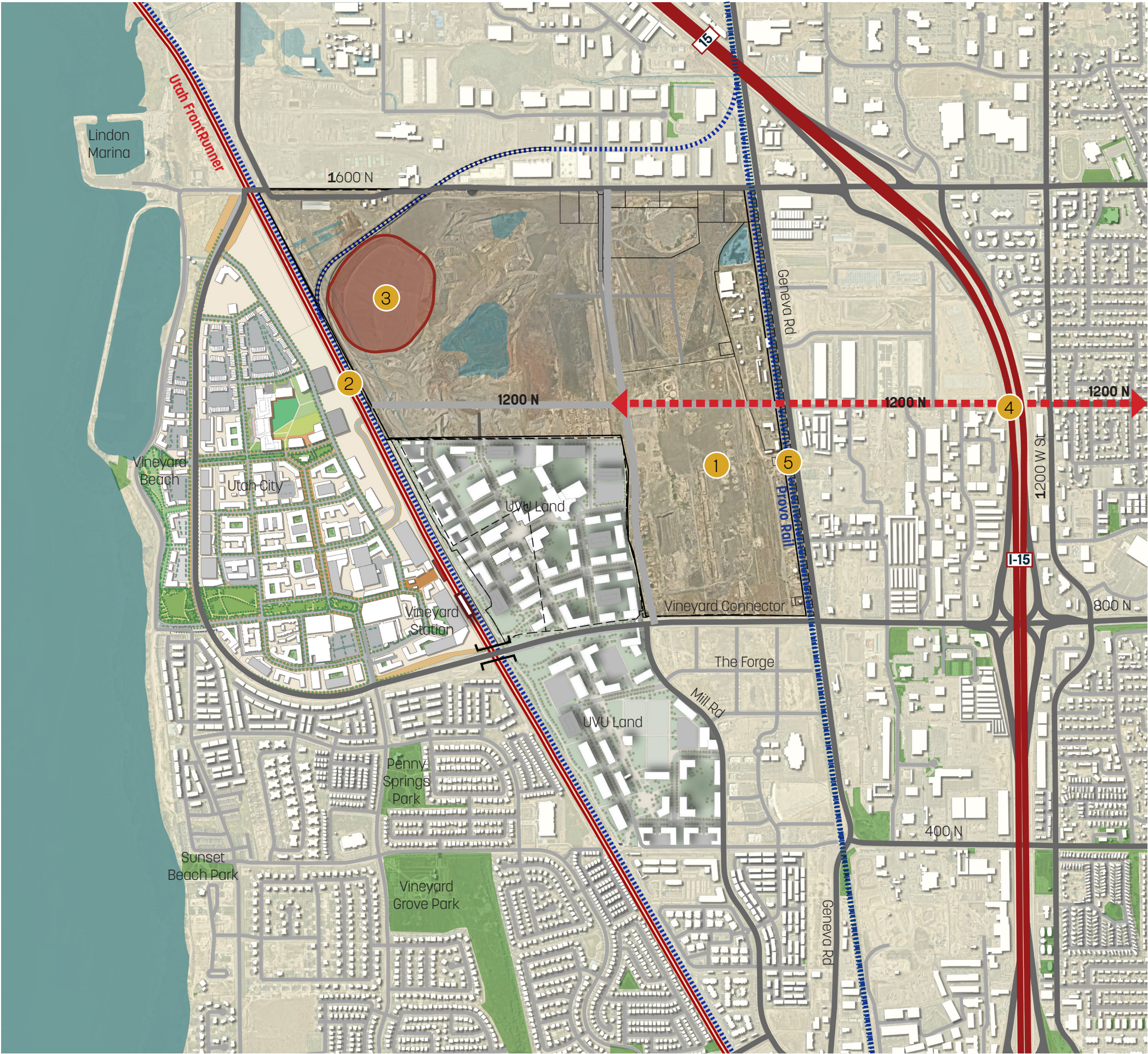
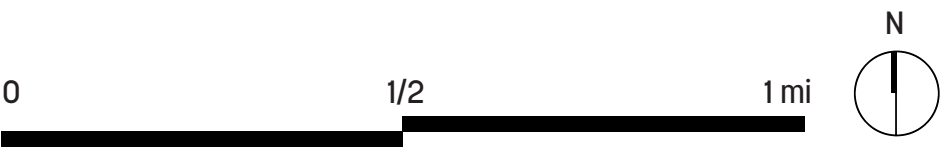
Constraints

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Planning for the future of these lands requires an evaluation of the potential constraints that may negatively impact efforts to implement infrastructure improvements and redevelop the land.

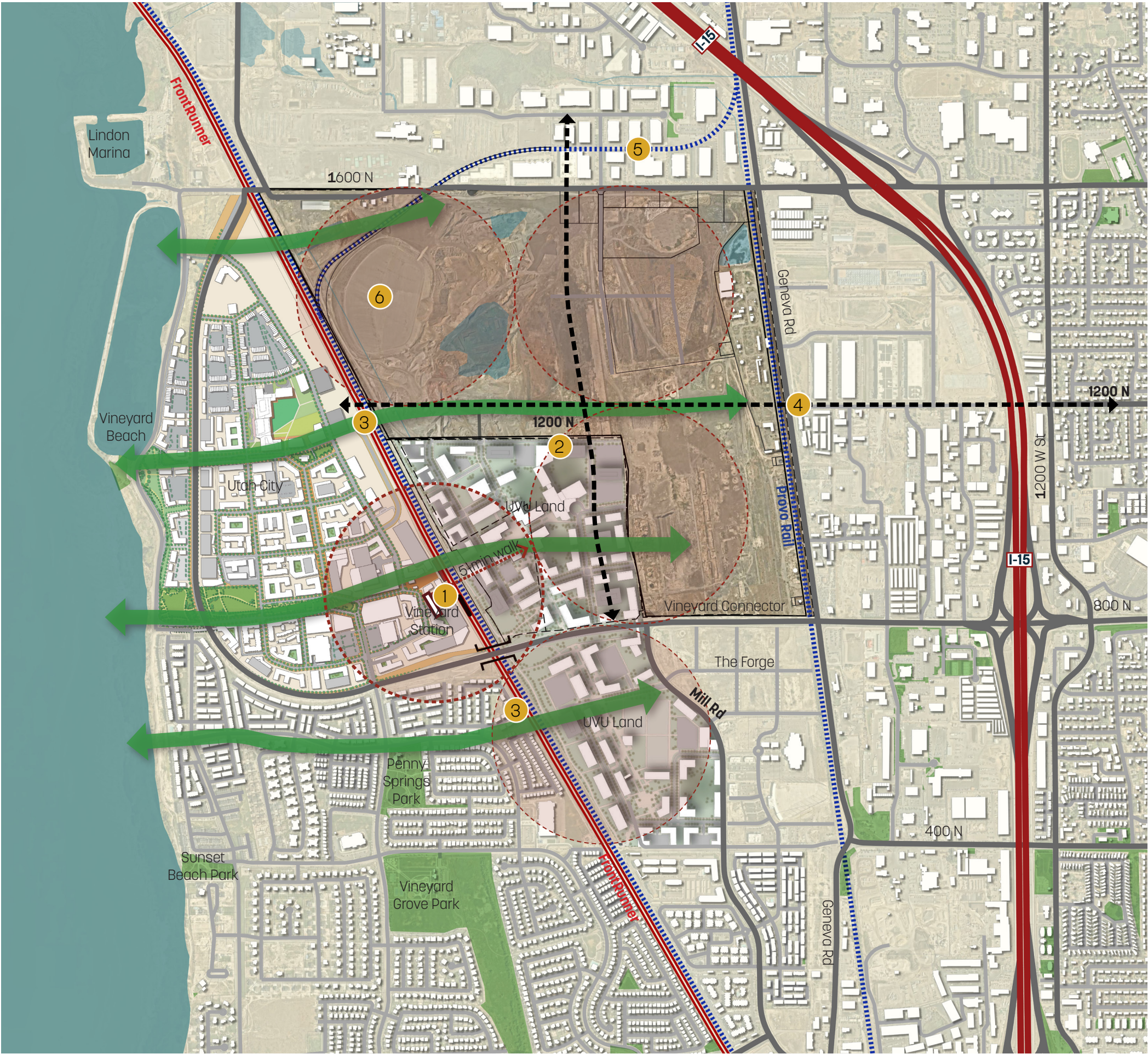
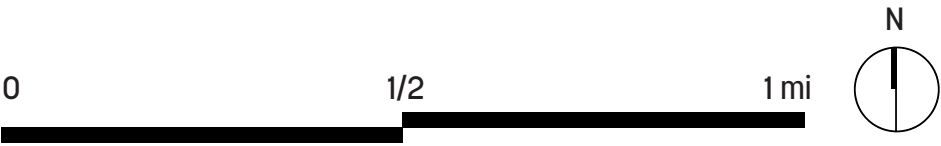
- 1 Land remediation of steel mill property - Residential uses may be permitted on the former steel mill property only in areas that meet the conditions of the environmental permit.
- 2 FrontRunner rail line as barrier in accessing the Utah Lake beach shore.
- 3 The Corrective Action Management Unit (CAMU) in the northwest portion of the site limits future land use options. Due to environmental and regulatory constraints, this area may only be appropriate for low-impact or light recreational uses
- 4 1200N requires an underpass to Interstate-15, in order to connect the site with areas east of the Interstate-15.
- 5 Provo Industrial Rail along eastern edge of the site is a barrier for access from Geneva Rd, until the rail is re-routed through East Lake Industrial Park.



Opportunities

The Station Area Plan lands are rich with opportunities given the growth of the area, the momentum of its neighboring properties, and its great connections to local and regional roads and rail.

- 1 Vineyard Station (FrontRunner) is a key public transit stop along the Wasatch Front, located between the line’s northern terminus in Ogden and its southern terminus in Provo, providing convenient access to central hubs like Salt Lake City."
- 2 5-min circles show the potential for SAP land to have a highly walkable district.
- 3 Connections to Vineyard Town Center via linear parks across the commuter rail line.
- 4 Potential extension of 1200 N and Mill Road to connect with Vineyard Town Center
- 5 Proposed rail re-routing (UDOT) will create access along Geneva Rd with removal of the Provo industrial rail line.
- 6 The Corrective Action Management Unit (CAMU) in the northwest area presents a future redevelopment opportunity. Upcoming planning efforts will explore potential adaptive reuse of this site.





03

Station Area Plan Vision

City of Vineyard Objectives

The City of Vineyard adopted a General Plan in July 2019. This plan articulates several goals related to growth and the future of the community. These goals, as outlined here, served as the foundation for the planning of the Vineyard Station Area Plan.

TRANSPORTATION

To promote the development of an efficient multi-modal transportation system that meets the needs of Vineyard’s current and future residents while increasing safety and sustainability, decreasing auto-dependency, balancing mobility and accessibility and integrating into existing infrastructure.

City of Vineyard Goals

- 1. Provide multiple connections between neighborhood, city-wide and regional systems that safely and effectively move people through, into and out of the city while mitigating traffic congestion.
- 2. Reduce auto dependency in Vineyard to improve air quality, reduce traffic congestion and enhance the quality of life.
- 3. Maintain and enhance Vineyard’s environmental standards as the City’s transportation system grows.
- 4. Provide a diverse range of transportation options—including light rail, commuter rail, and bus service—while prioritizing active transportation through safe, connected bicycle paths/ trails, and pedestrian routes.
- 5. Adopt a Complete Streets Policy to ensure safe access for all users, including pedestrians, bicyclists, vehicles, and transit riders of all abilities.

PUBLIC & OPEN SPACE

To provide high quality, maintainable, diversified parks, recreation and open spaces that engage all ages to support the needs of a growing healthy Vineyard community.

City of Vineyard Goals

Open Space:

- OS1. Protect existing wetlands and open spaces utilizing sustainable green infrastructure.
- OS2. Support the formation and development of the Walkara Way Conservation Area.
- OS3. Increase the amount of publicly accessed open spaces provided throughout Vineyard.

Parks:

- P1. Provide an appropriate number and size of parks and open space for all Vineyard residents and visitors.
- P2. Ensure all residents have access to well- maintained, clean and safe open space, parks and recreational facilities.
- P3. Provide a range of recreation amenity types that appeal to all Vineyard residents and visitors.

Trails:

- T1. Enhance, improve and connect existing bicycle and pedestrian trail network throughout the city and to the regional trail network.
- T2. Prepare a comprehensive Bicycle Master Plan to strategically plan for the future of cycling in Vineyard and the region.

Lakefront:

- L1. Ensure the Lakefront is an active, celebrated, and engaging place that residents and visitors enjoy by improving and developing sections of the shoreline and making needed improvements to adjacent lands.



City of Vineyard Objectives

FUTURE LAND USES

To promote responsible growth, through well-planned neighborhoods that honor natural surroundings and strategically fit our close- knit and diverse community spirit, to continue to improve Vineyard’s quality of life.

City of Vineyard Goals

- 1. Enhance Vineyard’s identity as a community with a high standard of living, a diverse economy, and rich mixture of housing and recreation opportunities.
- 2. Participate in larger scale, regional planning to coordinate land uses and to maintain regional networks.
- 3. Develop a central business area that is easily accessible to all residents and visitors to serve as Vineyard’s downtown.
- 4. Encourage a pattern of growth that reflects the City’s ability to efficiently provide necessary services and anticipates the resource needs of future generations.
- 5. Provide an adequate supply of public and private parking options in Vineyard.

MODERATE INCOME HOUSING

To ensure the availability of a range of housing options, including moderate income housing, to meet the needs of the population that desires to live in Vineyard.

City of Vineyard Goals

- 1. Provide opportunities for moderate income households to purchase attainable housing to support the economic vitality of the community.
- 2. Encourage and promote affordable housing developments by incentivizing developers to build this type of housing.
- 3. Provide the framework for the successful integration of a mix of housing types in the community’s various neighborhoods.

ECONOMIC DEVELOPMENT

To support an economic program that attracts new businesses and target industries, increases municipal revenue streams, creates long-term fiscal health, and supports the economic vitality and wellbeing of residents and businesses.

City of Vineyard Goals

- 1. Create an effective and proactive business recruitment program that directs resources toward targeted businesses and industries.
- 2. Establish criteria and methodology for reviewing, evaluating and updating City incentives to attract new businesses.
- 3. Maintain and improve the long-term economic strength of the community with a business retention program.
- 4. Ensure the City’s long-term fiscal health by taking measures to establish a larger tax base of both property and sales tax revenues.
- 5. Establish zoning that encourages strategic, accessible and centralized economic centers that will integrate appropriately into the community.
- 6. Activate Vineyard’s natural resources, including the lakefront and Utah Lake, to improve the tourism sector of the economy and attract new businesses.
- 7. Focus future development and investment efforts on implementing the Town Center and Forge Special Zoning Districts while maintaining the intent of these districts to create distinctive walkable village centers.
- 8. Unify and brand the Eastlake Industrial District as one cohesive business park district.
- 9. Leverage Utah Valley University’s technology assets and human resources to promote economic development in Vineyard.



Public Outreach

The Vineyard Station Area Plan was shaped by input from a wide range of local stakeholders and community members through both in-person and virtual engagement.

In June 2023, the planning team hosted a booth at the well-attended Vineyard Days community event. Team members from Sasaki and the City of Vineyard spoke with dozens of residents and families, gathering feedback on key topics that helped guide the plan.

In addition, a virtual workshop presentation was created for the City to share during online meetings.

Throughout the planning process, the team held regular discussions with key stakeholders—including elected officials, City staff, nearby property owners, developers, and representatives from Utah Valley University, the Huntsman Cancer Institute, and surrounding jurisdictions.

Community Open House



Vineyard Days Event June 2023

- 75+ Attendees
- 60 Comments
- 4 Public input points
- comment cards

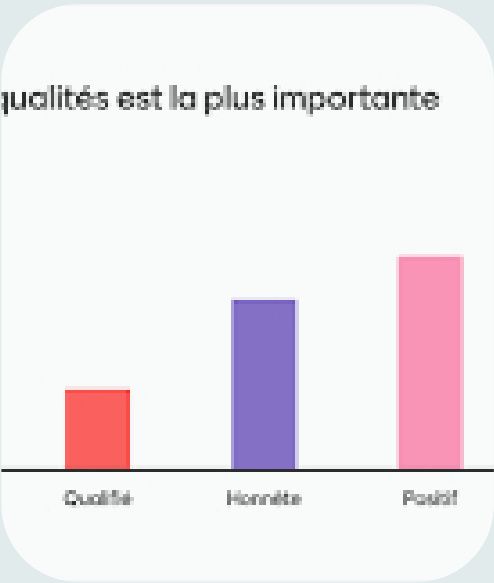


Community Virtual Workshop Presentation



Vineyard Station Area Plan Presentation

- Presentation developed for use by the City
- Live-input Question with Menti integration
- Potential for hundreds of participants

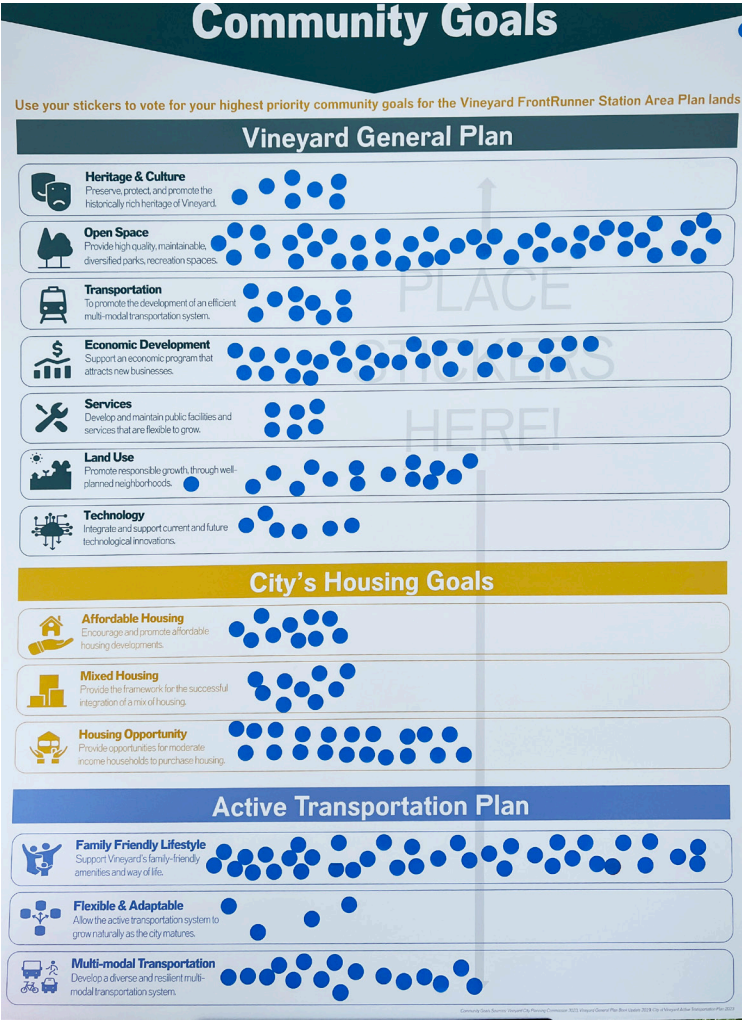




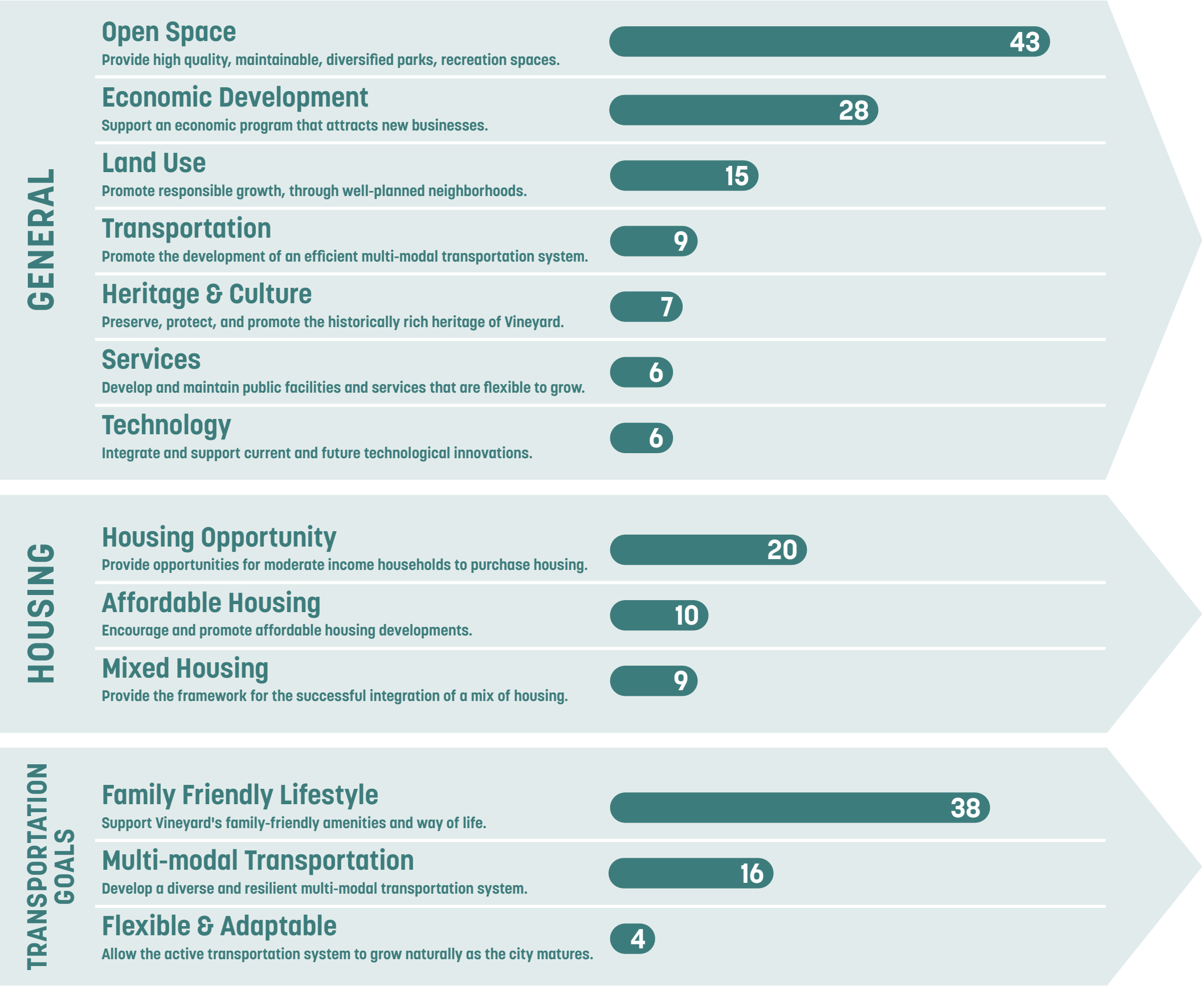
The Sasaki team and representatives from the City of Vineyard interacted with dozens of community members of all ages at the City's Vineyard Days event in June 2023.

Community Goals

At the June 2023 Vineyard Days event, the planning team invited residents to share their vision for the future of their growing community. Participants used blue stickers to vote on the 2019 Vineyard General Plan goals they felt were most important for the Vineyard Station Area Plan area. The photo below shows the completed activity with the sticker votes, and the chart to the right summarizes the results.



Priority Goals for Vineyard Station Area Plan Lands



Future Uses

At the June 2023 Vineyard Days event, the planning team asked residents what types of uses or destinations would draw them to the Vineyard Station Area Plan area in the future. Participants used yellow stickers to vote, as shown in the photo of the completed activity below. The chart to the right provides a summary of the results.



What uses would bring you here?

I want to work/make/shop here.

Retail/Food & Beverage	72
Office	8
Industry	1

I want to live (or have the option to live) here.

Low-rise Housing	33
Multifamily Housing	9
High-rise Multifamily Housing	8

I want to work/make/shop here.

Parks & Nature	56
Entertainment	32
Community, Culture, Arts & Events	20

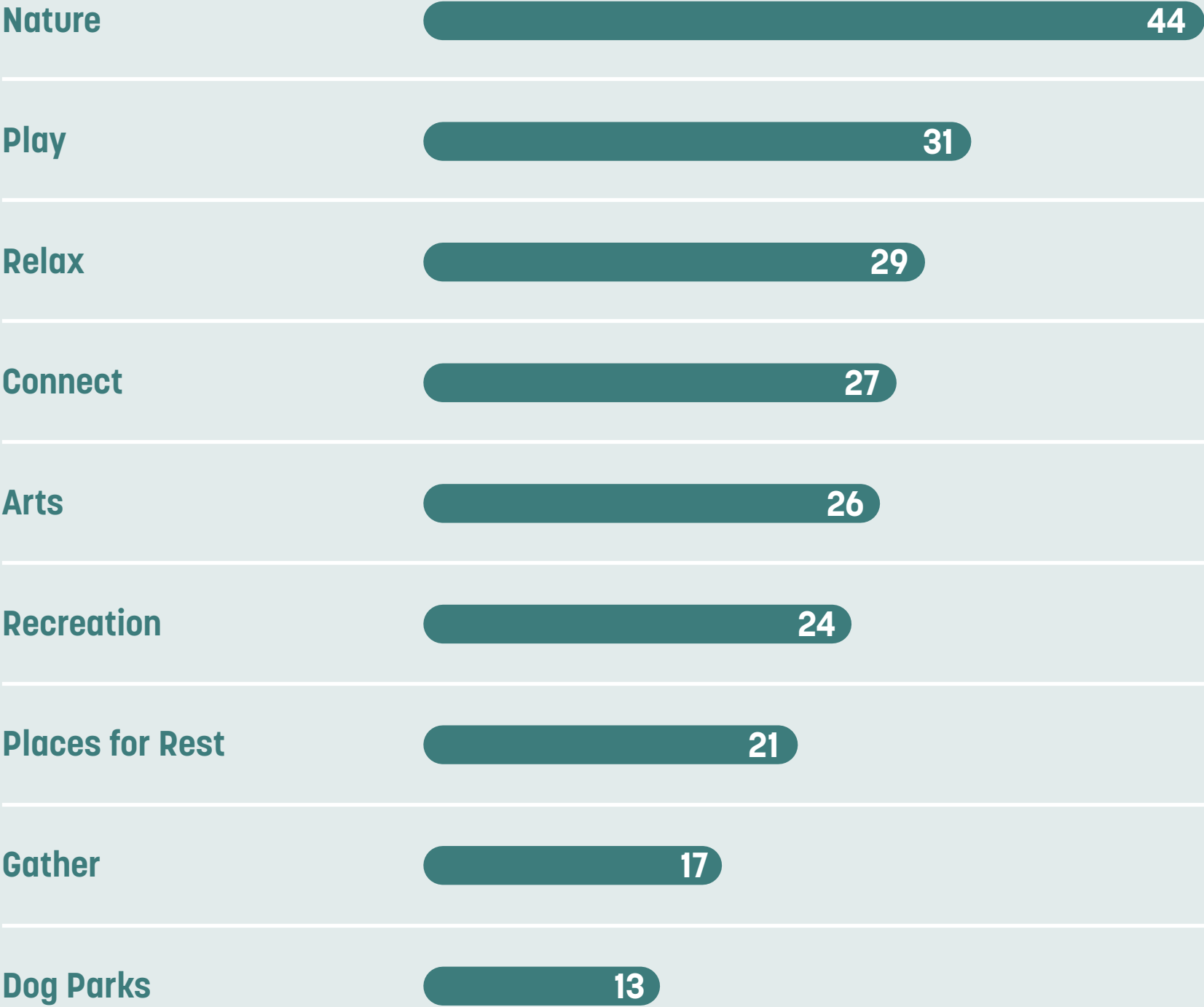
Public Spaces

At the June 2023 Vineyard Days event, the planning team asked residents questions about their the kind of uses that would bring them to the Vineyard Station Area Plan lands in the future. Their votes are depicted with yellow stickers on the photograph of the completed activity below and are tallied in the chart to the right.



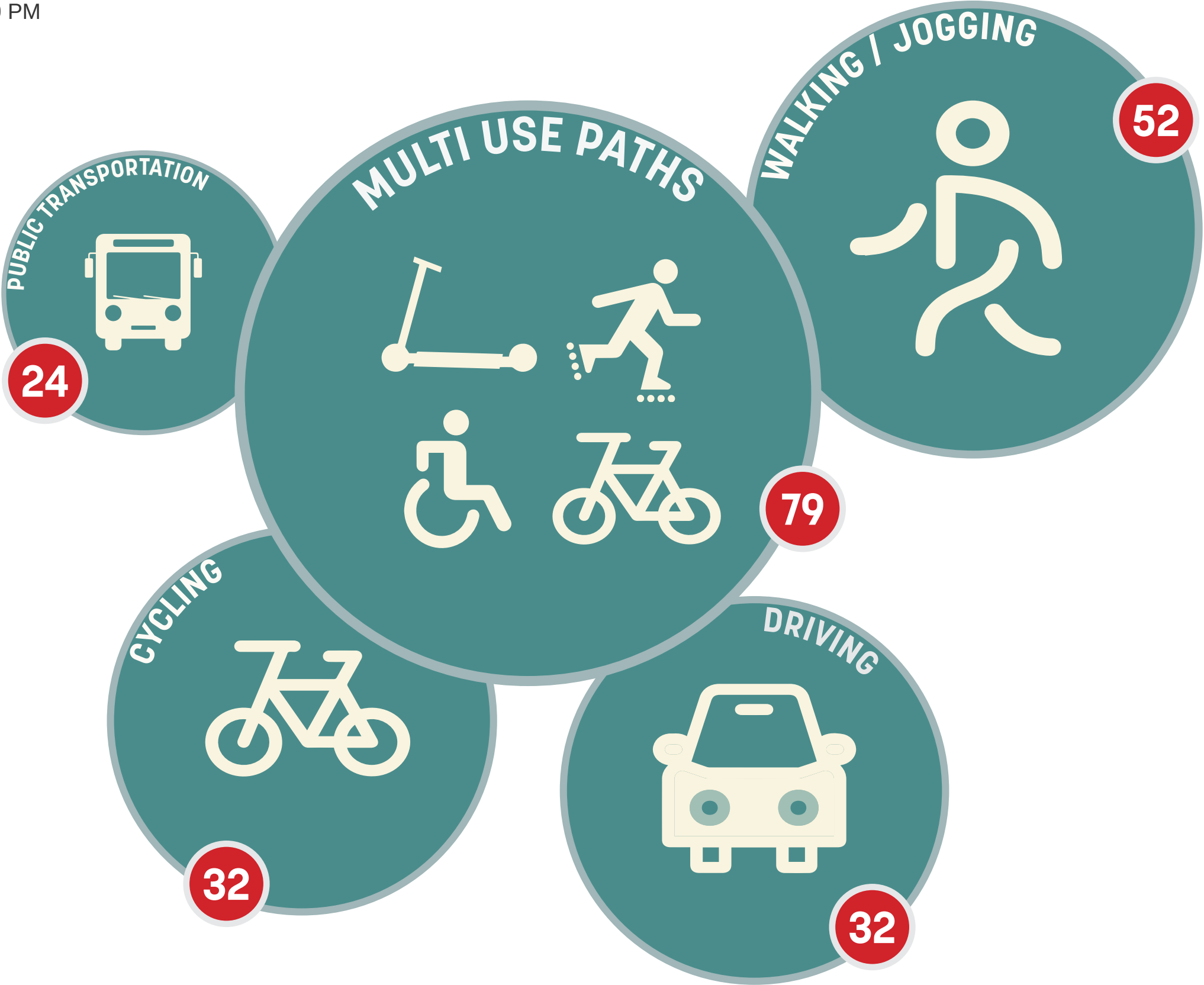
What kind of public spaces does Vineyard need more of?

Public realm, open space, and activities you would like to see more of:



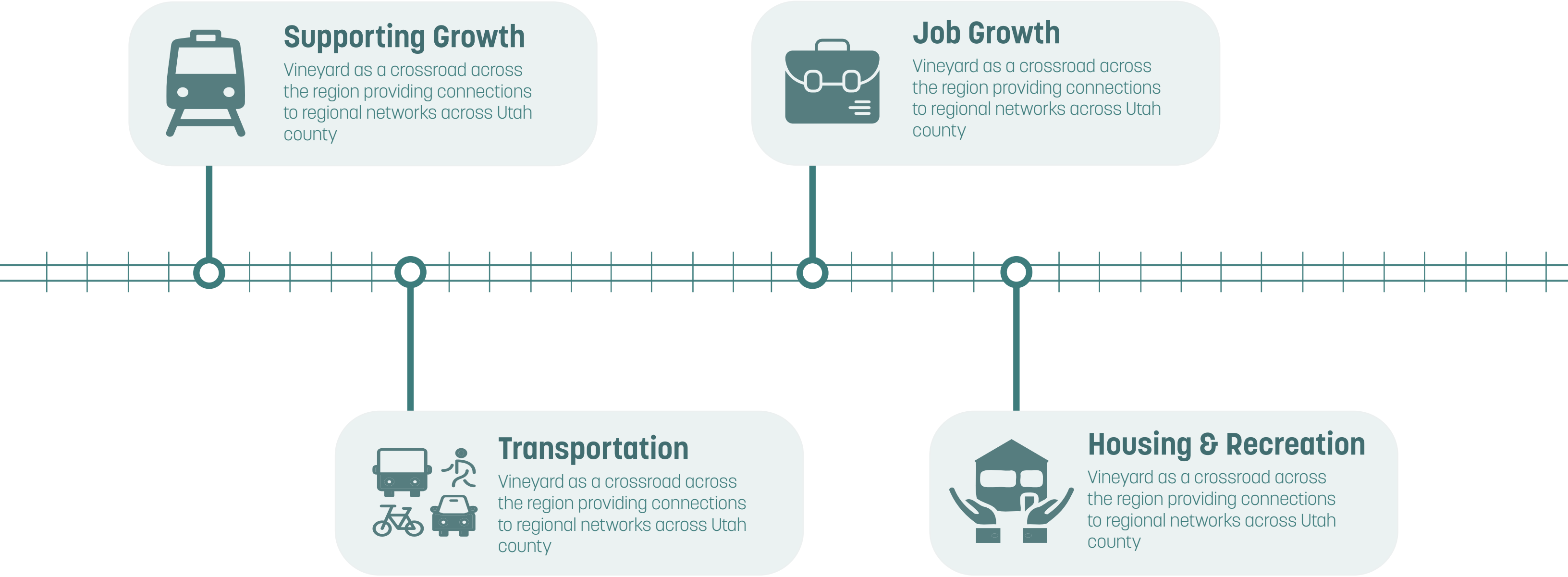
What We Heard

At the June 2023 Vineyard Days event, the planning team asked residents questions about their preferences to moving to, through, and from the Station Area Plan lands in the future. Their votes are depicted with red stickers on the photograph of the completed activity below and are represented scaled by popularity to the right.



Development Principles

The following principles emerged from the planning team's engagement with City leaders and staff, project stakeholders, community members, and established local objectives.





Design Principles

Design Principles for the Vineyard Station Area plan serve to connect local goals and priorities, site-specific features and opportunities, and best practices in planning and urban design to inform a future redevelopment and public realm configuration within the 430-acre area.

Design Principles provide a basic framework for parks and greenways, neighborhoods and urban centers, and key connective corridors.

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Parks and Greenways

This framework creates two park spaces with linear east west mixed-use corridors. This framework creates a loop of greenways connecting a series of open spaces together.



Neighborhood Centers

Neighborhood centers create nodes of density and activity, where active ground floor uses meet major street corridors and greenways.



Mill Road Corridor

This framework centers Mill Road as a commercial Main Street. Mill Road is designated to serve multi-modal transit and primary pedestrian corridor.

04

Framework Plan

Disclaimer:

All illustrations in this document are conceptual and intended to show one possible approach to land use. They are not final, binding, or regulatory, and may change as planning and development progress.

Contextual Influences

The framework plan for the Vineyard FrontRunner Station Area Plan is influenced by much of what is happening around it. The Utah City development to the west of the FrontRunner train line will soon bring thousands of new residents and daytime employees to the area, along with regionally attractive institutions and retail destinations.

Immediately southwest of the Station Area Plan lands, Utah Valley University (UVU) controls an area that is planned for expanded university programs, including facilities for academic, housing, student life, and institutional partners. Directly south of the Station Area lands, The Forge at Geneva is taking shape, including several blocks of medium density multifamily residential development and associated uses.

To the north and east of the Station Area Plan lands, across 1600N and Geneva Road, large swaths of low density commercial and industrial lands operate with easy access to I-15 and the area's rail infrastructure.

In considering the potential future of the Station Area Plan's 430 acres, the near and long-term future of its neighbors will have a major impact on what takes shape here and the quality of the place that emerges. Responding to these contextual influences requires a site framework that organizes future development in a way that connects to urban development to the west and south of the site while positioning future commercial and industrial uses on site to the north and east. This distribution and growth strategy will help ensure comfortable transitions between uses well into the future.



Note: Utah City and Utah Valley University (UVU) Plans in this image indicate future development on these properties.

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Concept Vision and Framework Plan

The conceptual plan for the Vineyard FrontRunner Station Area envisions a mixed-use district that is well connected to surrounding neighborhoods through extensions of key roadways. The plan builds on the area's existing context and responds to adjacent land uses.

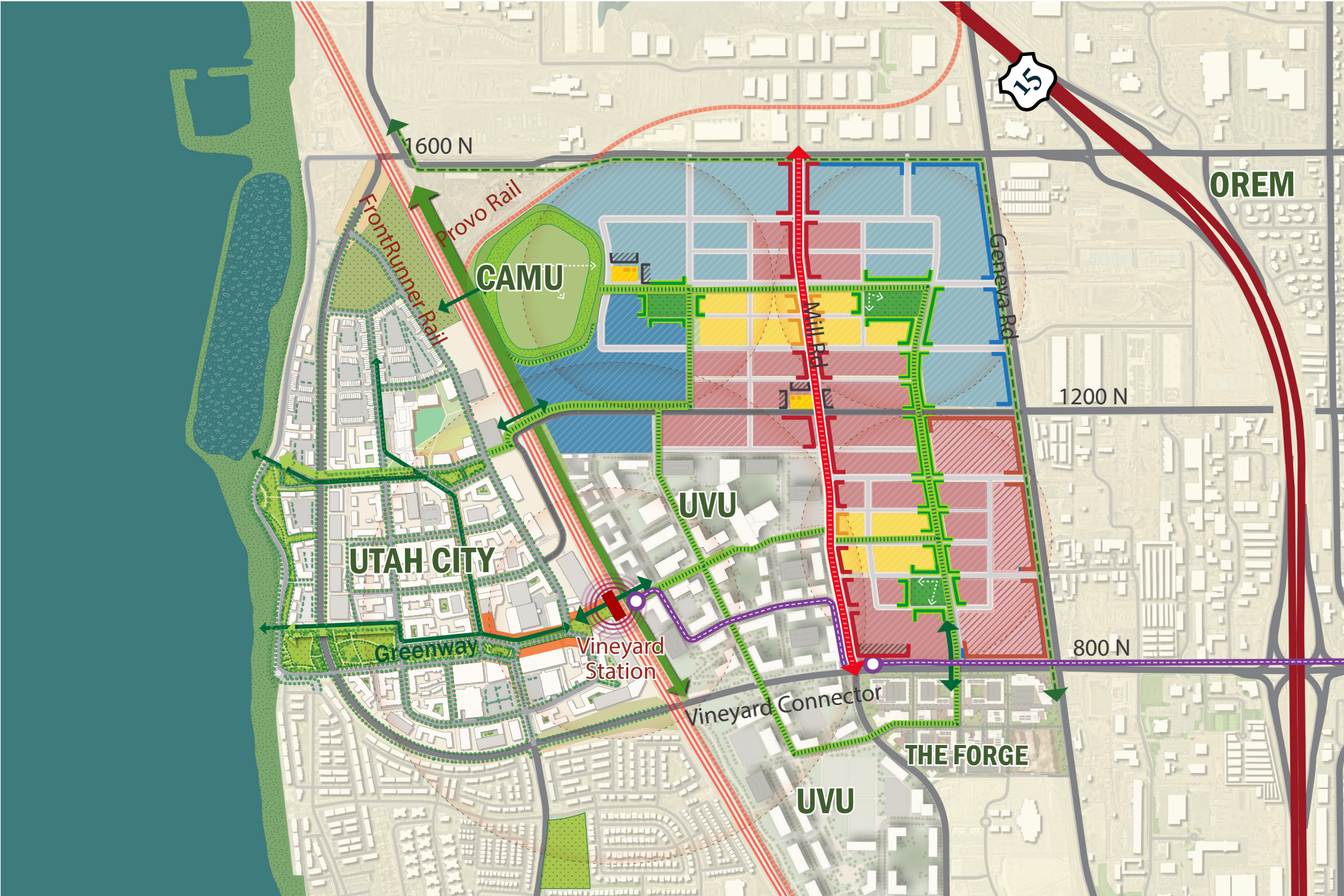
The primary street network is defined by two major extensions: 1200 North, which runs east to west across the site and connects over the FrontRunner tracks into Utah City; and Mill Road, which extends north from 800 North through the site to 1600 North. These two roads intersect at the center of the planning area.

A Regional Commercial Node is envisioned at the intersection of Vineyard Connector and Geneva Road that provides high visibility and convenient access to I-15. Additional, retail/mixed-use nodes are also envisioned integrated into each quadrant, but the exact locations and sizes will be determined at the time of more detailed site planning. The greatest quantity of mixed-use should occur proximate to the Vineyard Station.

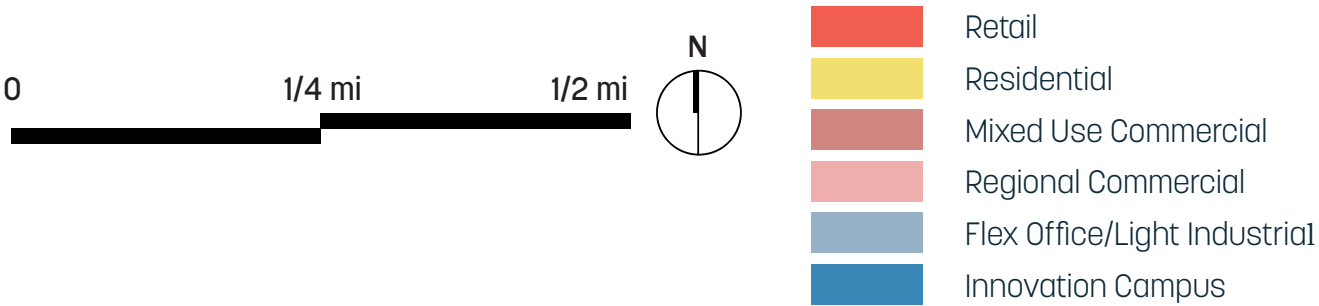
The area is further structured around a network of parks and green corridors that connect through the site and link to surrounding areas.

The land use strategy focuses higher-density and pedestrian-oriented development closest to the Vineyard Station to create an active, vibrant core. Lower-density uses, such as industrial and large-scale commercial development, are planned for the northern and eastern parts of the site. These edge areas are intended to align with similar adjacent uses.

Residential uses are permitted throughout the site; however, their exact locations will be determined during detailed site planning in coordination with environmental suitability. The alignment of streets, the size and type of open spaces, and the placement of specific land uses remain flexible and will be refined as planning progresses.



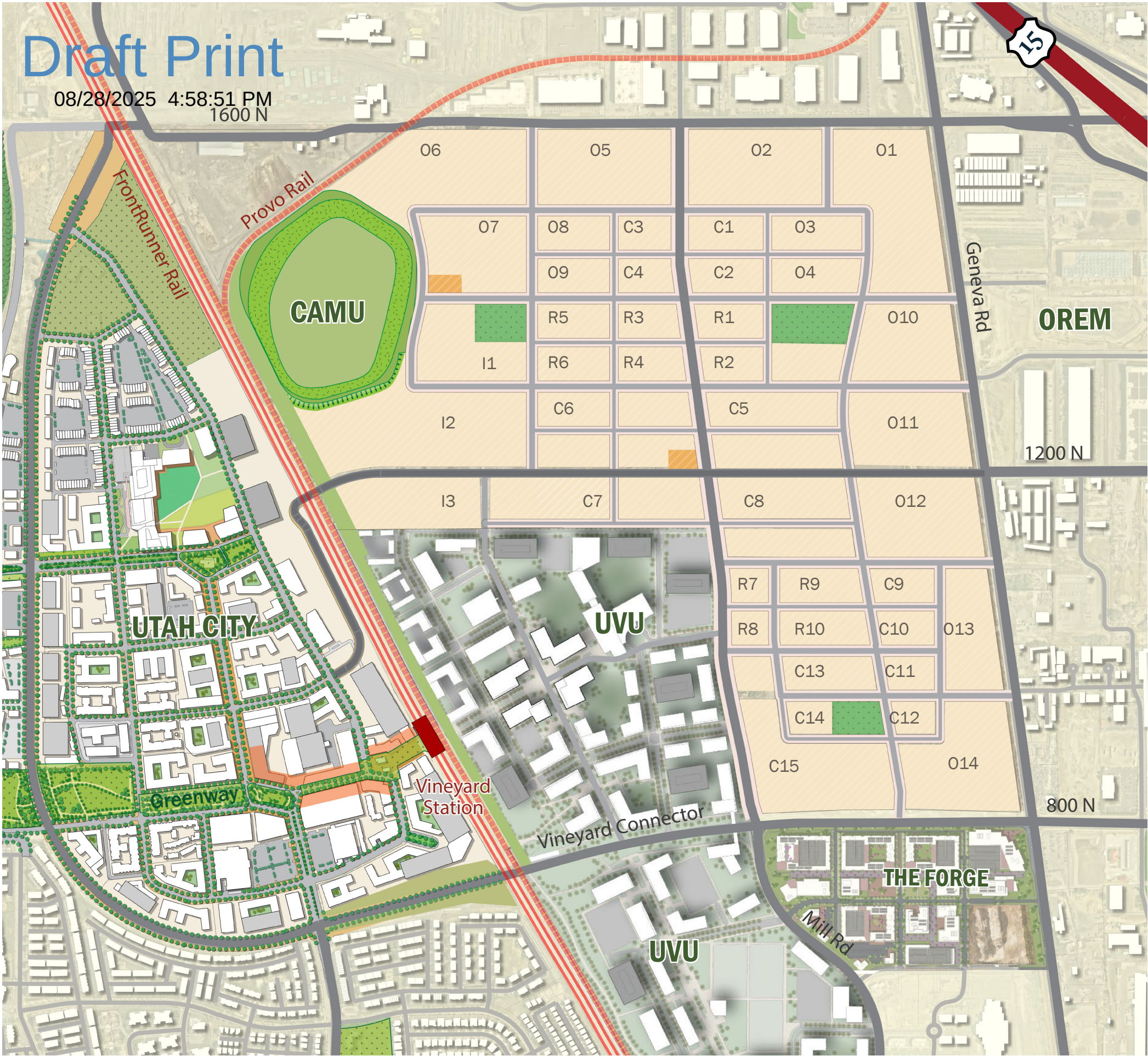
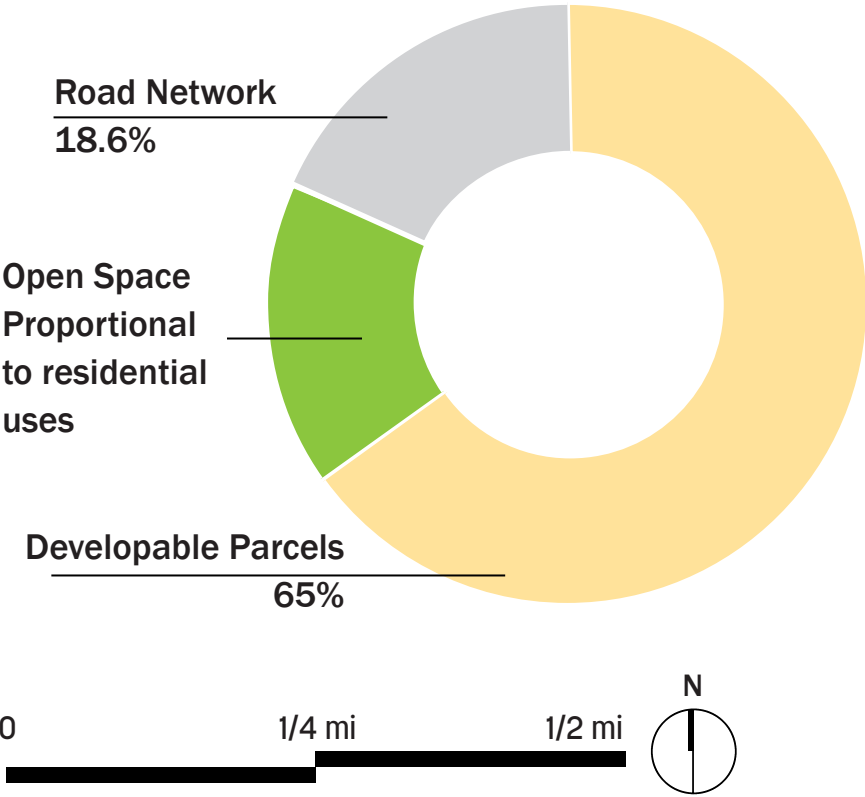
This map is conceptual and for illustrative purposes only. Land use, layouts, and features shown are subject to change and are not legally binding.



Parcel Plan

The development framework plan for the Vineyard FrontRunner Station Area Plan lands sits within the structure defined by the primary circulation and park/open spaces networks. Fixed conditions, such as the CAMU site, the path of the rail lines that cross through or abut the area, and the long-term plans for development on adjacent sites will influence the experience, quality, and accessibility of the future places within the Station Area Plan lands.

Generally, larger development sites that can accommodate regional commercial development, light industrial uses, or corporate campuses are located at the periphery of the site, responding to the infrastructure assets and neighboring sites featuring similar developments. Smaller scale, urban, and mixed use sites are located along the area's major crossroads and within the center of the site.



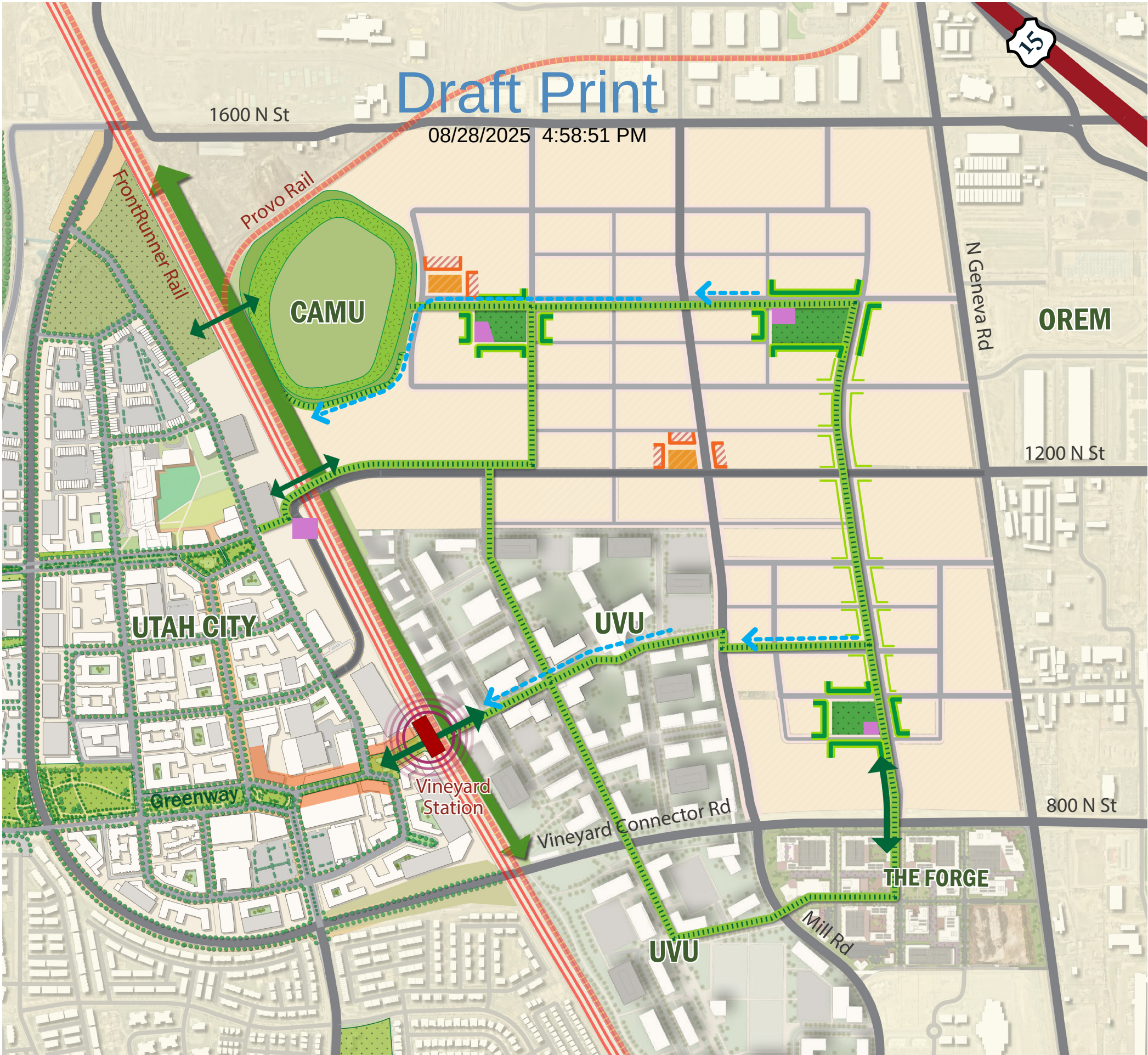
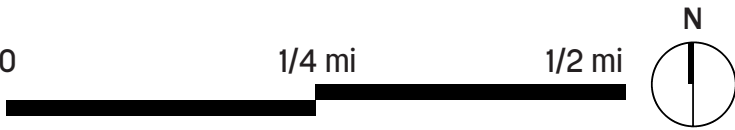
This map is conceptual and for illustrative purposes only. Land use, layouts, and features shown are subject to change and are not legally binding.

Open Space Network

The planned open space network consists of park spaces, public plazas, and open space corridors that traverse the site and provide green connections within the area and out to its neighbors. The framework allows for a diversity of open and recreation spaces to emerge at key locations within the site. The CAMU, which comprises a contaminated site that has been capped, is reserved as a naturalized open space, creating opportunities for recreation and premium frontages along its edges. Smaller parks and plaza spaces are strategically sited at key intersections to provide easy access to emerging urban development.

The entirety of the site is served by green pedestrian connector corridors that reach from site edge to site edge, from north to south and east to west. These 20-foot wide corridors are intended to accommodate a diverse range of uses, including multi-use paths, formal recreation (e.g., fields, courts, equipment) and passive open spaces for casual recreation and moments of repose.

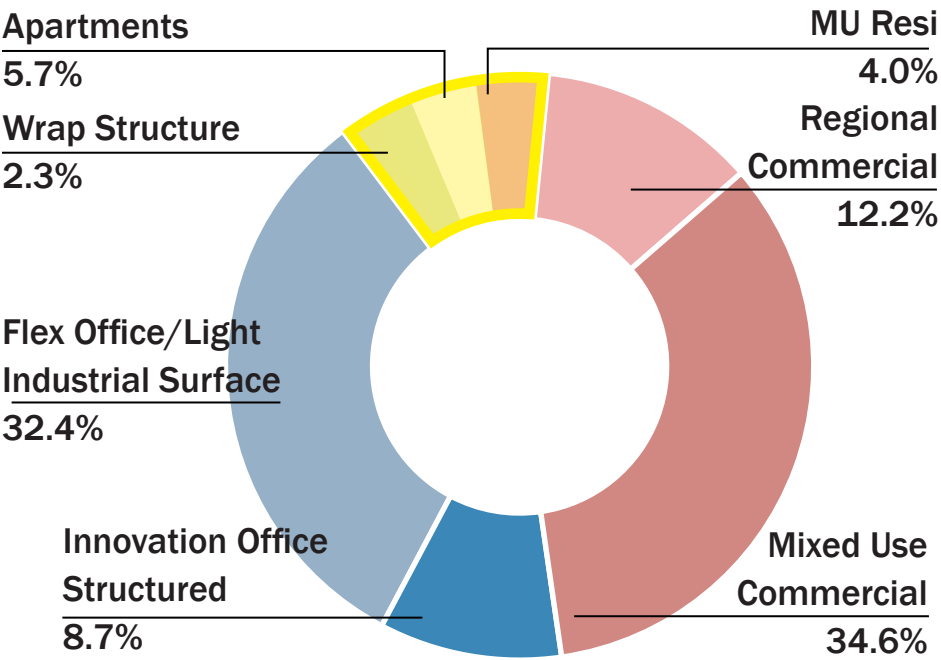
-  District Park
-  Retail Plazas
-  Park Amenities
-  Recreation Fields
-  Stormwater Flow
-  Pedestrian Connector



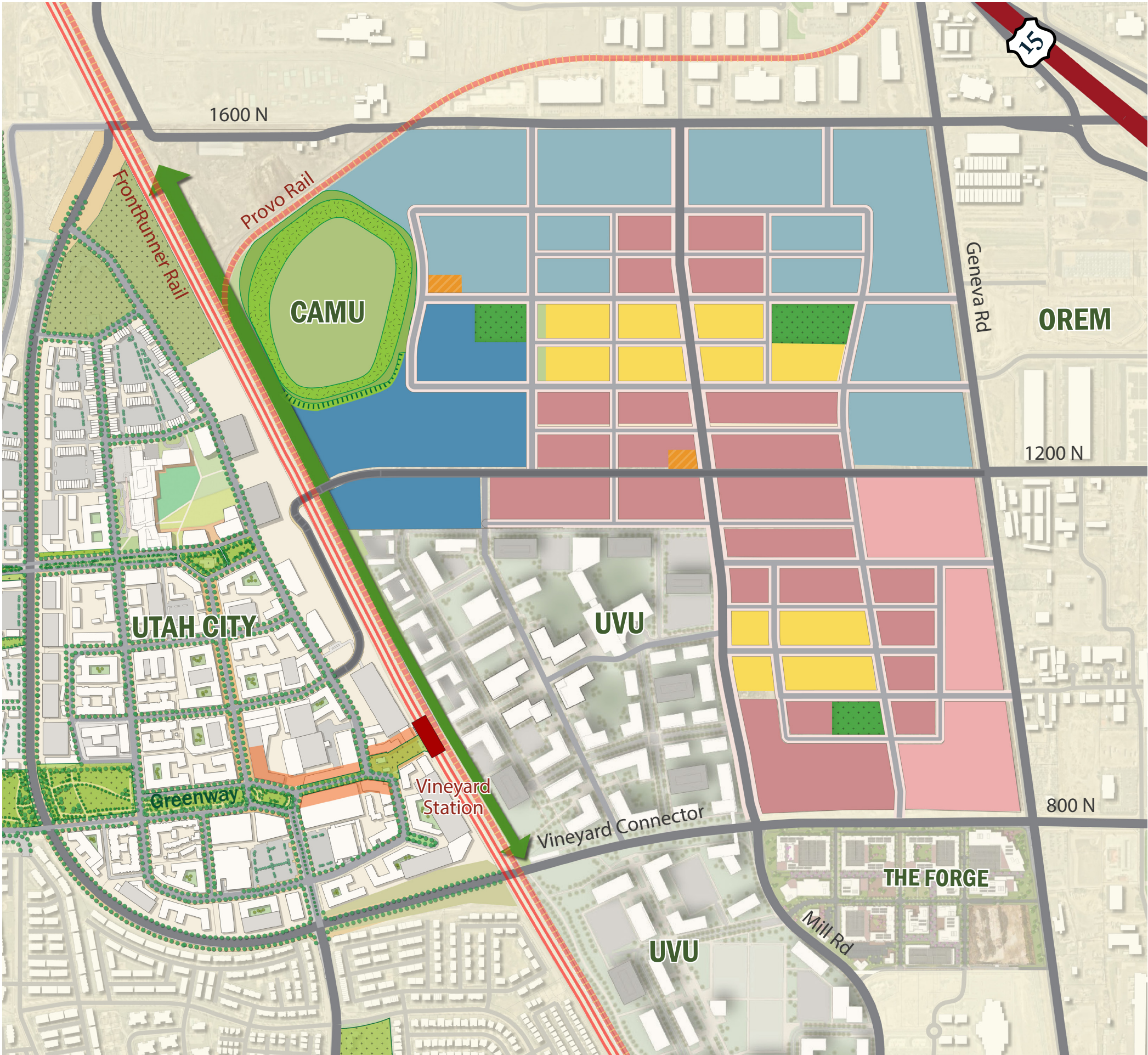
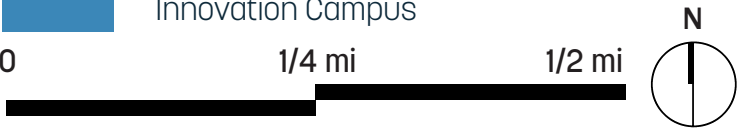
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Land Use Concept Plan

The vision for the future of the Station Area Plan lands is for a mixed-use community centered on employment. Given the site's context and past as a place of heavy industry, contamination issues still impact potential future uses, including the potential for ground floor residential uses. In consideration of those realities, along with the many residential projects underway and planned for the immediate area, the vision for the Station Area Plan lands centers on commercial uses, with nearly 90% of the total site area designated for this kind of development.



- Retail
- Residential
- Mixed Use Commercial
- Regional Commercial
- Flex Office/Light Industrial
- Innovation Campus



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Development Matrix

Using the framework and land use concept plans as a foundation, the planning team calculated the potential development yield for the 430-acre Station Area Plan area. The conceptual buildout includes a balanced mix of land uses—residential, office (including innovation and flexible formats), healthcare, retail, and food and beverage—with the development yield summarized by category in the table to the right.

Altogether, the Station Area Plan envisions approximately 6.4 million gross square feet of built space. Based on Vineyard’s zoning requirements for commercial development, this would be supported by an estimated 6,600 off-street parking spaces, distributed across the district in a way that supports access, walkability, and a well-integrated public realm

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Use Type	Acres	Density (FAR)	Density (DU/acre)	Unit Size (gross)	GFA	Res Units
Residential	33				1,881,000	1,060
Housing (multifamily - four over one)	20	N/A	40	1,800	1,440,000	800
Housing (garden apartments)	13	N/A	20	1,600	416,000	260
Retail (ground floor)	N/A	N/A	N/A	N/A	25,000	N/A
Commercial - Regional	33.5				291,852	
Large format retail	33.5	0.2	N/A	N/A	291,852	N/A
Commercial - Mixed-use	95				2,424,680	600
Retail (ground floor)	N/A	N/A	N/A	N/A	125,000	N/A
Housing (multifamily - four over one)	15	N/A	40	1,800	1,080,000	600
Office	80	0.35	N/A	N/A	1,219,680	N/A
Innovation Campus	28				413,820	
Office	25	0.35	N/A	N/A	381,150	N/A
Amenity	3	0.25	N/A	N/A	32,670	N/A
Flex Office/Light Industrial	89				1,472,328	
Office	10	0.25	N/A	N/A	108,900	N/A
Light Industrial	77	0.4	N/A	N/A	1,341,648	N/A
Amenity	2	0.25	N/A	N/A	21,780	N/A
Parks & Open Space	48					
Total					6,483,680	1,660

Phasing Plan

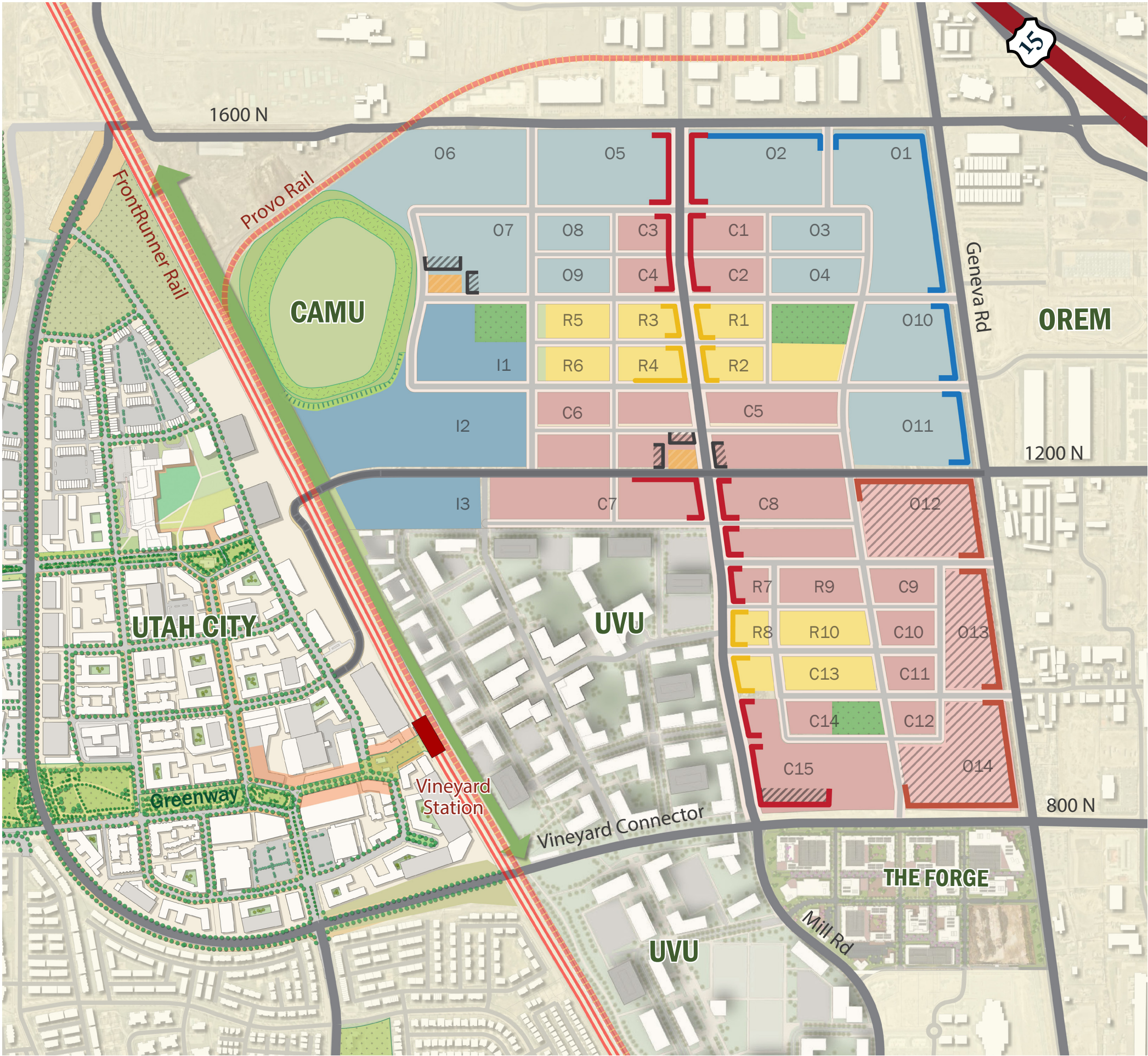
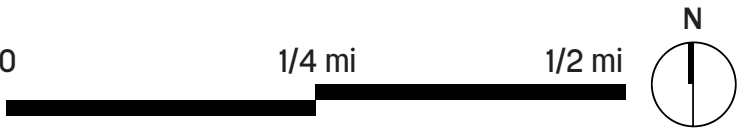
As Vineyard continues to grow rapidly, this plan is designed to support flexible, phased development. Property owners may begin implementing projects on any site, as long as they align with the overall land use vision and framework outlined in the plan.

A key step in unlocking development throughout the area will be constructing major infrastructure—specifically, extending Mill Road to the north and 1200 North to the west. These extensions will improve access and make it possible to develop interior parts of the site, including areas planned for higher activity and key public spaces along Mill Road.

While the plan allows for a variety of development types over time, it recommends that certain high-visibility sites—especially those along Mill Road and 1200 North—be prioritized for phases that include ground-floor retail, public plazas, parks, and green corridors. Reserving these locations for later phases ensures they are built out in a way that supports vibrant, walkable public spaces and long-term community benefit.

Active Ground Floor Edges

- Plazas
- Residential
- Mixed Use Commercial
- Regional Commercial
- Flex Office/Light Industrial



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Apartment Homes

The vision for the Station Area Plan includes a mix of land uses, with higher-density, urban-style development focused in the center of the site and along key corridors like Mill Road and 1200 North. A key component of this vision is multifamily housing, including mid-rise apartments and condominiums.

These buildings offer much-needed housing options for individuals and families, providing convenient access to nearby parks, jobs, retail, and public transit. To support an active and welcoming streetscape, residential developments should feature ground floors with transparent, publicly visible uses such as lobbies, fitness centers, or shared amenities. In designated “active zones”—including Mill Road, the central portion of 1200 North, and areas adjacent to major parks and plazas—ground floors should prioritize retail and other street-activating uses.

Parking for residents will be provided within each development site, ensuring that new housing supports both walkability and functionality without detracting from the pedestrian experience.



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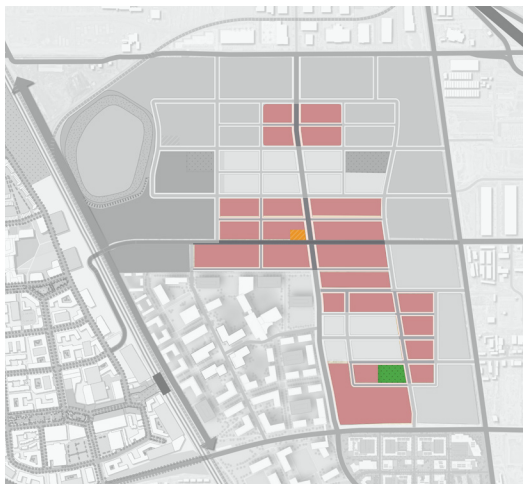


Commercial Mixed Use

The areas designated as Commercial Mixed-Use within the Station Area Plan are intended to be the most vibrant and active parts of the district. These zones are prioritized for ground-floor activation and should feature a dynamic mix of retail, dining, entertainment, services, and publicly accessible spaces within private developments.

To support a lively pedestrian environment, streets in these areas should be designed for slower vehicle speeds and prioritize safety, comfort, and accessibility for people walking and biking. The public realm should include flexible and inviting spaces—such as plazas, wide sidewalks, and shaded seating areas—that encourage gathering, lingering, and spill-out activity from nearby shops, restaurants, and vendors.

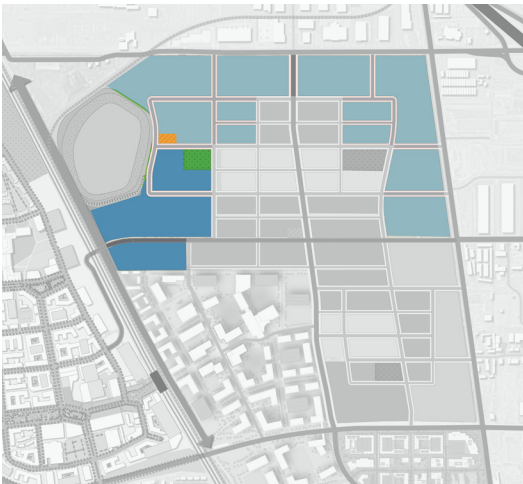
These commercial mixed-use areas will serve as key destinations within the district, supporting a walkable, community-oriented atmosphere.



Innovation & Office Uses

The areas designated for Innovation and Office uses in the framework plan are intended to accommodate a range of employment types, including professional offices, medical facilities, creative industries, and other job-generating uses. Concentrating employment in these areas will bring a high density of workers to the district, helping to support nearby Commercial Mixed-Use zones with steady demand for retail, dining, entertainment, and amenities.

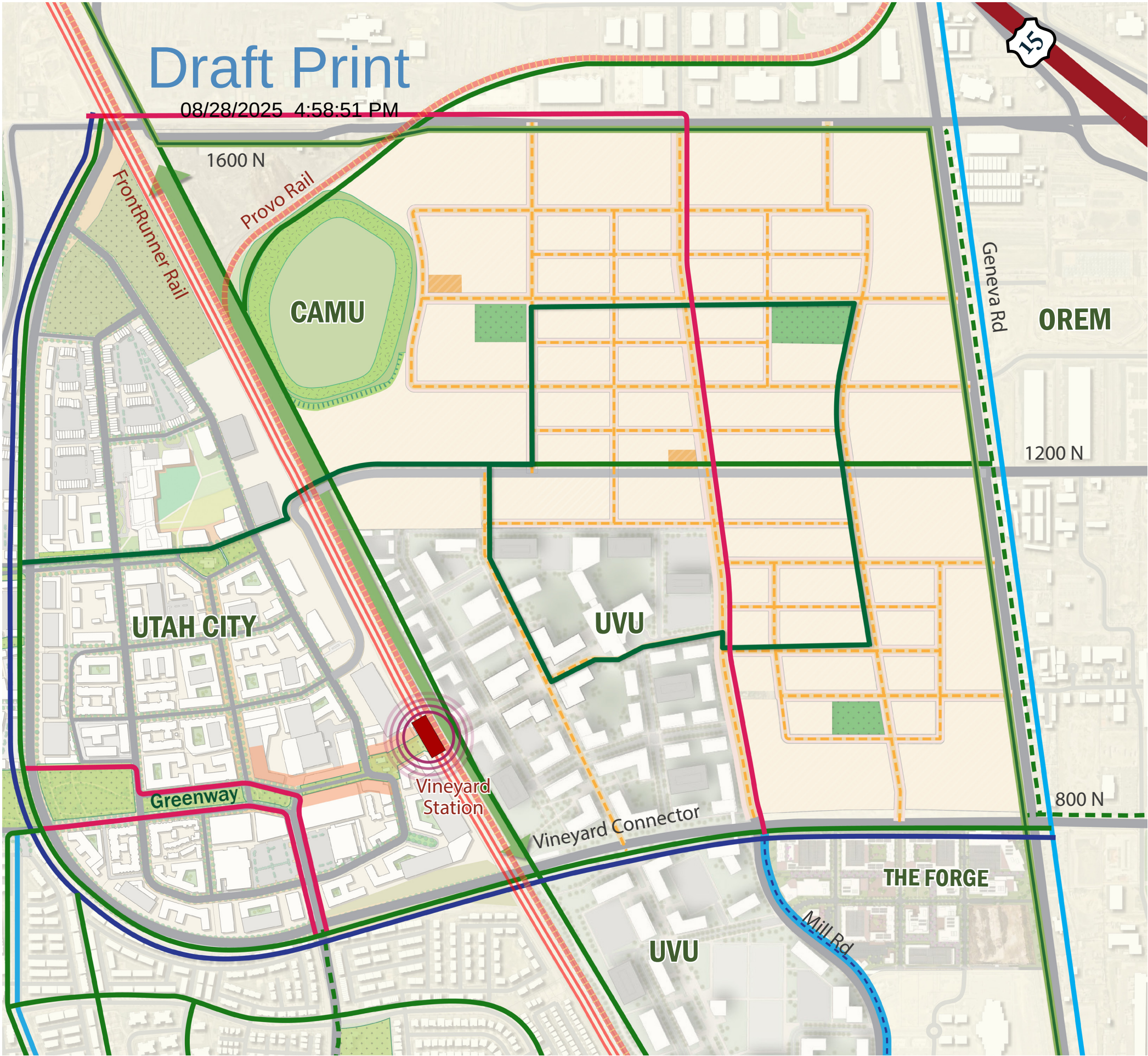
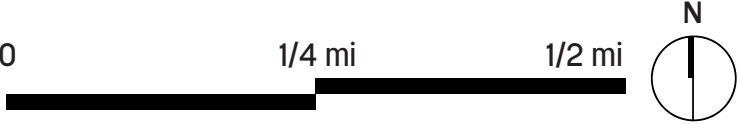
This synergy between employment and surrounding amenities contributes to a vibrant, balanced environment—one that supports employee well-being, encourages innovation, and fosters a dynamic, thriving workplace culture.



Active Transportation

The vision for the Station Area Plan lands includes a robust urban network of streets, pedestrian and mutli-use paths, bicycle infrastructure, and new and enhanced transit connections. The area is intended to make walking and biking to nearby destinations and transit hubs a safe, comfortable, and enjoyable experience for residents, students, and workers in the area. The network of routes on site creates new connections to the Vineyard FrontRunner station and to growth areas, such as Utah City to the west and the UVU satellite campus and Forge development to the south.

- Enhanced Pedestrian Connections
- Proposed Bike Lane
- Bike Lane
- Proposed Buffered Bike Lane
- Shared Use Path
- Proposed Shared Use Path
- Proposed Separated Bike Path



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Anticipated Demand

Using the framework plan and conceptual program build-out table to project demand resulting from implementation of this plan vision, the planning team calculated the following. The plan to the right depicts the anticipated level of service for each major street at full build-out.

The full traffic report from Fehr & Peers is included in the appendix.

- 00000 NEW ANTICIPATED DAILY **VEHICLE** TRIPS AT FULL BUILD-OUT
- 00000 NEW ANTICIPATED DAILY **TRANSIT** TRIPS AT FULL BUILD-OUT
- 00000 NEW ANTICIPATED DAILY **BICYCLE** TRIPS AT FULL BUILD-OUT
- 00000 ANTICIPATED **PARKING DEMAND** AT FULL BUILD-OUT

Provo Rail

Existing Highway 15

Existing Arterial Roads

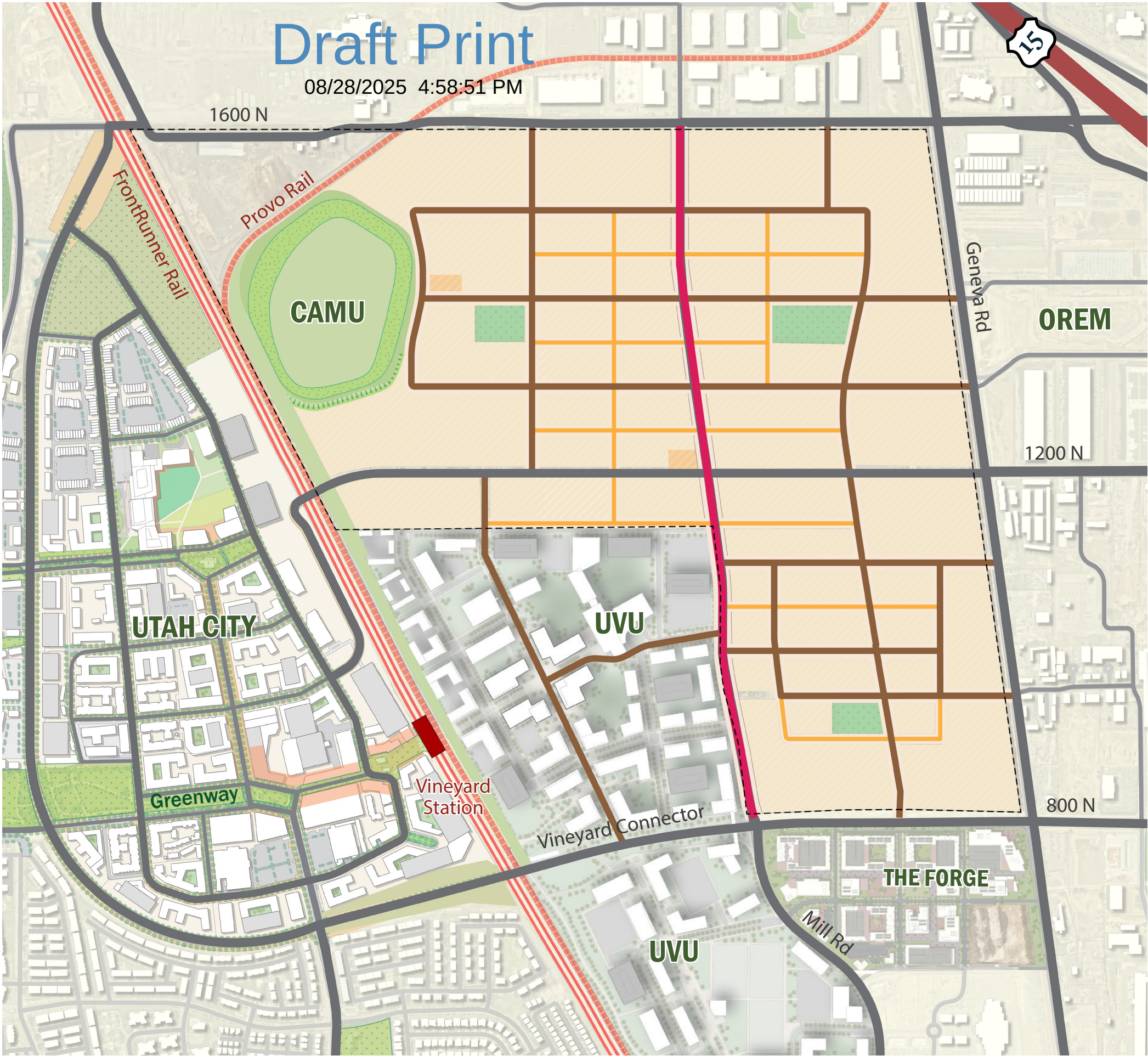
Mill Road

Proposed Secondary Roads

Proposed Local Roads

01/4 mi1/2 mi

N

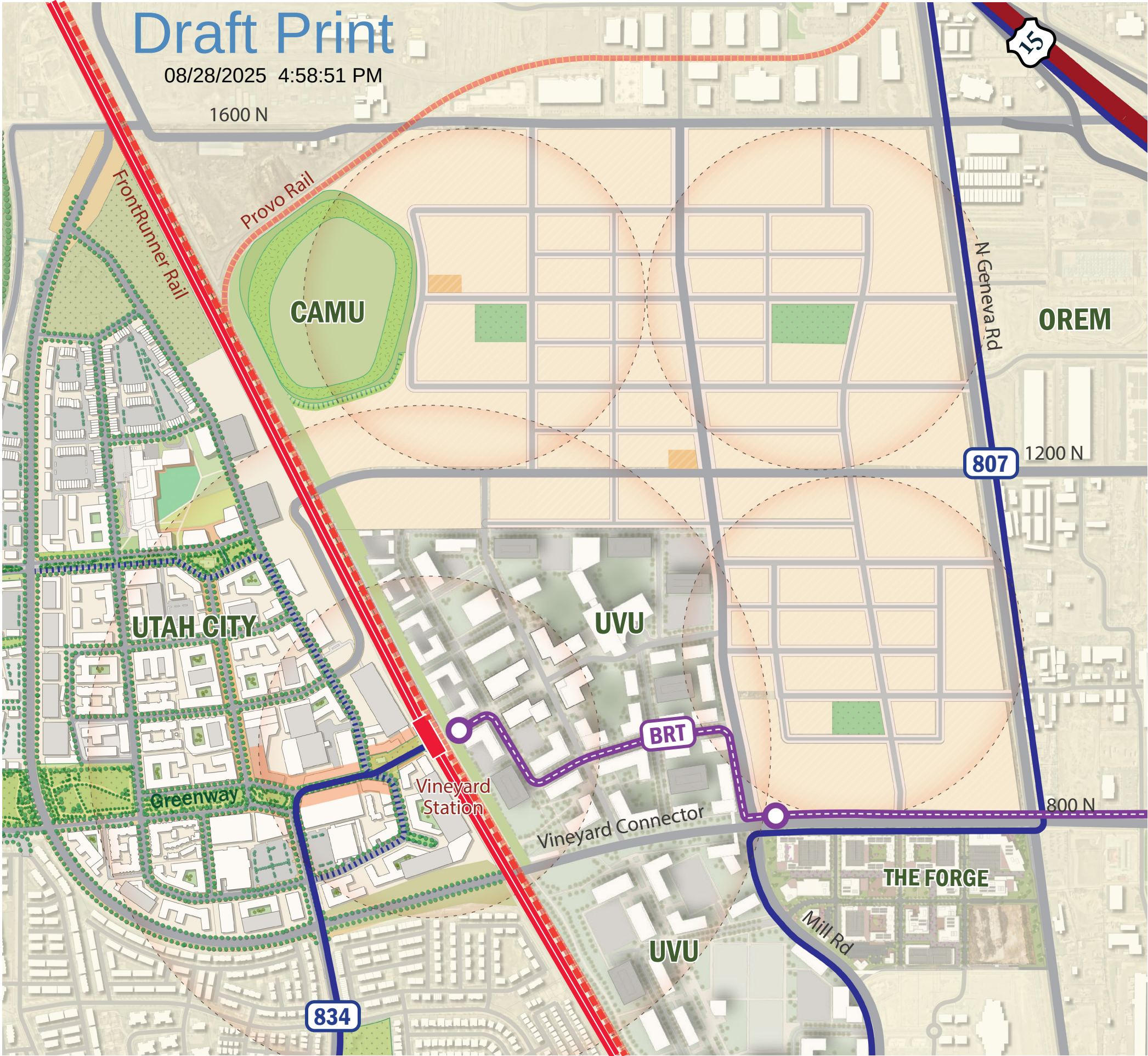
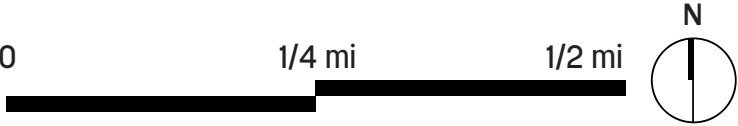


Transit Network

The Station Area Plan encompasses approximately 430 acres, nearly all of which fall within a one-mile radius of the Vineyard FrontRunner commuter rail station. This station provides regional rail access via the FrontRunner line. While the Provo Rail Line and a second regional rail line run along the western and eastern edges of the site, respectively, neither currently includes a station stop near the area.

In addition to rail, the site is currently served—and planned for expanded service—by regional “rubber-tire” bus transit. Existing Utah Transit Authority (UTA) bus routes operate along Geneva Road, 800 North, and Mill Road, which form the eastern and southern edges of the Station Area. Future transit improvements include a proposed Bus Rapid Transit (BRT) line along 800 North, connecting to the Vineyard FrontRunner station, and a new local Vineyard Center bus route to serve the Utah City development west of the Station Area.

- Utah Transit Regular Bus (30 minutes)
- Proposed Vineyard Center Bus Route
- BRT
- Provo Rail
- Regional Rail
- FrontRunner Commuter Rail



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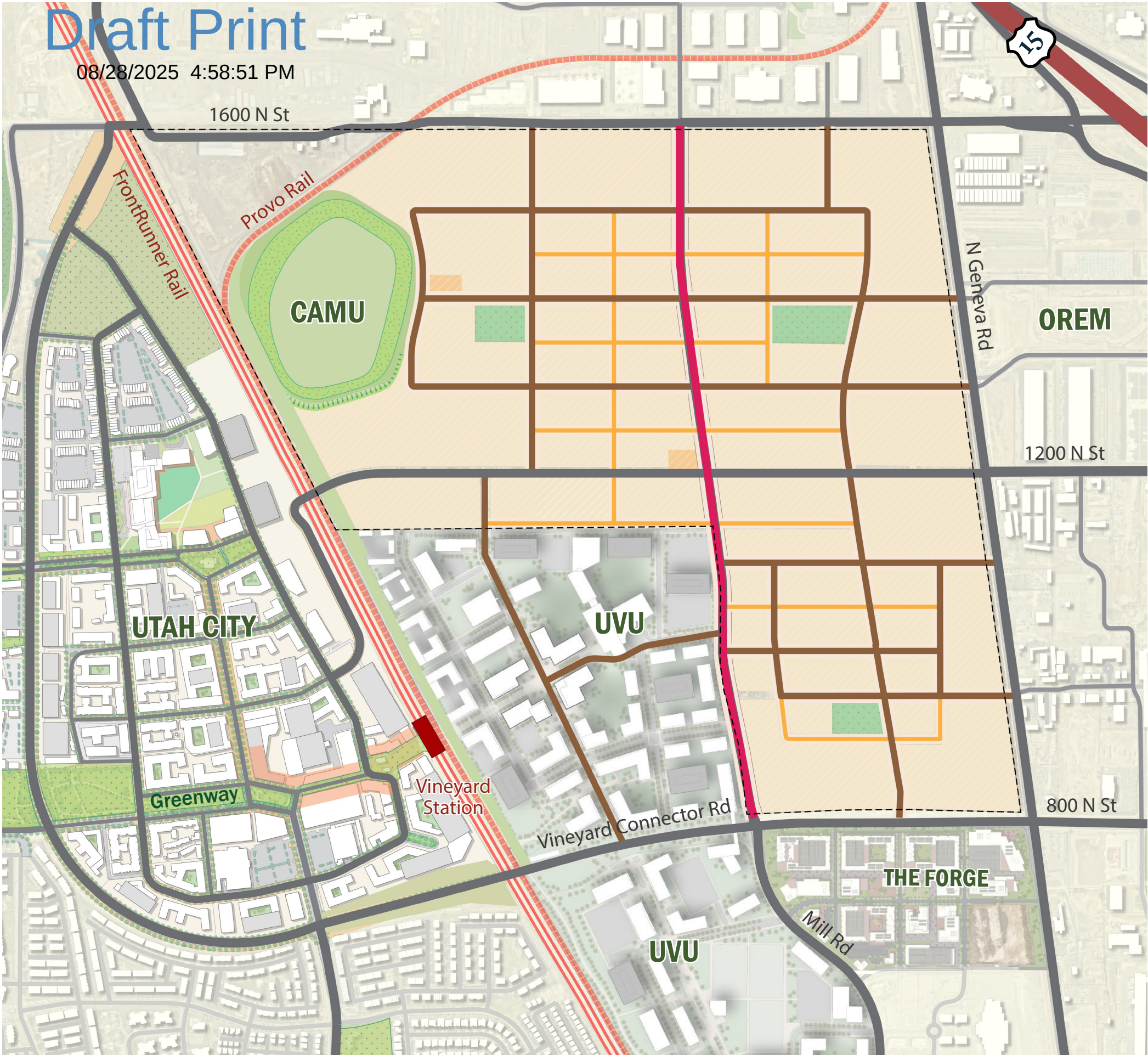
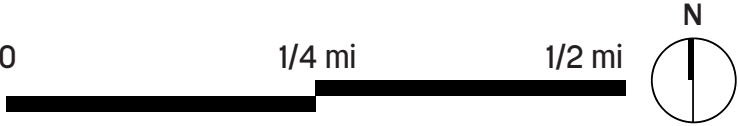
Street Network

The framework plan for the Station Area outlines a dense, urban street network spanning the site's 430 acres. The area is bordered by major arterial roads—1600 North to the north, Geneva Road to the east, and 800 North to the south. Currently, 1200 North terminates at Geneva Road on the eastern edge of the site. However, both this plan and other adjacent development plans propose extending 1200 North westward through the Station Area, across the FrontRunner rail line, and into the developing Utah City neighborhood, eventually connecting with the Vineyard Connector.

Mill Road is the second primary roadway within the framework, with plans to extend it northward through the site to intersect with 1600 North. In addition to these main corridors, the plan establishes the expected spacing and alignment of secondary and local streets based on the character and intensity of the land uses envisioned in each subarea.

Beyond the primary access points at 1200 North and Mill Road, the framework identifies up to seven additional potential access points along 1600 North, Geneva Road, and 800 North. Some of these intersections may be restricted to right-in/right-out access, depending on future traffic operations and design constraints.

- Provo Rail
- Existing Highway 15
- Existing Arterial Roads
- Mill Road
- Proposed Secondary Roads
- Proposed Local Roads



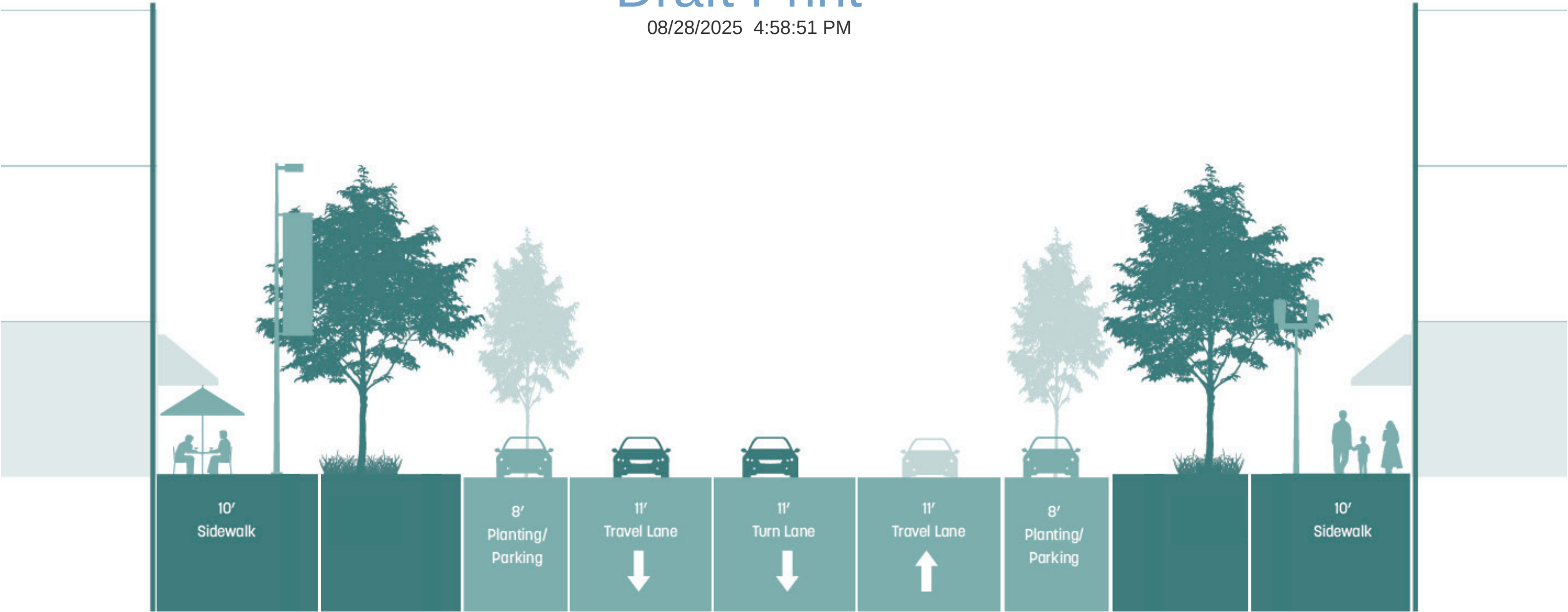
This map is conceptual and for illustrative purposes only. Land use, layouts, and features shown are subject to change and are not legally binding.

Mill Road (97' ROW)

The extension of Mill Road northward into the site is meant to serve as the new district's "Main Street", connecting a dense collection of mixed-use developments with active ground floors and comfortable pedestrian environments along and within the street. The section below depicts the proposed organization of Mill Road and the recommended dimensions for each component, including the sidewalk, planting zone, parking lanes, and travel lanes.

As a street that encourages active ground floors, the sidewalks are large to accommodate high levels of foot traffic and allow for spill-out activity from retailers and dining. Parking is provided on both sides of the street to enable easy transient parking for customers. Dedicated bicycle lanes are recommended and included in sections for other streets within the proposed Station Area Plan mobility network, where traffic levels are expected to be lower.

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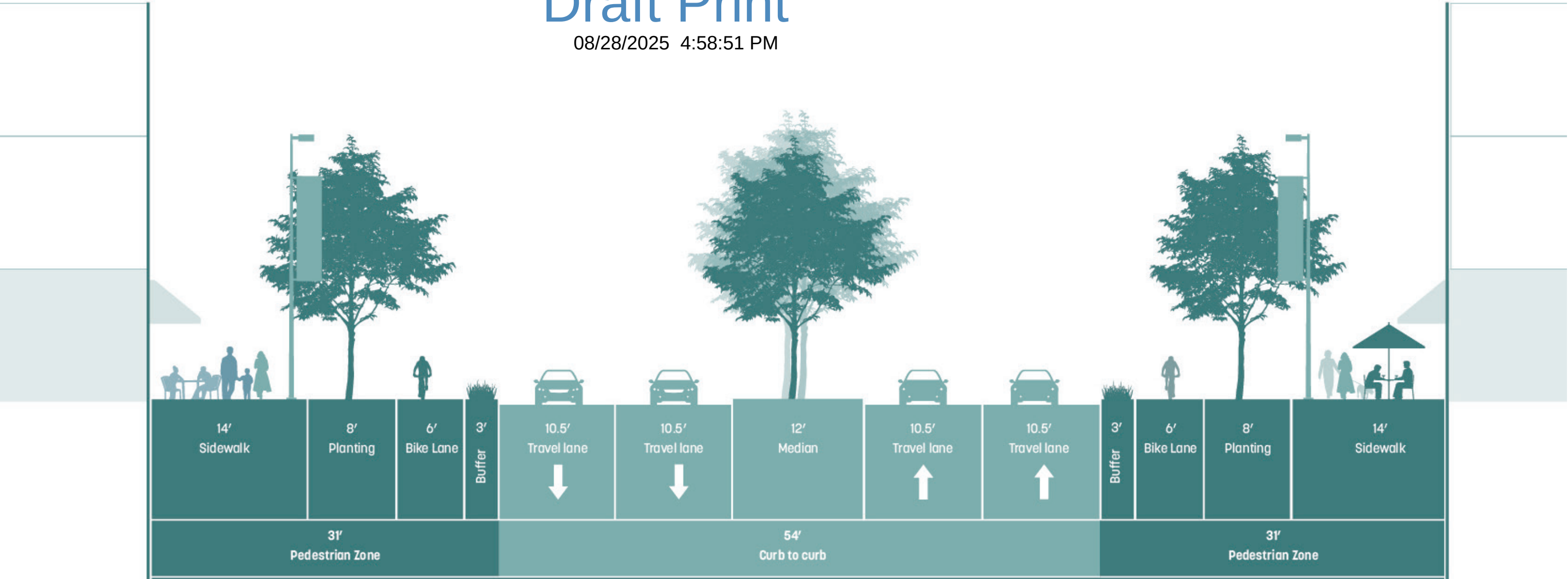
This map is conceptual and for illustrative purposes only. Land use, layouts, and features shown are subject to change and are not legally binding. Frontages are flexible and will be determined at the time of detailed site planning.

1200 N Street (116' ROW)

The extension of 1200 N westward into the Vineyard Station Area Plans creates the second primary connection to and through the site. The proposed section for this extension maintains the 116-foot right-of-way dimension of 1200 N east of the site. This proposed section includes two travel lanes in either direction with a twelve foot median separating the directions of traffic. Flanking the drive lanes on both sides are comfortable pedestrian, planting, and bike zones. This zone includes 31 feet on

both sides, with a 14-foot sidewalk and spill-out zone for retail and food and beverage establishments, an eight-foot planting zone, a six-foot bike lane, and a three-foot planted buffer zone between the bike lane and the drive lane. This wide and comfortable urban streetscape provides a supportive environment for multi-modal mobility and walkability on this key connection through the district, to the Vineyard FrontRunner station, and over the rail corridor to Utah City.

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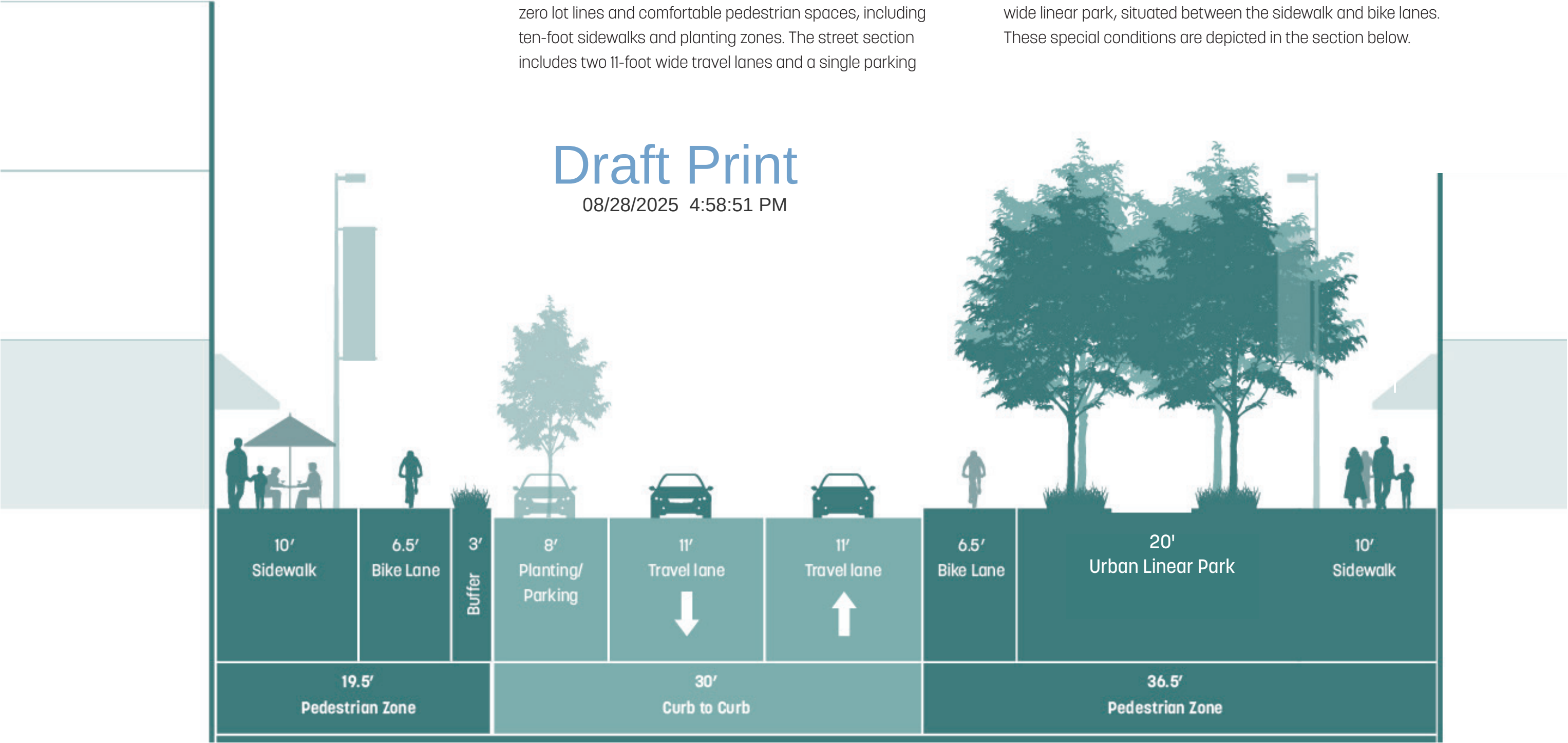
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Connector Street (86' ROW)

The connector street type is a secondary street typology within the Station Area Plan lands. These streets connect to the primary arterials within the district, as well as several of the area's perimeter roads, including 1600 N, Geneva Road, and 800 N. These streets are designed for urban development with zero lot lines and comfortable pedestrian spaces, including ten-foot sidewalks and planting zones. The street section includes two 11-foot wide travel lanes and a single parking

lane. Along some collector streets sections within the Station Area Plan lands, six and a half foot bike lanes are sited outside the sidewalk and planting zones, providing bi-directional separated bike access throughout the area. Select segments of connector streets also include elements of the area's 20-foot wide linear park, situated between the sidewalk and bike lanes. These special conditions are depicted in the section below.

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VISUALIZATION

Connector Rd 86'ROW

Innovation
Campus

Residential

Office /
Innovation
Campus

Cafe /
Restaurant

Bike path to
CAMU top

Flex Office

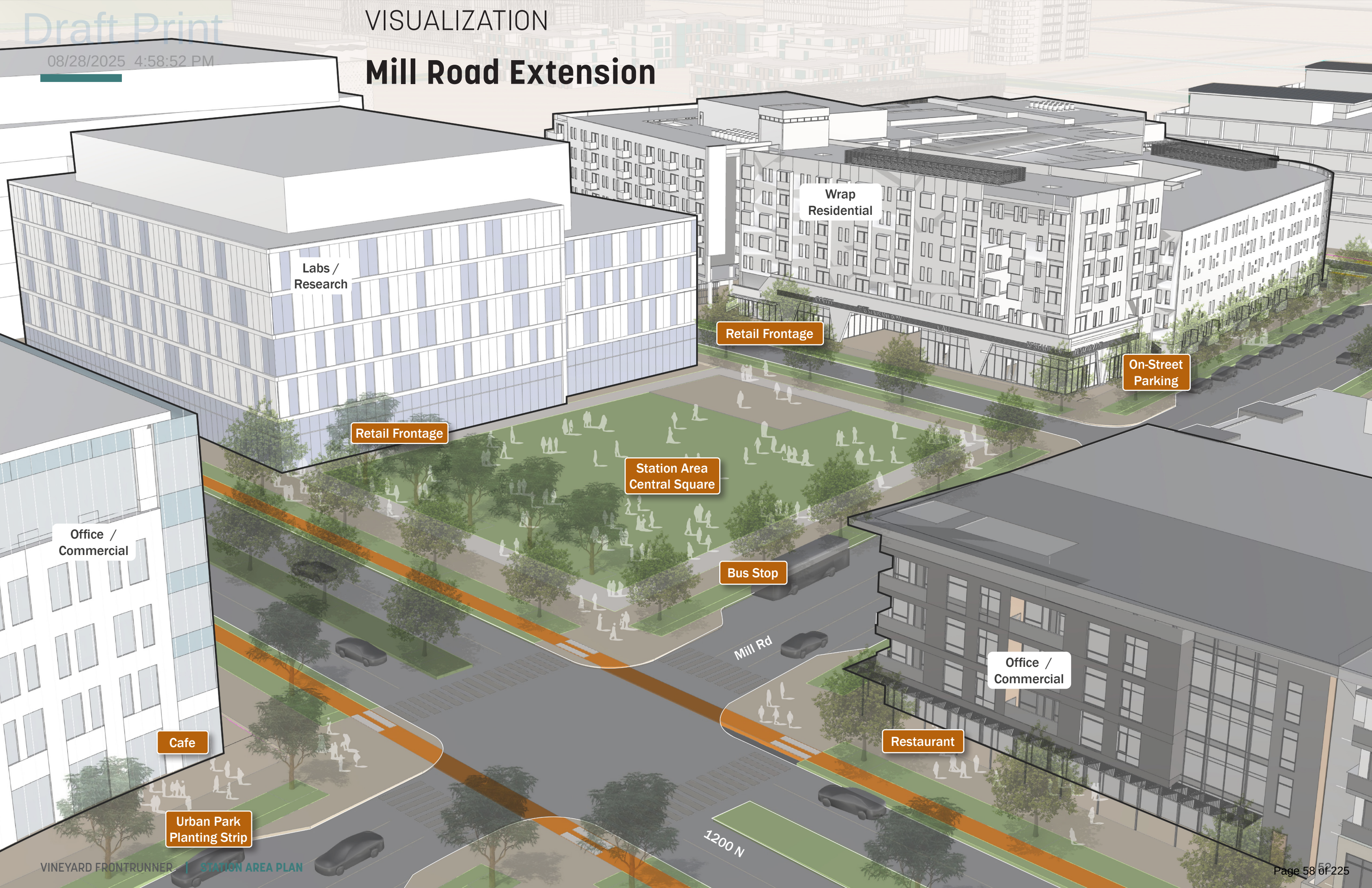
Interactive Spaces

Neighborhood Plaza

Linear Park
and Patio

Bike Lane along
Connector Road
"Green Loop"

Mill Road Extension



Labs /
Research

Wrap
Residential

Retail Frontage

On-Street
Parking

Retail Frontage

Station Area
Central Square

Bus Stop

Office /
Commercial

Cafe

Office /
Commercial

Restaurant

Urban Park
Planting Strip

Mill Rd

1200 N

05

Implementation & Action Plan

5-Year Action Plan

The actions outlined in this plan are designed to support the implementation of the vision for the Vineyard Station Area. They focus primarily on the immediate and near term—roughly the next five years—and emphasize steps that local officials and their partners can take to help guide private development within the area. Each action includes recommended responsible parties and identifies potential funding sources to support implementation.

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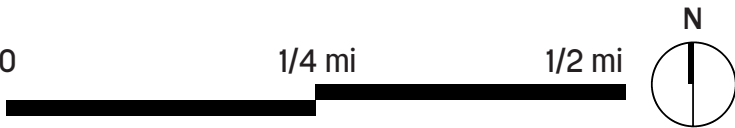
Recommended Action	Responsible Party(ies)	Potential Funding Sources
Establish Right-of-Way Overlays Establish right-of-way overlays on proposed 1200 N extension and Mill Road extensions through the Station Area Plan lands.	Vineyard City Community Development Department, Planning Commission, and City Council.	No dedicated funding required.
Update Zoning Update zoning to include districts that enable the mix of uses and proposed densities outlined in the Station Area Plan land use plan. Use street sections to guide required improvements to the public realm and the development of streets within private lands. Use plan visualizations to inform design standards within updated zoning.	Vineyard City Community Development Department, Planning Commission, and City Council.	No dedicated funding required.
Coordinate Infrastructure Planning Work with neighboring property owners to align planned infrastructure and elements of the public realm outside the Station Area Plan, including streets, walkways, greenways, and utilities with the planned alignments of these elements within the Station Area Plan lands.	Flagborough Development (i.e., Utah City developers), Utah Valley University, Martin Snow Properties and other adjacent owners	No dedicated funding required.
Coordinate Broad Plan Adoption Coordinate with property owners within the Station Area Plan lands to adopt the Vineyard FrontRunner Station Area Plan, including major infrastructure routes, planned land uses, planned development densities and typologies, and the area-wide open space network.	Vineyard City Community Development Department, Flagborough Development, Martin Snow Properties and other property owners	No dedicated funding required.
Prioritize City Infrastructure Projects Coordinate City departments to revisit and prioritize planned infrastructure projects around the Station Area Plan lands. Identify points of connection to the Station Area Plan lands and commence planning for trunk line extensions into the property along arterial roads.	Vineyard City Engineering Department, Public Works Department, local utilities, and property owners.	Federal and state grants, utility district, development impact fees

5-Year Action Plan

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Recommended Action	Responsible Party(ies)	Potential Funding Sources
Establish Design Standards Using the recommendations of this plan as a starting place, establish design standards and/or guidelines for adoption within or alongside the City zoning code to inform and control future development within the Station Area Plan lands and fulfill the urban design objectives of this vision.	Vineyard City Community Development, Engineering and Public Works Departments.	No dedicated funding required.
Coordinate Housing Policy Explore opportunities to ensure the inclusion of affordable housing in those areas of the Station Area Plan lands that permit housing.	Vineyard City	No dedicated funding required.
Continue, Support, and Monitor Remediation Efforts Work with private landowners within the Station Area and applicable governmental jurisdictions to continue environmental remediation efforts on site and prepare the land for redevelopment in alignment with the vision outlined in this plan.	Vineyard City and property owners	Private funds, federal and state funds and grants



Proposed Zoning Plan

Today, most of the Station Area is zoned FOI (Flex Office/Industrial) and RC (Regional Commercial), with a very small portion in the northwest corner designated M (Manufacturing). These designations reflect the site's industrial legacy and favor large commercial or employment uses. While appropriate for the former steel mill property, they do not align with the City's goal of creating a walkable, mixed-use, transit-oriented district.

The Station Area Plan recommends transitioning the site to a combination of Flex Commercial and Mixed-Use Commercial districts. These updated zoning categories are designed to:

- 1. Encourage a balanced mix of housing, shops, offices, and civic spaces.
- 2. Support flexible development options that can adapt to market needs and environmental conditions as cleanup progresses.
- 3. Promote walkability and transit access through an urban street grid and active ground-floor uses.

By moving away from heavy commercial and industrial zoning, Vineyard will unlock opportunities for a more diverse economy, new housing choices, and a vibrant public realm. The flexibility of the proposed zoning means development can adjust over time while still contributing to the overall vision. This makes it possible for the area to evolve parcel by parcel as land becomes ready for reuse, without sacrificing long-term goals.

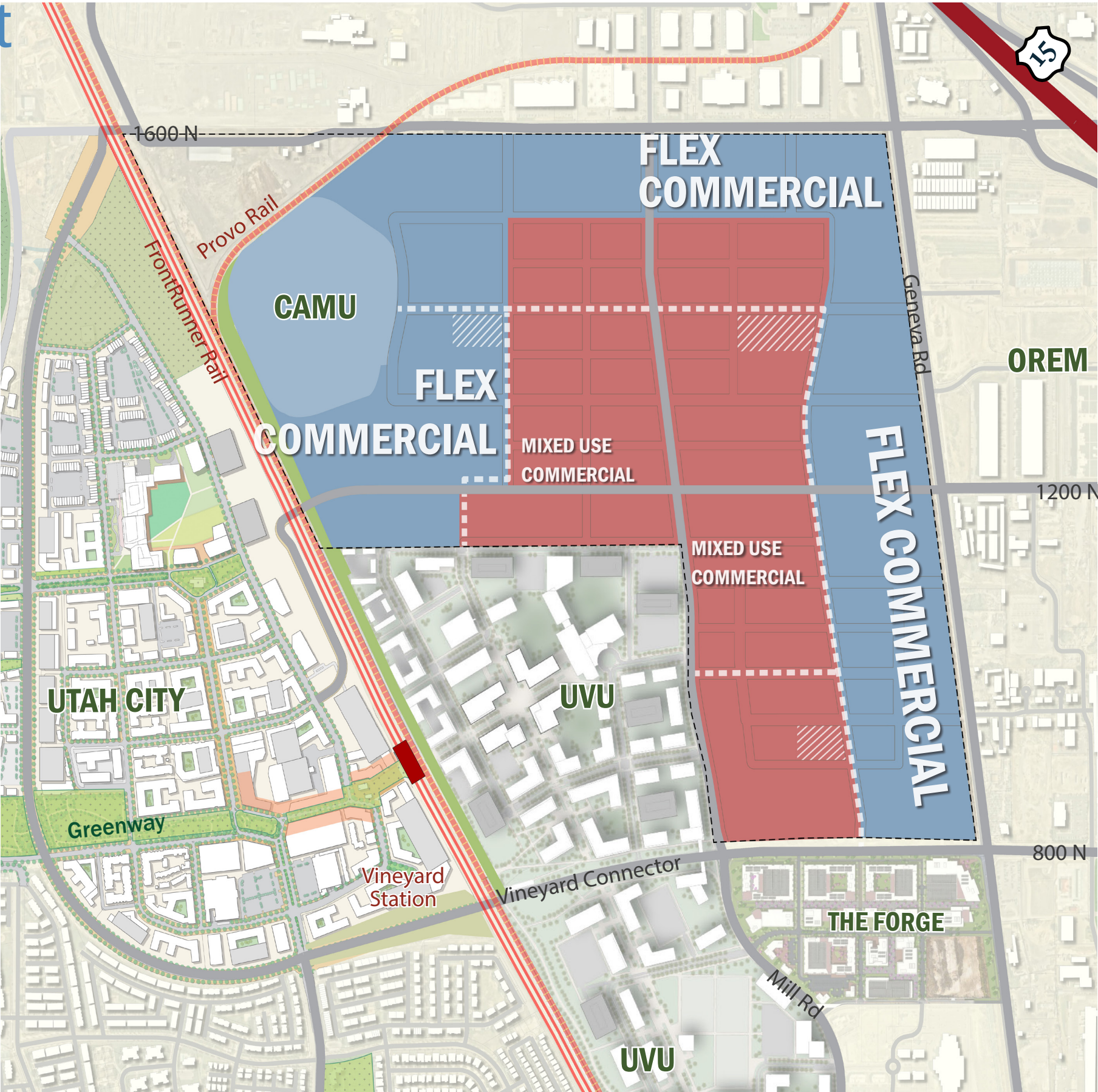
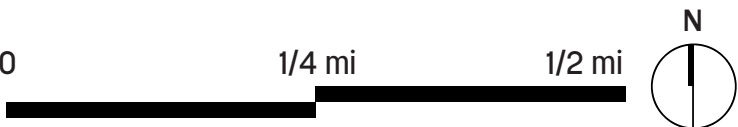
The proposed zoning is forward-looking. It sets the foundation for a Station Area that is people-friendly, adaptable, and attractive for investment—helping Vineyard turn a former industrial site into a connected community hub.

Zoning Districts

- VSA-MXD
- VSA-FLEX

Park Overlay Zone

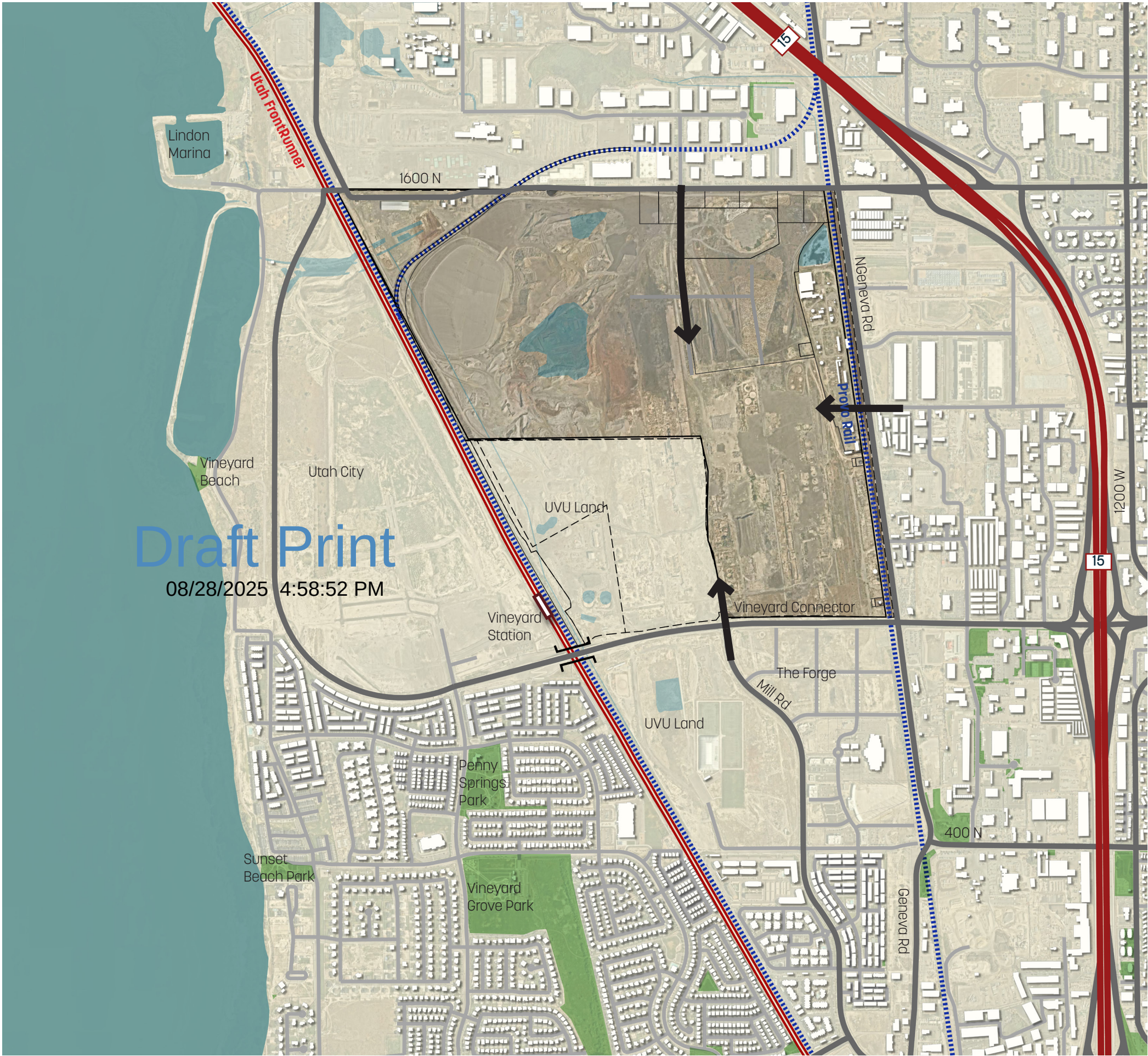
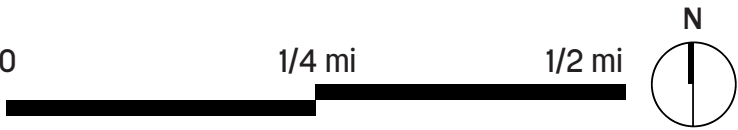
- District Park
- Pedestrian Connector



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Utility Infrastructure

Utility infrastructure servicing future development at the Station Area Plan site is expected to connect to perimeter roads and existing utility lines via the major connections of the 1200 N Street extension and Mill Road.



Acknowledgment

This Station Area Plan report is envisioned as a dynamic document that will continue to evolve in response to changing conditions and circumstances. As such, it is anticipated that over the life of the Station Area Plan herein will be refined, waived, or amended to incorporate new conditions, special opportunities, and/or circumstances.

This plan will guide future work for this area and will identify specific steps for implementation in the first five years of the project. The plan will provide a coordinated vision for transportation, land uses, and open space for the approximate 430 acre site, and will provide a final report to be presented to the SAP Policy Committee, the planning commission, and the city council for approval.



VINEYARD PLANNING COMMISSION STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: DISCUSSION AND ACTION - Vineyard Station Area Plan

Department: Community Development

Presenter: Anthony Fletcher, Morgan Brim

Background/Discussion:

Background

In 2022, the Utah State Legislature adopted HB 462, which requires all cities with a fixed-guideway transit station (such as a Frontrunner stop/ Station) to prepare a Station Area Plan (SAP). An SAP must establish a vision for development within a half-mile of the station and include strategies to:

- Increase housing availability and affordability, including moderate-income housing.
- Promote sustainable environmental conditions.
- Enhance access to jobs, education, recreation, and commerce.
- Improve transportation choices and connections.

Vineyard's SAP covers over 430 acres around the Vineyard FrontRunner Station, much of which is part of the former Geneva Steel site. The plan integrates land use, transportation, and open space concepts to guide redevelopment of this area in coordination with regional partners.

Current Status

Consultants, in partnership with City staff and Mountainland Association of Governments (MAG), have prepared a draft SAP. The draft reflects Vineyard's local priorities while meeting State and MPO requirements for certification. A Planning Commission Work Session was held on September 3 to receive input on the status and direction of the ongoing plan preparation. Tonight's presentation is intended to:

- Provide an overview of the draft plan.
- Gather Commissioner/ Public input on land use, transportation, and open space concepts.
- Identify any concerns or refinements before proceeding to City Council review.

Next Steps

- Joint Public Hearing – September 24: Draft working plan presentation and public hearing.
- Planning Commission Special Session — September 24: Support by the planning commission and a formal submission of a recommendation to the City Council for their support of the draft working plan.

- City Council Business Item – September 24: Consider approving support of the draft working plan for submittal to Mountainland Association of Governments (MAG).
- SAP Policy Committee Certification: MAG and the SAP Policy Committee will review and certify the Vineyard SAP for compliance with State law.
- Final Adoption: Following MAG & SAP Policy Committee certification, the City Council will consider formal adoption of the SAP.

Fiscal Impact:

Recommendation:

Staff recommends that the Planning Commission endorse the draft Vineyard Station Area Plan and forward it to the City Council for support, enabling the certification review by MAG and the SAP Policy Committee.

Sample Motion:

“I move that the Planning Commission endorse the draft Vineyard Station Area Plan as a working document and forward it to the City Council for support, enabling the certification review by MAG and the SAP Policy Committee.”

Attachments:

None

PROCLAMATION 2025-07
CONSTITUTION MONTH

WHEREAS, September 17, 2025, marks the two hundred thirty-eighth anniversary of the drafting of the constitution of the United States of America by the Constitutional Convention; and

WHEREAS, every anniversary of the Constitution provides an historic opportunity for all Americans to learn about and to reflect upon the rights and privileges of citizenship and its responsibilities; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary, and to the patriotic celebrations which will commemorate the occasion;

NOW, THEREFORE, I, Julie Fullmer, Mayor of the City of Vineyard, Utah hereby proclaim the month of September 2025 as Constitution Month and urge all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

Dated this 24th day of September 2025.

Mayor Julie Fullmer

Attest:

Deputy City Recorder Tony Lara



*Office of the Mayor
Vineyard, Utah*

Proclamation 2025-08

WHEREAS, stormwater comes from rain and snow that does not soak into the ground and becomes runoff. Runoff can become polluted (automotive fluids, fertilizers, pesticides, bacteria, sediments, litter, and/or pet waste) as it runs along roads, sidewalks, parking lots, roofs, and lawns; and

WHEREAS, runoff flows into a storm sewer that eventually flows into waterways (rivers, streams, lakes, and oceans); and

WHEREAS, plants and soil filter water and improve water quality. Onsite improvements, such as porous pavement, stormwater ponds, native plants, rain gardens, and bioswales, help with pollution prevention in stormwater runoff; and

WHEREAS, the Vineyard City's National Pollutant Discharge Elimination System (NPDES) program promotes pollution prevention for our stormwater discharges; and

WHEREAS, by focusing attention on pollution prevention in stormwater runoff, Vineyard City will meet the challenges of environmental protection and environmental regulation; and

WHEREAS, Stormwater Awareness Week is an opportunity for government, industry, and environmental organizations to recognize the potential of stormwater pollution prevention within our lakes, ponds, and other water bodies.

NOW, THEREFORE, I, Julie Fullmer, Mayor of the City of Vineyard, Utah, do hereby proclaim the week of September 22-26, 2025, as

Stormwater Awareness Week

The City of Vineyard, Utah is calling upon each citizen and business to protect our lakes and waterways by participating in stormwater awareness workshops (<https://stormwaterawareness.org/>).

Dated this 24th day of September 2025.

Mayor Julie Fullmer

Attest:

Deputy City Recorder Tony Lara



PROCLAMATION 2025-09
SOURCE WATER PROTECTION WEEK

WHEREAS, the health, prosperity, and quality of life of Vineyard City, Utah's citizens and communities depend on a reliable supply of safe, high-quality drinking water, sourced from the aquifers within Vineyard City, snowpacks of Wasatch and the high Unitas Mountain Range;

WHEREAS, protecting our drinking water is essential to preserve our own health and economy and that of future generations;

WHEREAS, we strive to build opportunities and work together to ensure clean, safe source water for all;

WHEREAS, Vineyard City's residents are encouraged to recognize this precious resource and help conserve the watersheds that are the lifeblood of Utah Lake and our water supply, protect our shared water resources from pollution, practice water conservation, become involved in local water issues, and plan to protect water for future community health and economic vitality;

WHEREAS, Vineyard City is immensely grateful for the unwavering dedication and tireless efforts of the Vineyard City Public Works Utilities staff, who work around the clock, 24 hours a day, 7 days a week, to ensure the delivery of clean water to Vineyard City's residents;

NOW, THEREFORE, as the Mayor of Vineyard City, Utah, I do hereby proclaim the dates from September 28 to October 4, 2025, as **SOURCE WATER PROTECTION WEEK** in Vineyard City, Utah, emphasizing our interconnectedness with Utah Lake, recognizing the invaluable support of the Utah Department of Water Quality and the Central Utah Water Conservancy District, and expressing our profound gratitude to the Vineyard City Public Works Utilities staff, whose dedication ensures the continuous provision of clean water to Vineyard City's residents. I earnestly urge all Vineyard residents to join in supporting this observance.

Dated this 24th day of September 2025.

Mayor Julie Fullmer

Attest:

Deputy City Recorder Tony Lara





VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Focus Group Update - City Hall

Department: Community Development Department

Presenter: Cache Hancey

Background/Discussion:

During August, a focus group of 11 individuals from different neighborhoods took place. There were 3 focus group sessions that discussed current facility usage, future employee growth and facility demands, and the financial impact of additional facilities. A survey was conducted at the end of the focus group to determine the members' attitudes and opinions on how to best move forward.

Fiscal Impact:

NA

Recommendation:

Sample Motion:

Attachments:

None



MINUTES OF A CITY COUNCIL SPECIAL SESSION

City Council Chambers
125 South Main Street, Vineyard, Utah 84059
August 26, 2025, at 6:00 PM

Present

Mayor Julie Fullmer
Councilmember Sara Cameron
Councilmember Brett Clawson
Councilmember Jacob Holdaway
Councilmember Mardi Sifuentes

Absent

Staff Present: City Manager Eric Ellis, Chief Deputy Holden Rockwell with the Utah County Sheriff's Office, Community Development Director Morgan Brim, Parks and Rec Director Brian Vawdrey, Chief Building Official Chris Johnson, Finance Director Kristie Bayles, Public Works Director Naseem Ghandour, Streets and Stormwater Manager Chris Thomas, Communications Director Jenna Ahern, City Recorder Pamela Spencer, Deputy City Recorder Tony Lara

Others Speaking: residents David Pearce, Daria Evans, Darlene Price, and David A. Pearce; Chris Harding with CPA Insight Solutions

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

 Mayor Fullmer opened the meeting at 6:00 PM. Councilmember Cameron gave the invocation and led the Pledge of Allegiance.

2. PRESENTATIONS/RECOGNITIONS/AWARDS/PROCLAMATIONS

2.1. Vineyard City Utility Billing Policy and Procedure Manual

Utility Billing Clerk Maria Arteaga will give a brief presentation on the new Vineyard City Utility Billing Policy and Procedure Manual. No action will be taken on this item.

 Mayor Fullmer turned the time over to Utility Billing Clerk Maria Arteaga.

 Ms. Arteaga explained that the new Vineyard City Utility Billing Policy and Procedure Manual incorporated the practices they already had in place and then reviewed the new manual. She mentioned the amendment on the Consolidated Fee Schedule for the utility application fee.

2.2. Neighborhood Services Update

Neighborhood Services Coordinator Maria Arteaga will give a brief update on Neighborhood Services. No motion will be made on this item.

 Mayor Fullmer turned the time over to Neighborhood Services Coordinator Maria Arteaga.

 Ms. Arteaga explained that she was the coordinator for neighborhood services and that she meets with the management companies and attends Homeowner Association's (HOA) board meetings. She created a city events newsletter for the HOAs and apartments because their residents do not receive the newsletter through their utility accounts. She mentioned that she met with developers regarding their maintenance on their open lands. She said that she was working towards certification as a property maintenance and housing inspector which will lead to certification as a code enforcement officer. She mentioned that she and Senior Planner Cache Hancey were working on a rental program that they were hoping to bring to council within the next couple of months. There was a discussion about the HOA meetings and quarterly city meetings.

 Mayor Fullmer moved to staff reports.

3. WORK SESSION

No items were submitted.

4. PUBLIC COMMENTS

 Mayor Fullmer called for public comments.

 David Pearce, living in the Cascade Neighborhood, mentioned that he had attended the ribbon cutting of the Lindon Heritage Trail.

 Daria Evans, living in The Villas subdivision, echoed Mr. Pearce's sentiments. She asked about water conservation and would like to know if the city was subsidizing the water. She asked about the transportation utility fee. She also asked about the pavement preservation warranty period.

 Darlene Price asked about safety for children on motorized scooters and what had been done.

 Mayor Fullmer addressed the public comments.

 Public Safety - Chief Deputy Holden Rockwell with the Utah County Sheriff's Office explained the recently passed Municipal Code that addressed public safety on the use of golf carts and micromobility devices in Vineyard and that the deputies could now take action on violations. Ms. Price asked if there was a safety course that children could take. Chief Deputy Rockwell replied the held a bike rodeo every year during bike month where they teach safety bike safety.

 Mr. Ghandour explained the contractor was honoring the warranty on the pavement preservation.

 Subsidizing Water and Transportation Utility Fee - Mayor Fullmer suggested staff meet with Ms. Evans to clarify the subsidizing of the water and the transportation utility fee and possibly bring it back to council.

 Heritage Trail - Mayor Fullmer commented that so many hands go into building trails and thanked Lindon for pushing through their portion of the trail. Community Development Director Morgan Brim mentioned that this was his first project nine years ago and that a lot had gone into

getting the portion through. Mayor Fullmer reviewed the work that went into it.

5. MAYOR AND COUNCILMEMBERS' REPORTS/DISCLOSURES/RECUSALS

 Councilmember Sifuentes reported on the Heritage Trail grand opening. She reported that she had the opportunity to attend a homeless tour and to meet with other legislatures and organizations within the county. She wanted to publicly thank Provo City and Utah County government for their hard work and for Vineyard's continued support.

6. STAFF, COMMISSION, AND COMMITTEE REPORTS

 Streets and Stormwater Manager Chris Thomas gave a brief report on pavement preservation. He said that next year's scheduled pavement preservation would be on Vineyard Road from 300 west to the new bridge.

 Mayor Fullmer thanked Mr. Thomas for his work on these projects and referred to items in his presentation.

 Public Works Director Naseem Ghandour mentioned that Mr. Thomas had received his Certified Public Manager credential.

7. CONSENT ITEMS

7.1. Approval of the August 13, 2025, City Council Meeting Minutes

 Mayor Fullmer called for a motion.

 **Motion:** COUNCILMEMBER SIFUENTES MOVED TO APPROVE THE CONSENT ITEM AS PRESENTED. COUNCILMEMBER CAMERON SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

8. APPOINTMENTS/REMOVALS

8.1. With the advice and consent of the council, Mayor Fullmer may appoint members to boards and commissions.

No appointments were made.

9. BUSINESS ITEMS

9.1. CANVASS – 2025 Municipal Primary Election Canvass and Certification

The City Recorder, Pamela Spencer, will present to the mayor and City Council the results of the 2025 Municipal Primary Election for the nomination of six (6) candidates who will run for the office of City Council in the General Election. The mayor and City Council will sit as the Board of Canvassers to certify the results of the 2025 Municipal Primary Election.

 Mayor Fullmer turned the time over to City Recorder Pamela Spencer.

141  Ms. Spencer reviewed the election results. She noted some comparisons from the 2023
142 General Election and the 2025 Primary Election. She also mentioned that there would be a vote
143 center located at the Vineyard City Hall for the General Election. There was a brief discussion
144 about becoming a poll worker. Deputy Recorder Tony Lara explained how signatures were
145 verified. Ms. Spencer continued her report.

146
147  Mayor Fullmer called for questions for the board of canvassers.

148
149  Councilmember Cameron asked how Vineyard's results compared to other cities. Ms.
150 Spencer explained where they could find other cities' results and the county average. A
151 discussion ensued about the percentages.

152
153  Mayor Fullmer called for additional questions. Hearing none, she called for a motion.

154
155  **Motion:** BOARDMEMBER SIFUENTES MOVED TO CERTIFY THE RESULTS OF
156 THE AUGUST 12, 2025, MUNICIPAL PRIMARY ELECTION, FOR THE NOMINATION OF
157 SIX (6) CANDIDATES WHO WILL RUN FOR THE OFFICE OF CITY COUNCIL IN THE
158 GENERAL ELECTION. THOSE CANDIDATES ARE BRETT CLAWSON, JACOB WOOD,
159 CADEN RHOTON, EZRA NAIR, PARKER MCCUMBER, AND DAVID LAURET.
160 BOARDMEMBER CAMERON SECONDED THE MOTION. ROLL CALL WENT AS
161 FOLLOWS: MAYOR FULLMER COUNCILMEMBERS CAMERON, CLAWSON,
162 HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

163
164 **9.2. PUBLIC HEARING - Consolidated Fee Schedule Amendment (Resolution 2025-**
165 **45)**

166 Utility Bill Clerk Maria Arteaga will present a proposed amendment to the
167 Consolidated Fee Schedule. The mayor and City Council will act to adopt (or deny)
168 this request by resolution.

169
170  Mayor Fullmer called for a motion to open the public hearing.

171
172  **Motion:** COUNCILMEMBER SIFUENTES MOVED TO OPEN THE PUBLIC HEARING
173 AT 6:44 PM. COUNCILMEMBER CLAWSON SECONDED THE MOTION. MAYOR
174 FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, AND SIFUENTES VOTED
175 YES. COUNCILMEMBER HOLDAWAY WAS ABSENT DURING THE MOTION. THE
176 MOTION CARRIED FOUR (4) TO ONE (1), WITH ONE ABSENT.

177
178  Mayor Fullmer turned the time over to Utility Bill Clerk Maria Arteaga.

179
180  Ms. Arteaga reviewed the amendments to the consolidated fee schedule.

181
182  Mayor Fullmer called for public comments.

183
184  Councilmember Sifuentes about the ski and fishery programs and what the ages would be.
185 Parks and Recreation Direction Brian Vawdrey replied that the ski and snowboard would be for
186 children aged 10 to 18. They had not determined the ages for the Fishing program.

 Councilmember Cameron asked how the ski program worked. Mr. Vawdrey replied that they would be partnering with Brighton Ski resort and how the program worked. Councilmember Sifuentes mentioned that elementary schools had ski programs for 5th and 6th graders and suggested that the older children had the opportunity to try the program.

 Mayor Fullmer called for public comments.

 Ms. Evans explained that she found her answer to her previous question about the transportation utility fee. Ms. Arteaga replied that they were currently not charging that fee and she was not sure when they would be charging fee again.

 David Pearce, living in the Cascade Subdivision, asked about the scholarship program. Mr. Vawdrey explained how the scholarship program worked. A brief discussion ensued. David A. Pearce, living in the Cascade Subdivision, asked about the availability of the funds. Mr. Vawdrey replied that there were excess scholarship funds.

 Mayor Fullmer called for additional public comments. Hearing none, she called for a motion to close the public hearing.

 **Motion:** Councilmember Cameron moved to close the public hearing at 6:53 PM. COUNCILMEMBER SIFUENTES SECONDED THE MOTION. MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

 Mayor Fullmer called for questions from council. Hearing none, she called for a motion.

 **Motion:** COUNCILMEMBER CAMERON MOVED TO ADOPT RESOLUTION 2025-45, THE CONSOLIDATED FEE SCHEDULE AMENDMENTS, AS PRESENTED. COUNCILMEMBER CLAWSON SECONDED THE MOTION. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

9.3. DISCUSSION AND ACTION - Authorizing Bid Award for Independent Financial Audit & Internal Controls Review (Resolution 2025-41)

Adopting a resolution allowing the City Manager to award the winning bid to a third-party auditor once the committee has made their selection.

 Mayor Fullmer turned the time over to Councilmember Clawson.

 Councilmember Clawson gave a brief review of the decision to have an independent audit and the process they went through to approve a third-party auditor. He said that the committee had selected Chris Harding. He mentioned that they had originally allocated \$100,000 for the review, but the estimate came in significantly lower, so the approval request included an allocation of up to \$45,000. He reviewed the review process moving forward. He reviewed the primary goals for this process. He requested that he be included in any discussions with auditor.

 Mayor Fullmer thanked Councilmember Clawson for his work on this project. She said that as the city continued to grow, they wanted ensure they were taking the steps to make sure what they did was transparent, straightforward, and efficient. She then called for comments from the council.

 Councilmember Holdaway commented on Mr. Harding's credentials and said that he met with Councilmember Clawson regarding the scope of this audit. He asked Mr. Harding what he hoped to accomplish. Mr. Harding replied that his goal was to provide a beneficial service. He mentioned that he had done several audits for other governmental agencies. He said that it was fulfilling to see the municipalities' responses to any findings. He also liked providing a service to help bring an entity up to par.

 Councilmember Holdaway stated that after meeting with Councilmember Clawson he felt that this audit aligned with the state auditor's recommendations. He said that he struggled with how they defined waste if a council had voted on something they felt was a priority. Mr. Harding felt that cities were different from each other, and they had to look at the situation and the entity and determine what looked reasonable. He gave examples. He said that he would present facts along with recommendations and best practices and then leave it up to the city to make the judgement call. He explained that his audit would be different from the state auditors, where they were an external auditor and he was an internal auditor.

 Councilmember Holdaway asked about items they could talk about concerning closed sessions and compliance. He wanted Mr. Harding to meet with each councilmember individually to review city policies. Councilmember Clawson felt that it was on the table to have the discussions with each councilmember and asked if he could look at items the council had a concern about. Councilmember Holdaway asked if whistleblowers could come to him. Mr. Harding said that anyone could contact him.

 Councilmember Holdaway wished to publicly rescind unspecified comments. He thanked Councilmember Clawson for sitting down with him and hearing him out.

 Mayor Fullmer asked about how they would approve additional funds. City Manager Eric Ellis replied that was why they had a "not exceed" amount of \$45,000. Councilmember Clawson mentioned that if the amount were to go above the \$45,000, it would need to come back to council.

 Councilmember Sifuentes clarified that the audit would be for Fiscal Year 2022/2023 (FY23) and Fiscal Year 2023/2024 (FY24) and if he would only be taking a sampling of those budgets. She said that she liked the items he would be looking at. She asked what he found was the most common failure in policies. Mr. Harding replied that it was mostly that there was no policy in place. A discussion ensued.

 Councilmember Sifuentes stated that she was impressed with Councilmember Clawson's work on this project.

 Mayor Fullmer called for additional questions from the council. Hearing none, she called for a motion.

 **Motion:** COUNCILMEMBER CLAWSON MOVED TO ADOPT RESOLUTION 2025-41 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT, NOT TO EXCEED \$45,000, FOR INDEPENDENT AUDIT SERVICES WITH CPA INSIGHT SOLUTIONS AS OUTLINED IN RFP NO. 2025-61-101. THE CITY COUNCIL ACKNOWLEDGES THAT THE AUDIT ENGAGEMENT IS INTENDED TO SUPPLEMENT, NOT DUPLICATE, THE WORK OF THE UTAH STATE AUDITOR. COUNCILMEMBER CAMERON. ROLL CALL WENT AS FOLLOWS: MAYOR FULLMER, COUNCILMEMBERS CAMERON, CLAWSON, HOLDAWAY, AND SIFUENTES VOTED YES. THE MOTION CARRIED UNANIMOUSLY.

 Mayor Fullmer asked if the council had any reports or future agenda items.

 Councilmember Sifuentes asked to add a discussion about agenda timelines and potentially changing the dates of the council meetings.

 Mayor Fullmer then moved to council reports. See agenda item 4.

10. CLOSED SESSION

No closed session was held.

11. ADJOURNMENT

 Mayor Fullmer adjourned the meeting at 7:23 PM.

MINUTES APPROVED ON: _____

CERTIFIED CORRECT BY: 
PAMELA SPENCER, CITY RECORDER





VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Caterpillar Backhoe Lease Agreement (Resolution 2025-48)

Department: Public Works

Presenter: Naseem Ghandour

Background/Discussion:

The City's current lease for a 2025 Caterpillar 420 XE IT Backhoe Loader is concluding. Staff have solicited updated lease options from both Unified Fleet Services and Caterpillar/Wheeler Machinery to replace the expiring lease and continue providing essential heavy equipment for public works operations.

Unified Fleet Services Proposal:

A 3-year lease with annual payments of \$30,217 and an optional buyout of \$100,000 at the end of the term. The proposal estimates a \$10,000 equity at lease-end, but equity is not credited if the City chooses to buy out the equipment.

Caterpillar/Wheeler Machinery Proposal:

A 5-year lease-purchase with annual payments of \$26,975.28. At the end of the lease, the City assumes full ownership of the equipment, incurring no additional costs beyond the final yearly payment. This lease includes an extended warranty and leverages state contract pricing under MA3383.

City staff reviewed updated options and received a competitive proposal from Wheeler Machinery, offering the same model backhoe through a 5-year lease-purchase agreement directly with Caterpillar Financial. This structure provides a clear path to ownership, including extended warranty coverage, local service support, and cost savings throughout the equipment's lifecycle.

LEASE OPTION COMPARISON

Feature	UFS Proposal	Caterpillar / Wheeler Machinery
Lease Term	3 Years	5 Years
Annual Payment	\$30,217	\$26,975.28
Total Lease Payments	\$90,651	\$134,876.40
End-of-Term Buyout Option	\$100,000	Final \$26,975.28 payment results in full ownership
Ownership Outcome	City must pay residual to own	City owns equipment outright after final payment
Projected Equity (UFS)	\$10,000 retained by UFS	Not applicable – City retains full asset value
Financing	Not specified	5.49%, \$400 document fee.
Total Cost to Own	\$190,651.00	\$161,851.68
Warranty Coverage	Not specified	1-year standard + 4-year/2,000-hour PT/Hydraulic warranty

Service & Support	Through UFS and partners	Direct through Caterpillar-certified Wheeler service
State Contract Discount	Not specified	\$79,574 off MSRP under MA3383

Vineyard City received two backhoe lease proposals. Unified Fleet Services offered a 3-year lease with a \$100,000 buyout, totaling approximately \$190,651 with no equity credit or warranty details. Caterpillar/Wheeler Machinery proposed a 5-year lease-purchase with full ownership, extended warranty, and a total cost of \$161,851.68. The Caterpillar option is the more cost-effective and is recommended.

Fiscal Impact:

\$26,975.28 per year. \$161,851.68 at the end of 5 years. Funds are accounted for in the city budget.

Recommendation:

Staff recommends that the City Council authorize the City Manager to execute a lease-purchase agreement with Caterpillar Financial, through Wheeler Machinery, for a 2025 Caterpillar 420 XE IT Backhoe Loader, per the June 25, 2025, quote.

Sample Motion:

"I move to adopted Resolution 2025-48, approving the lease-purchase of a 2025 Caterpillar backhoe and authorizing the City Manager to execute the agreement with Caterpillar Financial."

Attachments:

1. RES 2025-48 Caterpillar Financial Lease-Purchase
2. Caterpillar Financial - CAT 420 XE IT Proposal
3. Unified Fleet Services - CAT 420XT IT Proposal

RESOLUTION 2025-48

A RESOLUTION OF THE VINEYARD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO A LEASE/PURCHASE AGREEMENT WITH CATERPILLAR FINANCIAL

WHEREAS, the City Council finds that the City of Vineyard ("City") is a municipal corporation duly organized and existing under the laws of Utah; and

WHEREAS, the City Council finds that in conformance with Utah Code ("UC") § 10- 3-717 the governing body of the city may exercise all administrative powers by resolution including, but not limited to regulating the use and operation of municipal property and programs; and,

WHEREAS, the City Council finds it necessary to address certain Vehicle Lease needs within the city; and,

WHEREAS, the City Council of Vineyard has determined that the leasing of a Caterpillar backhoe as show in the term sheets attached as Exhibit A and entering into a lease/purchase agreement with Caterpillar Financial is for a valid public purpose and is essential to the operations of the City; and

WHEREAS, the original request was approved on June 25, 2025, and now requires a resolution to complete the lease agreement.

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

Section 1. That the City Manager is hereby authorized and directed to enter into a lease/purchase agreement with Caterpillar Financial for the city vehicle leasing terms as described in the Vehicle Lease Terms attached as Exhibit A

Section 3. This resolution shall take effect upon passing.
Passed and dated this 24th day of September 2025.

Julie Fullmer, Mayor

Attest:

Tony Lara, Deputy Recorder





145134-02

June 17 2025

VINEYARD CITY

125 S MAIN STREET
OREM, UT84059

Attention: George Schramm



Machine pictured may not reflect specifications quoted.

George Schramm,

Thank you for this opportunity to quote Caterpillar products for your business needs. We are pleased to quote the following for your purchase consideration.

One (1) New Caterpillar Model: 420 XE IT Backhoe Loaders with all standard equipment in addition to the additional specifications listed below:

STOCK NUMBER: **SERIAL NUMBER:** **YEAR:** **SMU:**

Thank you for your interest in Wheeler Machinery and Caterpillar products for your business needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Trevor Shuman
Machine Sales Representative
tshuman@wheelercat.com
801-209-1882

One (1) New Caterpillar Model: 420 XE IT Backhoe Loaders with all standard equipment in addition to the additional specifications listed below:

STANDARD EQUIPMENT

MACHINE SPECIFICATIONS

420 XE 07A BACKHOE LOADER CFG1	563-5593	PACK, DOMESTIC TRUCK	0P-0210
LANE 2 ORDER	0P-9002	COUPLING,QD,THREADED WITH CAPS	456-3390
TRIM PACKAGE 4	621-4250	ENGINE, 74.5KW, C3.6 DITA, T4F	541-9540
BELT, SEAT, 2" SUSPENSION	206-1747	CUTTING EDGE, TWO PIECE,WIDE	9R-5320
STABILIZER PADS, FLIP-OVER	9R-6007	BUCKET-SOIL, 24", 8.5 FT3	254-8941
SERIALIZED TECHNICAL MEDIA KIT	421-8926	420 LANE 2 ZCON	626-9389
TIRES, 340 80-18/500 70-24, MX	533-0488	BUCKET-MP, 1.4 YD3, IT	216-8840
INSTRUCTIONS, ANSI	559-0872	CUTTING EDGE, TWO PIECE,WIDE	9R-5320
		THUMB, HYDRAULIC, NO TINE, BHL	282-5409
		THUMB, TINE, A 3	221-4283

INCLUDES: 544-0883CAB,DELUXE
 554-4188HYD,MP,6FCN/8BNK,ST,QC
 544-0930PT,4WD/2WSAUTOSHIFT
 543-4284STICK,EXTENDABLE,4.3M(14FT)
 545-5048DISPLAY,TOUCHSCREEN
 491-6736WORKLIGHTS(8)LEDLAMPS
 611-0345SEAT,DELUXEFABRIC,HEATED
 542-7810AIRCONDITIONER,S5(T4F)

337-9696COUNTERWEIGHT,460KGS(1015LBS)
 51-6453RIDECONTROL
 548-1231LINES,COMBINEDAUX,E-STICK
 540-2298STANDARDRADIO(12V)
 551-6940COLDWEATHERPACKAGE,120V
 567-5090AUTO-UPSTABILIZERS
 423-7607PLATEGROUP-BOOMWEAR
 353-1389GUARD,STABILIZER

LIST PRICE	\$221,373.00
STATE CONTRACT MA3383 DISCOUNT	(\$79,574.00)
AFTER DISCOUNT BALANCE	\$141,799.00

WARRANTY & COVERAGE

Standard Warranty: 12 Months / Unlimited Hours - Premier

Extended Warranty: 48 Months/2000 hours PT&HYD

F.O.B/TERMS:

Vineyard

PAYMENT TERMS

Lease Terms

CASH WITH ORDER	BALANCE TO LEASE	TERM	PERIOD PAYMENT	RATE	BUY-OUT	DOCUMENT FEE
\$0.00	\$142,199.00	(5 Annual)	\$26,975.28	5.49%	\$26,975.28	\$400.00

The above lease is based on the following:

- Taxes are extra on the monthly payments and the buy-out
- If the machine is not purchased at the end, then it must be returned in average condition with normal wear-and-tear
- The customer is responsible for all maintenance and repairs on the machine using genuine Cat parts only
- Tires, undercarriage, and all ground engaging tools (i.e. teeth, cutting edges) must be at 50% remaining, minimum, if the unit is not purchased at the end of the lease
- The above is subject to approval by Caterpillar Finance



UNIFIED

FLEET SERVICES

Prepared for:

Vineyard City
June 16, 2025

Requested Vehicles & Pricing Options

Requested:

- Vehicle #1 - 2025 Caterpillar 420 XE IT Backhoe Loader

Vehicle Options

Vehicle #1 - 2025 Caterpillar 420 XE IT Backhoe Loader

Current Market Residual – 3 Year

Year	Payment Due	Balance	Projected Residual	Projected Equity
1	\$30,217	\$138,784	\$138,170	-\$614
2	\$30,217	\$115,105	\$115,252	\$147
3	\$30,217	\$90,000	\$100,000	\$10,000

- 1) Interest rates and pricing assume a minimum of \$100,000 in financed vehicles/equipment. Final payments and interest rates may vary based on total financed amount.
- 2) If applicable, equipment pricing quoted is based on upfitter's best estimate. Final pricing is determined after all equipment is ordered and labor for installation is completed. Once financing is finalized, any variance in final equipment price must be paid in full by the client. Please budget accordingly.

Next Steps

1. Complete and return the Acceptance Form below to UFS.
2. Complete and return the Credit Application provided by UFS.
3. UFS submits to Bank for underwriting and approval.
4. Bank issues lease documents through E-Sign. Customer must verify the date the resolution was adopted.
5. Customer/Insurance Agent must provide proof of insurance to Bank/UFS.
6. Once items 1-5 are completed, vehicle delivery is scheduled.

Acceptance

[] I have reviewed the attached Terms and Conditions and request Unified Fleet Services to pursue underwriting and approval of a commitment for the described lease agreement with the following quantities:

[] Vehicle 1 – 3 annual payments of \$30,217

Accepted this ____ day of _____, 2025

(Entity Name)

Federal Tax ID#: _____

By: _____

Printed Name: _____

Title: _____

Authorization: Lessee acknowledges and agrees that Lessor may furnish all Lessee presented information, financials, analysis, and related credit and review materials to its employees, counsel, and agents as well as its participants and assigns. Lessee authorizes Lessor to contact Lessor' funding partners, and all trade suppliers and other references of Lessee, and to order any and all credit checks and investigative reports, all as Lessor deems necessary in connection with the evaluation of the transaction.

Confidentiality: Except as required by law, the proposal and its terms and conditions will not be disclosed publicly or privately except to those individuals who are your officers, employees or advisors who have a need to know because of being involved in the proposed financing. The foregoing confidentiality provisions shall not apply to the disclosure of the federal income tax structure or treatment of the proposed financing.

Additional Terms

- This is a proposal only and is not a commitment to finance. This proposal is subject to credit review and approval and proper execution of mutually acceptable documentation.
- Failure to consummate this transaction once credit approval is granted and the documents are drafted and delivered to Obligor may result in a documentation fee being assessed to the Obligor.
- This transaction must be credit approved, all documents properly executed and returned to Unified Fleet Services, LLC and their assignees, financial partners and related and the transaction funded on ALL proposals within 30 days of this proposal. If funding does not occur within that time-frame, or there is a change of circumstance which adversely affects the expectations, rights, or security of Obligee or its assignees, then Obligee or its assignees reserve the right to adjust and determine a new interest rate factor and payment amount, or withdraw this proposal in its entirety. Should there be a significant change in market rates at any time prior to funding of the transaction, Unified Fleet Services, LLC and their assignees and partners reserves the right to adjust the Interest Rate quoted above.
- This transaction must be designated as tax-exempt under Section 103 of the Internal Revenue Code of 1986 as amended.
- OBLIGOR'S TOTAL AMOUNT OF TAX-EXEMPT DEBT TO BE ISSUED IN THIS CALENDAR YEAR WILL NOT EXCEED THE \$10,000,000 LIMIT, OR THE INTEREST RATE IS SUBJECT TO CHANGE.



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025
Agenda Item: Special Event Fee Waiver Request
Department: Parks and Recreation
Presenter: Anna Nelson

Background/Discussion:

Mardi Sifuentes has submitted a Special Event Permit application for an event at Grove Park on October 3rd. The event will honor the life of Alex Johnson, who has passed away. As part of the celebration, trees will be planted in his memory, and refreshments will be provided under the large pavilion.

Mardi is requesting a waiver of the permit and facility fees associated with the event, which include:

- Special Event Permit Application: \$50.00
- Large Pavilion Reservation: \$75.00

Total requested waiver: **\$125.00.**

Fiscal Impact:

Recommendation:

Sample Motion:

"I move to approve the fee waiver as presented."

Attachments:

1. Fee Waiver Request - Alex Johnson
2. Special event application



FOR OFFICE USE ONLY

Application Received _____

Fee Waiver Application

APPLICANT INFORMATION

Name of Applicant: <u>Mardi Sifuentes</u>		Date of application: <u>8/26/25</u>	
Applicant Organization Name: _____			
Email address: <u>Mardisifuentes@gmail.com</u>			
Mailing Address: _____			
City: <u>Vineyard</u>	State: <u>UT</u>	Zip Code: <u>84059</u>	Phone: _____
Name of Event: <u>Alex Johnson Tree Planting Memorial</u>			

Reason for Fee Waiver

Fee waivers are provided based on the following criteria please select the criteria that your organization meets

- ☐ The organization provides free programs to the community or raises funds for organizations that provide free or low-cost programs benefiting local youth, seniors, or under-served constituents.
- ☐ The organization provides cultural aspects to the event.
- ☐ The organization demonstrates extraordinary efforts to reduce and mitigate environmental, transportation, and residential impacts.
- ☒ The organization is aligned with the city council's critical goals as outlined in the city's general plan.

Brief Description of Organization: Planting 4 donated trees in the park for a member of the community

By submitting a signed application, the applicant certifies that falsifying any information on this application constitutes cause for rejection or revocation of the waiver.

Applicant's Name (please print): Mardi Sifuentes

Applicant's Signature: [Signature] Date: 8/26/25

CITY APPROVAL

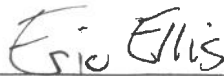
This application has been reviewed and approved by



Vineyard Special Events Department

8/26/2025

Date



Vineyard City Manager

8-26-2025

Date

Last Updated: 10.5.2023

Vineyard Licensing

Alex Johnson Memorial
Birthday Tree Planting Event

10/03/2025 - 10/03/2025

Special Event

General

8932625

c8b656e0-7eec-11f0-aeda-cdb8a52e48c9

Active

Under Review

Event Information

Alex Johnson Memorial Birthday Tree Planting

10/03/2025 - 10/03/2025

Dates

10/03/2025 - 10/03/2025
6:00 pm - 9:00 pm
Setup: 5:00 pm
Takedown Complete: 9:00 pm

Application Review Status

Pre-Review	Approved	08/21/2025
Fire Department B. Valley	Approved	
Public Works No concerns.	Approved	
Parks	Not Reviewed	
City Manager Sounds like Brian was able to work with our arborist on siting the trees & bench. As long as there is sign off from George, I have no concerns.	Approved	
Sheriffs Office	Not Reviewed	
Recreation No recreation Concerns	Approved	
Final-Review	Not Reviewed	

Fees

Base Permit Fee	\$50.00
Fee Waiver Application	-\$50.00
Subtotal	\$0.00
Amount Paid	\$0.00

Payments

There are no payments

Application Form Data

(Empty fields are not included)

First Name

Mardi

Last Name

Sifuentes

Are you applying on behalf of another individual or organization?

Yes

Input the name of the individual or organization you are applying on behalf of:

The Johnson Family

Phone

[REDACTED]

Email

mardisifuentes@gmail.com

Mailing Address

[REDACTED]

City

Vineyard

State

UT

Zip Code

84059

Name of Event

Alex Johnson Memorial Birthday Tree Planting Event

Event Director First Name

Alice

Event Director Last Name

Johnson

Event Location

Vineyard Grove Park

Event Type

Tree planting

Estimated Attendance

150

Brief Description of Event

We are planting a tree in his name and maybe a bench???

Number of Bounce Houses/Inflatables

0

Number of Vendors

0

Number of Food Trucks

0

Describe the target audience for this event?

Family and members of the community

Will this be a multi-day event?

No

Will your event include the use of a Vineyard City pavilion?

Yes

Which pavilions are you requesting?

South Pavilion?

Will you have a stage?

No

Will Vineyard streets be used?

No

Will you be using portable toilets?

No

Have you made arrangements for trash disposal?

No

Is this a first-time event?

Yes

First Name

Mardi

Last Name

Sifuentes

Cell Phone

Email

mardisifuentes@gmail.com

Will there be vendors selling products or services?

No

Event Map

 08D60F1A-45BD-403D-9DAE-FE8D1FB5E3B9.jpeg

Parking Plan

 491D552B-921D-487E-9534-E29BD059A9AE.jpeg

Signature

By submitting a signed application, the applicant certifies that falsifying any information on this application constitutes cause for rejection or revocation of the permit. The applicant agrees to pay additional fees as required for the use of City services and facilities.

Mardi Sifuentes - 08/21/2025 6:13 pm



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Municipal Code Amendment Section 13.16 Public Library (Ordinance 2025-10)

Department: Administration and Communications

Presenter: Jayme Blakesley, Jenna Ahern

Background/Discussion:

In June 2022, the City Council adopted Ordinance 2022-07, which was later amended by Ordinance 2023-05 amending board member terms. As part of the ongoing effort to achieve certification from the Utah State Library, it is necessary to further amend Chapter 13.16, Public Library, to ensure compliance with State Code.

Fiscal Impact:

N/A

Recommendation:

Staff recommends adopting Ordinance 2025-10

Sample Motion:

"I move to adopt Ordinance 2025-10, amending Municipal Code Chapter 13.16 Public Library, as presented"

Attachments:

1. Ord_2025-10

**VINEYARD
ORDINANCE 2025-10**

**AN ORDINANCE FO THE VINEYARD CITY COUNCIL AMENDING
MUNICIPAL CODE CHAPTER 13.16 PUBLIC LIBRARY**

WHEREAS, The Vineyard City Council under the authority of Utah Code 10-3 desires to amend the Municipal Code; and

WHEREAS, the City Council has determined that it is in the best interest of the public to amend Chapter 13.16 Public Library; and

NOW THEREFORE, be it ordained by the Council of the Vineyard, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “13.16.010 Established-Library Management” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.010 ~~Established-Library Management~~Establishment and Management of Library

~~The Vineyard City Library is hereby established and shall be managed and operated by the Vineyard City Council and a library board, which shall be established as hereinafter provided.~~
The Vineyard City Library (Library) is hereby established and shall be managed and operated by the City Council and a library board, which shall be established hereinafter.

SECTION 2: **AMENDMENT** “13.16.020 Board-Established-Terms Of Office” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.020 ~~Board-Established-Terms-Of-Office~~Establishment, Composition, Nomination and Terms of Library Board

~~There is hereby created and established a library board of Vineyard City, which shall be composed of five (5) members, two (2) alternate members, and one (1) ex-officio member. Each member of the board shall be a resident of the city, one of whom shall be a sitting member of the city council. Each member of the Board shall be nominated by the mayor and confirmed by the city council for four-year terms or until their successors are appointed. The members shall serve for a term of four (4) years and shall not serve more than two (2) consecutive terms. Each term shall begin on January 1 of the year of appointment and shall end~~

~~on December 31 of the year when the appointment expires or until a successor is appointed. The terms of commission and committee members shall be staggered. Initially, appointments shall be made for two, and four year terms.~~

- A. ESTABLISHMENT. There is hereby established a library board of Vineyard City (Board).
- B. COMPOSITION. The Board shall consist of seven members (Directors) all of whom shall be residents of the city and one of those members shall be a City Council member.
- C. NOMINATION AND TERM.
 - 1. Each Director shall be nominated by the mayor and confirmed by the City Council for a three-year term, or until the successor to the Director is appointed.
 - 2. Initially, appointments shall be made for a one-, two- and three-year term. Thereafter, the mayor, with the advice and consent of the council, shall, before the first day of July, reappoint a Director or appoint a new Director for a three-year term to take the place of the retiring Directors.
 - 3. Except for the City Council member, Directors shall serve not more than two consecutive three-year terms.

SECTION 3: **AMENDMENT** “13.16.030 Board-Removal-Vacancies” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.030 ~~Board-Removal~~ Removing Directors and Filling Board Vacancies

~~Any member of the board may be removed for misconduct or neglect of duty by the city council. Vacancies in the board of directors, occasioned by removals, resignations, or otherwise, shall be filled for the unexpired term in the same manner as original appointments.~~
The mayor and City Council may remove any Director for misconduct or neglect of duty. Vacancies in the Board shall be filled for the unexpired term in the same manner as original appointments.

SECTION 4: **AMENDMENT** “13.16.050 Board-Chair-Duties” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.~~050 Board Chair Duties~~045 Powers, Duties, and Limitations of Board; Library Funds

- ~~A. Following appointment, board members shall meet and elect a chair and such other officers, as they deem necessary, for one-year terms. The chair shall be selected among the appointed, non-city council members of the board. The chair shall present the agenda, as hereinafter provided, of all materials pertaining to the library to be considered at each and every meeting of the board.~~

DUTIES. The Board shall:

1. Maintain and care for the Library.
2. Establish policies for the Library's operation, including making, amending, and repealing rules—consistent with law—for governing the Library.
3. In general, carry out the spirit and intent of the provisions of Title 9, Chapter 7, Part 4 of the Utah Code.

B. DISCRETIONARY POWERS. The Board may:

1. Advise the City Council and Librarian on Library policy.
2. Restrict or allow the Librarian or other authorized personnel to restrict the Library's inclusion of any book, work, video, or other medium that is obscene. A book, work, video, or other medium is "obscene" if it (1) depicts or describes sexual conduct in a pornographic manner, which does not include educational, artistic, scientific, or medical depictions of sexual conduct; (2) advocates for imminent lawless action and is likely to produce such action; (3) threatens or calls for violence against a specific person, group of persons, or property; or (4) constitutes libel.

C. LIMITATIONS. The Board may not:

1. Restrict or allow the Librarian or other authorized personnel to restrict the Library's inclusion of any book, work, video, or other medium that is not obscene as described in subsection B.

D. FUNDS.

1. All money collected by the Library shall be deposited to the credit of the Library fund.

SECTION 5: ADOPTION "13.16.050 Election And Duties Of Board Chair"
of the Vineyard Municipal Code is hereby *added* as follows:

ADOPTION

13.16.050 Election And Duties Of Board Chair(*Added*)

Directors shall meet and elect a chair and such other officers annually. The chair shall be selected from among the ~~five~~six resident-members of the Board. The Chair shall work with

Library staff to provide the agenda for meetings as provided in VCC 13.16.070(A).

SECTION 6: AMENDMENT “13.16.060 Board-Space For Meetings-Equipment” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.060 ~~Board-Space For Meetings-Equipment~~Space and Equipment for Board

~~The city council shall establish and furnish suitable space for the meetings and the carrying on of the business and functions of the library and board.~~

The City Council shall furnish the Board with space and equipment suitable for conducting the Board’s meetings, business, and functions.

SECTION 7: AMENDMENT “13.16.070 Board-Meetings-Absence” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.070 Board-~~Meetings-Absence~~ Meeting Requirements and Special Meetings

~~A. The board shall meet in regular meetings at a time designated by the board. Special meetings may be convened at any time as determined by the board chair upon giving notice to all members of the board and the city council. At least three members of the board must attend said meeting in response to said notice, and a certified copy of the minutes of each special board meeting shall be furnished to all members of the board.~~
GENERAL REQUIREMENTS.

1. The Board shall conduct regular meetings at a time designated by the Board.
2. These meetings shall be conducted per the Utah Open and Public Meetings Act.
3. The agenda for each meeting shall be provided by the Chair with the assistance of library staff and may cover all matters pertaining to the operation of the Library.

B. QUORUM.

1. A quorum is required for the Board to pass rules and otherwise take administrative action requiring Board consensus.
2. At least four Directors must attend a meeting to establish a quorum.

C. SPECIAL MEETINGS.

1. A special meeting may be convened at any time as determined by the Chair upon giving notice to all Directors.

SECTION 8: AMENDMENT “13.16.080 Board-Meetings-Agenda-Powers”
of the Vineyard Municipal Code is hereby *amended* as follows:

A M E N D M E N T

13.16.080 ~~Board-Meetings-Agenda-Powers~~Librarian and Other Personnel

~~The agenda for each meeting of the board shall be prepared by the chair and said agenda may cover all matters pertaining to the operation of the Vineyard City Library, which requires attention or administrative action thereon. The board shall have the power in respect to all matters of policy and operation of the library to have read into the minutes of the board meetings, board decisions, and recommendations on any such matters; and shall have the power to add matters to the aforesaid agenda of the board, which have not been submitted for their consideration as hereinabove provided. The powers of the board are advisory and shall extend to all phases of the library operation.~~

APPOINTMENT AND STATUS.

- A. Three members of the Board and the city manager or a designee of the City Manager shall interview candidates for the position of Librarian. The final decision will be made by the city manager or a designee of the city manager
- B. The Librarian and other personnel shall report to the city manager or the city manager's designee.

SECTION 9: AMENDMENT “13.16.090 Appointment Of Librarian/Library Director” of the Vineyard Municipal Code is hereby *amended* as follows:

A M E N D M E N T

13.16.090 ~~Appointment Of Librarian/Library Director~~Annual Reports of the Board

~~The city manager shall appoint a library volunteer coordinator and, as budget allows, a competent person as librarian/library director to have immediate charge of the library with such duties and compensation for his or her services as the city manager shall fix and determine. The librarian/library director shall act as the executive officer of the library board.~~
The Board shall provide an annual report to (1) the City Council on the condition and operation of the Library, including a financial statement; and (2) The Board shall also make reports to the Librarian and the state library board.

SECTION 10: **AMENDMENT** “13.16.100 Board-Annual Reports” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.100 ~~Board-Annual Reports~~Free Us of the Library Subject to Board Rules

~~The board chair or designee shall make an annual report to the city council of the condition and operation of the library. The board shall also make reports to the librarian/library director as directed by the librarian/library director. The board shall also provide for the keeping of such records as shall be required by the Utah State Library Commission in its request for an annual report from the public libraries and shall submit such annual report to the commission.~~

Subject to the rules established by the Board, city residents may freely use the Library. The Board may exclude violators of such rules. The Board may allow nonresidents to use the Library subject to rules established by the Board.

SECTION 11: **AMENDMENT** “13.16.110 Board To Adopt Rules For Library Use-Use Of Library To Be Free” of the Vineyard Municipal Code is hereby *amended* as follows:

AMENDMENT

13.16.110 ~~Board To Adopt Rules For Library Use-Use Of Library To Be Free~~Donations of Money and Property

~~The board shall make and adopt rules and regulations not inconsistent with law, for the governing of the library. Subject to such rules and regulations, the library shall be free to the use of the inhabitants of the city. The board may exclude from the use of the library any and all persons who shall willfully violate such rules. The board may extend the privileges and use of the library to persons residing outside the city on such terms and conditions as it may prescribe by its regulations.~~

The Library may accept donations for the benefit of the Library. Upon acceptance, the donation shall be held and controlled by the Library according to the terms of the gift, devise, or bequest of the donation, and the Library shall be the trustee of the donation.

SECTION 12: **ADOPTION** “13.16.120 Library Cooperation Or Consolidation With Other Entities” of the Vineyard Municipal Code is hereby *added* as follows:

A D O P T I O N

13.16.120 Library Cooperation Or Consolidation With Other Entities(*Added*)

The Board may cooperate, merge, or consolidate in providing library services with the library boards of county libraries, boards of education, governing boards of other educational institutions, library agencies, and local political subdivisions. The Library may consolidate with the county library per Utah Code § 9-7-410, as amended.

SECTION 13: **AMENDMENT** “13.16.040 Board-Members To Serve Without Compensation” of the Vineyard Municipal Code is hereby *amended* as follows:

A M E N D M E N T

13.16.040 Board-~~Members To Serve Without~~ Director Compensation

Board ~~members~~Directors shall serve without compensation, but ~~their~~ actual and necessary expenses ~~incurred in the performance~~ of their official duties may be paid from library funds.

SECTION 14: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 15: **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 16: **EFFECTIVE DATE** This Ordinance shall be in full force and effect from August 13, 2025 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE VINEYARD COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Mayor Julie Fullmer	_____	_____	_____	_____
Sara Cameron	_____	_____	_____	_____
Jacob Holdaway	_____	_____	_____	_____
Mardi Sifuentes	_____	_____	_____	_____
Brett Clawson	_____	_____	_____	_____

Presiding Officer	Attest
-------------------	--------

Julie Fullmer, Mayor, Vineyard

Pamela Spencer, City Recorder,
Vineyard



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Bid Award of Contract for Beneficial Bacteria Products and Services (RFP No. 2025-52-101)(Resolution No. 2025-49)

Department: Public Works

Presenter: Justine Marshall

Background/Discussion:

Vineyard City issued **RFP No. 2025-52-101** on September 2, 2025, seeking proposals for a bacterial consortium product to support the City's sanitary sewer collection system. The RFP scope includes reducing hydrogen sulfide (H₂S), controlling odors, and mitigating fats, oils, and grease (FOG) buildup in manholes and lift stations.

- **Quantities:** Approximately 350 gallons annually.
- **Services (optional):** On-site dosing assistance and training for Public Works staff.
- **Delivery Locations:** Lift Station 2 (273 W 1600 N) and Vineyard Public Works Building (262 W 1600 N).

The RFP closed September 10, 2025. One proposal was received from BROADSFORK Aquatic Consulting.

The evaluation committee (three staff members from Environmental Utilities) reviewed the proposal against published criteria:

- Product Technical Requirements (30%)
- Vendor Experience & References (20%)
- Price & Value (40%)
- Warranty & Support (10%)

Evaluation Findings

- **Technical Compliance:** BiotiFX® meets all specifications, including odor and H₂S control, FOG and sludge reduction, and compatibility with automated dosing equipment.
- **References:** Vendor provides consistent next-day delivery and positive references from other municipalities.
- **Pricing:** Proposed pricing aligns with Vineyard City's wastewater budget and is

consistent with market rates.

- **Contract Terms:**

The evaluation committee unanimously recommends award to **Broadsfork Aquatic Consulting**.

Procurement Compliance

- Conducted under Vineyard City's Purchasing Policy (Resolution 2022-44).
- Competitive RFP process, properly noticed, evaluated, and documented.
- Best-interest determination made pursuant to Utah Code §63G-6a-1903 to proceed with award prior to close of protest period.

Fiscal Impact:

Funding is budgeted in the FY 2025 Wastewater Fund. Estimated not-to-exceed annual cost: \$56,000.00

Recommendation:

Staff recommends approval of the Beneficial Bacteria Products and Services contract (RFP No. 2025-09-01) to Broadsfork Aquatic Consulting. Proposals closed September 12, 2025, and evaluation has been completed. Staff initiated allowable pre-award actions during the statutory protest period in accordance with Utah Code §63G-6a-1903 and the written best-interest determination on file (issued after consultation with the City Attorney). The statutory protest period has now concluded. Council approval at this meeting will authorize final contract execution to ensure fall dosing and odor/corrosion control in the sanitary sewer system.

No protests were received during the protest period.

Sample Motion:

I move to adopt **Resolution No. 2025-49**, approving the bid award of **RFP No. 2025-52-101** to **Broadsfork Aquatic Consulting** for the supply and delivery of beneficial bacteria products, and authorizing execution of the agreement by the city manager.

Attachments:

1. 08.27.2025 Vineyard City Waste Water System Bacteria RFP
2. 2025-09-16 Notification of Intent to Award Memo Beneficial Bacteria
3. RES 2025-49 Bid Award of Contract for Beneficial Bacteria Products and Services



1. Introduction

- **Purpose:** Vineyard City is looking for a product to reduce or eliminate odor, grease mitigation, and H₂S.
- **Overview:** Annual quantities (180 gal used last year; budget for up to 350 gal this year), potential new sites.
- **City Context:** Vineyard City's sewer system relies on beneficial bacteria in the sanitary sewer system to help break down organic waste and reduce pollutants before the water reaches downstream treatment processes
- **Goals:**
 - Reduce manhole and lift-station odors.
 - Lower H₂S.
 - Control grease buildup per maintenance-interval standards.

2. Scope of Work

The Contractor shall provide

- **Products & Quantities:**
 - 5-gal drums of BioTifx (or equivalent bacterial consortium).
 - Up to 70 drums (350 gal) over 12 months, as needed.
- **Service Tasks (if bundled):**
 - On-site dosing assistance at Vineyard City wastewater facilities.
 - Training sessions for Public Works operations staff regarding proper handling, dosing, and application of the product.
- **Delivery Locations:**
 - Primary Delivery Locations:
 - Lift Station 2 at 273 W 1600 N, Vineyard, Utah
 - Public Works Building at 262 W 1600 N, Vineyard, Utah
 - Deliveries shall be coordinated with Vineyard City staff in advance.
 - Contractor is responsible for transportation, offloading, and ensuring containers are properly sealed and labeled.



3. Product Technical Requirements

I. Product Description & Composition

- Must be a concentrated liquid microbial consortium comprised of *Bacillus* strains selected for broad-spectrum degradation of organic wastewater material, including FOG, sludge, H₂S precursors, and odorous compounds.
- Should include proprietary micronutrients and biostimulants to enhance microbial activity and stability.

II. Functional Requirements

The product must achieve the following performance outcomes:

- FOG Reduction: Effectively digest fats, oils, and grease—minimizing buildup and reducing manual cleaning or mechanical intervention.
- Sludge Reduction: Improve sludge breakdown, leading to lower disposal volumes and handling costs.
- Odor Control: Inhibit formation of volatile and malodorous compounds, improving ambient air quality without additional chemical treatment.
- H₂S Mitigation: Suppress hydrogen sulfide generation, reducing odor, corrosion, and health hazards.

III. Form & Packaging

- Form: Ready-to-use liquid formulation facilitating ease of use and automation.
- Delivery Units: Supplier must offer one or both of the following:
 - 5-gallon (US) pails
 - 55-gallon (US) drums.

IV. Concentration & Strength

- Product should be among the highest-strength liquid dosing solutions, with approximately 3× the bacterial and micronutrient concentration of comparable competitive products.
- Automated dosing via pump is required to maintain consistent application rates.

V. Dosing Guidelines

- Capable of delivering a dosing range of 1–10 ppm (mg/L); dosage should be adjustable based on specific system flow rate, organic load, and operator objectives.
- Must be compatible with automated dosing equipment to enable scheduled and frequent treatment.

VI. Applications

Suitable for deployment in various wastewater environments, such as:

- Lagoons
- Collection systems
- Small-scale wastewater treatment plants
- Industrial and municipal grease interceptors
- Septic systems



VII. 7. Safety, Handling & Compliance

- Must be non-pathogenic and safe for professional handling under standard PPE protocols (e.g., gloves, goggles).
- Supplier must provide Safety Data Sheets (SDS) and documentation confirming compliance with relevant regulatory standards.
- Storage requirements should include stable, sealed containers appropriate to liquid microbial products (the supplier should provide specific temperature or shelf-life details).

4. Contractor Responsibilities:

The Contractor will:

- Supply products meeting Vineyard City's performance requirements.
- Provide timely delivery within 14 calendar days to designated sites from the day the order is placed.
- Ensure product safety data sheets (SDS) are provided with each delivery.
- Maintain compliance with all applicable federal, state, and local regulations.
- Provide optional service tasks (if included in the proposal).

5. Vineyard City Responsibilities

Vineyard City will:

- Provide access to delivery sites during Vineyard City's business hours.
- Coordinate with the contractor for scheduling and quantities needed.
- Review and approve product equivalency if alternative brands are proposed.

6. Vendor Qualifications

- **Company Profile:** Years in business, local distribution capability.
- **Past Projects:** At least three similar municipal sewer-system applications, with references and contact info.

7. Proposal Submittal Requirements

- **Form & Format:** PDF (max 10 pages), labeled sections matching this RFP.
- **Content Checklist:**
 1. Company Information
 2. Product Technical Information
 3. Detailed pricing (unit price, bulk/volume discounts, delivery fees)



4. Warranty/guarantee terms
5. SDS sheets & product data sheets
6. Completed References form (Attachment A)
7. Standard Contract Terms

8. Pricing Worksheet

- **Unit Costs:** Cost per gallon or 5-gal drum (Delivered)
- **Extended Totals:** 70-drum scenario; not-to-exceed total.
- **Optional Services:** Training fees, performance-reporting fees, standard delivery, expedited shipping surcharges.

9. Evaluation Criteria & Scoring

Criterion	Weight (%)
Product Technical Requirement	30
Vendor Experience & References	20
Price & Value	40
Warranty & Support	10

10. Schedule & Submission Instructions

- **RFP Issued:** September 2, 2025
- **Questions Due:** September 6, 2025(submit via email to engineering@vineyardutah.gov)
- **Proposals Due:** September 10, 2025, by 3 PM MST, electronically via Bonfire or to engineering@vineyardutah.gov
- **Award Decision:** September 12, 2025
- **Contract Start:** Upon Council approval, September 17, 2025

11. Contract Terms & Conditions

- **Standard City Clauses:** Utah law, indemnity, insurance, nondiscrimination, force majeure.
- **Payment Terms:** Net 30 days upon invoice and delivery confirmation.
- **Termination:** For convenience (30 days' notice) and for cause.
- **Contract Term:** 12 months from award of the Contract



- **Extension Option:** 12-month renewal, up to 4 additional years, at mutual agreement/pricing.

11. Attachments

- **A. Reference Form**
- **B. Pricing Worksheet**
- **C. Site Map & Delivery Addresses**
- **D. Standard Contract Template**



A. Reference Form

Vendor Reference Form (Submit a Page for Each Reference)

To be completed by the Respondent. Provide at least three (3) references for contracts of similar size and scope performed within the last five years.

1. Client/Agency Name: _____

Service Description: _____

Annual Contract Value: _____

Dates of Service: _____

Contact Person: _____

Contact Phone: _____

Contact Address: _____

Certification:

I certify that the information provided is accurate and complete to the best of my knowledge.

Signature: _____

Name & Title: _____

Date: _____



B. Pricing Worksheet

Pricing Worksheet

Respondent shall complete the pricing schedule below. Prices must include delivery, handling, and any applicable fees. Additional line items may be added if required. Use additional sheets if needed.

Item	Description	Unit Size	Estimated Quantity	Unit Price (USD)	Extended Price (USD)
1	Beneficial bacteria product (BioTifx® or equal)	5-gal drum	Up to 70 drums	\$ _____	\$ _____
2	Standard Delivery	Per	As needed	\$ _____	\$ _____
3	Expedited Delivery	Per	As needed	\$ _____	\$ _____
5	On-site dosing assistance	Per visit	As needed	\$ _____	\$ _____
6	Staff training (on-site)	Per session	As needed	\$ _____	\$ _____

Notes:

- Unit pricing will be used for evaluation and invoicing.
- Estimated quantities are not guaranteed; actual purchases may be higher or lower.
- Contractor must disclose any minimum order requirements or additional delivery fees.

C. Site Map & Delivery Addresses



Location is:

Public Works Building at 262 West 1600 North, Vineyard, UTAH

Lift Station 2 Building at 273 West 1600 North, Vineyard, UTAH



D. Standard Contract Template

[DRAFT TEMPLATE – FOR REVIEW AND NEGOTIATION]

Agreement for Supply and Delivery of Beneficial Bacterial Products

This Agreement is made and entered into by and between:

Vineyard City (“City”)

125 Main Street
Vineyard, Utah 84059

-and-

[Contractor Legal Name] (“Contractor”)

[Address]
[City, State, ZIP]

1. Scope of Work

Contractor shall supply and deliver beneficial bacterial products (BioTifx® or equal) and provide optional support services as outlined in Exhibit A (Scope of Work).

2. Term

The Agreement shall remain in effect for a period of twelve (12) months from the execution date unless terminated earlier as provided herein. Extensions, up to four (4) additional years, may be negotiated at the City’s discretion.

3. Compensation

The City agrees to pay Contractor per the unit pricing submitted in the Pricing Worksheet (Exhibit B). No additional charges shall be allowed unless approved in writing by the City. Invoices to be submitted after delivery and acceptance by the City of the product. Invoices shall be submitted to the City’s Accounts Payable at ap@vineyardutah.gov.

4. Delivery

Products shall be delivered to designated City facilities, including Lift Station 2 and the Vineyard Public Works Building, as directed by City staff.



5. Compliance

Contractor shall comply with all federal, state, and local laws, regulations, and safety standards.

6. Insurance & Indemnification

Contractor shall maintain general liability, auto, and workers' compensation insurance as required by City policy. Contractor shall indemnify and hold harmless the City, its officers, and employees from claims arising from Contractor's performance.

7. Termination

The City may terminate this Agreement for cause or convenience with written notice. Contractor shall be compensated only for products and services delivered and accepted prior to termination.

8. Entire Agreement

This document, including all attachments, constitutes the entire agreement between the parties.

Signatures

City of Vineyard: _____ Date: _____

Contractor: _____ Date: _____





MEMORANDUM FOR RECORD

To: Finance Department, Purchasing Officer

From: Evaluation Committee

Date: September 16, 2025

Subject: Award Recommendation, RFP No. 2025-52-101, Beneficial Bacteria for Sanitary Sewer

Background

Vineyard City issued RFP No. 2025-52-101 on September 2, 2025, for the purchase and supply of beneficial bacteria treatment products to support the sanitary sewer collection system. The solicitation closed on September 10, 2025. One proposal was received from BROADSFORK Aquatic Consulting for the product BiotiFX.

The evaluation criteria published in the RFP included:

- Product Technical Requirements (30 points)
- Vendor Experience & References (20 points)
- Price & Value (40 points)
- Warranty & Support (10 points)

Evaluation Findings:

Reference Check: The reference check confirmed that the vendor is responsive to orders with delivery typically overnight or the next day. The vendor was described as fair in business dealings and would be considered for future product use by the reference agency.

Technical Review: The product meets all technical requirements outlined in the RFP, including fat, oil, and grease (FOG) reduction, sludge reduction, and odor control. It is designed for consistent dosing in collection systems and complies with all required safety and handling standards.

Terms and Conditions: The proposer accepted Vineyard's standard contract terms without exception.

Budget & Pricing: The pricing submitted aligns with Vineyard City's approved fiscal year Wastewater budget. The unit price per 5-gallon container is consistent with current market pricing and comparable to existing products currently in use.

Recommendation:

The evaluation committee determined that the proposal from BROADSFORK Aquatic Consulting is responsive, technically compliant, and the unit price is fair and responsible. Based on the published evaluation criteria and positive reference feedback, the committee recommends awarding the contract to BROADSFORK Aquatic Consulting for the supply of BiotiFX under RFP No. 2025-52-101.

Sincerely,

RESOLUTION 2025-49

**A RESOLUTION OF THE VINEYARD CITY COUNCIL AWARDING THE BID TO
BROADSFORK AQUATIC CONSULTING FOR SUPPLY AND DELIVERY OF
BENEFICIAL BACTERIA FOR SANITARY SEWER SERVICES.**

WHEREAS, Vineyard City previously issued a Request for Proposals for a bacterial consortium product to support the City's sanitary sewer collection system and;

WHEREAS, following a competitive procurement process, notice to bidders has been duly given as required by law; and

WHEREAS, after consideration of all bids filed it was determined that BROADSFORK Aquatic Consulting is the best qualified bidder to provide for the supply and delivery of beneficial bacteria for sanitary sewer services.

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

Section 1. The bid be awarded to BROADSFORK Aquatic Consulting to provide for the supply and delivery of BiotiFX to Vineyard City for an initial one-year term, with the option to renew annually for up to four additional years.

Section 2. The contract amount will be funded through the City's approved Waste Water Fund for Fiscal Year 2025-2026 with a not to exceed amount of \$56,000.00.

Section 3. That city staff are hereby authorized and directed to execute the contract as is herein referred and allow the City Manager to sign said contract.

Section 4. This resolution shall take effect upon passing.

Passed and dated this 24th day of September 2025.

Attest:

Mayor Julie Fullmer

Deputy Recorder Tony Lara





VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Bid Award of Contract for General Concrete Services (RFP No. 2025-54-104)(Resolution No. 2025-50)

Department: Public Works

Presenter: Justine Marshall

Background/Discussion:

On September 10, 2025, Vineyard City issued Request for Proposals (RFP) No. 2025-54-104 for an Indefinite Delivery/Indefinite Quantity (IDIQ) contract to support ongoing City infrastructure projects requiring general concrete services. The RFP was posted on the Utah Public Procurement Portal (U3P/Bonfire), with proposals due September 19, 2025, at 5:00 p.m. MST. Invitations were also distributed to local firms specializing in concrete services.

RFP Summary

a. Contract Term: Five years (one-year initial term with up to four annual renewals). Vineyard City reserves the right not to exercise renewal options for any reason.

b. Scope of Work: Demolition/removal of existing concrete; construction of ADA-compliant pedestrian ramps, sidewalks, curb and gutter, utility and storm drain collars, structural/non-structural pads, and streetlight bases; site restoration; asphalt tie-ins; ADA compliance; and traffic control.

c. Initial Project: The RFP included concrete services for constructing new crosswalks at six locations: four along Main Street and two along Vineyard Loop Road (Exhibit B).

d. Standards: All work must comply with APWA, ACI, Utah Department of Transportation, and Vineyard City infrastructure standards.

e. Performance: Work will be authorized by task order and completed within timelines agreed upon at authorization.

f. Pricing & Termination: Unit prices may be adjusted based on documented industry price changes. Vineyard City or the Contractor may cancel the agreement with advance notice.

Evaluation Results

Five proposals were received in response to the RFP. Each was evaluated using the published criteria:

- a. Experience & Qualifications: 30%
- b. Unit Pricing & Value: 30%
- c. Responsiveness & Availability: 20%
- d. References & Past Performance: 20%

Total Scores:

Bidder	Life Is Good Inc	Quick Silver	TKL	Summit	VanCon
Total Score	32	28	26	24	24

LIGI achieved the highest overall score, offering competitive pricing and strong qualifications. Reference checks confirmed positive past performance, including responsiveness and quality of work.

Procurement Compliance

This procurement was conducted in full compliance with:

- a. Utah Procurement Code (Title 63G, Chapter 6a)
- b. Vineyard Municipal Code (Title 10, Ch. 7, Sec. 86)
- c. Vineyard City Purchasing Policy (Resolution 2022-44)

All required notices, submission procedures, and restrictions on ex parte communication were followed.

Fiscal Impact:

Funding will come from the City's approved budget. Actual fiscal impact will depend on task orders issued. Approval authority of each task order will follow Vineyard City's Purchasing Policy.

Recommendation:

Staff recommends that City Council adopt Resolution No. 2025-50, awarding RFP No. 2025-54-104, General Concrete Services IDIQ, to Life Is Good, Inc (LIGI), and authorizing the City Manager to execute the agreement on behalf of Vineyard City.

Sample Motion:

"I move that the City Council approve Resolution No. 2025-50, awarding RFP No. 2025-54-104, General Concrete Services IDIQ, to Life Is Good, Inc. (LIGI), and authorizing the City Manager to sign the contract."

Attachments:

- 1. RES 2025-50 Bid Award of Contract for General Concrete Services
- 2. 09.10.2025 Vineyard City - General Concrete Services IDIQ RFP
- 3. Exhibit A - Unit Pricing - LIGI
- 4. Exhibit B Pedestrian Crossing Project Locations & Site Maps

RESOLUTION 2025-50

A RESOLUTION OF THE VINEYARD CITY COUNCIL AWARDING THE BID TO LIFE IS GOOD INC. FOR GENERAL CONCRETE SERVICES.

WHEREAS, Vineyard City previously issued a Request for Proposals for Indefinite Delivery/Indefinite Quantity (IDIQ) contract to support ongoing City infrastructure projects requiring general concrete services;

WHEREAS, following a competitive procurement process, notice to bidders has been duly given as required by law; and

WHEREAS, after consideration of all bids filed it was determined that Life is Good Inc. is the best qualified bidder to provide support to ongoing city infrastructure projects requiring general concrete services.

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

Section 1. The bid be awarded to Life is Good Inc. to provide support to ongoing city infrastructure projects requiring general concrete services to Vineyard City for an initial one-year term, with the option to renew annually for up to four additional years.

Section 2. The contract amount will be funded through the City's approved Public Works budget for Fiscal Year 2025-2026.

Section 3. That city staff are hereby authorized and directed to execute the contract as is herein referred and allow the City Manager to sign said contract.

Section 4. This resolution shall take effect upon passing.

Passed and dated this 24th day of September 2025.

Attest:

Mayor Julie Fullmer

Deputy Recorder Tony Lara





**Request for Proposals:
General Concrete Services
Indefinite Delivery, Indefinite Quantity (IDIQ) Contract
RFP No. 2025-54-104**

Date: September 10, 2025

Reply to: Engineering, Project Manager
125 S Main Street
Vineyard, Utah 84059
engineering@vineyardutah.gov
(801) 266-1929

Pre-Proposal Meeting: No Pre-Proposal Site Meeting,
Site Visits Available Upon Request

Proposal Deadline: **September 19, 2025, 5:00 PM Mountain Standard Time (MST)**
Electronic Submission via
Euna Utah Public Procurement Portal (U3P)

1. INTRODUCTION & PURPOSE

Vineyard City is soliciting sealed proposals from qualified contractors for general concrete construction services under an Indefinite Delivery, Indefinite Quantity (IDIQ) contract. This contract will have a term of five (5) years, awarded as a one (1) year contract with the option to renew annually for up to four (4) years, work assigned on a task order basis.

Selected contractors will be responsible for providing all labor, materials, equipment, and incidentals required to complete various concrete-related work throughout the City.

The selected contractor will be responsible for a full range of services, including but not limited to:

- Demolition and removal of existing concrete
- Construction of:
- ADA-compliant pedestrian ramps
- Concrete sidewalks
- Curb and gutter
- Concrete collars for utility and storm drain structures
- Structural footings, slabs, and streetlight bases
- Non-structural pads (e.g., benches, trash enclosures)
- Site restoration including asphalt tie-ins, landscape repair, and ADA compliance
- Traffic control and safety measures during construction

Contractors responding to this RFP must demonstrate experience and capacity to support Vineyard City's evolving infrastructure and commitment to high service standards.

Interested firms are responsible for regularly checking the U3P Utah Public Procurement - Bonfire Interactive Portal website for updates, including any addenda related to the Request for Proposal (RFP).

SCOPE OF WORK

2. PROCUREMENT AUTHORITY

This RFP is issued pursuant to the Utah Procurement Code ([Utah Code Title 63G, Chapter 6a](#)), Utah Municipal Code ([Utah Code Title 10, Chapter 7, Section 86](#)) and the City's own procurement ordinance. The City reserves all rights provided therein, including the right to cancel or amend this RFP at any time, to reject any or all Proposals, and to waive immaterial defects.

3. GENERAL REQUIREMENTS

The selected contractor(s) shall perform the following services, as directed by Vineyard City through individual task orders:

- Demolition and removal of existing concrete
- Construction of:
 - ADA-compliant pedestrian ramps
 - Concrete sidewalks
 - Curb and gutter
 - Concrete collars for utility and storm drain structures
 - Structural footings, slabs, and streetlight bases
 - Non-structural pads (e.g., benches, trash enclosures)
 - Site restoration including asphalt tie-ins, landscape repair, and ADA compliance
 - Traffic control and safety measures during construction

Provide comprehensive streetlight maintenance services for Vineyard City, including routine maintenance, repair, construction, removal, and relocation of City-owned streetlights. Services will be performed on an as-needed basis under an Indefinite Delivery/Indefinite Quantity (IDIQ) structure.

- Contractor must be registered with the Utah State Division of Corporations and Commercial Code.
- Contractor assumes full responsibility for any damage to City property caused by its personnel or equipment.
- Contractor is solely responsible for the safety of its employees and the public, including implementing traffic control measures when working on or near roadways.
- Contractor must maintain all necessary licenses and permits for the services outlined in this agreement.
- No guarantee of service quantity is implied; work will be assigned based on actual needs.
- Prior to beginning any work, the contractor shall submit a company safety program addressing employee/public safety, environmental protection, and hazardous materials handling.

4. STANDARDS AND MATERIALS

All materials and construction methods shall conform to the following standards:

- Utah Chapter of the American Public Works Association (APWA)
- American Concrete Institute (ACI) Codes and Specifications
- Vineyard City Infrastructure Standards and Specifications

Contractors shall be familiar with and use various concrete types including but not limited to:

- 3,000 to 5,000 psi structural concrete
- Flowable fill
- Fiber-reinforced concrete
- High-early strength concrete
- Steel components may include:
 - Reinforcing bar (Grade 60 or as specified)
 - Welded wire mesh
 - Anchor bolts and embedded plates

5. DELIVERABLES

- Demolition, formwork, and pour
- Site restoration and cleanup
- Compliance with ADA and City standards
- Notification of substantial and final completion
- Coordination with Vineyard City representatives for inspection and acceptance

6. MATERIAL STORAGE

All materials must be stored off-site at the contractor's facility unless approved by the City. Temporary on-site storage must be authorized in advance by the Streets & Stormwater Manager and shall only be allowed for the duration of active work. Contractor is responsible for maintaining an organized, secure, and hazard-free storage environment.

7. CONTRACT TERMS & PERFORMANCE MONITORING

Term: 5 years from date of contract execution

Type: Indefinite Delivery, Indefinite Quantity (IDIQ)

Task Orders: Issued as needed; work will be authorized individually

Minimum Guarantee: None; work is not guaranteed

Maximum Annual Value: As budgeted by City Council annually

The initial contract term shall be one (1) year from the effective date, with the option to renew annually for up to four (4) additional years. Vineyard City reserves the right to monitor performance through required reporting and compliance reviews.

8. SERVICE STANDARDS

- Billable work must be completed within ten (10) business days of City authorization
- Liquidated damages of \$50 per day will be assessed for noncompliance with service timelines

9. CONTRACT TERM & PERFORMANCE MONITORING

The initial contract term shall be one (1) year from the effective date, with the option to renew annually for up to four (4) additional years. Vineyard City reserves the right to monitor performance through required reporting and compliance reviews.

10. LOCAL PRESENCE, ON-SITE AVAILABILITY, & SUBCONTRACTORS

Proximity & Office Presence

- Proposals should demonstrate the Contractor's ability to maintain an accessible office or representative in our region throughout design and construction.
- Include the address of your nearest office and primary point-of-contact (name, title, phone, email).

Subcontractor Coordination

The contractor may utilize subcontractors for support services, provided that:

- All subcontractors comply with the terms of this contract
- The prime Contractor remains fully responsible for overall project performance, quality control, and compliance, even if subcontractors are used.
- Identify any key subcontractors in your Proposal, along with their general service area and role.
- All safety and insurance requirements apply equally to subcontractors.

11. PROPOSAL SUBMISSION REQUIREMENTS

All proposals must be clear, concise, and complete. To be considered responsive, each proposal must include the following components:

1. Cover Letter
2. Qualifications: Relevant experience, licenses, certifications, and references
3. Unit Price Schedule, See Exhibit A 'Unit Price Schedule'
4. Statement of Availability
5. Proof of Insurance
6. Seed Project Schedule Submittal: Submit a complete unit-price bid using Exhibit A (Unit Price Schedule) and a brief execution plan for each Map Area identified in Exhibit B (Map Areas 3–6).



Request for Proposals:
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Company Background and Qualifications

Please include the following:

Firm Overview: Years in business, ownership structure, and the location of your nearest office.

Areas of Expertise: Years in business, ownership structure, and the location of your nearest office. (Core specialties to highlight include decorative vs. functional street lighting, retrofit vs. new installations).

Relevant IDIQ Experience: Brief summaries of at least three municipal or IDIQ contracts you've completed in the last five years (include scope, contract value, and completion dates).

Detailed Approach to Scope of Work

Explain how you will execute each element of the project, covering:

- **Routine Inspections:** Outline your scheduled patrol frequency, typical routes, inspection checklists, and how you'll document findings.
- **Response Procedures:** Describe your same-day assessment process, emergency call-out steps, and decision-making hierarchy for escalating issues.
- **Traffic Control:** Illustrate your standard lane-closure layouts, flagger protocols, and plans for safely redirecting pedestrians.
- **Materials Management:** Detail where and how you'll stage equipment and materials, track inventory, and handle spoil or waste disposal.
- **Reporting & Documentation:** Provide examples of your inspection forms, explain your digital submission workflow, and describe how you'll report progress at key milestones.

Key Personnel

Please identify the team members who will support this contract, including:

- **Project Manager and Field Supervisor**
 - Name and title of each
 - Summary of their relevant experience (years in the industry, similar projects managed)
 - Professional credentials (e.g., APWA, NICET, PE)
- **Team Structure**
 - Organization chart illustrating all assigned staff
 - Percentage of each person's time dedicated to this project
 - Reporting lines and decision-making hierarchy

Include concise resumes or CVs highlighting each individual's qualifications and past successes on comparable work.

Client References

Please provide at least three (3) public-sector references where you delivered concrete installation under an IDIQ or task-order contract. For each reference, include:

- **Agency Name**
- **Project Description & Contract Value**
- **Dates of Service**
- **Primary Contact:** Name, Title, Phone Number, Email Address



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Cost Proposal

Provide a complete cost breakdown using the Unit Price Schedule in Exhibit A. Be sure to:

- Fill in every line-item cost on Exhibit A.
- List any additional charges (for example, mobilization, traffic control setup, emergency call outs).
- Provide a short narrative on your invoicing procedures, including how often you bill and what backup documentation you'll provide.

Oversight & Management Plan

Explain how your team will provide strong on-site supervision and rapid response:

- **Regular Site Visits:** Detail how often the Project Manager and key staff will conduct walk-throughs and milestone inspections, and how long each visit typically lasts.
- **Timely Response:** Describe your commitment to address City inquiries or on-site issues within the same business day, whether by phone, email, or in-person visit.
- **Decision-Making Authority:** Identify the individuals authorized to make field decisions immediately and include their direct contact information.
- **Continuity Plan:** Outline your strategy for ensuring uninterrupted oversight if primary personnel are unavailable, including designated backups and escalation procedures.

Proposed Schedule for Seed Project (See Exhibit B)

Submit a task-by-task timeline in Exhibit B that shows:

- **Major Milestones:** e.g., site mobilization, interim inspections, substantial completion.
- **Activity Durations:** Estimated start and finish times for each task.
- **Assigned Resources:** Crew sizes, key personnel, and equipment allocated to each activity.

Safety Program

Submit your company's safety program, including policies and procedures for employee and public safety, hazard communication, and compliance with OSHA and other regulatory standards.

- Company safety policy statement and management commitment.
- Hazard communication plan (MSDS/SDS protocols).
- Traffic control certification and standard operating procedures.
- Recordable Incident Rate (RIR) over the past three years.
- Sample job safety analysis (JSA) for a typical streetlight maintenance task.

Proof of Licenses and Registrations

Submit evidence of your legal and professional standing, including:

- A copy of your current Utah State Division of Corporations registration.
- All trade-specific licenses or certifications (for example, electrical contractor's license, traffic control certification, etc.).



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Insurance Certificates

Provide up-to-date insurance documents that meet or exceed Vineyard City's requirements:

- **General Liability:** Minimum \$1,000,000 per occurrence.
- **Workers' Compensation:** Statutory limits.
- **Automobile Liability:** Minimum \$1,000,000 combined single limit.
- An additional-insured endorsement naming Vineyard City on both General Liability and Automobile policies.

Proposals that omit any of these elements may be deemed non-responsive and will not be evaluated further.

12. SELECTION CRITERIA

Proposals will be evaluated by Vineyard City based on the criteria listed below. Each proposal will be scored according to its completeness, quality, and responsiveness to the RFP requirements.

Evaluation Criteria	Weight
• Experience and Qualifications Demonstrated experience performing similar streetlight maintenance and installation services, and qualifications of key personnel. <i>Scoring will emphasize the depth and relevance of your past work, the complexity of projects completed, and the credentials of proposed team members.</i>	30%
• Unit Pricing & Value Competitive and transparent pricing as outlined in Exhibit A. <i>Scoring will focus on overall cost-effectiveness, clarity of line-item rates, and any value-added services offered.</i>	30%
• Responsiveness & Availability Ability to provide timely on-site support and rapid response to City requests. <i>Scoring will consider guaranteed response times, local staffing commitments, and backup coverage plans</i>	20%
• References and Past Performance Feedback from prior clients on project quality, schedule adherence, and communication. <i>Scoring will prioritize high ratings for reliability, safety record, client satisfaction, and successful delivery under IDIQ or task-order contracts.</i>	20%



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13. ANTICIPATED SCHEDULE

Milestone	Date (Mountain Time)
RFP issued via Euna U3P	September 10, 2025
Deadline for written questions	September 15, 2025, at 3:00 PM (MST)
Addendum posted	As needed via Euna U3P
Proposal due	September 19, 2025, at 5:00 PM (MST)
Notice of Intent to Award	September 24, 2025
Contract Approval & Start	September 24, 2025

14. PROPOSAL DEADLINE & SUBMISSION INSTRUCTIONS

All proposals must be received no later than Thursday, September 19, 2025, by 5:00 PM (MST). Late submissions will not be considered. It is the proposer's responsibility to ensure that all required documents are submitted on time and in the required format.

Proposals may be submitted through one of the following methods:

- Online Submission: UP3 Euna Public Procurement Portal: utahbonfirehub.com

For questions or clarifications regarding this Request for Proposals, please submit questions through the UP3 Portal Euna Public Procurement Portal or you may contact:

Engineering Department
Phone: (801) 266-1929
Email: Engineering@vineyardutah.gov

All Questions & Answers will be issued via written addendum on the UP3 Euna Public Procurement Portal. Firms are responsible for monitoring the site.

15. AWARD TYPE

This solicitation will result in a Single-Award Indefinite Delivery/Indefinite Quantity (IDIQ) contract. Task Orders will be issued on a best-interest basis consistent with this RFP.

If the City elects to make Multiple Awards, an addendum will specify ordering procedures and fair-opportunity language consistent with Utah Admin. Code R33-12-301.

16. PRICE SCORING

Lowest evaluated total (based on Exhibit A) receives the maximum price points listed in the Evaluation Criteria.

All other offers receive price points = (Max Price Points) × (Lowest Evaluated Price / Offeror's Evaluated Price).

The Evaluation Committee will evaluate only the criteria and weights listed in this RFP.



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17. RESTRICTED COMMUNICATIONS

From publication until award, all communications shall occur only via the U3P/Bonfire portal. City personnel, evaluation committee members, and consultants will not discuss the solicitation outside the portal.

Verbal information is of no effect unless confirmed by written addendum posted in U3P.

18. BEST & FINAL OFFERS (BAFO)

The City may request BAFO limited to specified issues. The BAFO request will identify the issues, schedule, and deadline. BAFO responses shall address only the specified issues; remain confidential until award; and will be evaluated using the same criteria stated in this RFP.

19. SEED PROJECT PRICING MECHANICS

Price pedestrian refuge islands by combining Exhibit A items (Concrete Pad + Curb & Gutter + Rebar + Flowable Fill).

The ADA Ramp unit price includes cast-iron detectable domes.

Offerors shall not alter the structure of the Unit Price Schedule.

20. RIGHTS RESERVED

Vineyard City reserves the right to accept or reject any or all proposals, to waive any informalities or technicalities, and to select the proposal deemed to be in the best interest of the City.

The City, at its sole discretion, may:

- Reject any or all Proposals;
- Waive minor informalities;
- Seek clarification or negotiate terms;
- Cancel and reissue the RFP.
-

21. ATTACHMENTS

Exhibit A: Unit Price Schedule

Exhibit B: Pedestrian Crossing Project Locations & Site Maps



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EXHIBIT A ‘Unit Price Schedule’

Contractors shall provide unit prices for the following items. All prices shall include labor, equipment, overhead, and markup on materials. Attached Additional Sheets as Needed.

Offerors shall not delete or modify line items in Exhibit A. If the City desires separate pricing for Mobilization, Traffic Control, or Emergency Call-outs, such items will be added by addendum via the UP3 Euna Public Procurement Portal: utahbonfirehub.com as explicit line items.

Item Description	Unit of Measure	Estimated Quantity (Annual)	Unit Price (\$)
Concrete Sidewalk	SF	5,000	
ADA Ramp (Standard)	EA	25	
Curb and Gutter	LF	2,000	
Concrete Pad (Non-Structural)	SF	1,500	
Concrete Pad (Structural)	SF	1,000	
Concrete Street Light Base	EA	15	
Utility Manhole Collar	EA	20	
Storm Drain Collar	EA	20	
Flowable Fill	CY	100	
Rebar Installation	LF	2,000	
Concrete Demolition and Haul Off	SF	3,000	
Cold Weather Concreting (Add On)	SF		



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EXHIBIT B 'Pedestrian Crossing Project Crossing Locations & Site Maps'
Refer to Attached Maps (Map Areas 3-6) for Project & Site Location Information

Pedestrian Crossing Project

Purpose: This practice exercise mirrors the City's IDIQ concrete contract "seed project" so bidders demonstrate pricing realism and execution approach against the actual Scope of Work (SOW) and exhibits. Submit a complete unit-price bid (using Exhibit A Unit Price Schedule) and a brief execution plan for each of the 'Map Areas' as shown in Exhibit B (Map Areas 3-6).

Scenario: The City will award an IDIQ contract and immediately issue a task order to construct pedestrian crossing improvements at mapped locations. Bidders must:

1. Complete the Practice Bid Form using the Exhibit A: Unit Price Schedule line items.
2. Provide an Execution Plan tied to Exhibit B: Pedestrian Crossing Locations & Site Maps.

Use only data in Exhibit A & Exhibit B and the notes below. Reasonable assumptions are allowed; list all assumptions in your submittal.

Scope of Work:

Quantities to price (practice):

- 560 SF concrete removal
- 65 LF high-back curb replacement
- 180 SF sidewalk replacement
- Saw cutting of concrete and curb (incidental to above items)
- ADA ramps (cast-iron detectable warning domes included in ramp item):
 - 9 EA ramps @ 8'x12'
 - 1 EA ramp @ 12'x15'
 - 1 EA ramp @ 8'x5'
- Pedestrian refuge islands:
 - Large: 6'x15' with 6"x8" surrounding curb and 7' plowable ramp; drill two (2) 12" holes (locations by City)
 - Small: 6'x7' with no curb and 5' plowable ramp; drill one (1) 12" hole (location by City)
- Include all associated costs: mobilization, hauling/dumping, traffic control, saw cutting, and any required asphalt tie-in/replacement.

Mapped intersections (reference only for phasing/traffic control):

- Main St & E 110 N — Option 2 A/B restriping: 10' travel lanes, 12' left-turn lane into The Gardens (cast-iron domes typical 10').
- Main St & E 230 N — Option 2B; remove existing ADA where noted and restore curb & gutter/flat sidewalk per map callouts (8x12, 10x14 typical pads).
- W Vineyard Loop Rd (600 N) — Coordinates 40.30806, -111.75727 (two 8x12 ramps shown).
- E Vineyard Loop Rd (600 N) mid-block — Coordinates 40.30797, -111.75041 (8x12 and 12x15 ramps; "remove sidewalk and install ADA" callout).



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Design notes to honor for this exercise:

- Concrete: 4,000 psi (6.5-bag mix). Provide batch tickets; no additional cylinder testing required for the practice submittal.
- Base: 6" granular base under new work.
- Detectable warnings: Cast-iron units; include in ADA ramp item price.
- Curbs may be cut to accommodate ramps where mapped.

Life Is Good Inc (LIGI)**EXHIBIT A 'Unit Price Schedule'**

Contractors shall provide unit prices for the following items. All prices shall include labor, equipment, overhead, and markup on materials. Attached Additional Sheets as Needed. Offerors shall not delete or modify line items in Exhibit A. If the City desires separate pricing for Mobilization, Traffic Control, or Emergency Call-outs, such items will be added by addendum via the UP3 Euna Public Procurement Portal: utahbonfirehub.com as explicit line items.

Description	Unit of Measure	Estimated Quantity (Annual)	Unit Price (\$)
Concrete Sidewalk	SF	5000	\$10.00
ADA Ramp (Standard)	EA	25	\$4,000.00
Curb and Gutter	LF	2000	\$35.00
Concrete Pad (Non-Structural)	SF	15000	\$10.00
Concrete Pad (Structural)	SF	1000	\$12.50
Concrete Street Light Base	EA	15	\$3,000.00
Utility Manhole Collar	EA	20	\$300.00
Storm Drain Collar	EA	20	\$400.00
Flowable Fill	CY	100	\$500.00
Rebar Installation	LF	2000	\$5.00
Concrete Demolition and Haul Off	SF	3000	\$2.50
Cold Weather Concreting (Add On)	SF		\$5.00

- 4000 PSI 6.5 Bag Mix
- No Testing
- 6" base course
- All Domes should be cast iron.
- Curbs may be cut to accommodate ramps.

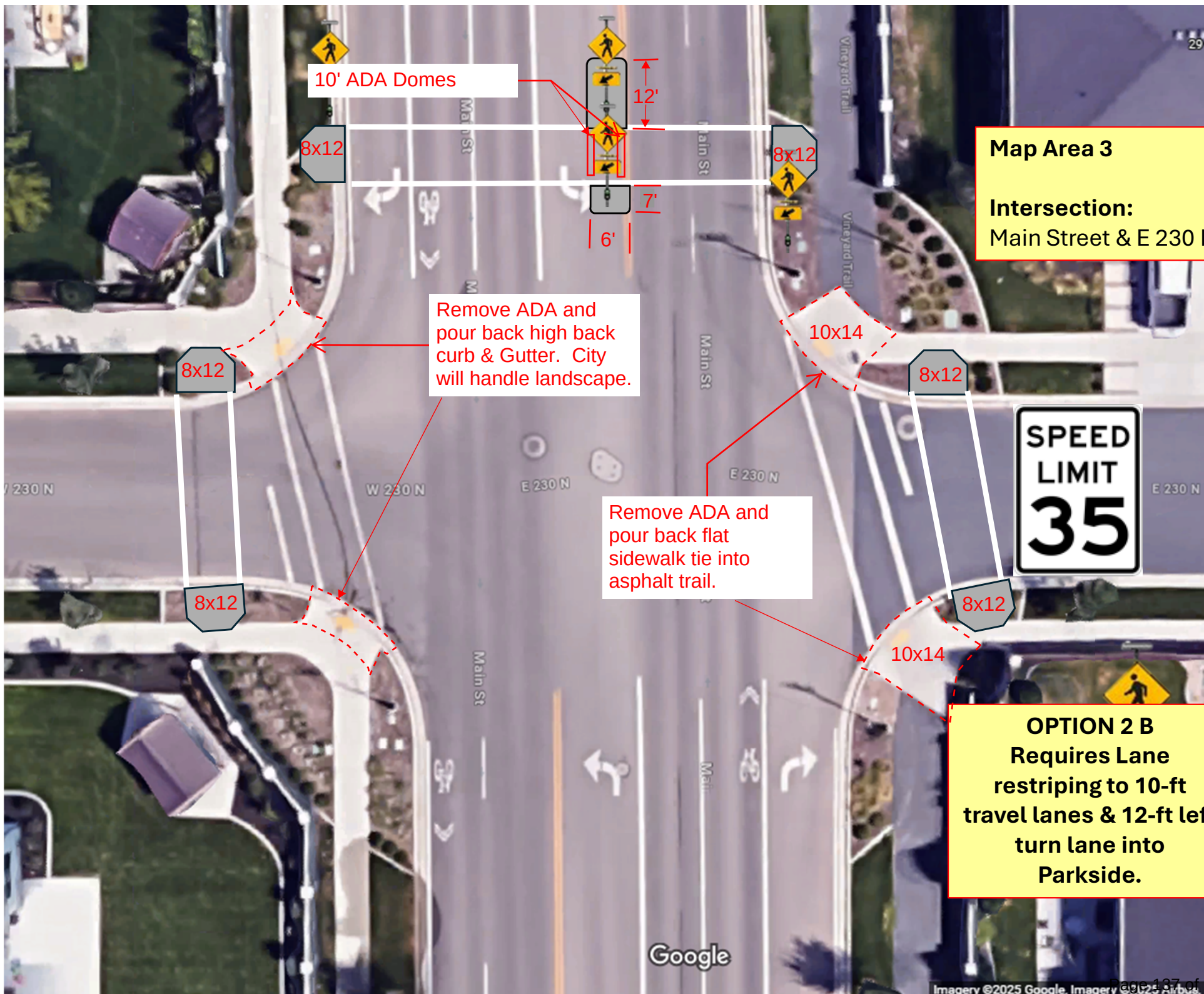
Map Area 3

Intersection:
Main Street & E 110 N



OPTION 2 A & B
Requires Lane
restriping to 10-ft
travel lanes & 12-ft left
turn lane into the
Gardens.

10' Cast Iron
ADA Domes



10' ADA Domes

8x12

12'

7'

6'

8x12

10x14

8x12

8x12

Remove ADA and pour back high back curb & Gutter. City will handle landscape.

Remove ADA and pour back flat sidewalk tie into asphalt trail.

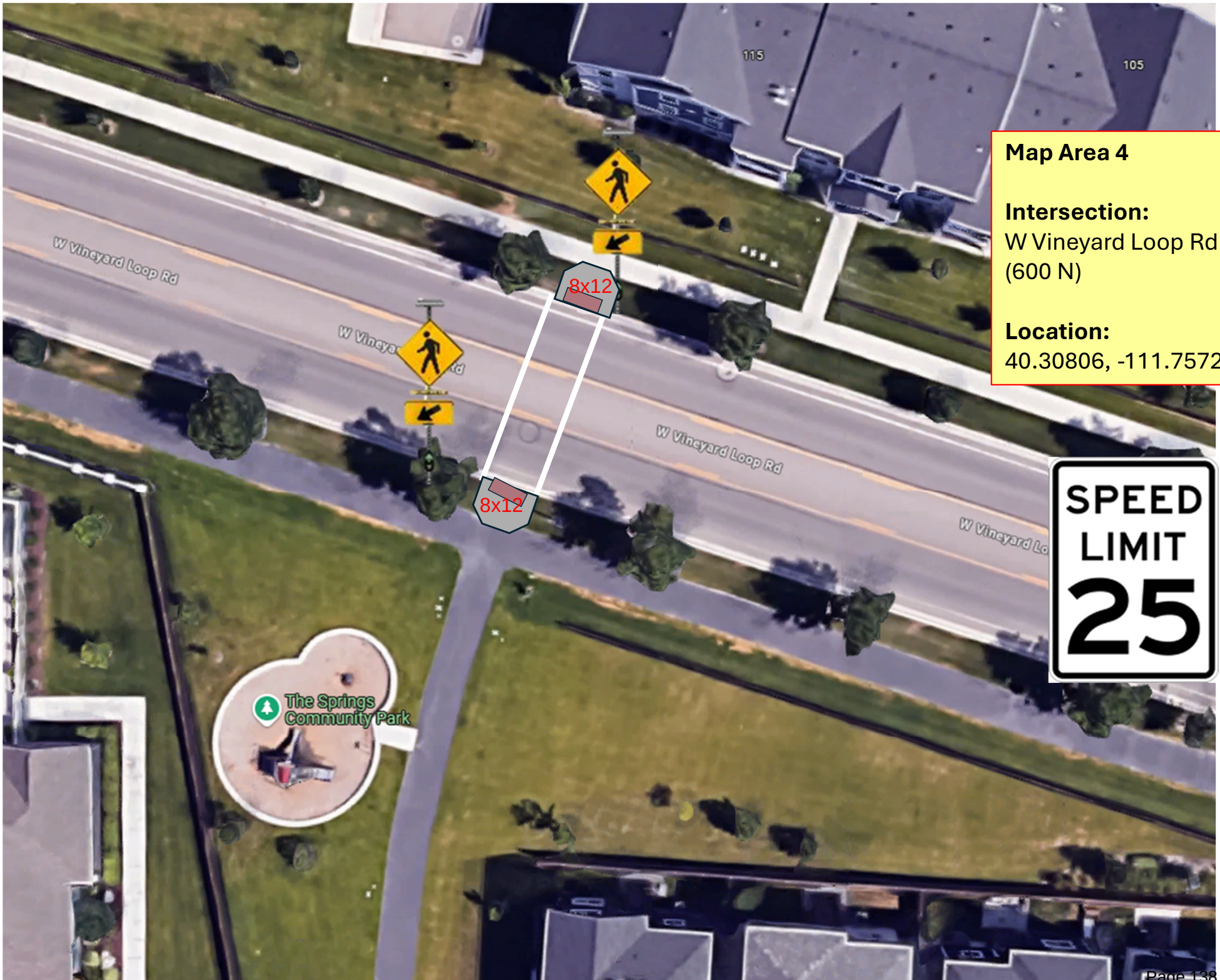
SPEED LIMIT 35

8x12

8x12

10x14

OPTION 2 B
Requires Lane restriping to 10-ft travel lanes & 12-ft left turn lane into Parkside.



Map Area 4

Intersection:
W Vineyard Loop Rd
(600 N)

Location:
40.30806, -111.75727



Map Area 5

Intersection:

E Vineyard Loop Rd
(600 N) & Mid-Block

Location:

40.30797, -111.75041

12x15

Remove sidewalk and
install ADA.

8x12





Map Area 6

Intersection
Main Street & Zinfandel Ln

Prep & Install new
8'x5' ADA Ramp
with cast iron domes

X Clear search results



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Purchase of Streets Utility Truck & Environmental Utilities Crane Truck
(Resolution 2025-51)

Department: Public Works

Presenter: Naseem Ghandour

Background/Discussion:

As Vineyard continues to grow, Public Works has identified critical equipment needs to maintain service levels, safety, and operational efficiency. Both the Streets and Environmental Utilities divisions included these vehicles in the adopted FY 2025 City Budget as either replacements or additions to the fleet.

Both vehicles are being acquired under the State Cooperative Contract, ensuring compliance with procurement policy and providing favorable pricing.

Quotes were received using the State Cooperative Contract for:

1. Ken Garff (State Contract # MA3790) for Ford F550 Utility Body with Snow Plow Equipment
2. Ken Garff (State Contract # MA3790) for Ram 5500 Utility Body with Crane & Generator Equipment

Ford F550 Utility Body with Snow Plow Equipment

Division: Streets & Stormwater

Cost: Total: \$140,130.14: Base Ford F550 chassis at \$76,085.00, Upfitting (utility body, plow, spreader, brine system, lighting, hydraulics at \$64,045.14

Funding: Transportation Fund

Purpose: Replaces an aging Dodge 3500 currently used for plowing.

Advantages:

Increased Plowing Efficiency: Provides approximately five times the plow capacity of the current truck, reducing the number of trips back to the Public Works yard during storm events.

De-Icing Capability: Equipped to deliver 200 gallons of Salt Brine solution, enabling Vineyard to implement modern de-icing strategies that reduce salt usage, improve road safety, and lower long-term pavement damage.

Operational Growth: As Vineyard's roadway miles expand, larger and more capable plows are necessary to keep pace with snow removal needs, maintain emergency access, and reduce resident complaints.

Environmental Benefit: More efficient plowing and brine application minimize excess salt, protecting local waterways.

Ram 5500 Utility Body with Crane & Generator Equipment

Division: Environmental Utilities – Water (50%) and Sewer (50%)

Cost: Total: \$191,755.00, Base Ram 5500 chassis at \$75,000.00, Upfitting (crane body, PTO hydraulic system, generator, welding package, storage, lighting) at \$116,755.00

Funding: Water and Sewer enterprise funds

Purpose: Fleet expansion to address the City's growing water and sewer system.

Advantages:

Field Safety & Efficiency: Crane allows staff to lift heavy materials (e.g., manhole rings & lids, pumps, valves, fire hydrants, large diameter pipe) safely without risking injury, replacing the need for multiple crew members or rented equipment.

Emergency Readiness: Onboard generator provides reliable backup power during outages and emergency events, supporting critical infrastructure such as lift stations or well sites.

Welding Capabilities: Enables field repairs to utility infrastructure, reducing downtime and avoiding costly contractor mobilizations.

Supports Growth: As Vineyard's utility systems expand with new developments, additional specialized equipment ensures staff can respond quickly to both routine and emergency needs.

Operational Savings: In-house crane and welding capacity reduce reliance on third-party services, saving time and costs in the long term.

Fiscal Impact:

Both purchases are included in the FY 2025 adopted budget.

Vehicle	Total Cost	Fund Source	
Ford F550 Utility Body with Snow Plow Upfitting	\$140,130.14	Transportation Fund	
Ram 550 Utility Body with Crane & Generator Upfitting	\$191,755.00	Water Fund at 50%	Wastewater Fund at 50%

Recommendation:

Staff recommends that the City Council authorize the City Manager to purchase, utilizing the Utah State Contract, of:

Ford F550 Utility Body with Snow Plow Equipment from Basin Upfitting at \$125,182.

Ram 5500 Utility Body with Crane & Generator Equipment from Basin Upfitting at \$179,223.

Sample Motion:

"I move to adopt Resolution 2025-51, approving the lease purchase agreements and allowing the city manager to sign them."

Attachments:

1. RES 2025-51 Ken Garff Purchase
2. Ken Garff Purchase Contract Ford F550 Snow Plow Body
3. Ken Garff Purchase Contract Ram 5500 Crane Body
4. Auto Crane Brochure

RESOLUTION 2025-51

A RESOLUTION OF THE VINEYARD CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AGREEMENT WITH KEN GARFF FORD AND KEN GARFF DODGE/RAM (KEN GARFF)

WHEREAS, the City Council finds that the City of Vineyard ("City") is a municipal corporation duly organized and existing under the laws of Utah; and

WHEREAS, the City Council finds that in conformance with Utah Code ("UC") § 10- 3-717 the governing body of the city may exercise all administrative powers by resolution including, but not limited to regulating the use and operation of municipal property and programs; and,

WHEREAS, the City Council finds it necessary to address certain Vehicle needs within the city; and,

WHEREAS, the City Council of Vineyard has determined that the purchase of a Ford F550 Utility Body with Snow Plow Equipment and Ram 5500 Utility Body with Crane & Generator Equipment, utilizing State Contract Pricing, as attached in Exhibit A and entering into a purchase agreement with Ken Garff is for a valid public purpose and is essential to the operations of the City; and

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

Section 1. That the City Manager is hereby authorized and directed to enter into a purchase agreement with Ken Garff for the purchase of Ford F550 Utility Body with Snow Plow Equipment and Ram 5500 Utility Body with Crane & Generator Equipment, utilizing State Contract Pricing as attached in Exhibit A

Section 3. This resolution shall take effect upon passing.

Passed and dated this 24th day of September 2025.

Julie Fullmer, Mayor

Attest:

Tony Lara, Deputy Recorder



SELLER/DEALER:

MOTOR VEHICLE CONTRACT OF SALE

08/30/2025

DATE OF SALE:

DEAL# 58450
CUST# 1594572

KEN GARFF WEST VALLEY FORD
4091 W 3500 S
WEST VALLEY CITY, UT 84120

VINYARD CITY

PURCHASER'S NAME

125 S MAIN ST

STREET ADDRESS

OREM

UTAH

UT

84059

CITY

COUNTY

STATE

ZIP CODE

(801) 226-1929

RES. PHONE

BUS. PHONE

Purchaser and Co-Purchaser(s), if any, (hereafter referred to as "Purchaser") hereby agree to purchase the following vehicle from Seller/Dealer (hereafter referred to as "Seller"), subject to all terms, conditions, warranties and agreements contained herein, including those printed on the reverse side hereof.

NEW	USED	DEMO	YEAR	MAKE	SERIES	BODY TYPE	CYL	COLOR
XX			2025	FORD	SUPER DUTY F-550 DRW	CREW CAB CHASSIS-CAB	8	OXFORD WHITE
V.I.N.			ODOMETER	STOCK NO.		DEL. DATE		SALES PERSON
1FD0W5HT3SED77692			5	SED77692		08/30/2025		

PURCHASE PRICE AND OTHER SUMS DUE	
1. CASH PRICE OF VEHICLE	76,085.00
2. ACCESSORIES/OPTIONS	64,045.14
3. N/A	N/A
4. N/A	N/A
5. N/A	N/A
6. TOTAL CASH PRICE (add lines 1-5)	140,130.14
7. MFR. REBATE \$	N/A
8. PORTION REBATE APPLIED TO PURCHASE	N/A
9. SUBTOTAL (lines 6 minus 8)	140,130.14

TRADE-IN AND/OR OTHER CREDITS	
YEAR/MAKE	ODOMETER
SERIES	BODY TYPE
V.I.N.	
*BALANCE OWED ON TRADE-IN:	
BALANCE OWED TO ADDRESS:	
PAYOFF VERIFIED BY:	GOOD UNTIL
DATE OF VERIFICATION	ACC.#

*WARRANTY AS TO BALANCE OWED ON TRADED-IN VEHICLE: Purchaser warrants that he/she has given Seller a true pay-off amount on any vehicle traded in, and that it is not correct and is greater than the amount shown above. Purchaser will pay the excess to Seller on demand.

10. TRADE-IN ALLOWANCE	N/A
11. BALANCE OWED ON TRADE-IN*	N/A
12. NET ALLOWANCE ON TRADE-IN (line 10 minus line 11)	N/A
13. DEPOSIT CASH DOWN PAYMENT (omit amt. line 8)	N/A
14. TOTAL CREDITS (total lines 12 & 13)	0.00
15. SUBTOTAL FROM LINE 9	140,130.14
16. SERVICE CONTRACT	N/A
17. DEALER DOCUMENTARY SERVICE FEE	N/A
18. N/A	N/A
19. SUBTOTAL-TAXABLE ITEMS (total lines 15-18)	140,130.14
20. TRADE ALLOWANCE** (line 10)	N/A** If lease, no tax credit
21. NET TAXABLE AMOUNT (line 19 minus line 20)	\$ 140,130.14
22. UTAH SALES/USE TAX ON "TAXABLE AMOUNT"	N/A
23. UTAH LICENSE AND REGISTRATION FEES	70.48
24. UTAH AGE BASED PROPERTY ASSESSMENT FEES	N/A
25. UTAH EMISSIONS TEST FEE	N/A
26. UTAH WASTE TIRE RECYCLING FEE	N/A
27. N/A	N/A
28. N/A	N/A
29. TOTAL OF ALL ITEMS ABOVE (lines 19, 22-28)	140,200.62
30. TOTAL CREDITS (line 14)	0.00
31. BALANCE DUE (total line 29 minus 30)	140,200.62

DAY 30 MONTH AUGUST YEAR 2025

THIS SECTION FOR SELLER'S USE ONLY PERTAINING TO TRADE-IN

☐ Title (if not, explain):

REGISTRATION	POWER OF ATTORNEY	ODOMETER STATEMENT	TRADE-IN APPRAISAL	AUTHORIZATION FOR PAYOFF	MANUFACTURED OUT OF COUNTRY
☐	☐	☐	☐	☐	☐

NOTICE ONLY TO BUYERS OF USED VEHICLES

The information you see on the window form (Buyer's Guide) for this vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale.

I HAVE RECEIVED A COPY OF THE FTC BUYERS GUIDE.

X

FINANCING DISCLOSURE

INSTRUCTION: One of the two following disclosures, either "A" or "B" must be acknowledged. If Purchaser agrees to be responsible for financing, or if this is a cash-only or cash-plus-trade-in only transaction, the Purchaser must sign disclosure "A". If Seller agrees to arrange for financing, then both Seller and Purchaser must sign disclosure "B". BY SIGNING, PURCHASER AFFIRMS THAT HE/SHE HAS READ THE DISCLOSURE AND AGREES THERETO. IF SIGNING DISCLOSURE "B", DO NOT SIGN UNTIL ALL BLANKS HAVE BEEN FILLED IN. PURCHASER ACKNOWLEDGES THAT THE TERMS SET FORTH BELOW ("A") AND ("B") ARE MANDATED BY STATE LAW AND ARE NOT TO BE CONSTRUED AS CONTRACTUAL TERMS BETWEEN SELLER AND PURCHASER.

PURCHASER AGREES TO ARRANGE FINANCING

"(A)" THE PURCHASER OF THE MOTOR VEHICLE DESCRIBED IN THIS CONTRACT ACKNOWLEDGES THAT THE SELLER OF THE MOTOR VEHICLE HAS MADE NO PROMISES, WARRANTIES OR REPRESENTATIONS REGARDING SELLER'S ABILITY TO OBTAIN FINANCING FOR THE PURCHASE OF THE MOTOR VEHICLE. FURTHERMORE, PURCHASER UNDERSTANDS THAT IF FINANCING IS NECESSARY IN ORDER FOR THE PURCHASER TO COMPLETE THE PAYMENT TERMS OF THIS CONTRACT ALL THE FINANCING ARRANGEMENTS ARE THE SOLE RESPONSIBILITY OF THE PURCHASER.

SIGNATURE OF PURCHASER

SELLER AGREES TO SEEK ARRANGEMENTS FOR FINANCING

"(B)" (1) THE PURCHASER OF THE MOTOR VEHICLE DESCRIBED IN THIS CONTRACT HAS EXECUTED THE CONTRACT IN RELIANCE UPON THE SELLER'S REPRESENTATION THAT SELLER CAN PROVIDE FINANCING ARRANGEMENTS FOR THE PURCHASE OF THE MOTOR VEHICLE. THE PRIMARY TERMS OF THE FINANCING ARE AS FOLLOWS:

INTEREST RATE BETWEEN N/A% AND N/A% PER ANNUM. TERM BETWEEN N/A MONTHS AND N/A MONTHS. MONTHLY PAYMENTS BETWEEN \$ N/A PER MONTH AND \$ N/A PER MONTH BASED ON A DOWN PAYMENT OF \$ N/A.

(2) (a) IF SELLER IS NOT ABLE TO ARRANGE FINANCING WITHIN THE TERMS DISCLOSED, THEN SELLER MUST, WITHIN SEVEN CALENDAR DAYS OF THE DATE OF SALE MAIL NOTICE TO THE PURCHASER THAT HE HAS NOT BEEN ABLE TO ARRANGE FINANCING.

(b) PURCHASER THEN HAS 14 DAYS FROM THE DATE OF SALE TO ELECT IF PURCHASER CHOOSES TO RESCIND THE CONTRACT OF SALE PURSUANT TO UTAH CODE ANN. SECTION 41-3-401.

(c) IN ORDER TO RESCIND THE CONTRACT OF SALE, THE PURCHASER SHALL:

(i) RETURN TO SELLER THE MOTOR VEHICLE HE PURCHASED.

(ii) PAY THE SELLER AN AMOUNT EQUAL TO THE CURRENT STANDARD MILEAGE RATE FOR THE COST OF OPERATING A MOTOR VEHICLE ESTABLISHED BY THE FEDERAL INTERNAL REVENUE SERVICE FOR EACH MILE THE MOTOR VEHICLE HAS BEEN DRIVEN; AND

(iii) COMPENSATE SELLER FOR ANY PHYSICAL DAMAGE TO THE MOTOR VEHICLE.

(3) IN RETURN SELLER SHALL GIVE BACK TO THE PURCHASER ALL PAYMENTS OR OTHER CONSIDERATION PAID BY THE PURCHASER, INCLUDING ANY DOWN PAYMENT AND ANY MOTOR VEHICLE TRADED IN.

(4) IF THE TRADE-IN HAS BEEN SOLD OR OTHERWISE DISPOSED OF BEFORE THE PURCHASER RESCINDS THE TRANSACTION, THEN THE SELLER SHALL RETURN TO THE PURCHASER A SUM EQUIVALENT TO THE ALLOWANCE TOWARD THE PURCHASE PRICE GIVEN BY THE SELLER FOR THE TRADE-IN, AS NOTED IN THE DOCUMENT OF SALE.

(5) IF PURCHASER DOES NOT ELECT TO RESCIND THE CONTRACT OF SALE AS PROVIDED IN SUBSECTION 2(b) OF THIS FORM, THE PURCHASER IS RESPONSIBLE FOR ADHERENCE TO THE TERMS AND CONDITIONS OF THE CONTRACT OR RISKS BEING FOUND IN DEFAULT OF THE TERMS AND CONDITIONS.

(6) IF THE TERMS AND CONDITIONS OF THE DISCLOSURES SET FORTH IN SECTION (1) OF THIS FORM ARE NOT BINDING ON THE SELLER, AND

(c) IF FINANCING IS NECESSARY FOR THE PURCHASER TO COMPLETE THE PAYMENT TERMS OF THE CONTRACT OF SALE, THE PURCHASER IS SOLELY RESPONSIBLE FOR MAKING ALL THE FINANCING ARRANGEMENTS.

(d) SIGNING THIS DISCLOSURE DOES NOT PROHIBIT THE PURCHASER FROM SEEKING HIS OWN FINANCING.

SIGNATURE OF PURCHASER

SIGNATURE OF SELLER

OTHER TERMS AGREED TO:

NONE ☒ AS FOLLOWS ☐

Purchaser has arranged insurance on vehicle through _____ insurance company. Policy # _____

SELLER MAKES NO WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE, OR OTHERWISE CONCERNING THE VEHICLE, PARTS OR ACCESSORIES DESCRIBED HEREIN. UNLESS OTHERWISE INDICATED BY SELLER IN WRITING, ANY WARRANTY IS LIMITED TO THE MANUFACTURER'S WARRANTY, IF ANY, AS EXPLAINED AND CONDITIONED BY PARAGRAPH 4 ON THE REVERSE SIDE HEREOF.

This Contract includes all of the terms, conditions, restrictions, limitations and other provisions on both the face and the reverse side hereof. This contract cancels and supersedes any prior contract and as of the date hereof comprises the complete and exclusive statement of the terms of the Contract relating to the subject matters covered hereby. PURCHASER BY HIS EXECUTION OF THIS CONTRACT ACKNOWLEDGES THAT HE HAS READ ITS TERMS, CONDITIONS AND WARRANTIES BOTH ON THE FACE AND THE REVERSE SIDE HEREOF AND HAS RECEIVED A TRUE COPY OF THIS CONTRACT. AND FURTHER AGREES TO PAY THE "BALANCE DUE" AS SET FORTH ABOVE ON OR BEFORE THE DATE SPECIFIED. IF NO DATE IS SPECIFIED, THEN THE BALANCE IS DUE AS OF THE DATE OF THIS CONTRACT. THIS CONTRACT IS NOT A RECEIPT OF PAYMENT. NO RETURNS, REFUNDS OR EXCHANGES ARE PERMISSIBLE EXCEPT AS NOTED ABOVE.

SIGNATURE OF PURCHASER _____ DATE 08/30/2025

VEHICLE TO BE TRADED IN NAME OF VINYARD CITY

SIGNATURE OF CO-PURCHASER

N/A

DATE

N/A

SIGNATURE OF SELLER

N/A

DATE 08/30/2025

Date: 09/17/2025

VEHICLE BUYER'S ORDER

Buyer Name and Address	Co-Buyer Name and Address	Seller/Dealer Name and Address
CITY OF VINEYARD 125 SOUTH MAIN STREET VINEYARD, UT 84059 County: UTAH Email: GEORGES@VINEYARDUTAH.GOV Phone: (801) 471-9834 Cell: (385) 209-6406	N/A County: N/A Email: N/A Phone: N/A Cell: N/A	KEN GARFF WEST VALLEY CHRYSLER DODGE JEEP RAM 4175 W 3500TH S WEST VALLEY CITY, UT 84120 Salesperson: JORDAN MOYADO

Agreement to Purchase. Buyer and Co-Buyer agree to buy the vehicle described below ("Vehicle") from Seller/Dealer for the amount and on the terms in this Vehicle Buyer's Order ("Agreement"). "Buyer", "your" and "you" refer to the above Buyer and Co-Buyer, separately and together. "Seller", "Dealer," "we," "us," and "our" refer to the above Seller/Dealer. In this Agreement, (e) means an estimate.

THIS CONTRACT OF SALE IS FOR THE FOLLOWING: ☒ NEW ☐ USED ☐ CAR ☒ TRUCK ☐ DEMO ☐ PERSONAL, FAMILY OR HOUSEHOLD ☐ AGRICULTURAL ☒ BUSINESS

VEHICLE DESCRIPTION				
Year	Make	Model	Mileage	Vehicle Identification Number
2024	RAM	5500 CHASSIS CAB	5	3C7WRNFL9RG240500
New/Used/Demo/Other		Color	Body	Stock Number
NEW		BRT WHT CC	CREW CAB CHASSIS-CAB	1DF7775

Insurance Information. You have arranged the following insurance on the Vehicle:

Insurance Company N/A Policy Number N/A

FINANCING ARRANGEMENTS		ITEMIZATION OF SALE	
☐ If this box is checked, Buyer acknowledges that THE BUYER OF THE MOTOR VEHICLE DESCRIBED IN THIS CONTRACT ACKNOWLEDGES THAT THE SELLER OF THE MOTOR VEHICLE HAS MADE NO PROMISES, WARRANTIES, OR REPRESENTATIONS REGARDING SELLER'S ABILITY TO OBTAIN FINANCING FOR THE PURCHASE OF THE MOTOR VEHICLE. FURTHERMORE, BUYER UNDERSTANDS THAT IF FINANCING IS NECESSARY IN ORDER FOR THE BUYER TO COMPLETE THE PAYMENT TERMS OF THIS CONTRACT ALL THE FINANCING ARRANGEMENTS ARE THE SOLE RESPONSIBILITY OF THE BUYER.		Price of Vehicle (including Freight, Handling & Delivery)	\$ 182,335.00
(Signature of the buyer) <u>N/A</u>		ADDITIONAL ITEMS	
		Service Contracts	N/A
		Maintenance Agreements	N/A
		WELDER	9,408.00
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
☐ If this box is checked, Buyer acknowledges that (1) THE BUYER OF THE MOTOR VEHICLE DESCRIBED IN THIS CONTRACT HAS EXECUTED THE CONTRACT IN RELIANCE UPON THE SELLER'S REPRESENTATION THAT THE SELLER CAN PROVIDE FINANCING ARRANGEMENTS FOR THE PURCHASE OF THE MOTOR VEHICLE. THE PRIMARY TERMS OF THE FINANCING ARE AS FOLLOWS: INTEREST RATE BETWEEN <u>N/A</u> % AND <u>N/A</u> % PER ANNUM, TERM BETWEEN <u>N/A</u> MONTHS AND <u>N/A</u> MONTHS. MONTHLY PAYMENTS BETWEEN \$ <u>N/A</u> PER MONTH AND \$ <u>N/A</u> PER MONTH BASED ON A DOWN PAYMENT OF \$ <u>N/A</u> . (2) (a) IF SELLER IS NOT ABLE TO ARRANGE FINANCING WITHIN THE TERMS DISCLOSED, THEN SELLER MUST WITHIN SEVEN CALENDAR DAYS OF THE DATE OF SALE MAIL NOTICE TO THE BUYER THAT HE HAS NOT BEEN ABLE TO ARRANGE FINANCING. (b) BUYER THEN HAS 14 DAYS FROM THE DATE OF SALE TO ELECT, IF BUYER CHOOSES, TO RESCIND THE CONTRACT OF SALE PURSUANT TO SECTION 41-3-401. (c) IN ORDER TO RESCIND THE CONTRACT OF SALE, THE BUYER SHALL: (i) RETURN TO SELLER THE MOTOR VEHICLE HE PURCHASED; (ii) PAY THE SELLER AN AMOUNT EQUAL TO THE CURRENT STANDARD MILEAGE RATE FOR THE COST OF OPERATING A MOTOR VEHICLE ESTABLISHED BY THE FEDERAL INTERNAL REVENUE SERVICE FOR EACH MILE THE MOTOR VEHICLE HAS BEEN DRIVEN; AND (iii) COMPENSATE SELLER FOR ANY PHYSICAL DAMAGE TO THE MOTOR VEHICLE. (3) IN RETURN, SELLER SHALL GIVE BACK TO THE BUYER ALL PAYMENTS OR OTHER CONSIDERATIONS PAID BY THE BUYER, INCLUDING ANY DOWN PAYMENT AND ANY MOTOR VEHICLE TRADED IN. (4) IF THE TRADE-IN HAS BEEN SOLD OR OTHERWISE DISPOSED OF BEFORE THE BUYER RESCINDS THE TRANSACTION, THEN THE SELLER SHALL RETURN TO THE BUYER A SUM EQUIVALENT TO THE ALLOWANCE TOWARD THE PURCHASE PRICE GIVEN BY THE SELLER FOR THE TRADE-IN, AS NOTED IN THE DOCUMENT OF SALE. (5) IF BUYER DOES NOT ELECT TO RESCIND THE CONTRACT OF SALE AS PROVIDED IN SUBSECTION (2)(b) OF THIS FORM: (a) THE BUYER IS RESPONSIBLE FOR ADHERENCE TO THE TERMS AND CONDITIONS OF THE CONTRACT OR RISKS BEING FOUND IN DEFAULT OF THE TERMS AND CONDITIONS; (b) THE TERMS AND CONDITIONS OF THE DISCLOSURES SET FORTH IN SECTION (1) OF THIS FORM ARE NOT BINDING ON THE SELLER; AND (c) IF FINANCING IS NECESSARY FOR THE BUYER TO COMPLETE THE PAYMENT TERMS OF THE CONTRACT OF SALE, THE BUYER IS SOLELY RESPONSIBLE FOR MAKING ALL THE FINANCING ARRANGEMENTS. (6) SIGNING THIS DISCLOSURE DOES NOT PROHIBIT THE BUYER FROM SEEKING HIS OWN FINANCING.		TAXES	
		Sales Tax	0.00
		Other Tax (Describe)	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		TITLE, LICENSE & OTHER FEES	
		Title Fee	N/A
		Registration Fee	N/A
		Utah Age Based/Property Assessment Fees	N/A
		Utah Inspection/Emissions Test Fee	N/A
		Utah Waste Tire Recycling Fee	5.00
		Dealer Documentary Service Fee	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
(Signature of the buyer) <u>N/A</u>			
(Signature of the seller) <u>N/A</u>			
DEALER DOCUMENTARY SERVICE FEE			
The Dealer Documentary Service Fee as set forth in your contract represents costs and profit to the dealer for preparing and processing documents and other services related to the sale of your vehicle. These fees are not set or state mandated by state statute or rule.			

TRADE IN VEHICLE 1				SUBTOTAL	
YR. N/A	MAKE N/A	MODEL N/A	BODY STYLE N/A	\$ 191,748.00	
COLOR N/A	TRIM N/A	MILEAGE N/A		Trade-in Vehicle 1 Allowance	
VIN N/A		TRADE IN ALLOWANCE \$ N/A		Trade-in Vehicle 2 Allowance	
TITLE NO. N/A	PLATE NO. N/A	EXP. DATE N/A		Trade-in Vehicles 1 and 2 Payoff Balance (e)	
OWNER N/A		LOAN # N/A		NET TRADE-IN (If negative, enter \$0 here and enter amount on Trade-in Balance Owing line.)	
LIENHOLDER N/A		PHONE N/A		Cash Deposit	
ADDRESS N/A		SPOKE WITH N/A		Additional Cash Down Payment on Delivery	
PAYOFF AMOUNT \$ N/A	GOOD TILL (e) N/A	VERIFIED BY N/A		Manufacturer's Rebate	
TRADE IN VEHICLE 2				Deferred Down Payment	
YR. N/A	MAKE N/A	MODEL N/A	BODY STYLE N/A	Other Credit (Describe)	
COLOR N/A	TRIM N/A	MILEAGE N/A		Other Credit (Describe)	
VIN N/A		TRADE IN ALLOWANCE \$ N/A		Other Credit (Describe)	
TITLE NO. N/A	PLATE NO. N/A	EXP. DATE N/A		Other Credit (Describe)	
OWNER N/A		LOAN # N/A		TOTAL CREDITS	
LIENHOLDER N/A		PHONE N/A		\$ 0.00	
ADDRESS N/A		SPOKE WITH N/A		Trade-in Balance Owing	
PAYOFF AMOUNT \$ N/A	GOOD TILL (e) N/A	VERIFIED BY N/A		TOTAL BALANCE DUE	
ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN SELLER ARE THEIRS, NOT SELLER'S. ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS SELLER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY SELLER ON ITS OWN BEHALF. SELLER NEITHER ASSUMES NOR AUTHORIZES ANY PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF ANY PRODUCTS. UNLESS SELLER MAKES A WRITTEN WARRANTY ON ITS OWN BEHALF, OR ENTERS INTO A SERVICE CONTRACT WITHIN 90 DAYS FROM THE DATE OF THIS AGREEMENT, SELLER MAKES NO WARRANTIES, EXPRESS OR IMPLIED, ON THE VEHICLE, AND THERE WILL BE NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THIS PROVISION DOES NOT AFFECT ANY WARRANTIES COVERING THE VEHICLE THAT THE MANUFACTURER OR SUPPLIER MAY PROVIDE. Buyer is aware of the following important defects in the motor vehicle being traded-in (if there are no defects, write NONE): NONE				Day 17TH Month SEPTEMBER Year 2025	
				By initialing below, you represent that you have thoroughly inspected the Vehicle and approve and accept it. You had an opportunity to have the Vehicle inspected by a third party of your choice and at your expense. You are purchasing the Vehicle based on your inspection. You are not relying on any opinion, statement, or promise of the Seller or its employees that is not contained in the written agreements you are signing today. Buyer's Initials _____ Co-Buyer's Initials N/A	
NO COOLING OFF PERIOD State law does not provide for a "cooling off" or cancellation period for this sale. After you sign this contract, you may only cancel it if the seller agrees or for legal cause. You cannot cancel this contract simply because you change your mind. This notice does not apply to home solicitation sales.					
Agreement to Arbitrate This Agreement includes an Arbitration Provision that affects your rights. It provides that you or we may elect to resolve any dispute by neutral, binding arbitration and not by a court action. By signing this Agreement to Arbitrate section, you confirm that you read, understand and agree to this Agreement's Arbitration Provision.					
Buyer Signs X _____ Co-Buyer Signs X N/A					
This Agreement (all pages) is the full and final expression of the agreement between you and us on the Vehicle purchase. It cancels and replaces any verbal or written agreements on the Vehicle purchase. This Agreement is not effective until it is signed by both you and us. Until it becomes effective, the terms of this Agreement are not binding and you may cancel it and get back any deposit. If Buyer is buying this Vehicle in a credit sale transaction evidenced by a retail installment sale contract, this Agreement is binding when the retail installment sale contract is signed, but will not remain binding if a third party finance source does not agree to purchase the retail installment sale contract executed by Buyer and Seller based on this Agreement on the terms as submitted. By signing below, you represent that: (1) you are at least 18 years old, (2) you read all pages of this Agreement completely filled in and agree to all its terms, and (3) you received a completed copy of this Agreement.					
BUYER SIGNS X _____				DATE 09/17/2025	
CO-BUYER SIGNS X N/A				DATE N/A	
SELLER (Must be signed by an authorized representative of the Seller)					
X By: 				Title: F&I MANAGER	
Print Name: JORDAN RIGBY				DATE 09/17/2025	



The new Titan™ crane body is engineered for the way you work, with enhanced safety features, improved functionality, and an intuitive design to help you get the job done safer, faster, and more productively than ever.

The Titan features a truck-load of improvements that are second to none in the industry—from flush-mounted LED stop, tail and turn lights, to larger grab handles and highly visible lights on the bumper. What's more, the new interlocked channel design is even lighter and stronger, giving you additional payload.

The features you've asked for. The quality and performance you've come to expect.

The new Titan. Engineered for the way you work.



**Engineered First.
Engineered to Last.**

MADE IN THE USA

Ten Titan™ Advantages



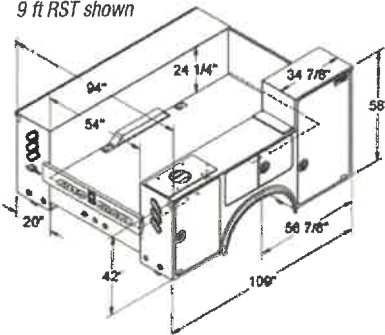
- ❶ Patented one-piece 10ga side-pack increases strength and durability
- ❷ Interlocking frame reduces weight while increasing rigidity
- ❸ Integrated crane box transfers load directly to outriggers – reducing stress on the chassis
- ❹ Radius corners distribute stress from loading for maximum body life
- ❺ Internal stainless steel hinges reduce potential corrosion points
- ❻ Deep T-handles mounted flush to the door prevent catching or snagging
- ❼ Extra-large grab handles for safe access even with gloved hands
- ❽ Workbench bumper with large integrated step for maximum safety
- ❾ Double-panel “slammable tailgate” for quick access from the ground
- ❿ Flush-mount LED Stop-Tail-Turn lights for improved safety and visibility

autocrane.com | 4707 N. Mingo Road, Tulsa, OK 74117 | Phone: 918-438-2760 | Fax: 888-848-5445

Chassis - Body - Crane Application

Make	Model	Body	2003	3203 H	3203 EH	4004 EH	5005 EH	6006 EH	HC-6	HC-7	HC-8	8406H	HC-9	HC-10	HC-12	HC-14
Ford	F250	n/a	X	X												
	F350	Titan 16	X	X	X											
	F450	Titan 38	X	X	X	X	X	X	X	X	X					
	F550	Titan 38	X	X	X	X	X	X	X	X	X					
	F650	Titan 50					X	X	X	X	X	X				
		Titan 60											X	X		
	F750	Titan 60											X	X		
		Titan 70													X	X
Dodge	Ram 2500	n/a	X	X												
	Ram 3500	Titan 16	X	X	X											
	Ram 4500	Titan 38	X	X	X	X	X	X	X	X	X					
	Ram 5500	Titan 38	X	X	X	X	X	X	X	X	X					
International	Terra Star	Titan 38	X	X	X	X	X	X	X	X	X					
	Dura Star	Titan 38	X	X	X	X	X	X	X	X	X					
		Titan 50					X	X	X	X	X	X				
		Titan 60											X	X		
Kenworth	T170	Titan 38	X	X	X	X	X	X	X	X	X					
	T270	Titan 50					X	X	X	X	X	X				
		Titan 60											X	X		
	T370	Titan 70													X	X
Freightliner	M2-106	Titan 38	X	X	X	X	X	X	X	X	X					
		Titan 50					X	X	X	X	X	X				
		Titan 60											X	X		
		Titan 70													X	X
		Titan 70													X	X
Peterbilt	330-335	Titan 70													X	X
	340-389	Titan 70													X	X
Crane		Titan 16	X	X	X											
		Titan 38	X	X	X	X	X	X	X	X	X					
		Titan 50					X	X	X	X	X	X				
		Titan 60											X	X		
		Titan 70													X	X

9 ft RST shown

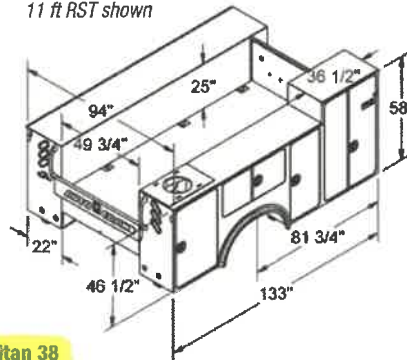


Titan 16

Available in:

- 9 ft and 11 ft body lengths
- Left Side Tall, Both Sides Tall, Both Sides Standard
- Right Side Crane and Left Side Crane

11 ft RST shown

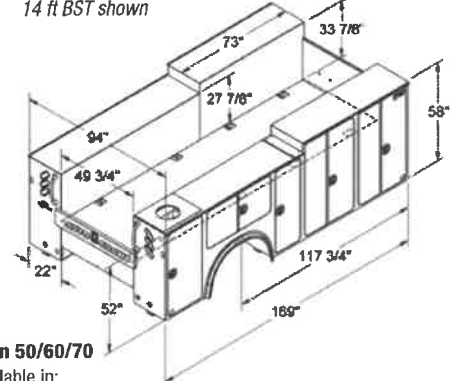


Titan 38

Available in:

- 9 ft and 11 ft body lengths
- Left Side Tall, Both Sides Tall, Both Sides Standard
- Right Side Crane and Left Side Crane

14 ft BST shown



Titan 50/60/70

Available in:

- 11 ft and 14 ft body lengths
- 52 in & 58 in tall side-packs (11 ft bodies)
- Both Sides Tall (14 ft bodies)
- Right Side Crane and Left Side Crane

TITAN CODE KEY

RSC = Right Side Crane
LSC = Left Side Crane

STD = Standard Tall
RST = Right Side Tall
LST = Left Side Tall
BST = Both Sides Tall
FLT = Full Length Tall

(all sidepack compartments standard)
(extra tall front compartment)
(extra tall front compartment)
(extra tall front compartment)
(58" tall sidepacks)

CA = Cab to Axle Length
60CA fits 9ft body lengths
84CA fits 11ft body lengths
120CA fits 14ft body lengths
Other sizes available as custom

Auto Crane® is a brand of Auto Crane Company, a wholly owned subsidiary of Ramsey Industries, Inc.

Engineered to be the best, Auto Crane is committed to the ongoing improvement of its products.
Auto Crane reserves the right to make changes to our products without notice.

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Titan Service Truck-Work Bodies_02/15_39130

HC-8**HC8** NexStar™**Engineered for the Way You Work**

Auto Crane's HC-8 (hydraulic crane) is engineered specifically for Class 5 mechanic's trucks and equipped with the industry's leading, truly proportional truck-mounted crane control technology—NexStar™.

Key Specifications**Weight:**

1,495 lb (678 kg)

Single Line Speed:

55 ft/min (16.8 m/min)

Extended Boom Length:

20' 4" (6.2 m)

Boom Elevation Range:

-15° - +75°

Boom Rotation:

370°, full, non-continuous

Hydraulic Requirements:

8 gpm (30 L/min) at 2,750 psi (189.6 bar)

Cable:

95 ft (28.95 m) of 3/8" (9.52 mm) aircraft quality cable

Control Options:

NexStar II

Warranty:

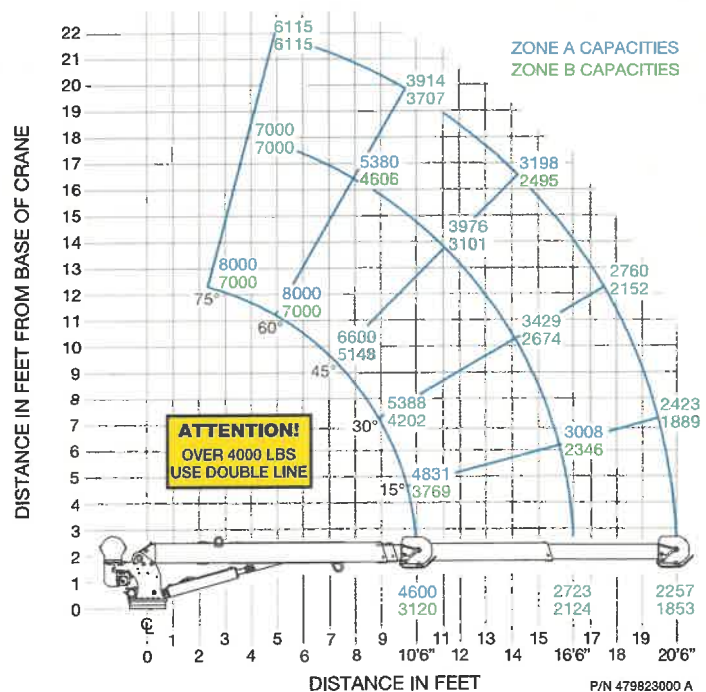
Two-year factory warranty


**AUTO
CRANE**

**Engineered First.
Engineered to Last.**

MADE IN THE USA**Capacity: 8,000 lb (3,628 kg)****Rating: 49,000 ft-lb (6.77 tM)****Features and Benefits of NexStar™**

- **Automatic stop at 100% load capacity**
 - Keeps people, equipment, and loads safer
- **Adjustable speed settings; from 25% to 100%**
 - Enables fine tuning of speeds for total control over the load
- **Proportional control of multiple functions simultaneously and independently**
 - Adjust any function anytime to a different speed, for total control over the load
- **Level sensors monitor the angle of the truck and crane with the NexStar FM remote system on a Titan® crane body**
 - Prevents operation in unsafe, unlevel conditions
- **The NexStar FM remote system receiver displays load-monitoring and diagnostic readouts in plain English**
 - No codes to look-up or memorize; operator views precise percentage load capacity

**HC-8
Load Chart**

Note: All capacities shown in lbs.
Weight of load handling devices are part of the load and must be deducted from the capacity.

Auto Crane® is a brand of Auto Crane Company, a wholly owned subsidiary of Ramsey Industries, Inc.

Engineered to be the best, Auto Crane is committed to the ongoing improvement of its products. Auto Crane reserves the right to make changes to our products without notice.

autocrane.com | 4707 N. Mingo Road, Tulsa, OK 74117 | Phone: 918-438-2760 | Fax: 888-848-5445

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VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Personnel Policy Revision: Disciplinary Appeals (Resolution 2025-52)

Department: Human Resources

Presenter: Eric Ellis

Background/Discussion:

The proposed amendment updates Section VIII of the Vineyard City Personnel Policies & Procedures Manual regarding disciplinary action and appeal procedures. The revision clarifies that appeals of suspension, demotion, transfer to a lower-paying position, or termination will be heard by an independent hearing officer designated by ordinance of the City Council, in accordance with Utah Code §10-3-1106.

This change is intended to ensure appeals are handled consistently, fairly, and in compliance with state law while also reducing potential conflicts of interest. The hearing officer will be responsible for reviewing the evidence and determining whether the disciplinary action was supported by the facts and conducted in compliance with required procedures.

Approval of this amendment will formalize the updated appeal process within the City's personnel policy and provide clear direction for future disciplinary proceedings.

Fiscal Impact:

Determined by each appeal

Recommendation:

City staff recommends approval of the amendment to Section VIII of the Personnel Policy regarding Disciplinary Action and Appeals, designating an independent hearing officer to hear eligible appeals.

Sample Motion:

I move to adopt the amendment to Section VIII of the Vineyard City Personnel Policy regarding Disciplinary Action and Appeals, designating an independent hearing officer to hear eligible appeals.

Attachments:

1. Resolution 2025-52; Personnel Manual Amendments - Disciplinary Appeals
2. DRAFT Disciplinary Appeal Change 9.19

RESOLUTION NO. 2025-52

**A RESOLUTION AMENDING THE PREVIOUSLY ADOPTED PERSONNEL
POLICIES AND PROCEDURES MANUAL FOR VINEYARD, UTAH**

WHEREAS, the Vineyard City Council desires to have consistent policies for its employees and to promote a workplace that is safe and professional; and

WHEREAS, the Vineyard City Council desires to amend the disciplinary appeal policy in the Personnel Policies and Procedures Manual;

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

1. The Vineyard Policies and Procedure Manual will be amended as shown in Exhibit A.
2. This Resolution shall take effect upon passing.

Passed and dated this 24th day of September, 2025.

Julie Fullmer, Mayor

Attest:

Tony Lara, Deputy Recorder

SECTION VIII: DISCIPLINARY ACTION

1. General Policy

- A. It is the policy of the Vineyard that management will inform its employees about what is expected at work, what constitutes employee misconduct, and what the employee's rights are, if disciplined.
- B. It is the responsibility of all employees to observe rules of conduct necessary for the proper operation of Vineyard government. Administrative procedures have been established for the handling of disciplinary measures when required. All such measures shall follow the presentation of charges to the employee.
- C. Disciplinary action, in the form of either a verbal warning, written reprimand (*form #24*), suspension (*form #25*), demotion (*form #26*), or termination of employment (*form #27*), may be imposed for misconduct depending on the seriousness of the misconduct.
- D. Misconduct for purposes of this policy includes inability to perform required job functions, acts of insubordination, violation of the employee's code of conduct contained in this policy, violation of any other portion of this policy or other clearly established policies, and any illegal or immoral conduct that significantly compromises the employee's ability to successfully work for the City.

2. Conducting an Investigation

- A. The department head or City Administrator may conduct an investigation into the allegations, which form the grounds for any proposed disciplinary action.
- B. During an investigation to determine the facts upon which disciplinary action may be imposed the department head or City Administrator may place an employee on administrative leave.
- C. Disciplinary action shall not be imposed until an informal pre-disciplinary hearing, with appropriate written notice, has been completed by the department head or City Administrator. The investigation shall include an opportunity for the employee to respond to the allegations.

3. Imposing Disciplinary Action

- A. The department head or City Administrator shall conduct disciplinary action in a consistent manner.
- B. Each employee shall be afforded prior access to Vineyard's rules, policies, and procedures.
- C. The employee shall receive timely notice of the pre-disciplinary meeting, overview

of allegations, and potential disciplinary action.

- D. Prior to imposing the disciplinary action, the employee shall have the opportunity to review the disciplinary action with the department head or City Administrator. The employee shall have the opportunity to respond to the allegations. The employee's written response, if any, and other related documents shall be placed in the employee's personnel file.
- E. In determining the type and severity of the disciplinary action, the department head, or City Administrator, may consider aggravating and mitigating circumstances which include, but are not limited to the repeated nature of misconduct; prior disciplinary action imposed; the severity of the misconduct; the employee's work record; the effect on Vineyard operations; and/or the potential of the misconduct to harm person(s) or property.
- F. For disciplinary action other than a verbal reprimand the department head or City Administrator shall notify the employee, in writing, of the findings of the investigation/pre-disciplinary hearing. The written statement shall include:
 - 1. The grounds for disciplinary action, including a description of the specific misconduct for which the disciplinary action is being imposed.
 - 2. Any prior disciplinary action imposed.
 - 3. The disciplinary action to be imposed.
 - 4. The effective date and duration of the disciplinary action.
 - 5. The corrective action necessary, if any, for the employee to avoid further disciplinary action.
- G. Suspension, demotion, transfer, or termination of an employee shall require the approval of the department head and City Administrator (*forms* #25, #26, #27, #28).
- H. The department head or City Administrator may note the disciplinary action on their personal notes at the time the disciplinary action is imposed and/or on the employee's "Employee Performance Review Form" (*form* #50).

4. Appeal Procedures

- A. "Non-merit employees" have no appeal rights.
- B. Employees have no "verbal warning" appeal rights.
- C. Employees have no "written reprimand" appeal rights.
- ~~D. —Appealing to Vineyard's Council. Upon written receipt of an Employee Suspension, Demotion, Transfer, or Termination Notice, some employees have the right to appeal~~

~~the disciplinary process and action imposed by the department head or City Administrator, to Vineyard's Council (exceptions include Probationary Employees, appointed officers including the Recorder, department heads and other employees as indicated as not being entitled to a due process hearing in Utah Code 10-3-1105):~~

- ~~1. An employee must submit a written notice of appeal to Vineyard's Recorder within ten (10) days or an employee will be deemed to have waived all appeal rights.~~
- ~~2. If Vineyard's Council overturns the Employee Disciplinary Action:
 - ~~a. Vineyard's Council may reinstate any loss of pay associated with the Employee Disciplinary Action.~~
 - ~~b. The Human Resource Manager shall remove the record of the disciplinary action from the employee's personnel file.~~~~
- ~~3. If Vineyard's Council upholds the Employee Disciplinary Action an employee has the right to appeal the decision to the Utah Court of Appeals pursuant to Utah Code 10-3-1106.~~

D. Appeals of Suspension, Demotion, Transfer, or Termination

Upon written receipt of a notice of termination, suspension without pay for more than two working days, or involuntary transfer to a position with lower pay, eligible employees may appeal the disciplinary process and action imposed by the department head or City Manager. Employees may not appeal other actions, including transfers or reassignments that do not reduce pay. Exceptions to appeal rights include probationary employees, appointed officers, department heads, and any other employees identified in Utah Code §10-3-1105 as not entitled to a due process hearing.

1. An employee must submit a written notice of appeal to the Vineyard City Recorder within ten (10) calendar days of receiving the disciplinary notice. Failure to file within the required timeframe will result in a waiver of appeal rights.
2. Appeals will be heard by an independent hearing officer, as designated by ordinance of the Vineyard City Council, in accordance with Utah Code §10-3-1106(7). Upon referral of a properly filed appeal, the hearing officer shall schedule a hearing to receive evidence and determine whether the disciplinary action was supported by the facts and whether the City substantially complied with the required procedures.
3. While the hearing officer may consider the factual basis for the action, they shall not substitute their judgment for that of City management unless the disciplinary action was arbitrary, capricious, discriminatory, or unsupported by the evidence.
4. If the hearing officer determines the action should be overturned:
 - a. The hearing officer shall recommend reinstatement of lost pay in accordance with Utah Code.

b. The Human Resource Manager shall remove the record of the disciplinary action from the employee's personnel file.

5. If the hearing officer upholds the disciplinary action, the employee may appeal the decision to the Utah Court of Appeals in accordance with Utah Code §10-3-1106.



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Vacation of a Portion of 1600 North Road (Resolution 2025-53)

Department: Community Development Department

Presenter: Cache Hancey

Background/Discussion:

When the 1600 North roadway was first constructed, a vehicle turnaround was included in the road as the roadway did not connect all the way through. Once the roadway did connect, the vehicle turnaround was no longer needed but was still dedicated to the city. Anderson Geneva LLC has requested that the 5,658.61 Sq.Ft be vacated back into their ownership. The vacation plat was approved by the Development Review Committee. State Law requires that a resolution is passed before the vacation can be recorded.

Fiscal Impact:

NA

Recommendation:

Staff recommends approval of the vacation plat resolution.

Sample Motion:

"I move to adopt Resolution 2025-53, approving the Vacation of a Portion of 1600 North Road plat as presented"

Attachments:

1. RES 2025-53 Road Vacation
2. Vacation Plat

**VINEYARD
RESOLUTION 2025-53**

**A RESOLUTION OF VINEYARD CITY, UTAH VACATING A PORTION OF 1600
NORTH TO (ANDERSON GENEVA LLC)**

WHEREAS, Anderson Geneva LLC desires for a portion of the 1600 North roadway be vacated back into their ownership

WHEREAS, the portion of improved property, known as 1600 NORTH OF EASTLAKE ROADS, located in Vineyard City was built to serve as a vehicle turnaround prior to the completion of the roadway

WHEREAS, once 1600 North connected through, the turnaround was no longer needed

WHEREAS, the City Council has determined that the proposed vacation of the Property will promote the public interest and welfare and desires to accept the vacation

NOW THEREFORE, be it ordained by the Council of the Vineyard, in the State of Utah, as follows:

Section 1. Approval: The City Council of Vineyard City hereby approves the vacation of the Property, as shown on Exhibit A, attached hereto, and incorporated herein by reference.

Section 3. Severability Clause. 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 4. Effective Date. This Resolution shall be in full force and effect from September 24, 2025, and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE VINEYARD CITY COUNCIL ON THIS 24th DAY OF September 2025.

Presiding Officer

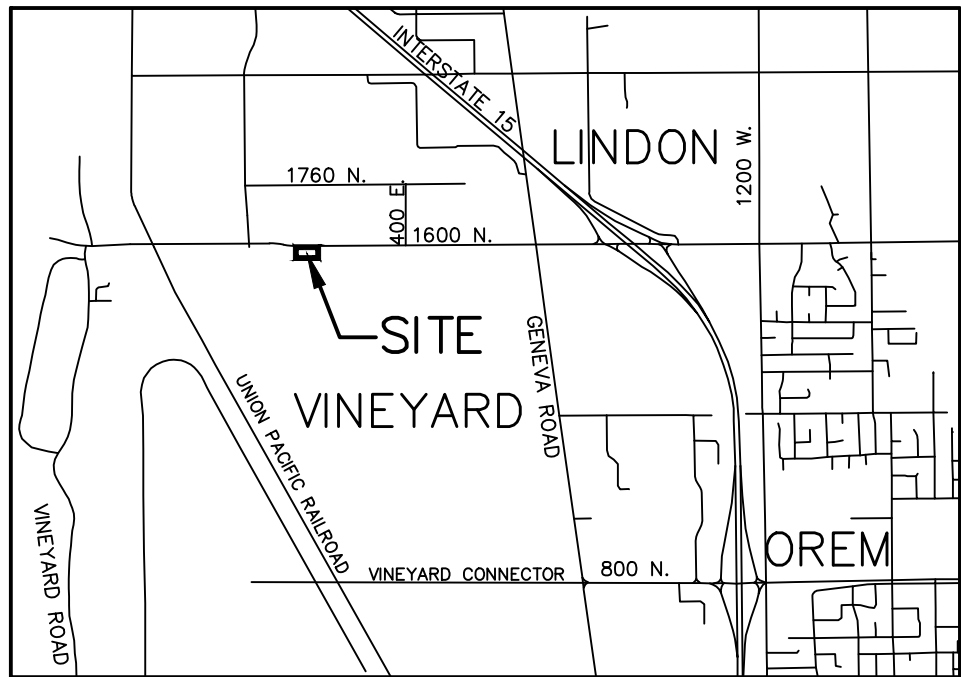
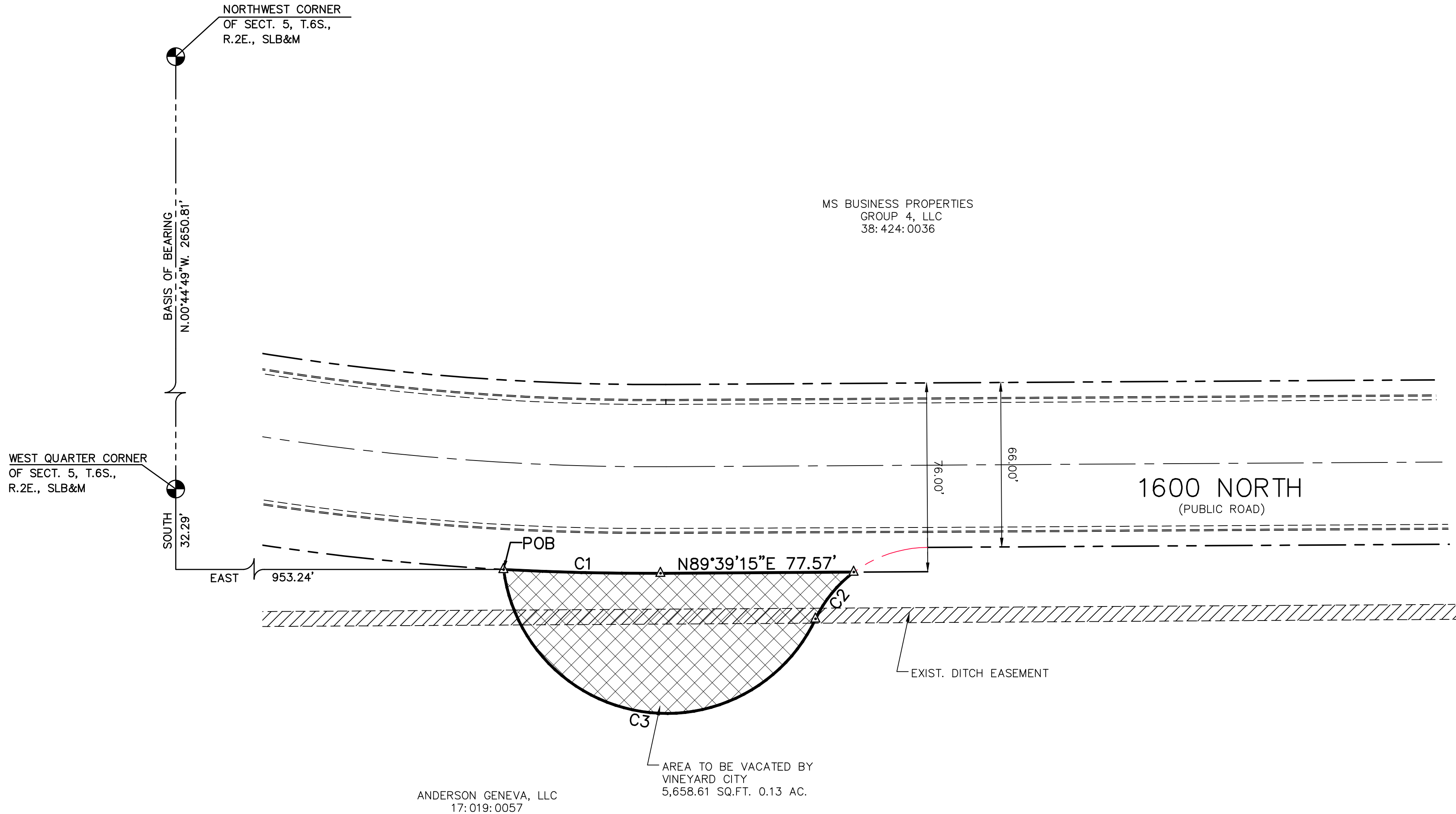
Attest

Julie Fullmer, Mayor, Vineyard

Tony Lara, Deputy City Recorder

VACATION OF A PORTION OF
1600 NORTH ROAD,
VINEYARD CITY

LOCATED IN THE NORTHWEST QUARTER OF THE
SOUTHWEST QUARTER OF SECTION 5,
TOWNSHIP 6 SOUTH, RANGE 2 EAST SALT LAKE BASE
& MERIDIAN UTAH COUNTY, UTAH



VICINITY MAP

-NTS-

LEGEND

- FOUND BRASS CAP
- SET 5/8" IRON PIN
- CALCULATED POINT, NOT SET
- ROADWAY VACATION BOUNDARY
- CENTERLINE
- EXIST. RIGHT-OF-WAY LINE
- SECTION LINE
- EASEMENT
- EXISTING CURB AND GUTTER

SURVEYOR'S CERTIFICATE

I, KENNETH E. BARNEY, CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR HOLDING LICENSE NUMBER 172762 IN ACCORDANCE WITH TITLE 58, CHAPTER 22, PROFESSIONAL ENGINEERS AND LAND SURVEYORS LICENSING ACT AND HAVE PREPARED THE VACATION OF A PORTION OF 1600 NORTH ROAD, VINEYARD CITY PLAT AND THAT A SURVEY OF THE DESCRIBED TRACT OF LAND HAS BEEN COMPLETED BY ME IN ACCORDANCE WITH SECTION 17-23-17 AND THAT I HAVE VERIFIED ALL MEASUREMENTS AND HAVE PLACED MONUMENTS AS SHOWN HEREON.

KENNETH E. BARNEY

DATE

BOUNDARY DESCRIPTION

A PARCEL OF LAND LOCATED IN THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 6 SOUTH, RANGE 2 EAST, SLB&M, VINEYARD, UTAH SAID PROPERTY BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE WEST QUARTER CORNER OF SAID SECTION 5; THENCE SOUTH A DISTANCE OF 32.29 FEET; THENCE EAST A DISTANCE OF 953.24 FEET TO A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF 1600 NORTH STREET, AND A POINT OF CURVATURE OF A 1048.00-FOOT RADIUS NON-TANGENT CURVE TO THE LEFT, SAID POINT ALSO BEING THE REAL POINT OF BEGINNING.

THENCE SOUTHEASTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 63.02 FEET ALONG SAID RIGHT OF WAY LINE, SAID CURVE HAVING A CENTRAL ANGLE OF 03°26'43" AND A CHORD THAT BEARS S.88°37'23"E. A DISTANCE OF 63.01 FEET; THENCE N.89°39'15"E. A DISTANCE OF 77.57 FEET ALONG SAID RIGHT OF WAY LINE TO A POINT OF CURVATURE OF A 50.00-FOOT RADIUS NON-TANGENT CURVE TO THE LEFT; THENCE SOUTHWESTERLY A DISTANCE OF 24.51 FEET, SAID CURVE HAVING A CENTRAL ANGLE OF 28°05'15" AND A CHORD THAT BEARS S.39°13'52"W. A DISTANCE OF 24.27 FEET TO A POINT OF CURVATURE OF A 66.00-FOOT RADIUS TANGENT REVERSE CURVE TO THE RIGHT; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE A DISTANCE OF 170.06 FEET, SAID CURVE HAVING A CENTRAL ANGLE OF 147°38'08" AND A CHORD THAT BEARS N.80°59'42"W. A DISTANCE OF 126.77 FEET TO THE POINT OF BEGINNING, CONTAINING 5,659 SQ.FT. OR 0.13 ACRES OF LAND

ADMINISTRATIVE LAND USE AUTHORITY

THE ADMINISTRATIVE LAND USE AUTHORITY OF VINEYARD CITY OF UTAH COUNTY, APPROVES THIS VACATION OF A PORTION OF 1600 NORTH ROAD
THIS ____ DAY OF _____ 20____.

VINEYARD ATTORNEY

DATE: ____/____/____

VINEYARD PLANNER

DATE: ____/____/____

CITY MANAGER

DATE: ____/____/____

VINEYARD ENGINEER

DATE: ____/____/____

CLERK/RECORDER

DATE: ____/____/____

VACATION OF A PORTION OF 1600
NORTH ROAD, VINEYARD CITY

LOCATED IN THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 5, TOWNSHIP 6 SOUTH, RANGE 2 EAST SALT LAKE BASE & MERIDIAN VINEYARD CITY, UTAH COUNTY, UTAH

SCALE: 1" = 30 FEET

SURVEYOR'S SEAL

NOTARY PUBLIC SEAL

ENGINEER'S SEAL

CLERK-RECORDER SEAL

CURVE TABLE

CURVE	LENGTH	RADIUS	CHORD DIST.	CHORD BRG.	DELTA
C1	63.02'	1048.00'	63.01'	S88°37'23"E	3°26'43"
C2	24.51'	50.00'	24.27'	S39°13'52"W	28°05'15"
C3	170.06'	66.00'	126.77'	N80°59'42"W	147°38'08"



1040 E. 800 N.
OREM, UTAH 84097
(801) 802-8992



VINEYARD



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Vineyard Station Area Plan

Department: Community Development

Presenter: Anthony Fletcher, Morgan Brim

Background/Discussion:

Background

In 2022, the Utah State Legislature adopted HB 462, which requires all cities with a fixed-guideway transit station (such as a Frontrunner stop/ Station) to prepare a Station Area Plan (SAP). An SAP must establish a vision for development within a half-mile of the station and include strategies to:

- Increase housing availability and affordability, including moderate-income housing.
- Promote sustainable environmental conditions.
- Enhance access to jobs, education, recreation, and commerce.
- Improve transportation choices and connections.

Vineyard's SAP covers over 430 acres around the Vineyard FrontRunner Station, much of which is part of the former Geneva Steel site. The plan integrates land use, transportation, and open space concepts to guide redevelopment of this area in coordination with regional partners.

Current Status

Consultants, in partnership with City staff and Mountainland Association of Governments (MAG), have prepared a draft SAP. The draft reflects Vineyard's local priorities while meeting State and MPO requirements for certification. A Planning Commission Work Session was held on September 3 to receive input on the status and direction of the ongoing plan preparation.

Tonight's presentation is intended to:

- Provide an overview of the draft plan.
- Gather Council/ Public input on land use, transportation, and open space concepts.
- Identify any concerns or refinements before proceeding to submitting the draft working Vineyard SAP for certification by the the SAP Policy Committee and MAG.

Next Steps

- Joint Public Hearing – September 24: Draft working plan presentation and public hearing.
- Planning Commission Special Session — September 24: Support by the planning commission and a formal submission of a recommendation to the City Council for their support of the draft working plan.

- City Council Business Item – September 24: Consider approving support of the draft working plan for submittal to Mountainland Association of Governments (MAG).
- SAP Policy Committee Certification: MAG and the SAP Policy Committee will review and certify the Vineyard SAP for compliance with State law.
- Final Adoption: Following MAG & SAP Policy Committee certification, the City Council will consider formal adoption of the SAP.

Fiscal Impact:

Recommendation:

Staff and the Planning Commission recommends that the City Council endorse the draft working Vineyard Station Area Plan, enabling the certification review by MAG and the SAP Policy Committee.

Sample Motion:

“I move to approve the draft Vineyard Station Area Plan as a working document, enabling the certification review by MAG and the SAP Policy Committee.”

Attachments:

None



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: Vineyard Municipal Code Amendment to Title 2 Administration; adding Chapter 2.10 Employee Discipline Hearing Officer (Ordinance 2025-13)

Department: Human Resources

Presenter: Eric Ellis

Background/Discussion:

The proposed amendment updates Title 2 Administration by adding Chapter 2.10 Employee Discipline Hearing Officer. This is done to meet the requirements in the Personnel Policy Manual amendment, which amends Section VIII of the Vineyard City Personnel Policies & Procedures Manual regarding disciplinary action and appeal procedures. The revision clarifies that appeals of suspension, demotion, transfer to a lower-paying position, or termination will be heard by an independent hearing officer designated by ordinance of the City Council, in accordance with Utah Code §10-3-1106.

This change is intended to ensure appeals are handled consistently, fairly, and in compliance with state law while also reducing potential conflicts of interest. The hearing officer will be responsible for reviewing the evidence and determining whether the disciplinary action was supported by the facts and conducted in compliance with required procedures.

Approval of this amendment will formalize the updated appeal process within the City's Municipal Code and personnel policy and provide clear direction for future disciplinary proceedings.

Fiscal Impact:

Determined by each appeal

Recommendation:

City staff recommends adoption of Ordinance 2025-13, approving amendments to Title 2 Administration, if the Personnel Policy Manual amendment is also adopted.

Sample Motion:

"I move to adopt Ordinance 2025-13, approving amendments to Title 2 Administration, as presented."

Attachments:

1. Ord_2025-13

**VINEYARD
ORDINANCE 2025-13**

**AN ORDINANCE OF THE VINEYARD CITY COUNCIL AMENDING TITLE 2
ADMINISTRATIVE CODE ADDING CHAPTER 2.10 EMPLOYEE DISCIPLINE
HEARING OFFICER.**

WHEREAS, the Vineyard City Council under the authority of Utah Code 10-3 desires to amend the Municipal Code; and

WHEREAS, the Vineyard City Council desires to have consistent policies for its employees and to promote a workplace that is safe and professional; and

WHEREAS, the Personnel Policy Manual was amended to clarify that appeals of suspension, demotion, transfer to a lower-paying position, or termination will be heard by an independent hearing officer designated by ordinance of the City Council, in accordance with Utah Code §10-3-1106.

WHEREAS, the Vineyard City Council desires to amend Vineyard Municipal Code Title 2 Administration by adding Chapter 2.10 Employee Discipline Hearing Officer;

NOW THEREFORE, be it ordained by the Council of the Vineyard, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “2.10.010 Creation, Selection And Appointment” of the Vineyard Municipal Code is hereby *amended* as follows:

A M E N D M E N T

2.10.010 Creation, Selection And Appointment, Qualifications, terms and Conflict of Interest

- A. Creation: The City shall provide for an Employee Discipline Hearing Officer (“hearing officer”) to hear and adjudicate appeals of certain final disciplinary actions, as required by Utah Code Annotated §10-3-1106, or its successor provision.
- B. Selection and Appointment:
1. The Mayor, with the advice and consent of the City Council, shall appoint one or more qualified attorneys to serve as hearing officers.
 2. Hearing officers shall be selected as professional service providers in accordance with the City’s procurement Policy.
 3. Hearing officers shall serve as independent contractors.
 4. Recommendations for appointment shall be made by a selection committee consisting of the City Manager (or designee), a representative of the Human Resources Department, and any other person deemed appropriate by the City Manager and Human Resources representative.

- C. Qualifications: Each hearing officer shall:
1. Be licensed to practice law in the State of Utah for at least five (5) years;
 2. Have significant professional experience in, or demonstrated knowledge of, employment law; and
 3. Not be an employee of the City, hold public office, or be a candidate for public office during service.
- D. Term: Hearing officers shall serve two-year terms, with a maximum of five (5) consecutive terms or ten (10) total years of service.
- E. Conflict of Interest: A hearing officer shall not preside over any appeal where a conflict of interest exists under applicable state

SECTION 2: **ADOPTION** “2.10.020 Who May Appeal” of the Vineyard Municipal Code is hereby *added* as follows:

ADOPTION

2.10.020 Who May Appeal(*Added*)

- A. Eligible Appeals: Employees may appeal the following disciplinary actions:
1. Termination;
 2. Suspension without pay of more than two (2) working days, or more than one (1) shift for employees on 24-hour shifts; or
 3. Involuntary transfer to a position with less remuneration imposed for disciplinary reasons.
- B. Ineligible Appeals: Employees may not appeal:
1. Disciplinary actions other than those listed above, including verbal or written warnings, coach-and-counsel actions, or suspensions of two (2) days or less (or one 24-hour shift); or
 2. Non-disciplinary actions including furloughs, layoffs, reorganizations, or transfers to positions with less remuneration for non-disciplinary reasons.
- C. Employees Not Eligible to Appeal:
1. Employees listed in Utah Code Annotated §10-3-1105(2), or its successor; and
 2. Any at-will employee not listed in §10-3-1105(2).
- D. Exhaustion of Remedies: Employees must exhaust all internal grievance procedures before filing an appeal to the hearing officer under this Chapter.

SECTION 3: **ADOPTION** “2.10.030 Filing And Assignment” of the Vineyard Municipal Code is hereby *added* as follows:

A D O P T I O N

2.10.030 Filing And Assignment(*Added*)

A. Notice of Appeal:

1. Appeals must be filed in writing with the City Recorder within ten (10) calendar days of the employee’s receipt of notice of the final disciplinary decision.

2. The notice must include:

a. The decision being appealed and the reasons it is alleged to be in error;

b. The appellant’s name, phone number, and mailing or email address for communication.

3. Failure to timely file a complete notice forfeits the right to appeal.

B. Assignment of Hearing Officer: The Human Resources Manager shall assign a hearing officer from the roster to adjudicate the appeal. Each party may object to the assigned officer once; if so, another officer will be appointed.

C. Scheduling: Within ten (10) calendar days of receiving the notice of appeal, the hearing officer shall set a hearing date no sooner than thirty (30) and no later than sixty (60) days after filing, unless both parties agree otherwise. Written notice of the hearing shall be sent to the appellant, the appellant’s counsel (if any), the City Attorney’s Office, and the Human Resources Department.

SECTION 4: **ADOPTION** “2.10.040 Hearing Procedures” of the Vineyard Municipal Code is hereby *added* as follows:

A D O P T I O N

2.10.040 Hearing Procedures(*Added*)

A. General Authority: The hearing officer shall conduct the hearing in accordance with this Chapter and applicable law, ensuring due process for all parties.

B. Employee Rights: The appellant may:

1. Appear personally and be represented by counsel
2. Elect to have the hearing open to the public;
3. Confront and cross-examine witnesses; and
4. Review and present evidence.

C. Hearing Officer Authority: The hearing officer may:

1. Issue scheduling orders and procedural rulings;
2. Rule on admissibility of evidence and exclude improper evidence;
3. Exclude witnesses until testimony; and
4. Maintain order, including removing disruptive individuals.

D. Evidence Exchange:

1. No later than twenty (20) days before the hearing, the City shall provide:
 - a. The complete record relied on for the disciplinary action;
 - b. All documents regarding similarly situated employees with comparable discipline; and
 - c. A complete witness list.
2. No later than ten (10) days before the hearing, the appellant shall provide all evidence (other than the City's record) and a complete witness list.
3. The hearing officer shall exclude untimely evidence or undisclosed witnesses, except rebuttal witnesses.

E. Standards of Procedure: Hearings shall be conducted with formality and decorum. The Utah Rules of Evidence and Civil Procedure may guide but need not strictly control proceedings.

SECTION 5: **ADOPTION** “2.10.050 Standard Of Review And Decisions”
of the Vineyard Municipal Code is hereby *added* as follows:

ADOPTION

2.10.050 Standard Of Review And Decisions(*Added*)

A. Burden of Proof: The City must demonstrate that its disciplinary action is supported by substantial evidence.

B. Standard of Review: “Substantial evidence” means that quantum and quality of relevant evidence which would convince a reasonable person to support a conclusion.

C. Decision:

1. The hearing officer may only affirm or overturn the disciplinary decision.

2. If overturned, the City shall compensate the employee as required by Utah Code Annotated §10-3-1106(5)(b), or its successor.

3. The decision shall be in writing, adopt findings of fact, state conclusions of law, and be certified to the City Recorder within fifteen (15) days of the hearing. For good cause and with consent of both parties, the deadline may be extended to a maximum of sixty (60) days.

D. Record: A complete record, including audio or video recording of the proceedings, shall be kept.

E. Finality and Judicial Review: The hearing officer’s decision is the City’s final administrative decision and may be appealed to the Utah Court of Appeals within thirty (30) calendar days, pursuant to Utah Code Annotated §10-3-1106(6)(c).

SECTION 6: **ADOPTION** “2.10.060 No Additional Rights Created” of the Vineyard Municipal Code is hereby *added* as follows:

ADOPTION

2.10.060 No Additional Rights Created(*Added*)

A. Nothing in this Chapter shall be construed to create any employment rights or benefits beyond those provided by state or federal law.

SECTION 7: REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 8: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 9: EFFECTIVE DATE This Ordinance shall be in full force and effect from September 24, 2025, and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE VINEYARD COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Mayor Julie Fullmer	_____	_____	_____	_____
Sara Cameron	_____	_____	_____	_____
Jacob Holdaway	_____	_____	_____	_____
Mardi Sifuentes	_____	_____	_____	_____
Brett Clawson	_____	_____	_____	_____

Presiding Officer

Attest

Julie Fullmer, Mayor, Vineyard

Pamela Spencer, City Recorder,
Vineyard



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: PUBLIC HEARING - Consolidated Fee Schedule Amendment (Resolution 2025-46)

Department: Finance

Presenter: Maria Arteaga

Background/Discussion:

Vineyard City occasionally updates the Consolidated Fee Schedule to adapt to changing costs. The changes proposed today include a lap testing and sampling fee, a correction to the building impact fees as well as housekeeping type clarifying words and statements.

Fiscal Impact:

N/A

Recommendation:

Staff Recommends approving the Consolidated Fee Schedule amendments as presented.

Sample Motion:

"I move to adopt Resolution 2025-46, the Consolidated Fee Schedule amendments, as presented."

Attachments:

1. RES 2025-46 Consolidated Fee Schedule Amendments
2. Consolidated Fee Schedule 09.24.2025 Redlined

RESOLUTION NO. 2025-46

A RESOLUTION AMENDING THE CONSOLIDATED FEE SCHEDULE

WHEREAS, Section 10-3-717 UCA authorizes cities to establish the amounts of fees to be charged for municipal services to be set by resolution, and

WHEREAS, The City Ordinances, in various locations, provides for the establishment of fee amounts for certain municipal services, by resolution of the City Council.

WHEREAS, a Public Hearing was duly noticed and was held on the 24th day of September 2025 on the proposed amendments.

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

- Section 1. The City Council hereby adopts the amended Consolidated Fee Schedule, which is attached hereto and incorporated herein by reference.
- Section 2. A copy of the Consolidated Fee Schedule shall be placed in the Vineyard City Offices and be available for review.
- Section 3. This resolution shall take effect upon passage.
- Section 4. All other resolutions, ordinances, and policies in conflict herewith, either in whole or in part, are hereby repealed.

PASSED and ADOPTED by the City Council of Vineyard, Utah this 24th day of September 2025.

APPROVED:

Julie Fullmer, Mayor

ATTEST:

Tony Lara, Deputy City Recorder



Consolidated Fee Schedule

2024–2025 Fiscal Year

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ADMINISTRATIVE FEES	
Records (GRAMA) Requests	per hour for staff time after the first 15 minutes (based on the lowest paid employee working on the request) Copies - \$0.10 per page
Returned Checks	\$14
Colored Map Copies – 8 ½ by 11	\$3.00
Black and White Maps Copies	Free
Notarization	Free
Library Card/Fitness Center Reimbursement	\$80 annual reimbursement per Vineyard household (can be used toward non-resident library card OR municipal fitness center membership)
Weed Abatement	Actual Abatement Costs
Bond Processing Fee	\$60
Administrative Citation	\$100
Credit Card Fee	3% of Transaction Total
Candidate Filing Fee	\$50
Candidate Late Financial Disclosure Statement	\$50
City Offense Fines	Class B misdemeanor – not to exceed \$1,000 Class C misdemeanor – not to exceed \$750
Sixteen-Year-Old Curfew (Class C)	\$75
Eighteen-Year-Old Curfew (Class C)	\$75

Parent Liability (Class C)	\$125
Prohibited Travel on Trails (Infraction)	\$40
Leash Requirement (Infraction)	\$40
Sleeping on Public Property (Class C)	\$75
Camping Prohibited (Class C)	\$75
Unlawful Parking (Infraction)	\$40
Parking w/Snow Present (Infraction)	\$40
Driving or Riding on Sidewalk (infraction)	\$40
Engine Brake Restriction (Class C)	\$75
Hours of Operation (Infraction)	\$75
Fires and Campfires (Class C)	\$125
City Council-Designated Local Residential Streets	\$20 Per Permit
City Council-Designated Amenity Roads	\$60

RECREATION FEES	
Adult Pickleball	\$50 – Team
Adult Soccer	Team - \$500 Individual - \$50
Adult Soccer Tournament	Team - \$160 Individual - \$20
Adult Tennis Clinic	\$50 – Individual
Cornhole Tournament	Team - \$30

	Individual - \$15
CUTA Tennis	\$100 – Individual
E-Sports	\$50 – Individual
Pickleball Tournament	Team - \$30 Individual – 15
Race Registration	5k/10k – \$25 Kids 1k – \$10 Household Discount - \$55 Group Rate – \$20 per person
Race T-Shirts	\$15 – individual
Senior Program	\$50 – Individual
Spikeball Tournament	Team – \$30 Individual – \$15
Sports Trivia/Fantasy Class	\$50 – Individual
Pee-wee Sports Clinic	\$60 – Individual
Youth Arts	\$50 – Individual
Youth Baseball Clinic	\$50 – Individual
Youth Basketball Clinic	\$55 – Individual
Youth Coach Pitch	\$55 – Individual
Youth Street Hockey League	\$65 – Individual
Youth Pickleball League	\$100 – Individual
Wiffleball Tournament	\$100 – Team
Youth Flag Football	\$ 80 – Individual
Youth Jr Jazz Basketball	\$100 – Individual
Youth Kickball	\$ 60 – Individual
Youth Machine Pitch	\$ 80 – Individual
Youth Pickleball Programs	\$50 – Individual
Youth Soccer Programs	\$75 – Individual
Youth T-Ball	\$55 – Individual
Youth Tennis Clinic	\$50 – Individual
Youth Ultimate Frisbee	\$50 – Individual
Youth Volleyball	\$90 – Individual

Youth Wrestling	\$ 55 – Individual
Ski/Snowboard Program	\$300 - Individual
Youth Fishery Program	\$50 - Individual
Bingo	\$10 – Individual
Additional Non-Residential Fee	Up to 20% of Registration Fee
Recreation Program Cancellation Fee	Up to 100% of Registration Fee
Memorial Bench	\$1,500
Memorial Tree	\$500

UTILITY USE FEES*	
Water Base Rate ¾” Meter	\$30.99 first 5,000 gallons
Water Base Rate 1” Meter	\$43.39 first 5,000 gallons
Water Base Rate 1 ½” Meter	\$55.79 first 5,000 gallons
Water Base Rate 2” Meter	\$89.88 first 5,000 gallons
Water Base Rate 3’ Meter	\$340.90 first 5,000 gallons
Water Base Rate 4” Meter	\$442.14 first 5,000 gallons
Water Base Rate 6” Meter	\$650.81 first 5,000 gallons
Water Base Rate 8” Meter	\$867.74 first 5,000 gallons
Water Multi-Family Residential Base Rate	\$18.20 per unit
Residential Water Usage Rates: Tier 1 (5,001 – 15,000) Tier 2 (15,001– 30,000+) Tier 3 (30,001 – 50,000) Tier 4 (50,001+)	\$2.03 per 1,000 gallons \$2.32 per 1,000 gallons \$2.86 per 1,000 gallons \$3.15 per 1,000 gallons
Commercial Water Usage Rates: Tier 1 (5,001 – 30,000) Tier 2 (30,001 – 100,000) Tier 3 (100,001+)	\$2.03 per 1,000 gallons \$2.86 per 1,000 gallons \$3.15 per 1,000 gallons
Sewer Baser Rate	\$18.30 per 1,000 gallons

Sewer Multi-Family Residential Base Rate	\$10.20 per unit per month
Sewer Usage Rate	\$5.97 per 1,000 gallons
Transportation Utility	\$3.50 per ERU
Storm Water Utility	\$6.50 per ERU
*Non-Vineyard Resident & Business Fee	Rate X2
Collection for Any Unpaid Utility Bills, Fees, or Civil Penalties	May be subject to collections if payment has not been made within 30 days of the due date at the cost of the resident

SANITATION FEES	
90-Gallon Residential Can	\$16.25
Second 90-Gallon Residential Can	\$10
Recycling Can	\$7.50
Replacement Can	\$90

FACILITIES RENTAL FEES	
Council Chambers Rental	\$75 per hour for Resident \$150 per hour for Non-Resident
Council Chambers Cleaning Deposit	\$75 for Resident \$150 for Non-Resident
Small Park Pavilion Rental	\$40 for Resident \$80 for Non-Resident
Small Park Pavilion Cleaning Deposit	\$40
Large Park Pavilion Rental	\$75 for Resident \$150 for Non-Resident
Large Park Pavilion Cleaning Deposit	\$75

Special Event Rental Deposit	\$300
Multi-Day Special Event Rental Deposit	\$500 per day
Pavilion Rental Cancellation Fee	Up to 100% of reservation cost
Hourly Field Rental at Gammon Park (Monday – Thursday)	\$300 Deposit + \$20 for Residents, \$40 for Non-Resident or Holiday Reservations
4 Hour Field Rental at Gammon Park (Monday – Thursday)	\$300 Deposit + \$75 for Residents, \$150 for Non-Resident or Holiday Reservations
Hourly Field Rental at Gammon Park (Weekend)	\$300 Deposit + \$30 for Residents, \$60 for Non-Resident or Holiday Reservations
4 Hour Field Rental at Gammon Park (Weekend)	\$300 Deposit + \$100 for Residents, \$200 for Non-Resident or Holiday Reservations
All other parks, single soccer fields or fields hourly rental (Monday – Thursday)	\$300 Deposit + \$40 for Residents, \$80 for Non-Resident or Holiday Reservations
All other parks, single soccer fields or fields 4 Hour Rental (Monday - Thursday)	\$300 Deposit + \$150 for Residents, \$300 for Non-Resident or Holiday Reservations
All other parks, single soccer fields or fields hourly rental (Weekends)	\$300 Deposit + \$60 for Residents, \$120 for Non-Resident or Holiday Reservations
All other parks, single soccer fields or fields 4 Hour Rental (Weekend)	\$300 Deposit + \$200 for Residents, \$400 for Non-Resident or Holiday Reservations
Hourly Rental per Soccer Goal Set	\$10 for Residents \$20 for Non-Residents
Hourly Rental per Soccer Corner Flag Set	\$10 for Residents \$20 for Non-Residents
Court Rental	\$25 per hour per court

Pickleball Net Rental	\$50 Refundable Deposit
Pickleball Net Repair/Replacement Fee	Up to \$300
Non-Existing Line Painting – Per Field	1-499 Feet – \$100 500-999 Feet – \$150 1500+ Feet – \$200
Remarking Line Painting – Per Field	1-499 Feet – \$50 500-999 Feet – \$60 1500+ Feet – \$80

SPECIAL EVENT FEES*	
Special Event Permit	\$50
Special Event with Vendors	\$75
Special Events with >250 Participants	\$100
Special Events longer than 6 hours	\$150
Multi-Day Special Event	\$200
Film Permit	\$50
Children's Market	\$25
Vineyard Days Vendors	\$100
Boo-A-Palooza Vendor Fee	\$50
Bounce House Deposit	\$100
Food Truck Vendor	\$50 – 100
Onsite Dumpster or Equipment Permit	\$72 per dumpster
Additional Dumpster Reserved	\$174 per 6-yard dumpster
Excess Garbage Pickup	Up to \$600 based on quantity picked up
Extra trash cans with bags	\$15 per 5 cans
Personnel (total compensation per employee, per hour, during regular business hours)	City staff per person– \$35 Parks Department – \$35 Streets Department – \$35

	Special Events Department – \$32
Penalty for operating without a permit	Double the application fee and any damage caused by the special event
*Special Events and facility rental fees may be waived at the discretion of the City Council. See Special Event Code for fee waiver consideration reasons.	

CODE ENFORCEMENT FEES	
Code Violation Fee (per calendar year from first offense)	1 st Offense – \$100 2 nd Offense – \$200 3 rd (or more) Offense – \$400
Civil Penalty Fee	\$25 minimum to \$1,000 maximum per day, per violation
Civil Penalty Fee– Occupancy Violation	\$100 per day, per violation
Civil Penalty Fee– Home Occupation Operating without License	\$25 per day, per violation
Civil Penalty Fee– Commercial Business Operating without License	\$50 per day, per violation
Code Violation Fee – Interest	20% per annum of total outstanding amounts
Default/Administrative Code Enforcement Hearing Fee	\$100
Animal Defecation without Removal Fine	\$250
Off–Leash Animal Fine	\$250
Illegal Trash Dumping	\$250
Illicit Discharge and Stormwater Runoff	As Found in State Code 10-5-100
Code Violation by City (via Contract Services)	Cost plus 10%

BUSINESS LICENSING FEES	
Home-Based Occupation (exceeds residential impact)	\$50
Home-Based Occupation (does not exceed residential impact)	\$0
Accessory Dwelling Unit Business License (Biennial)	Initial Fee \$100 Renewal Fee \$50
Industrial Manufacturing/Distribution	\$250
Restaurant/Food	\$190
Food Truck Fee (Based in Vineyard)	\$25
Retail	\$215
Service Related	\$150
Fire Inspection	Equal to Orem Fire's fee as dictated in Orem City's Fee Schedule
Accessory Dwelling Unit Re-Inspection Fee	\$85
Renewal Fee (all license types except Alcohol and Towing/Parking)	\$25
Alcohol and Towing/Parking Enforcement Renewal Fee	Same as Initial Fee
Solicitor License	\$30
Temporary/Seasonal Use Business License	\$50
Temporary/Seasonal Use Business License Refundable Deposit	\$300
Towing/Parking Enforcement Qualification	\$50
Class A – D Beer License	\$400 + Proof of \$5,000 Bond
Class E Beer License	\$400 + Proof of \$10,000 Bond
Class A Liquor License	\$300 + Proof of \$10,000 bond
Class B Liquor License - Limited-service Restaurant	\$300 + Proof of \$5,000 bond

Class B Liquor License - Full-service Restaurant	\$300 + Proof of \$10,000 bond
Class C Liquor License	\$300 + Proof of \$1,000 Bond
Unclassified Business	\$25 Base fee until classification established by Resolution
Business fitting in 2+ Categories	Higher rate
Late Renewal Fee (during renewal grace period)	\$25
Daily penalty fee if license not renewed by end of renewal grace period	Half of the license fee
Penalty Fee for doing business without a Vineyard Business License	Equivalent to the license fee

LAND USE APPLICATION FEES	
Development Agreement	\$1,500
Development Agreement	\$1,500
Subdivision – Preliminary Plat	\$1,930 + \$6.20 per lot
Subdivision – Preliminary Plat – Additional Review	\$786 + \$2.50 per lot
Subdivision – Final Plat	\$1,940 + \$6.20 per lot
Subdivision – Final Plat Additional Reviews	\$1,010 + \$2.50 per lot
Condominium Plat – New or Conversion	\$1,406 + \$25 per unit
Major Plat Amendment	\$1,706
Minor Plat Amendment	\$1,406
Neighborhood Plan	≥ 10 acres = \$2,663 < 10 acres = \$500
Planned Unit Development	\$1,000
Recording Fees	As charged by Utah County Recorder
Site Plan – Residential	\$2,663
Site Plan – Non-Residential	\$3,756

Site Plan – Non-Residential – Additional Reviews	\$1,693 for each additional review after two reviews
Site Plan – Minor Amendment	\$500
General Plan Text Amendment	\$1,000
General Plan Map Amendment	\$1,000
Land Use Text Amendment	\$1,000
Land Use Map Amendment	\$1,000
Lot Line/Property Boundary Line Adjustment	\$300
Conditional Use Permit	\$400
Temporary Use Permit	\$75
Variance	\$100
Appeals	\$100
Zoning Verification	\$100
Sign Permit	\$150
Sign Standard Waiver	\$250
Commercial Temporary Sign Permit	\$25
Special Planning Commission Meeting	\$390 per meeting
Water Sampling	Lab Cost + 10% & \$300
Land Disturbance Permit	\$50 + \$20 per acre + \$30 per month
Land Disturbance Permit – Subdivision and Site Plan	Included in engineering inspection fees
Site Plans Technical Review	\$1,500 per application, first 50 plan sheets. Up to 3 revisions
Additional Site Plan Technical Review	\$65 per additional plan sheet or each sheet after 3 rd revision
Engineering/Public Works Inspection/Service Fees – Subdivision – Related	3% of certified bid tabulation, approved by Engineering Office

Engineering/Public Works Inspection/Service Fees –Non– Subdivision Related	\$150 per hour
Engineering/Public Works Re-Inspection Fees	\$150 per hour, 2-hour minimum
After Hours Engineering/Public Works (M–F between 5pm and 8am OR Saturdays, Sundays)	\$300 per hour, 2-hour minimum
New Street Light Install Fee	\$10,000 per light
Street Sign Fee	Cost plus 10%
Demolition	\$500 plan review fee
Encroachment Permit	\$150 plus \$1 per square foot of disturbed asphalt
Driveway Approach in Public Right-of-Way Inspection Fee (after Encroachment Permit)	\$250 for up to 2 inspections \$150 per reinspection
<u>Sampling and Lab Testing Fee - Water, Sewer, Storm Water, Streets</u>	<u>Cost + 10% Administration Fee</u>
Vacuum Truck	\$250/hour, minimum of 2 hours
Fine for Use of Public Right of Way without Approved Permit	\$300 plus \$150 per hour
Infrastructure Construction Bond	Bond/Escrow account as determined by bid tabulation 110% Performance 10% Warranty
Final Grading Residential Lot Bond	\$1,000 up to 1 acre, \$500 each additional half acre
Building Relocation	\$500 Plan Review Fee
Full or Partial Road Closure Application	\$50 per Road Segment Plan Review Fee
City Barricades for Road Closure, if approved by the Public Works Director	\$150 Application Fee, \$75 per barricade per day. \$100 refundable

	deposit per set of barricades
Repair to Damaged Public Infrastructure (All Streets or Utilities) by Contract	Cost plus 10% Administrative Fee
Red Curb Request Application	\$50
Address Change Request/ADU Secondary Address Request*	\$150
Tree Replacement Due to Damage: Diameter < or = 1" Diameter > 1" and < or = 2" Diameter > 2" and < or = 3" Diameter > 3"	\$500 per tree \$750 per tree \$950 per tree Cost assessed by City Arborist, minimum of \$1,200 per tree
*Does not include Cost of Additional Physical Mailbox charged to Property Owner by USPS	

BUILDING PERMIT FEES	
TOTAL VALUATION	FEE
\$1 to \$1,300	\$86
\$1,301 to \$2,000	\$86 for the first \$1,300; plus \$3 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$40,000	\$107 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, to and including \$40,000
\$40,001 to \$100,000	\$525 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,065 for the first \$100,000; plus \$7 for each additional \$1,000 or fraction thereof, to and including \$500,000

\$500,001 to \$1,000,000	\$3,865 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
<u>\$1,000,001 to \$5,000,000</u>	<u>\$6,365 for the first \$1,000,000; plus \$3.5 for each additional \$1,000 or fraction thereof, to and including \$5,000,000</u>
\$5,000,001 and over	\$20,354 for the first \$ 5,000,000; plus \$2 for each additional \$1,000 or fraction thereof
Residential Plan Review	65% of Building Permit Fee
Commercial Plan Review	65% of Building Permit Fee
Simple/Duplicate Plan Review	25% of Building Permit Fee
Reinstating an Expired Permit	\$50 + any additional review time
Fire Inspection & Plan Review	10% of Building Permit Fee

BUILDING INSPECTION FEES	
Inspections outside of normal Business hours	\$75 per hour, two-hour minimum
Re-inspection	\$75 per hour
Inspection for which no specific fee is indicated	\$75 per hour, one-hour minimum
Additional plan review required by changes, additions, or revisions to plans	\$85 per hour, one-hour minimum
Use of outside consultants for plan checking and inspections, or both	Actual costs, including administrative and overhead costs
Fire Inspection	See Business License Fees

Work Without a Permit*	\$100 per infraction
Working Beyond a Stop Work Order*	\$200 per infraction
*Fines doubled for each subsequent infraction	

IMPACT FEES	
(Impact Fee Area Maps may be found on the City's Website)	
Sewer Facilities	\$637 Per ERU
Drinking Water Per Meter Size ^{1,2,5}	\$4,207.49 per ERU or Per Table 19 (By Meter Size) From Vineyard City Water Impact Fee Analysis (View Chart Below)
Roadway Facilities Per Trip End Unit based on ITE	- Area A – \$3,586 per Trip End - Area B (RDA) – \$1,286 per Trip End
Storm and Ground Water Per ERU ^{1,4}	- Area A – \$222 per ERU - Area B – \$337 per ERU - Area C – \$237 per ERU
Parks and Recreation Facilities	\$3,422.88 Per Household⁵
1 inch water connection is 1 ERU: 1 ERU = 1 ERC ² Additional fees may apply to units with more than 5-bathroom equivalent drains. ³ Additional fees may apply to certain high water uses (e.g., Car Wash) without water reduction measures in place. ⁴ Additional fee may apply to certain sites if above city's maximum impervious area requirement. ⁵ Household as defined by US Census Bureau ⁶ Drinking water includes all water service connection types including landscaping meters	

TABLE 19: MAXIMUM FEE PER ERC BY METER SIZE

Meter Size	ERCs	2025	2026	2027	2028	2029	2030
3/4"	1	\$4,207.49	\$4,360.81	\$4,491.21	\$4,602.71	\$4,707.52	\$4,808.14
1"	1.67	\$7,026.51	\$7,282.55	\$7,500.32	\$7,686.52	\$7,861.56	\$8,029.60
1 1/2"	3.33	\$14,010.94	\$14,521.50	\$14,955.72	\$15,327.01	\$15,676.04	\$16,011.12
2"	5.33	\$22,425.91	\$23,243.12	\$23,938.14	\$24,532.42	\$25,091.07	\$25,627.40
3"	10	\$42,074.88	\$43,608.11	\$44,912.07	\$46,027.06	\$47,075.19	\$48,081.43
4"	16.67	\$70,138.83	\$72,694.72	\$74,868.43	\$76,727.10	\$78,474.34	\$80,151.75
6"	33.33	\$140,235.59	\$145,345.83	\$149,691.94	\$153,408.18	\$156,901.60	\$160,255.41
8"	53.33	\$224,385.36	\$232,562.06	\$239,516.09	\$245,462.29	\$251,051.97	\$256,418.28
10"	70.07	\$282,588.14	\$291,818.88	\$299,818.88	\$305,888.45	\$311,885.46	\$317,818.81

PASS THROUGH FEES	
Timpanogos Special Service District	Equal to District's impact fee as dictated current Impact Fee Facilities
Orem Water Reclamation	Equal to Orem City's impact fee as dictated by the current Impact Fee
CUWCD Water Rights Costs Per ERC	Equal to Current Fiscal Year from EXHIBIT A – VINEYARD CITY CWP FY2025 Agreement
All impact fees will be assessed at the time building permits are issued. All other development Impact Fees will be calculated based on Equivalent Residential Units.	

UTILITY METER & CONNECTION FEES	
¾" Water Meter & Connection Fee	\$580
1" Water Meter & Connection Fee	\$795
1½" Water Meter & Connection Fee	\$1,240
2" Water Meter & Connection Fee	\$1,930
Water Meter Reconnect Fee	\$50
After Hours Fee (between 5pm and 8am)	Reconnect Fee plus \$150
Utility/Hydrant Meter Application Fee	\$ 25
Fire Hydrant Meter Rental Deposit	\$2100
Residential Daily Rental Rate – Fire Hydrant Meter (Residence Must have Certificate of Occupancy)	\$10 daily rental fee - Water will be billed at the residential water usage rate as shown on utility use fees
Water Usage Rate – Fire Hydrant Meter	Monthly rental rate will be at the base rate of a 3" meter with water usage to be billed at commercial

	water usage rates and will be billed monthly
Residential Construction Water	\$100 minimum
Non-Residential Construction Water	\$100 minimum
Unauthorized Connection to System	\$2,000 per occurrence
Unauthorized Opening of Meter Box	\$250 + \$300 for a min. of 2 hours of staff time
Water Main Flushing	Per commercial rate at 3x pipe volume per occurrence & \$150 per hour per utility tech



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: DISCUSSION AND ACTION — Vineyard Loop Rd (600 North) and 300 West Parking & Striping Plan

Department: Community Development Department

Presenter: Cache Hancey

Background/Discussion:

The Vineyard Loop Road and 300 West corridors currently consist of three-lane cross-sections, two travel lanes with a center turn lane. Analysis by staff found the center lane is rarely used for turning movements due to the limited number of driveways along the corridor. The lane width contributes to higher-than-desired vehicle speeds in a corridor with residential frontages and high pedestrian/bicycle activity. These roadways are considered minor collectors that is exclusively within residential areas with a speed limit of 25 mph.

The proposed restriping plan reclaims this excess width to provide additional community benefits:

- **Parking:** Approximately 36 new parallel stalls will be striped on West Vineyard Loop Road and 17 new parallel stalls will be striped on East Vineyard Loop Road. The existing parallel parking stalls next to the Lakefront Neighborhood may be restriped as angled, which would add an additional 10 parking stalls. Additionally, this would approve for the restriping of 300 West to angled when the roadway preservation takes place next year. The restriping on 300 West would add 61 stalls to the road. These stalls would be open to the public for overnight parking and would remove the existing parking permit program on 300 West. Of the 144 stalls on 300 West, 21 will be restricted for no overnight parking to preserve public access points. These stalls are located between 560 North and 630 North.

Street	Current	New Striping Plan	New Stalls
300 West	83	144	61
Vineyard Loop (Lakefront)	23	33	10
Vineyard Loop West	0	36	36
Vineyard Loop East	0	17	17
Total	106	230	124

- **Traffic Calming:** Chevron lane markings provide visual friction that encourages drivers to travel at or below the posted speed limit, increasing safety.

- **Bicycle Facilities:** A dedicated bike lane will be added to the north side of the road, filling a key gap in the City's Active Transportation Plan and supporting Vineyard's goal to expand safe multimodal networks. There is not adequate space on the road to include a dedicated bike lane on the south side of the road, however, there is an existing multimodal trail.

- **Future Enhancements:** Public Works intends to add concrete curb extensions at selected

intersections and crossing points in subsequent budget years. These extensions will shorten pedestrian crossing distances and improve sight lines around parked vehicles.

This project supports City Council priorities to enhance livability, expand multimodal infrastructure, and make more efficient use of the public right-of-way. It also advances recommendations from Vineyard's Parking Plan by reconfiguring wide roadways to provide additional parking, bike lanes, and traffic-calming features, and has been developed in coordination with Councilmember Sara Cameron.

Fiscal Impact:

Within the City's existing restriping budget. Vineyard Loop Road was recently repaved, and striping has not yet been installed. The 300 West restriping will take place next year once that road is repaved.

Recommendation:

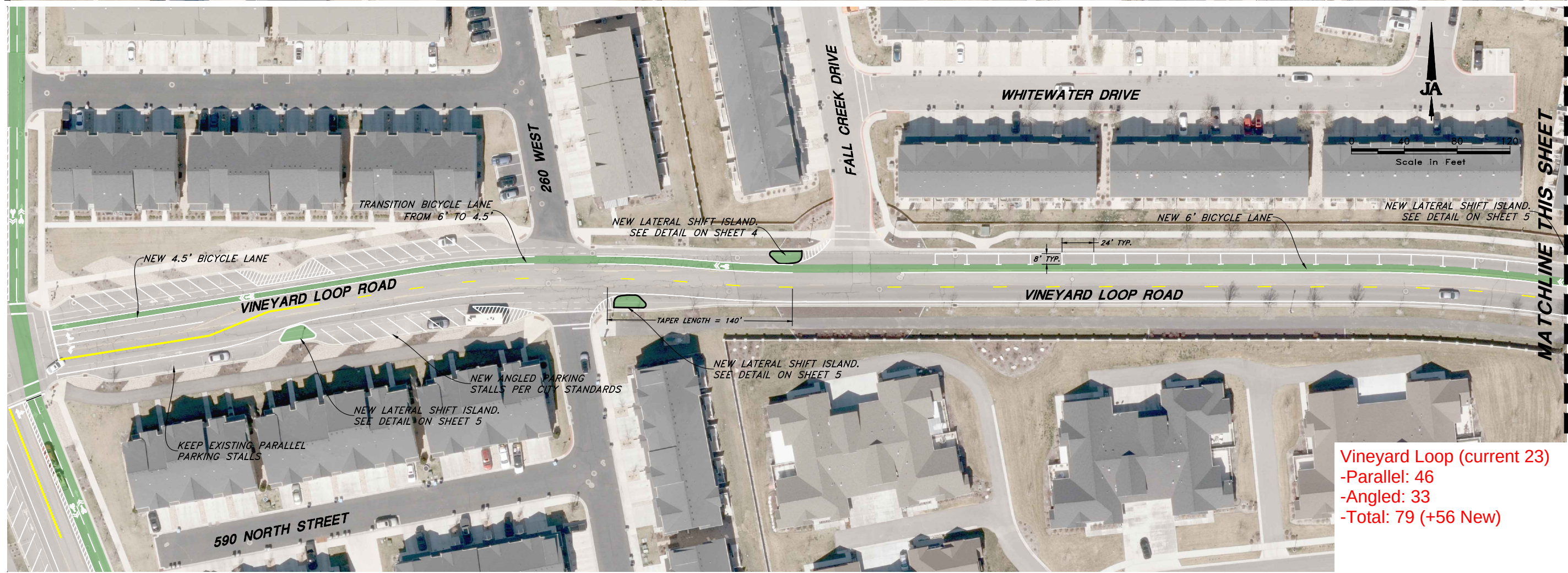
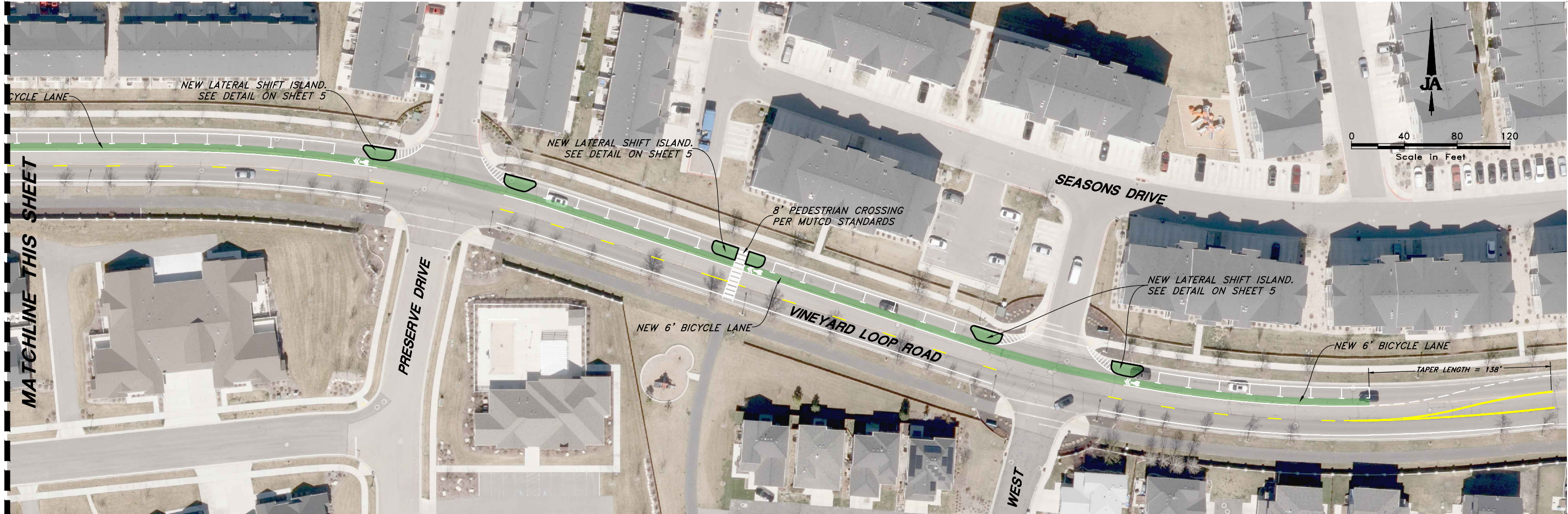
Staff recommends that the City Council approve the Vineyard Loop Road and 300 West Parking & Striping Plan as presented.

Sample Motion:

"I move that we approve the Vineyard Loop Road and 300 West Parking & Striping plan as presented, adding public parking spots, chevron lanes, and a dedicated bike lane."

Attachments:

1. 2025-09-19 Bulb-Out and Restriping Project (Updated)



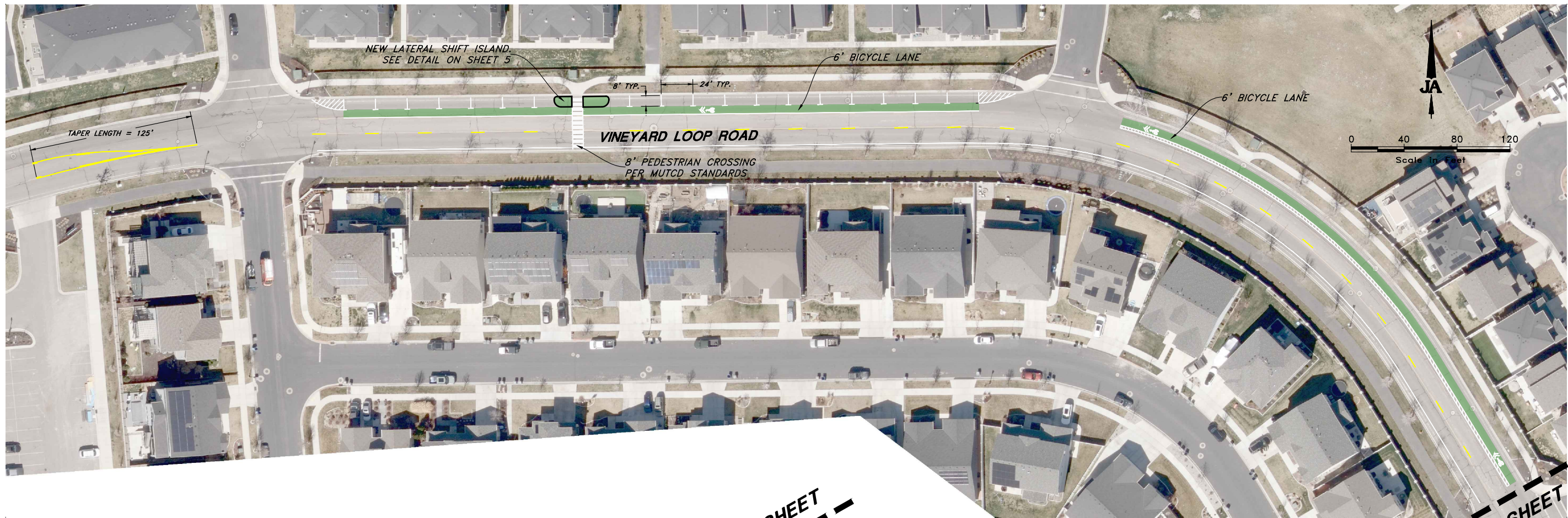
Vineyard Loop (current 23)
-Parallel: 46
-Angled: 33
-Total: 79 (+56 New)

VINEYARD CITY
BULB-OUT AND RESTRIPIING PROJECT

VINEYARD LOOP ROAD (WEST)
BULB-OUT & RESTRIPIING PLAN

REV.	DATE	APPR.

SCALE:	MSR DESIGNED	MSR DRAWN	P/J CHECKED
22' x 34'	H:1"=40'	11' x 17'	H:1"=80'
SHEET: 1 OF 5 SHEETS			



Vineyard Loop (current 0)
-Parallel: 17

CONSULTING
ENGINEERS

JONES &
ASSOCIATES

8080 Fashion Point Drive
South Ogden, Utah 84403
(801) 476-9767 www.jonescivil.com

VINEYARD CITY

BULB-OUT AND RESTRIPING PROJECT

VINEYARD LOOP ROAD (EAST)

BULB-OUT & RESTRIPING PLAN

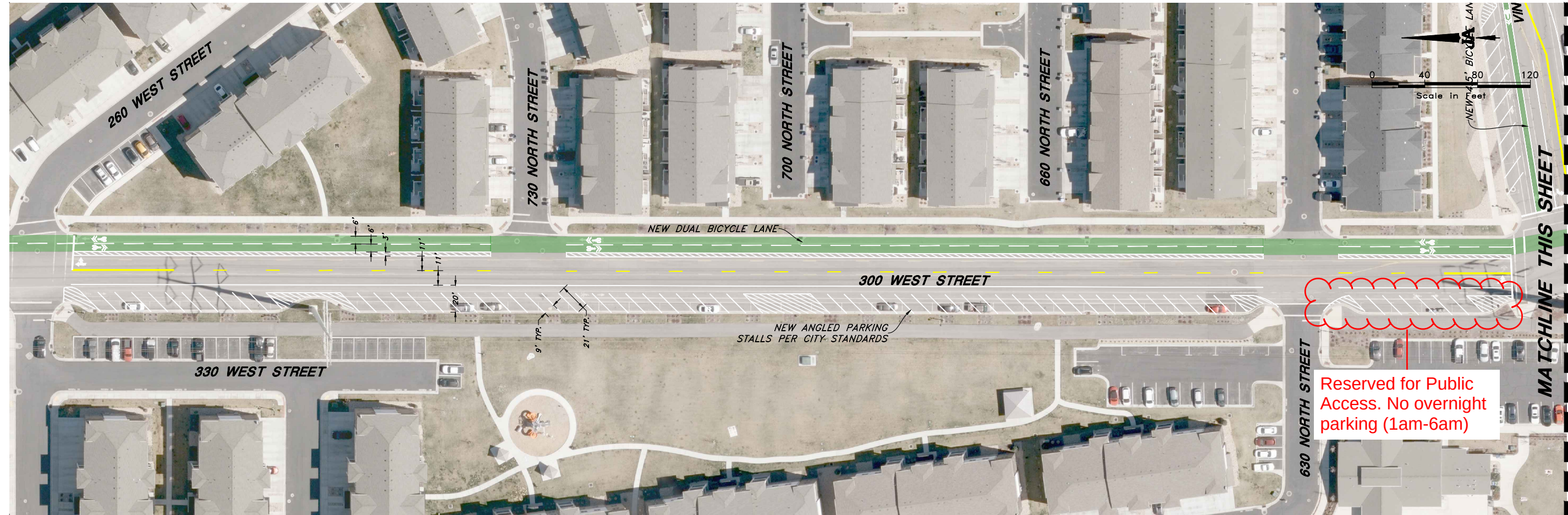
REV.	DATE	APPR.

SCALE: 22'x34'
H:1"=40'

MSR DESIGNED
MSR DRAWN
P/J CHECKED

11'x17"
H:1"=80'

SHEET:
2
OF 5 SHEETS



300 West
-144 Total Stalls
-21 Reserved for public
access (no overnight)

CONSULTING
ENGINEERS
JONES &
ASSOCIATES

6080 Fashion Point Drive
South Ogden, Utah 84403
(801) 476-9767 www.jonescivil.com

VINEYARD CITY

BULB-OUT AND RESTRIPE PROJECT

300 WEST STREET (NORTH)
RESTRIPE PLAN

REV.	DATE	APPR.

MSR DESIGNED	MSR DRAWN	P/J CHECKED

SHEET:
3
OF 5 SHEETS



VINEYARD CITY

BULB-OUT AND RESTRIPIING PROJECT

300 WEST STREET (SOUTH)

RESTRIPIING PLAN

JA

CONSULTING
ENGINEERS
&
JONES &
ASSOCIATES

6080 Fashion Point Drive
South Ogden, Utah 84403
(801) 476-9767 www.jonescivil.com

SCALE: 22" x 34" H: 1" = 40'	MSR DESIGNED	MSR DRAWN	MSR P/I	CHECKED	REV.	DATE	APPR.
11" x 17" H: 1" = 80'	SHEET: 4 OF 5 SHEETS						

[illegible]



VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: September 24, 2025

Agenda Item: PUBLIC HEARING - Adoption of the Fiscal Year 2025-2026 Working Budget After Amendment #2 (Resolution 2025-47) *(This item is being moved to the October 8, 2025, City Council Meeting.)*

Department: Finance

Presenter: Kristie Bayles

Background/Discussion:

Utah Code Section 10-6-128 allows for the amendment of the City's budget up until the last day of the fiscal year for which the budget applies. City Staff recommends the amendment of the Vineyard City Fiscal Year 2025 – 2026 Budget for various items as outlined in the attached detail worksheet.

Fiscal Impact:

General Fund: -\$33,282

Impact Fees: -\$209,000

Water Fund: -\$12,931

Sewer Fund: -\$12,254

Stormwater: -\$562

Transportation fund: -\$165

Internal Services Fund: \$45,838

Recommendation:

Approval of the resolution.

Sample Motion:

I move to adopt Resolution 2025-47 the Vineyard City Fiscal Year 2025 – 2026 Budget Amendment #2 as presented by staff.

Attachments:

1. Resolution 2025-47 - FY2025-2026 Budget Amend #2
2. FY26 Working Budget after Amendment #2 09.23.2025

RESOLUTION NO. 2025-47

A RESOLUTION AMENDING THE VINEYARD CITY BUDGET FOR THE 2025-2026 FISCAL YEAR.

WHEREAS, the City Council of Vineyard, Utah has previously adopted a budget for the 2025-2026 fiscal year in accordance with the Utah Fiscal Procedures Act for cities; and

WHEREAS, the city needs to now amend that adopted budget; and

WHEREAS, a public hearing was held on the 10th day of September 2025, on the proposed amendments to the 2025-2026 fiscal year budget for the city of Vineyard, Utah.

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

1. The attached exhibit A shows the amendments to the Fiscal Year 2025-2026 budget for the city of Vineyard, Utah.
2. This resolution shall take effect upon passing.

Passed and dated this 10th day of September 2025.

Mayor Julie Fullmer

Attest:

Tony Lara, Deputy City Recorder





VINEYARD
STAY CONNECTED

**FY 2025-2026 Working Budget
After Amendment #2
September 24, 2025**

GENERAL FUND SUMMARY 2026

	ACTUAL FY 22-23	ACTUAL FY 23-24	FINAL BUDGET FY 24-25	AMEND #1 BUDGET FY 25-26	AMEND #2 BUDGET FY 25-26
REVENUES:					
PROPERTY TAXES	\$ 3,261,171	\$ 3,683,386	\$ 4,849,636	\$ 4,950,000	\$ 4,950,000
TRANSPORTATION TAXES	296,945	375,439	310,000	430,000	430,000
SALES TAX	3,150,801	3,204,125	3,450,000	3,588,000	3,588,000
RAP TAX	208,953	220,225	220,000	235,000	235,000
FRANCHISE TAX	892,696	824,467	915,000	951,600	951,600
BUSINESS LICENSES & PERMITS	15,460	17,261	15,000	17,500	17,500
BUILDING PERMITS	265,675	781,423	900,000	900,000	900,000
FIRE INSPECTION & PLAN REVIEW FEES	8,420	25,112	15,000	15,000	15,000
CLASS B&C ROAD FUNDS	515,957	541,193	495,000	529,650	529,650
GRANT REVENUE	9,995	10,686	-	-	-
DEVELOPMENT FEES	219,311	470,627	327,300	370,000	370,000
SANITATION FEES	559,156	583,085	640,000	797,610	797,610
INSPECTION FEES	120,323	206,911	200,000	375,000	375,000
RECREATION FEES	162,334	170,164	198,000	222,000	222,000
FINES & FORFEITURES	-	700	1,000	1,000	1,000
CREDIT CARD FEES	7,026	4,976	5,000	6,500	6,500
INTEREST EARNINGS	166,048	251,081	150,000	225,000	225,000
RENTS	20,838	21,558	20,000	20,000	20,000
LIBRARY FEES	5	-	-	-	-
SPONSORSHIPS	30,550	30,455	35,000	45,000	45,000
MISCELLANEOUS REVENUE	27,689	8,851	9,972	10,000	10,000
DONATIONS	1,000	1,345	4,766	-	-
USE OF PRIOR YEAR FUND BALANCE	-	-	22,213	143,839	172,121
TOTAL REVENUE	\$ 9,940,351	\$ 11,433,070	\$ 12,782,887	\$ 13,832,699	\$ 13,860,981
TRANSFERS IN:					
TRANSFER FROM RDA FUND	\$ 330,138	\$ 373,974	\$ 399,002	\$ 528,000	\$ 528,000
TRANSFER FROM CAPITAL PROJECTS	-	-	924,364	1,578,330	1,583,330
TOTAL TRANSFERS IN	\$ 330,138	\$ 373,974	\$ 1,323,366	\$ 2,106,330	\$ 2,111,330
TOTAL REVENUE & TRANSFERS IN	\$ 10,270,489	\$ 11,807,044	\$ 14,106,253	\$ 15,939,029	\$ 15,972,311
GENERAL FUND EXPENDITURES:					
MAYOR & COUNCIL	\$ 100,366	\$ 121,651	\$ 219,013	\$ 240,975	\$ 240,975
CITY MANAGER	137,192	168,776	223,907	218,072	218,122
RECORDER	192,536	191,418	217,496	277,091	277,296
FINANCE	247,385	284,192	380,871	372,396	373,258
HUMAN RESOURCES	125,254	-	-	-	-
COMMUNICATIONS	156,960	280,913	335,190	253,815	253,902
PLANNING	446,975	481,294	716,373	756,917	773,050
BUILDING	386,860	443,187	654,594	712,421	712,518
POLICE	2,328,474	2,815,769	3,349,422	4,095,625	4,103,125
FIRE	1,654,069	1,379,625	2,250,807	2,520,710	2,520,710
LIBRARY	29,979	54,609	97,120	121,518	121,518
PUBLIC WORKS	745,006	687,503	816,918	901,743	901,863
ENGINEERING	152,492	141,201	210,684	206,805	211,858
SANITATION	493,381	530,752	598,736	675,675	675,675
PARKS	618,442	825,148	1,029,663	1,108,619	1,111,075
RECREATION	359,798	402,811	511,016	566,832	566,991
SPECIAL EVENTS	152,440	175,417	256,675	275,148	275,148
NON-DEPARTMENTAL	57,076	79,053	187,650	222,180	222,180
TOTAL DEPT ALLOCATIONS	\$ 8,384,686	\$ 9,063,319	\$ 12,056,134	\$ 13,526,542	\$ 13,559,262
TRANSFERS OUT:					
TRANSFER TO WASTEWATER FUND	\$ -	\$ 11,055	\$ -	\$ -	\$ -
TRANSFER TO STORMWATER FUND	-	26,661	570	243,927	244,489
TRANSFER TO TRANSPORTATION FUND	689,594	375,439	1,098,814	959,650	959,650
TRANSFER TO CAPITAL PROJECTS FUND	523,952	1,520,225	220,000	235,000	235,000
TRANSFER TO INTERNAL SERVICE FUND	433,001	769,904	730,734	973,910	973,910
TRANSFER TO DEBT SERVICE FUND	-	-	-	-	-
TOTAL TRANSFERS OUT:	\$ 1,646,547	\$ 2,703,285	\$ 2,050,119	\$ 2,412,487	\$ 2,413,049
TOTAL EXP. & TRANS.OUT	\$ 10,031,233	\$ 11,766,604	\$ 14,106,253	\$ 15,939,029	\$ 15,972,311
OPERATING SURPLUS (DEFICIT)	\$ 239,256	\$ 40,441	\$ 0	\$ 0	\$ 0

GENERAL FUND REVENUES	FY23 ACTUAL	FY24 ACTUAL	FINAL FY25 BUDGET	AMEND #1 FY26 BUDGET	AMEND #2 FY26 BUDGET
Property Tax	\$ 3,261,171	\$ 3,683,386	\$ 4,849,636	\$ 4,950,000	\$ 4,950,000
Sales Tax - Includes Transient	3,150,801	3,204,125	3,450,000	3,588,000	3,588,000
RAP Tax	208,953	220,225	220,000	235,000	235,000
Transportation Tax	296,945	375,439	310,000	430,000	430,000
Franchise Tax	892,696	824,467	915,000	951,600	951,600
Total Taxes	\$ 7,810,566	\$ 8,307,642	\$ 9,744,636	\$ 10,154,600	\$ 10,154,600
Business Licenses & Permits	\$ 15,460	\$ 17,261	\$ 15,000	\$ 17,500	\$ 17,500
Building Permits	265,675	781,423	900,000	900,000	900,000
Fire Inspection & Plan Review Fees	8,420	25,112	15,000	15,000	15,000
Total Licenses & Permits	\$ 289,554	\$ 823,796	\$ 930,000	\$ 932,500	\$ 932,500
Class B&C Road Funds	\$ 515,957	\$ 541,193	\$ 495,000	\$ 529,650	\$ 529,650
Grant Revenue	9,995	10,686	-	-	-
Total Intergovernmental Revenue	\$ 525,952	\$ 551,879	\$ 495,000	\$ 529,650	\$ 529,650
Development Fees	\$ 219,311	\$ 470,627	\$ 327,300	\$ 370,000	\$ 370,000
Library Fees	5	-	-	-	-
Inspection Fees	120,323	206,911	200,000	375,000	375,000
Sanitation Fees	559,156	583,085	640,000	797,610	797,610
Recreation Fees	162,334	170,164	198,000	222,000	222,000
Fines & Forfeitures	-	700	1,000	1,000	1,000
Interest Earnings	166,048	251,081	150,000	225,000	225,000
Rents	20,838	21,558	20,000	20,000	20,000
Sponsorships	30,550	30,455	35,000	45,000	45,000
Credit Card Fees	7,026	4,976	5,000	6,500	6,500
Miscellaneous Revenues	27,689	8,851	9,972	10,000	10,000
Donations	1,000	1,345	2,898	-	-
Skate Park Donations - RESTRICTED	-	-	1,868	-	-
Beg. Fund Appropriation	-	-	22,213	143,839	172,121
Total Misc Revenue	\$ 1,314,279	\$ 1,749,753	\$ 1,613,251	\$ 2,215,949	\$ 2,244,231
Transfer from RDA Fund - Tax Admin	\$ 330,138	\$ 373,974	\$ 399,002	\$ 528,000	\$ 528,000
Transfer from Capital Projects	\$ -	\$ -	\$ 924,364	\$ 1,578,330	\$ 1,583,330
TOTAL GENERAL FUND REV	\$ 10,270,489	\$ 11,807,044	\$ 14,106,253	\$ 15,939,029	\$ 15,972,311
TOTAL GENERAL FUND EXPEND	\$ 10,031,233	\$ 11,766,604	\$ 14,106,253	\$ 15,939,029	\$ 15,972,311
Surplus (Deficit)	\$ 239,256	\$ 40,441	\$ 0	\$ 0	\$ 0

MAYOR & MUNICIPAL COUNCIL

FUND	ORG	ACCT	DESCRIPTION	ACTUAL		FINAL		AMEND #1	AMEND #2
				FY 22-23	FY 23-24	BUDGET	BUDGET	BUDGET	BUDGET
				FY 24-25	FY 25-26	FY 25-26			
Mayor & Council									
10	0101	4001	Full Time Regular	\$ -	\$ 1,338	\$ 93,572	\$ 97,350	\$ 97,350	
10	0101	4002	Part Time Regular	86,430	95,947	62,108	72,302	72,302	
10	0101	4008	Compensation Adjustments	-	-	2,602	6,170	6,170	
10	0101	4051	Retirement & Taxes	3,473	4,186	23,431	23,528	23,528	
10	0101	4053	Insurance	-	-	9,600	9,600	9,600	
10	0101	4105	Membership Dues & Subscriptions	\$ -	\$ -	\$ 500	\$ 600	\$ 600	
10	0101	4108	Meetings	625	4,309	4,500	9,300	9,300	
10	0101	4257	Programs	3,799	10,009	11,500	8,000	8,000	
10	0101	4355	Miscellaneous	801	147	1,500	2,000	2,000	
10	0101	4413	Training	4,194	3,468	5,200	6,500	6,500	
10	0101	4414	Travel	1,044	2,247	4,500	5,625	5,625	
Total Mayor & Council				\$ 100,366	\$ 121,651	\$ 219,013	\$ 240,975	\$ 240,975	

CITY MANAGER

FUND	ORG	ACCT	DESCRIPTION	ACTUAL		FINAL		AMEND #1	AMEND #2
				FY 22-23	FY 23-24	BUDGET	BUDGET	BUDGET	BUDGET
				FY 24-25	FY 25-26	FY 25-26	FY 25-26	FY 25-26	FY 25-26
City Manager									
10	0201	4001	Full Time Regular	\$ 79,153	\$ 103,233	\$ 128,299	\$ 132,036	\$ 132,036	\$ 132,036
10	0201	4006	Other Compensation	600	750	600	-	-	-
10	0201	4007	Car Allowance	3,600	4,000	4,200	4,200	4,200	4,200
10	0201	4008	Compensation Adjustments	-	-	2,311	4,546	4,546	4,546
10	0201	4051	Retirement & Taxes	18,701	23,248	30,971	25,481	25,481	25,481
10	0201	4053	Insurance	15,411	14,546	22,600	15,820	15,870	15,870
10	0201	4105	Membership Dues & Subscriptions	\$ 9,445	\$ 15,225	\$ 12,825	\$ 13,650	\$ 13,650	\$ 13,650
10	0201	4108	Meetings	3,313	2,526	4,500	4,500	4,500	4,500
10	0201	4109	Special Events	2,525	-	3,000	3,000	3,000	3,000
10	0201	4355	Miscellaneous	3,315	761	3,500	3,740	3,740	3,740
10	0201	4413	Training	660	2,469	7,300	7,300	7,300	7,300
10	0201	4414	Travel	469	2,018	3,800	3,800	3,800	3,800
Total City Manager				\$ 137,192	\$ 168,776	\$ 223,907	\$ 218,072	\$ 218,122	\$ 218,122

RECORDER

FUND	ORG	ACCT	DESCRIPTION	FINAL					
				ACTUAL	ACTUAL	BUDGET	AMEND #1	AMEND #2	
				FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26	
Recorder									
10	0301	4001	Full Time Regular	\$ 77,493	\$ 113,192	\$ 116,840	\$ 119,124		119,124
10	0301	4002	Part Time Regular	32,308	793	-	-		-
10	0301	4005	Overtime	199	110	-	596		596
10	0301	4006	Other Compensation	520	600	600	600		600
10	0301	4008	Compensation Adjustments	-	-	2,134	4,689		4,689
10	0301	4051	Retirement & Taxes	26,649	28,513	29,637	65,108		65,210
10	0301	4053	Insurance	15,445	30,581	32,920	32,920		33,022
10	0301	4103	Public Notices	\$ 800	\$ 335	\$ 10,000	\$ 10,000	\$	10,000
10	0301	4105	Membership Dues & Subscriptions	355	765	975	1,565		1,565
10	0301	4108	Meetings	-	271	240	240		240
10	0301	4110	Postage	-	-	50	50		50
10	0301	4151	Equipment	36,954	53	-	-		-
10	0301	4301	Contract Services	-	14,499	18,000	36,000		36,000
10	0301	4355	Miscellaneous	171	140	1,000	1,000		1,000
10	0301	4413	Training	593	688	1,100	1,200		1,200
10	0301	4414	Travel	1,049	878	4,000	4,000		4,000
Total Recorder				\$ 192,536	\$ 191,418	\$ 217,496	\$ 277,091	\$	277,296

FINANCE

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	FINAL BUDGET FY 24-25	AMEND #1 BUDGET FY 25-26	AMEND #2 BUDGET FY 25-26
Finance								
10	0401	4001	Full Time Regular	\$ 113,193	\$ 132,136	\$ 147,681	\$ 138,238	\$ 138,238
10	0401	4002	Part Time Regular	35,439	38,921	45,887	65,504	65,504
10	0401	4003	Seasonal Employees	6,518	6,731	13,853	14,321	14,321
10	0401	4005	Overtime	91	8	-	-	-
10	0401	4006	Other Compensation	1,947	1,243	960	1,200	1,200
10	0401	4007	Car Allowance	2,400	2,200	2,400	2,400	2,400
10	0401	4008	Compensation Adjustments	-	-	3,297	6,092	6,092
10	0401	4051	Retirement & Taxes	27,203	30,408	39,790	28,526	28,526
10	0401	4053	Insurance	12,590	11,524	29,653	14,990	15,852
10	0401	4105	Membership Dues & Subscriptions	\$ 425	\$ 849	\$ 1,125	\$ 1,485	\$ 1,485
10	0401	4108	Meetings	402	303	600	1,200	1,200
10	0401	4301	Contract Services	9,275	12,515	33,500	33,990	33,990
10	0401	4352	Bank Fees	30,354	38,706	48,000	50,000	50,000
10	0401	4355	Miscellaneous	285	1,242	2,125	2,375	2,375
10	0401	4413	Training	4,469	4,235	4,000	4,075	4,075
10	0401	4414	Travel	2,794	3,171	8,000	8,000	8,000
Total Finance				\$ 247,385	\$ 284,192	\$ 380,871	\$ 372,396	\$ 373,258

COMMUNICATIONS

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	FINAL BUDGET FY 24-25	AMEND #1 BUDGET FY 25-26	AMEND #2 BUDGET FY 25-26
Communications								
10	0601	4001	Full Time Regular	\$ 123,300	\$ 127,700	\$ 88,981	\$ 91,840	\$ 91,840
10	0601	4002	Part Time Regular	2,066	1,856	52,873	49,486	49,486
10	0601	4005	Overtime	180	12	-	-	-
10	0601	4006	Other Compensation	1,260	690	600	-	-
10	0601	4008	Compensation Adjustments	-	-	2,110	4,663	4,663
10	0601	4051	Retirement & Taxes	25,500	24,330	26,887	24,487	24,487
10	0601	4053	Insurance	510	5,824	27,790	27,790	27,876
10	0601	4108	Meetings	\$ 366	\$ 786	\$ 600	\$ 1,400	\$ 1,400
10	0601	4151	Equipment	236	587	650	700	700
10	0601	4152	Supplies	-	391	500	2,250	2,250
10	0601	4257	Communities That Care	2,950	14,138	31,000	31,000	31,000
10	0601	4355	Miscellaneous	-	102,518	101,600	16,200	16,200
10	0601	4413	Training	290	383	1,100	1,900	1,900
10	0601	4414	Travel	305	1,698	500	2,100	2,100
Total Communications				\$ 156,960	\$ 280,913	\$ 335,190	\$ 253,815	\$ 253,902

PLANNING

PLANNING						FINAL	AMEND #1	AMEND #2
FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	BUDGET FY 24-25	BUDGET FY 25-26	BUDGET FY 25-26
Planning								
10	0701	4001	Full Time Regular	\$ 234,314	\$ 272,166	\$ 354,959	\$ 348,494	\$ 361,501
10	0701	4002	Part Time Regular	40,712	62,229	69,002	71,392	71,392
10	0701	4005	Overtime	3,852	1,921	-	-	-
10	0701	4006	Other Compensation	870	536	960	-	-
10	0701	4007	Car Allowance	1,286	1,300	1,300	1,300	1,300
10	0701	4008	Compensation Adjustments	-	-	7,627	17,003	17,095
10	0701	4051	Retirement & Taxes	56,204	74,272	100,514	89,525	92,365
10	0701	4053	Insurance	36,483	44,579	81,544	71,373	71,566
10	0701	4105	Membership Dues & Subscriptions	\$ 51,054	\$ 1,313	\$ 8,825	\$ 8,864	\$ 8,864
10	0701	4108	Meetings	2,039	2,282	9,000	10,500	10,500
10	0701	4301	Contract Services	2,658	184	47,000	99,000	99,000
10	0701	4355	Miscellaneous	7,364	4,264	14,710	18,510	18,510
10	0701	4413	Training	4,437	7,797	10,959	10,284	10,284
10	0701	4414	Travel	5,702	8,451	9,973	10,673	10,673
Total Planning				\$ 446,975	\$ 481,294	\$ 716,373	\$ 756,917	\$ 773,050

BUILDING

FUND	ORG	ACCT	DESCRIPTION	FINAL						AMEND #1	AMEND #2
				ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
				FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26	FY 25-26	FY 25-26	FY 25-26
Building											
10	0801	4001	Full Time Regular	\$ 287,583	\$ 339,407	\$ 413,587	\$ 453,153	\$ 453,153	\$ 453,153	\$ 453,153	\$ 453,153
10	0801	4002	Part Time Regular	14,880	-	-	-	-	-	-	-
10	0801	4003	Seasonal Employee	6,086	6,185	10,834	11,213	11,213	11,213	11,213	11,213
10	0801	4006	Other Compensation	180	300	360	-	-	-	-	-
10	0801	4007	Car Allowance	400	-	2,400	-	-	-	-	-
10	0801	4008	Compensation Adjustments	-	-	7,651	17,990	17,990	17,990	17,990	17,990
10	0801	4051	Retirement & Taxes	60,448	75,017	102,205	102,410	102,410	102,410	102,410	102,410
10	0801	4053	Insurance	4,191	9,234	59,686	62,086	62,086	62,086	62,086	62,183
10	0801	4105	Membership Dues & Subscriptions	\$ 1,004	\$ 1,313	\$ 2,760	\$ 5,460	\$ 5,460	\$ 5,460	\$ 5,460	\$ 5,460
10	0801	4108	Meetings	492	399	2,160	2,160	2,160	2,160	2,160	2,160
10	0801	4151	Equipment	-	1,083	3,500	3,500	3,500	3,500	3,500	3,500
10	0801	4152	Supplies	4,832	2,845	4,000	4,000	4,000	4,000	4,000	4,000
10	0801	4154	Uniforms	424	622	900	900	900	900	900	900
10	0801	4301	Contract Services	900	-	20,000	25,000	25,000	25,000	25,000	25,000
10	0801	4355	Miscellaneous	1,099	254	4,000	4,000	4,000	4,000	4,000	4,000
10	0801	4413	Training	2,042	4,060	10,550	10,550	10,550	10,550	10,550	10,550
10	0801	4414	Travel	2,189	2,467	10,000	10,000	10,000	10,000	10,000	10,000
Total Building				\$ 386,860	\$ 443,187	\$ 654,594	\$ 712,421	\$ 712,421	\$ 712,421	\$ 712,518	\$ 712,518

POLICE

POLICE						FINAL	AMEND #1	AMEND #2
FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	BUDGET FY 24-25	BUDGET FY 25-26	BUDGET FY 25-26
Police								
10	0901	4001	Full Time Regular	\$ -	\$ 6,476	\$ -	\$ -	\$ -
10	0901	4002	Part Time Regular	35,452	40,981	51,877	51,140	51,140
10	0901	4051	Retirement & Taxes	1,376	2,622	4,643	4,577	4,577
10	0901	4151	Equipment	\$ -	\$ -	\$ 2,850	\$ 2,850	\$ 2,850
10	0901	4154	Uniforms	-	-	3,000	3,000	3,000
10	0901	4301	Contract Services	2,291,436	2,765,443	3,286,053	4,033,058	4,040,558
10	0901	4355	Miscellaneous	210	140	1,000	1,000	1,000
Total Police				\$ 2,328,474	\$ 2,815,769	\$ 3,349,422	\$ 4,095,625	\$ 4,103,125

FIRE SERVICES

				ACTUAL	ACTUAL	FINAL	AMEND #1	AMEND #2
				FY 22-23	FY 23-24	BUDGET	BUDGET	BUDGET
FUND	ORG	ACCT	DESCRIPTION			FY 24-25	FY 25-26	FY 25-26
Fire Services								
10	1001	4301	Contract Services	\$ 1,654,069	\$ 1,379,625	\$ 2,250,807	\$ 2,520,710	\$ 2,520,710
Total Fire Services				\$ 1,654,069	\$ 1,379,625	\$ 2,250,807	\$ 2,520,710	\$ 2,520,710

LIBRARY

FUND	ORG	ACCT	DESCRIPTION	ACTUAL		FINAL BUDGET	AMEND #1		AMEND #2
				FY 22-23	FY 23-24		BUDGET	BUDGET	
						FY 24-25	FY 25-26	FY 25-26	
Library									
10	1101	4001	Full Time Regular	\$ -	\$ 455	\$ 39,012	\$ 46,463	\$ 46,463	
10	1101	4002	Part Time Regular	6,829	27,741	4,064	18,935	18,935	
10	1101	4008	Compensation Adjustments	-	-	942	2,758	2,758	
10	1101	4051	Retirement & Taxes	99	3,048	9,781	11,842	11,842	
10	1101	4053	Insurance	-	-	9,600	9,600	9,600	
10	1101	4105	Membership Dues & Subscriptions	\$ -	\$ 30	\$ 130	\$ 130	\$ 130	
10	1101	4108	Meetings	-	120	220	220	220	
10	1101	4151	Equipment	-	787	1,825	1,825	1,825	
10	1101	4152	Supplies	4,855	2,792	1,850	1,850	1,850	
10	1101	4257	Programs	18,197	1,624	1,100	1,300	1,300	
10	1101	4301	Contract Services	-	-	5,700	5,700	5,700	
10	1101	4355	Miscellaneous	-	17,350	22,000	20,000	20,000	
10	1101	4413	Training	-	530	525	525	525	
10	1101	4414	Travel	-	42	370	370	370	
Total Library				\$ 29,979	\$ 54,609	\$ 97,120	\$ 121,518	\$ 121,518	

PUBLIC WORKS

PUBLIC WORKS						FINAL	AMEND #1	AMEND #2
FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	BUDGET FY 24-25	BUDGET FY 25-26	BUDGET FY 25-26
Public Works Administration								
10	1201	4001	Full Time Regular	\$ 165,890	\$ 59,418	\$ 56,934	\$ 57,483	\$ 57,483
10	1201	4005	Overtime	-	-	8,540	8,622	8,622
10	1201	4006	Other Compensation	1,950	1,244	-	-	-
10	1201	4008	Compensation Adjustments	-	-	1,029	2,240	2,240
10	1201	4051	Retirement & Taxes	32,495	13,518	13,895	12,554	12,554
10	1201	4053	Insurance	10,349	34,161	11,300	10,750	10,784
10	1201	4101	Maintenance	\$ 11,924	\$ 2,497	\$ -	\$ -	\$ -
10	1201	4105	Membership Dues & Subscriptions	14,749	2,710	18,520	15,220	15,220
10	1201	4108	Meetings	3,365	1,805	2,500	2,329	2,329
10	1201	4151	Equipment	11,103	6,102	9,600	9,800	9,800
10	1201	4152	Supplies	4,391	6,300	800	2,800	2,800
10	1201	4154	Uniforms	2,426	3,590	2,800	8,550	8,550
10	1201	4205	Electric Charges	23,827	24,155	33,390	-	-
10	1201	4301	Contract Services	399,850	65,405	-	-	-
10	1201	4303	Software Maintenance	-	600	2,000	5,400	5,400
10	1201	4355	Miscellaneous	5,682	634	-	-	-
10	1201	4407	Certification & Testing	422	406	7,000	11,800	11,800
10	1201	4413	Training	1,535	3,022	4,200	6,700	6,700
10	1201	4414	Travel	860	4,728	-	-	-
Total Public Works Administration				\$ 745,006	\$ 230,295	\$ 172,508	\$ 154,248	\$ 154,282
Public Works Grounds Maintenance								
10	1202	4001	Full Time Regular	\$ -	\$ 80,916	\$ 61,741	\$ 66,429	\$ 66,429
10	1202	4002	Part Time Regular	-	1,062	7,498	7,390	7,390
10	1202	4003	Seasonal Employee	-	-	12,155	13,061	13,061
10	1202	4005	Overtime	-	3,859	9,261	9,964	9,964
10	1202	4006	Other Compensation	-	600	600	600	600
10	1202	4008	Compensation Adjustments	-	-	1,236	2,845	2,845
10	1202	4051	Retirement & Taxes	-	19,870	16,928	16,338	16,338
10	1202	4053	Insurance	-	752	27,120	27,120	27,206
10	1202	4101	Maintenance	\$ -	\$ 7,954	\$ 10,000	\$ 15,000	\$ 15,000
10	1202	4103	Public Notices	-	-	250	250	250
10	1202	4105	Membership Dues & Subscriptions	-	-	1,400	1,930	1,930
10	1202	4151	Equipment	-	2,749	4,520	8,855	8,855
10	1202	4152	Supplies	-	24,314	27,500	12,700	12,700
10	1202	4154	Uniforms	-	-	1,250	1,575	1,575
10	1202	4201	Water Charges	-	135,033	150,000	150,000	150,000
10	1202	4301	Contract Services	-	152,922	276,950	366,188	366,188
10	1202	4365	Trees	-	25,559	25,000	25,000	25,000
10	1202	4407	Certification & Testing	-	850	2,300	3,550	3,550
10	1202	4413	Training	-	768	3,300	7,100	7,100
10	1202	4414	Travel	-	-	5,400	11,600	11,600
Total Public Works Grounds Maintenance				\$ -	\$ 457,208	\$ 644,409	\$ 747,495	\$ 747,581
Public Works Administration				\$ 745,006	\$ 230,295	\$ 172,508	\$ 154,248	\$ 154,282
Public Works Grounds Maintenance				-	457,208	644,409	747,495	747,581
Total Public Works				\$ 745,006	\$ 687,503	\$ 816,918	\$ 901,743	\$ 901,863

ENGINEERING

FUND	ORG	ACCT	DESCRIPTION	FINAL					
				ACTUAL	ACTUAL	BUDGET	AMEND #1	AMEND #2	
				FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26	
Engineering									
10	1301	4001	Full Time Regular	\$ 99,494	\$ 73,225	\$ 82,537	\$ 82,526	\$ 82,526	
10	1301	4006	Other Compensation	990	600	600	600	600	
10	1301	4007	Car Allowance	3,600	3,600	3,600	3,600	3,600	
10	1301	4008	Compensation Adjustments	-	-	1,493	3,215	3,215	
10	1301	4051	Retirement & Taxes	22,630	17,326	20,228	18,024	18,024	
10	1301	4053	Insurance	12,422	13,352	18,080	16,980	17,033	
10	1301	4105	Membership Dues & Subscriptions	\$ 2,062	\$ 3,129	\$ 6,745	\$ 9,570	\$ 9,570	
10	1301	4108	Meetings	269	533	500	1,500	1,500	
10	1301	4151	Equipment	761	347	8,102	3,900	3,900	
10	1301	4301	Contract Services	5,232	24,749	61,250	56,490	61,490	
10	1301	4407	Certification & Testing	378	-	2,300	4,100	4,100	
10	1301	4413	Training	1,799	3,771	1,050	2,100	2,100	
10	1301	4414	Travel	2,497	569	4,200	4,200	4,200	
Total Engineering				\$ 152,492	\$ 141,201	\$ 210,684	\$ 206,805	\$ 211,858	

SANITATION

				ACTUAL	ACTUAL	FINAL	FINAL	AMEND #2
				FY 22-23	FY 23-24	BUDGET	BUDGET	BUDGET
FUND	ORG	ACCT	DESCRIPTION			FY 24-25	FY 25-26	FY 25-26
Sanitation								
10	1401	4301	Contract Services	\$ 492,166	\$ 530,752	\$ 598,736	\$ 675,675	\$ 675,675
10	1401	4808	Bad Debt Expense	1,215	-	-	-	-
Total Sanitation				\$ 493,381	\$ 530,752	\$ 598,736	\$ 675,675	\$ 675,675

PARKS

FUND	ORG	ACCT	DESCRIPTION	FINAL					
				ACTUAL	ACTUAL	BUDGET	AMEND #1	AMEND #2	
				FY 22-23	FY 23-24	FY 24-25	BUDGET	BUDGET	BUDGET
				FY 25-26	FY 25-26	FY 25-26	FY 25-26	FY 25-26	FY 25-26
Parks									
10	1501	4001	Full Time Regular	\$ 237,558	\$ 267,604	\$ 271,614	\$ 274,768	\$ 274,768	\$ 274,768
10	1501	4002	Part Time Regular	4,738	1,748	6,378	6,285	6,285	6,285
10	1501	4003	Seasonal Employee	28,494	59,155	47,275	46,590	46,590	46,590
10	1501	4005	Overtime	2,574	2,606	8,000	8,000	8,000	8,000
10	1501	4006	Other Compensation	3,747	2,804	2,400	1,440	1,680	1,680
10	1501	4008	Compensation Adjustments	-	-	4,994	10,924	10,924	10,924
10	1501	4051	Retirement & Taxes	53,783	60,876	70,369	64,742	64,742	64,742
10	1501	4053	Insurance	42,740	39,684	60,662	60,662	62,878	62,878
10	1501	4101	Maintenance	\$ 56,171	\$ 86,380	\$ 133,000	\$ 179,819	\$ 179,819	\$ 179,819
10	1501	4105	Membership Dues & Subscriptions	725	-	2,750	3,800	3,800	3,800
10	1501	4108	Meetings	97	719	720	900	900	900
10	1501	4151	Equipment	1,174	53,920	41,000	57,000	57,000	57,000
10	1501	4152	Supplies	11,723	14,159	24,000	24,000	24,000	24,000
10	1501	4154	Uniforms	703	1,339	1,600	1,600	1,600	1,600
10	1501	4201	Water Charges	145,489	81,158	90,000	90,000	90,000	90,000
10	1501	4205	Electric Charges	8,312	10,436	15,000	15,000	15,000	15,000
10	1501	4208	Miscellaneous Facilities Charges	3,100	2,735	7,000	5,000	5,000	5,000
10	1501	4301	Contract Services	7,907	129,502	200,000	221,188	221,188	221,188
10	1501	4355	Miscellaneous	7,774	3,500	31,500	28,000	28,000	28,000
10	1501	4365	Trees	-	972	-	-	-	-
10	1501	4413	Training	1,255	4,900	6,400	5,400	5,400	5,400
10	1501	4414	Travel	377	951	5,000	3,500	3,500	3,500
Total Parks				\$ 618,442	\$ 825,148	\$ 1,029,663	\$ 1,108,619	\$ 1,111,075	

RECREATION

FUND	ORG	ACCT	DESCRIPTION	FINAL						AMEND #1	AMEND #2
				ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
				FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26	FY 25-26	FY 25-26	FY 25-26
Recreation											
10	1601	4001	Full Time Regular	\$ 171,415	\$ 168,340	\$ 230,672	\$ 236,325	\$ 236,325	\$ 236,325	\$ 236,325	\$ 236,325
10	1601	4002	Part Time Regular	3,292	30,816	-	-	-	-	-	-
10	1601	4003	Seasonal Employee	18,200	31,367	32,292	47,736	47,736	47,736	47,736	47,736
10	1601	4005	Overtime	2,495	996	5,000	5,000	5,000	5,000	5,000	5,000
10	1601	4006	Other Compensation	733	1,250	1,080	1,440	1,440	1,440	1,440	1,440
10	1601	4008	Compensation Adjustments	-	-	4,156	9,207	9,207	9,207	9,207	9,207
10	1601	4051	Retirement & Taxes	38,830	38,092	58,574	55,886	55,886	55,886	55,886	55,886
10	1601	4053	Insurance	27,952	19,926	37,999	60,600	60,600	60,600	60,600	60,759
10	1601	4105	Membership Dues & Subscriptions	\$ 330	\$ 514	\$ 1,220	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
10	1601	4108	Meetings	151	440	360	600	600	600	600	600
10	1601	4151	Equipment	-	-	5,000	-	-	-	-	-
10	1601	4154	Uniforms	100	49	350	350	350	350	350	350
10	1601	4257	Programs	84,890	94,822	117,512	129,958	129,958	129,958	129,958	129,958
10	1601	4355	Miscellaneous	9,282	11,821	11,000	12,000	12,000	12,000	12,000	12,000
10	1601	4413	Training	1,924	3,291	3,350	3,605	3,605	3,605	3,605	3,605
10	1601	4414	Travel	203	1,087	2,450	3,025	3,025	3,025	3,025	3,025
Total Recreation				\$ 359,798	\$ 402,811	\$ 511,016	\$ 566,832	\$ 566,832	\$ 566,832	\$ 566,832	\$ 566,991

SPECIAL EVENTS

SPECIAL EVENTS						FINAL		AMEND #1		AMEND #2	
FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	BUDGET FY 24-25	BUDGET FY 25-26	BUDGET FY 25-26	BUDGET FY 25-26	BUDGET FY 25-26	BUDGET FY 25-26
Special Events											
10	1701	4001	Full Time Regular	\$ 62,451	\$ 72,256	\$ 65,433	\$ 67,700	\$ 67,700	\$ 67,700	\$ 67,700	\$ 67,700
10	1701	4002	Part Time Regular	-	-	27,825	31,028	31,028	31,028	31,028	31,028
10	1701	4005	Overtime	1,818	2,119	1,500	1,500	1,500	1,500	1,500	1,500
10	1701	4006	Other Compensation	592	478	360	360	360	360	360	360
10	1701	4008	Compensation Adjustments	-	-	1,619	3,717	3,717	3,717	3,717	3,717
10	1701	4051	Retirement & Taxes	13,054	15,591	18,286	17,563	17,563	17,563	17,563	17,563
10	1701	4053	Insurance	262	322	9,600	9,600	9,600	9,600	9,600	9,600
10	1701	4105	Membership Dues & Subscriptions	\$ 849	\$ 1,460	\$ 2,350	\$ 2,450	\$ 2,450	\$ 2,450	\$ 2,450	\$ 2,450
10	1701	4108	Meetings	-	119	180	180	180	180	180	180
10	1701	4109	Special Events	69,679	77,767	124,072	135,000	135,000	135,000	135,000	135,000
10	1701	4151	Equipment	1,837	4,464	3,000	3,000	3,000	3,000	3,000	3,000
10	1701	4304	Marketing	1,669	273	1,200	1,750	1,750	1,750	1,750	1,750
10	1701	4413	Training	-	135	600	650	650	650	650	650
10	1701	4414	Travel	230	433	650	650	650	650	650	650
Total Special Events				\$ 152,440	\$ 175,417	\$ 256,675	\$ 275,148	\$ 275,148	\$ 275,148	\$ 275,148	\$ 275,148

NON-DEPARTMENTAL

NON-DEPARTMENTAL						FINAL	AMEND #1	AMEND #2
FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	BUDGET FY 24-25	BUDGET FY 25-26	BUDGET FY 25-26
Non-Departmental								
10	1801	4110	Postage	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
10	1801	4152	Supplies	12,216	16,303	18,500	19,700	19,700
10	1801	4154	Uniforms	1,137	1,587	7,500	6,900	6,900
10	1801	4301	Contract Services	3,686	57,040	128,450	162,380	162,380
10	1801	4355	Miscellaneous	21,586	3,398	-	-	-
10	1801	4356	Community Garden	6,793	581	1,200	1,200	1,200
10	1801	4410	Employee Appreciation	11,658	144	-	-	-
10	1801	4855	General Fee Waivers	-	-	30,000	30,000	30,000
10	1801	6049	Transfer to Capital Projects	\$ 523,953	\$ 1,520,225	\$ 220,000	\$ 235,000	\$ 235,000
10	1801	6052	Transfer to Wastewater Fund	-	11,055	-	-	-
10	1801	6053	Transfer to Stormwater Fund	-	26,661	570	243,927	244,489
10	1801	6054	Transfer to Transportation Fund	689,595	375,439	1,098,814	959,650	959,650
10	1801	6061	Transfer to Internal Service Fund	433,001	769,904	730,734	973,910	973,910
Total Non-Departmental				\$ 1,703,625	\$ 2,782,337	\$ 2,237,769	\$ 2,634,667	\$ 2,635,229

IMPACT FEES

FUND 23				ACTUAL	ACTUAL	FINAL	AMEND #1	AMEND #2
FUND	ORG	ACCT	DESCRIPTION	FY 22-23	FY 23-24	BUDGET	BUDGET	BUDGET
				FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26
Revenue								
23	2301	3754	Public Safety Impact Fees	\$ -	\$ -	\$ -	\$ -	\$ -
23	2302	3501	Roadway Interest	27,654	50,832	13,800	13,800	13,800
23	2302	3754	Roadway Facilities Impact Fees	195,718	802,777	460,000	800,000	800,000
23	2303	3754	Park Facilities Impact Fees	-	-	-	400,000	400,000
23	2304	3754	Storm & Groundwater Facilities Impact Fees	10,784	34,894	34,500	34,500	34,500
			Use of Prior Year Fund Balance	-	-	331,700	1,010,700	1,219,700
Total Revenue				\$ 234,156	\$ 888,503	\$ 840,000	\$ 2,259,000	\$ 2,468,000
Public Safety Facilities								
23	2301	4301	Contract Services	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
23	2301	4651	Capital Expense	-	-	-	-	-
Total Public Safety Facilities				\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
Roadway Facilities								
23	2302	4301	Contract Services	\$ 53,938	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
23	2302	4651	Capital Expense	31,373	69,470	685,000	1,612,750	1,821,750
Total Roadway Facilities				\$ 85,312	\$ 69,470	\$ 710,000	\$ 1,637,750	\$ 1,846,750
Park Facilities								
23	2303	4301	Contract Services	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
23	2303	4651	Capital Expense	-	-	-	400,000	400,000
Total Park Facilities				\$ -	\$ -	\$ 25,000	\$ 425,000	\$ 425,000
Storm & Groundwater Facilities								
23	2304	4301	Contract Services	\$ -	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
23	2304	4651	Capital Expense	10,784	34,037	40,000	131,250	131,250
Total Storm & Groundwater Facilities				\$ 10,784	\$ 74,037	\$ 80,000	\$ 171,250	\$ 171,250
Total Impact Fees Fund				\$ 96,096	\$ 143,507	\$ 840,000	\$ 2,259,000	\$ 2,468,000
Surplus (Deficit)				\$ 138,061	\$ 744,996	\$ -	\$ -	\$ -

CAPITAL PROJECTS

FUND 49				ACTUAL	ACTUAL	FINAL	AMEND #1	AMEND #2
FUND	ORG	ACCT	DESCRIPTION	FY 22-23	FY 23-24	BUDGET	BUDGET	BUDGET
				FY 24-25	FY 25-26	FY 24-25	FY 25-26	FY 25-26
Revenue								
49	4901	5010	Transfer from General Fund	\$ 523,953	\$ 1,520,225	\$ 220,000	\$ 235,000	\$ 235,000
49	4901	3205	Grants	-	-	10,799,275	2,410,080	1,105,280
			Beginning Fund Balance Appropriation	-	-	4,830,767	14,025,550	14,065,550
Total Revenue				\$ 523,953	\$ 1,520,225	\$ 15,850,042	\$ 16,670,630	\$ 15,405,830
Capital Projects								
49	4901	4651	Capital Expense	\$ 281,063	\$ 637,358	\$ 14,925,678	\$ 15,087,300	\$ 13,822,500
49	4901	6010	Transfer to General Fund	-	-	924,364	1,583,330	1,583,330
Total Capital Projects				\$ 281,063	\$ 637,358	\$ 15,850,042	\$ 16,670,630	\$ 15,405,830
Surplus (Deficit)				\$ 242,889	\$ 882,867	\$ -	\$ -	\$ -

WATER

FUND 51

				FINAL		AMEND #1		AMEND #2	
				ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	
FUND	ORG	ACCT	DESCRIPTION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26	
Revenue									
51	5101	3205	Grant Revenue	1,702,174	\$ 2,000,000	\$ -	\$ -	\$ -	
51	5101	3501	Interest Income	\$ -	\$ 426,802	\$ 175,000	\$ 175,000	\$ 175,000	
51	5101	3602	Utility Service Sales	2,288,371	3,320,268	3,200,000	3,700,000	3,700,000	
51	5101	3754	Impact Fees	50,191	117,350	130,000	130,000	130,000	
51	5101	3803	Connection Fees	23,300	59,072	55,000	55,000	55,000	
51	5101	3825	Late Fees	19,038	32,404	15,000	15,000	15,000	
51	5101	3704	Bond Proceeds	-	-	3,477,389	-	-	
			Beginning Fund Balance Appropriation	-	-	1,225,136	1,120,527	3,268,929	
Total Revenue				\$ 4,083,074	\$ 7,141,896	\$ 8,277,525	\$ 5,195,527	\$ 7,343,929	
Water Distribution									
51	5101	4001	Full Time Regular	\$ 366,892	\$ 366,744	\$ 501,837	\$ 534,688	\$ 534,688	
51	5101	4002	Part Time Regular	6,329	1,079	4,999	7,154	7,154	
51	5101	4003	Seasonal Employee	3,568	-	10,874	11,571	11,571	
51	5101	4005	Overtime	2,364	570	15,000	15,000	15,000	
51	5101	4006	Other Compensation	1,890	1,200	1,200	840	840	
51	5101	4007	Car Allowance	4,100	1,400	-	-	-	
51	5101	4008	Compensation Adjustments	-	-	9,175	21,158	21,158	
51	5101	4051	Retirement & Taxes	84,132	47,136	125,147	120,839	120,839	
51	5101	4053	Insurance	57,154	80,082	137,924	150,597	153,528	
51	5101	4101	Maintenance	\$ 45,010	\$ 59,021	\$ 108,500	\$ 174,122	\$ 174,122	
51	5101	4105	Membership Dues & Subscriptions	1,181	1,036	2,300	5,040	5,040	
51	5101	4108	Meetings	260	283	680	1,400	1,400	
51	5101	4151	Equipment	1,368	732	26,500	37,000	37,000	
51	5101	4152	Supplies	13,102	8,290	40,000	42,500	42,500	
51	5101	4154	Uniforms	365	898	2,400	3,350	3,350	
51	5101	4157	Meters	149,095	91,075	150,000	150,000	150,000	
51	5101	4205	Electric Charges	9,290	8,294	200,000	210,000	210,000	
51	5101	4301	Contract Services	1,344,098	1,352,683	1,567,000	1,923,850	1,933,850	
51	5101	4303	Software Maintenance	-	-	-	3,125	3,125	
51	5101	4306	Public Engagement	-	-	20,800	22,150	22,150	
51	5101	4355	Miscellaneous	85	934	-	-	-	
51	5101	4407	Certification & Testing	3,455	1,688	8,500	9,800	9,800	
51	5101	4413	Training	695	2,279	3,500	8,300	8,300	
51	5101	4414	Travel	676	1,216	4,500	7,100	7,100	
51	5101	4651	Capital Expense	-	-	4,547,389	894,984	3,030,454	
51	5101	4803	Interest on Debt	-	511,476	610,000	600,000	600,000	
51	5101	4804	Cost of Issuance	-	183,813	-	-	-	
51	5101	4808	Bad Debt Expense	14,449	-	-	-	-	
51	5101	6061	Transfer to Internal Service Fund	237,841	256,688	179,300	240,959	240,959	
Total Water Distribution				\$ 2,347,399	\$ 3,178,617	\$ 8,277,525	\$ 5,195,527	\$ 7,343,929	
Surplus (Deficit)				\$ 1,735,675	\$ 3,963,279	\$ (0)	\$ (0)	\$ (0)	

WASTEWATER

FUND 52

				FINAL		AMEND #1	AMEND #2
				ACTUAL	ACTUAL	BUDGET	BUDGET
				FY 22-23	FY 23-24	FY 24-25	FY 25-26
FUND	ORG	ACCT	DESCRIPTION				
Revenue							
52	5201	3501	Interest income				
52	5201	3602	Utility Service Sales	\$ 1,679,575	\$ 2,148,222	\$ 2,982,000	\$ 2,800,000
52	5201	3754	Impact Fees	110,004	480,370	245,000	245,000
52	5201	5010	Transfer from General Fund	-	11,055	-	-
			Beginning Fund Balance Appropriation	116,091	-	1,708,880	2,703,090
Total Revenue				\$ 1,905,670	\$ 3,840,647	\$ 4,935,880	\$ 5,748,090
Wastewater Collection							
52	5201	4001	Full Time Regular	\$ 229,258	\$ 197,649	\$ 300,159	\$ 312,157
52	5201	4002	Part Time Regular	2,110	123	-	2,228
52	5201	4003	Seasonal Employee	455	-	924	955
52	5201	4005	Overtime	985	311	7,000	7,000
52	5201	4006	Other Compensation	550	-	-	-
52	5201	4008	Compensation Adjustments	-	-	5,442	12,286
52	5201	4051	Retirement & Taxes	50,334	25,337	74,115	69,907
52	5201	4053	Insurance	35,941	41,304	74,095	81,699
52	5201	4101	Maintenance	\$ 34,351	\$ 95,299	\$ 223,000	\$ 266,245
52	5201	4105	Membership Dues & Subscriptions	949	872	4,000	5,450
52	5201	4108	Meetings	-	295	480	480
52	5201	4151	Equipment	10,982	5,093	40,400	40,900
52	5201	4152	Supplies	2,860	4,689	73,500	108,500
52	5201	4154	Uniforms	456	506	1,500	2,700
52	5201	4201	Water Usage	-	1,216	1,500	1,500
52	5201	4205	Electric Charges	17,353	17,541	27,000	31,050
52	5201	4301	Contract Services	908,832	1,028,989	1,346,850	1,419,600
52	5201	4306	Public Engagement	-	-	800	1,400
52	5201	4407	Certification & Testing	631	525	7,500	7,500
52	5201	4413	Training	-	810	3,000	4,000
52	5201	4414	Travel	-	1,160	3,000	4,000
52	5201	4651	Capital Expense	-	-	2,499,880	3,100,337
52	5201	4803	Interest on Debt	-	56,831	100,000	100,000
52	5201	4804	Cost of Issuance	-	20,424	-	-
52	5201	4808	Bad Debt Expense	2,687	-	-	-
52	5201	6061	Transfer to Internal Service Fund	125,050	141,930	141,734	168,195
Total Wastewater Collection				\$ 1,423,784	\$ 1,640,904	\$ 4,935,880	\$ 5,748,089
Surplus (Deficit)				\$ 481,886	\$ 2,199,743	\$ 0	\$ 0

STORMWATER

FUND 53

				ACTUAL		FINAL	AMEND #1	AMEND #2
				FY 22-23	FY 23-24	BUDGET	BUDGET	BUDGET
FUND	ORG	ACCT	DESCRIPTION			FY 24-25	FY 25-26	FY 25-26
Revenue								
53	5301	3602	Utility Service Sales	\$ 328,334	\$ 305,713	\$ 270,000	\$ 350,000	\$ 350,000
53	5301	5010	Transfer from General Fund	-	26,661	570	243,927	244,489
			Beginning Fund Balance Appropriation	49,220	-	302,121	36,005	36,005
Total Revenue				\$ 377,554	\$ 2,370,374	\$ 572,691	\$ 629,932	\$ 630,494
Stormwater Administration & Permitting								
53	5301	4001	Full Time Regular	\$ 79,106	\$ 176,151	\$ 262,819	\$ 263,799	\$ 263,799
53	5301	4002	Part Time Regular	-	-	-	2,228	2,228
53	5301	4003	Seasonal Employee	226	-	924	955	955
53	5301	4005	Overtime	198	954	6,000	6,000	6,000
53	5301	4006	Other Compensation	-	-	600	240	240
53	5301	4008	Compensation Adjustments	-	-	4,705	10,345	10,345
53	5301	4051	Retirement & Taxes	17,280	22,401	64,872	59,756	59,756
53	5301	4053	Insurance	6,458	14,407	57,285	56,865	57,427
53	5301	4101	Maintenance	\$ 1,013	\$ 7,439	\$ 18,951	\$ 35,000	\$ 35,000
53	5301	4103	Public Notices	-	-	200	200	200
53	5301	4105	Membership Dues & Subscriptions	963	1,470	1,749	3,000	3,000
53	5301	4108	Meetings	-	-	180	1,240	1,240
53	5301	4151	Equipment	-	-	-	1,400	1,400
53	5301	4152	Supplies	1,141	-	3,000	9,500	9,500
53	5301	4154	Uniforms	-	312	600	1,850	1,850
53	5301	4301	Contract Services	6,490	-	30,000	53,000	53,000
53	5301	4303	Software Maintenance	1,200	1,200	2,000	1,400	1,400
53	5301	4306	Public Engagement	462	103	2,650	3,500	3,500
53	5301	4407	Certification & Testing	1,750	1,750	3,950	3,400	3,400
53	5301	4413	Training	85	-	600	1,000	1,000
53	5301	4414	Travel	1,339	-	-	-	-
53	5301	4808	Bad Debt Expense	370	-	-	-	-
53	5301	6061	Transfer to Internal Service Fund	59,605	89,942	111,607	115,255	115,255
Total Stormwater Admin & Permitting				\$ 177,684	\$ 316,129	\$ 572,691	\$ 629,932	\$ 630,494
Stormwater Admin & Permitting				\$ 177,684	\$ 401,661	\$ 572,691	\$ 629,932	\$ 630,494
Stormwater Maintenance				-	-	-	-	-
Total Stormwater				\$ 177,684	\$ 401,661	\$ 572,691	\$ 629,932	\$ 630,494
Surplus (Deficit)				\$ 199,870	\$ 1,968,713	\$ 0	\$ 0	\$ (0)

TRANSPORTATION

FUND 54

						FINAL	AMEND #1	AMEND #2
				ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET
FUND	ORG	ACCT	DESCRIPTION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26
Revenue								
54	5401	3401	Road Cut Fee	\$ 16	\$ -	\$ -	\$ -	\$ -
54	5401	3757	Utility Transportation Fee	-	-	-	1,101,587	1,101,587
54	5401	3205	Grant Revenue	-	25,000	-	-	-
54	5401	5010	Transfer from General Fund	689,595	375,439	1,098,814	959,650	959,650
			Beginning Fund Balance Appropriation	-	-	550,423	342,077	342,077
Total Revenue				\$ 689,611	\$ 400,439	\$ 1,649,237	\$ 2,403,314	\$ 2,403,314
Transportation								
54	5401	4001	Full Time Regular	\$ 179,291	\$ 157,908	\$ 250,672	\$ 257,673	\$ 257,673
54	5401	4002	Part Time Regular	-	708	8,103	8,707	8,707
54	5401	4005	Overtime	574	986	27,000	27,000	27,000
54	5401	4006	Other Compensation	1,600	900	1,200	1,320	1,320
54	5401	4008	Compensation Adjustments	-	-	4,560	10,099	10,099
54	5401	4051	Retirement & Taxes	37,611	20,122	63,351	58,908	58,908
54	5401	4053	Insurance	9,412	19,109	63,075	62,250	62,415
54	5401	4101	Maintenance	\$ 4,376	\$ 16,759	\$ 51,500	\$ 58,000	\$ 58,000
54	5401	4105	Membership Dues & Subscriptions	-	2,420	5,000	5,890	5,890
54	5401	4108	Meetings	-	-	240	600	600
54	5401	4151	Equipment	86,736	11,162	65,900	22,900	12,900
54	5401	4152	Supplies	1,466	25,336	47,500	48,000	48,000
54	5401	4154	Uniforms	406	269	1,700	3,750	3,750
54	5401	4205	Electrical Charges	272,118	-	-	38,400	38,400
54	5401	4301	Contract Services	272,118	48,196	757,925	801,357	801,357
54	5401	4355	Miscellaneous	-	-	5,000	5,000	5,000
54	5401	4413	Training	-	370	2,900	6,250	6,250
54	5401	4414	Travel	-	941	2,800	4,900	4,900
54	5401	4651	Capital Expense	-	-	35,000	400,000	410,000
54	5401	4808	Bad Debt Expense	1,888	-	-	-	-
54	5401	6061	Transfer to Internal Service Fund	123,253	213,216	255,810	287,375	287,375
54	5401	9580	Budgeted Increase in Fund Balance	-	-	-	294,935	294,770
Total Transportation				\$ 990,849	\$ 518,402	\$ 1,649,237	\$ 2,403,314	\$ 2,403,314
Surplus (Deficit)				\$ (301,238)	\$ (117,963)	\$ 0	\$ (0)	\$ 0

INTERNAL SERVICE

FUND 61

				FINAL		AMEND #1		AMEND #2	
				ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	
FUND	ORG	ACCT	DESCRIPTION	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 25-26	
Revenue									
61	6101	5010	Transfer from General Fund	\$ 433,001	\$ 769,904	\$ 730,734	\$ 973,910	\$ 973,910	
61	6101	5025	Transfer from RDA Fund	56,420	62,898	75,000	75,000	75,000	
61	6101	5051	Transfer from Water Fund	237,841	256,688	179,300	240,959	240,959	
61	6101	5052	Transfer from Wastewater Fund	125,050	141,930	141,734	168,195	168,195	
61	6101	5053	Transfer from Stormwater Fund	59,605	89,942	111,607	115,255	115,255	
61	6101	5054	Transfer from Transportation Fund	123,253	213,216	255,810	287,375	287,375	
			Beginning Fund Balance Appropriation	60,000	-	270,567	83,934	38,096	
Total Revenue				\$ 1,095,170	\$ 1,580,523	\$ 1,764,752	\$ 1,944,628	\$ 1,898,790	
Internal Service Administration									
61	6101	4001	Full Time Regular	\$ 19,008	\$ 14,720	\$ -	\$ -	\$ -	
61	6101	4051	Retirement & Taxes	3,857	3,620	-	-	-	
61	6101	4053	Insurance	89	2,179	-	-	-	
61	6101	4301	Contract Services	120,889	133,428	225,300	290,322	235,322	
Total Internal Service Administration				\$ 143,843	\$ 153,947	\$ 225,300	\$ 290,322	\$ 235,322	
Facilities									
61	6102	4001	Full Time Regular	\$ 20,596	\$ 32,817	\$ 61,741	\$ 66,429	\$ 66,429	
61	6102	4002	Part Time Regular	8,074	1,062	7,498	7,390	7,390	
61	6102	4005	Overtime		10				
61	6102	4003	Seasonal Employee	-	-	12,155	13,061	13,061	
61	6102	4008	Compensation Adjustments	-	-	1,236	2,845	2,845	
61	6102	4051	Retirement & Taxes	4,030	(10,618)	16,928	16,338	16,338	
61	6102	4053	Insurance	2,891	10,942	27,120	27,120	27,206	
61	6102	4101	Maintenance	\$ 7,244	\$ 6,564	\$ 27,000	\$ 49,500	\$ 49,500	
61	6102	4105	Memberships Dues & Subscriptions	1,447	-	-	-	-	
61	6102	4107	Lease Payments	67,943	74,130	77,186	79,500	79,500	
61	6102	4152	Supplies	11,604	11,309	15,900	16,000	16,000	
61	6102	4201	Water Charges	-	3,060	3,500	3,850	3,850	
61	6102	4204	Natural Gas Charges	9,877	6,933	13,500	14,850	14,850	
61	6102	4205	Electric Charges	11,939	13,225	17,600	19,360	19,360	
61	6102	4206	Telephone & Internet	18,638	22,451	43,000	44,950	45,800	
61	6102	4208	Miscellaneous Facilities Charges	5,020	948	4,000	4,000	4,000	
61	6102	4210	Cellular Phone Bills	17,195	23,180	25,000	28,750	28,750	
61	6102	4301	Contract Services	54,514	80,879	92,226	100,527	100,527	
61	6102	4355	Miscellaneous	-	11,321	-	-	-	
Total Facilities				\$ 241,010	\$ 288,213	\$ 445,590	\$ 494,471	\$ 495,406	
Fleet Management									
61	6103	4101	Maintenance	\$ 14,006	\$ 17,442	\$ 21,250	\$ 27,000	\$ 27,000	
61	6103	4107	Lease Payments	15,593	12,539	291,681	288,539	288,539	
61	6103	4151	Equipment	2,516	432	10,000	10,000	10,000	
61	6103	4301	Contract Services	121	14,316	29,000	33,600	33,600	
61	6103	4751	Vehicle Replacement	209	24,290	-	-	-	
61	6103	4759	Vehicle Repairs	7,906	7,636	15,000	15,000	15,000	
61	6103	4760	Vehicle Fuel	50,597	54,467	82,900	99,126	99,126	
Total Fleet Management				\$ 90,948	\$ 131,122	\$ 449,831	\$ 473,266	\$ 473,266	

INTERNAL SERVICE

FUND 61

FUND	ORG	ACCT	DESCRIPTION	ACTUAL FY 22-23	ACTUAL FY 23-24	FINAL BUDGET FY 24-25	AMEND #1 BUDGET FY 25-26	AMEND #2 BUDGET FY 25-26
Information Systems								
61	6104	4108	Meetings					
61	6104	4151	Equipment	\$ 3,210	\$ 8,165	\$ 5,250	\$ 10,050	\$ 10,050
61	6104	4301	Contract Services	64,525	73,501	158,550	81,900	81,900
61	6104	4303	Software Maintenance	67,961	119,238	139,480	246,122	246,122
61	6104	4551	Computer Replacement	27,981	33,816	37,500	20,000	26,000
Total Information Systems				\$ 163,677	\$ 234,720	\$ 340,780	\$ 358,072	\$ 364,072
Human Resources								
61	6105	4001	Full Time Regular	\$ 68,394	\$ 130,828	\$ 137,584	\$ 147,515	\$ 147,515
61	6105	4006	Other Compensation	500	2,552	600	720	720
61	6105	4008	Compensation Adjustments	-	-	2,479	5,747	5,747
61	6105	4051	Retirement & Taxes	16,148	30,393	33,213	32,217	32,217
61	6105	4053	Insurance	17,157	27,171	44,476	44,476	46,703
61	6105	4054	Wellness	-	-	18,360	18,450	18,450
61	6105	4105	Membership Dues & Subscriptions	\$ 125	\$ 961	\$ 800	\$ 1,480	\$ 1,480
61	6105	4108	Meetings	-	69	240	240	240
61	6105	4152	Supplies	-	21	200	200	200
61	6105	4355	Miscellaneous	22,510	35,072	42,000	45,152	45,152
61	6105	4410	Employee Appreciation	-	15,162	14,000	13,000	13,000
61	6105	4413	Training	249	2,490	7,300	17,300	17,300
61	6105	4414	Travel	171	1,649	2,000	2,000	2,000
Total Human Resources				\$ 125,254	\$ 246,368	\$ 303,252	\$ 328,498	\$ 330,724
Internal Service Administration				\$ 143,843	\$ 153,947	\$ 225,300	\$ 290,322	\$ 235,322
Facilities				241,010	288,213	445,590	494,471	495,406
Fleet Management				90,948	131,122	449,831	473,266	473,266
Information Systems				163,677	234,720	340,780	358,072	364,072
Human Resources				-	246,368	303,252	328,498	330,724
Total Internal Service				\$ 639,478	\$ 1,054,370	\$ 1,764,753	\$ 1,944,628	\$ 1,898,790
Surplus (Deficit)				\$ 455,692	\$ 526,153	\$ (0)	\$ 0	\$ (0)