



## NOTICE

Notice is hereby given that the Mayor and City Council will hold a Work Session on January 04, 2012 in the Council Chambers, 45 West 100 South, beginning at 6:00 pm.

### DISCUSSION ITEMS

1. Review of City Council Agenda
2. Storm Drainage Agreement
3. Retreat possibility
4. General Discussion

If you are planning to attend this Public Meeting and, due to a disability, need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

### CERTIFICATE OF MAILING

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda was e-mailed to the Payson Chronicle, Payson, UT, 84651.

SBFarnsworth

By: Susan B. Farnsworth, City Recorder

Posted:  
City Offices  
Post Office  
Zions Bank

**MINUTES OF A WORK SESSION  
HELD IN THE COUNCIL CHAMBERS  
JANUARY 4, 2012**

The meeting was called to order by Mayor James E. DeGraffenried at 6:00 pm. Council Members attending: Keith Broadhead, Matthew Carr, James Linford, and Richard Payne. Rick Steele was excused.

Others attending: City Manager Ben Reeves, Community Development Director Dennis Marker, Legal Counsel Brett Rich, and Public Safety Director Dennis Howard.

**DISCUSSION ITEMS**

***Review of City Council Agenda***

**CONSENT AGENDA**

Minutes

November 28, 2011

December 14, 2011

Bills

\$336,776.18

As requested in the last City Council meeting, the audio of the November 28, 2011 meeting was reviewed by the City Recorder and Deputy Recorder. No discrepancies from the written minutes were apparent. Former Council Member Brent Vincent has requested a copy of the audio, which will be provided to him as soon as the IT Department is able to make one.

Questions on the bills from Council Member Broadhead and Council Member Payne were addressed.

**FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS**

***Appointment of Planning Commission Members***

Mayor DeGraffenried indicated he had met with Nick Miller and Brian Alexander to discuss their interest in serving on the Planning Commission. Mr. Miller and Mr. Alexander will be attending the Council meeting this evening and will be available for any questions from the Council Members. One Planning Commission seat is still vacant. Council Member Linford recommended that Scott Parkin be asked if he would be willing to serve.

**NEW BUSINESS**

***Auditor Report on FY 2009-2010***

City Manager Reeves said a Representative of Larsen and Rosenberg, the City's Auditors, will be in attendance during the regular meeting to discuss the audit and audit findings. This year's findings included a drop of the General Fund below the required five percent, due to the retirement of the Natural Gas Service; and the necessity to use approximately \$219,000 of park and recreation impact fees within the next six months.

**INTRODUCTIONS AND ADOPTION OF ORDINANCES AND**

***Ordinance 01-01-2012 "An Ordinance Establishing Procedures for members to Participate in City Meetings Utilizing Electronic Technology"***

Mr. Reeves reported adopting an Ordinance is required in order to allow Council Members who are not able to personally attend meetings to participate by phone or other means.

Council Member Matt Carr asked if the ability to participate electronically would apply to the Planning Commission. Mr. Reeves indicated this was anticipated, and the process to do so would involve a change to the Commission bylaws.

***Ordinance 01-02-2012 "An Ordinance amending the Zoning Map of Santaquin City to Include the Hansen Annexation Area Located Adjacent to the Current Corporate Boundaries of Santaquin City, Utah"***

This item will be discussed in the regular Council Meeting.

***Storm Drainage Agreement***

City Manager Reeves reported a group which included the Utah County Engineer, representatives from Genola, Santaquin, the Department of Water Resources, the Strawberry High Line Canal Company, the Bureau of Reclamation, and Summit Creek Irrigation have been meeting this past year to address issues with the snow pack. Solutions discussed included a dike to install channel water; additional installations to help mitigate spring run-off; different weirs, capturing pools, and rebuilding reservoir #1 to catch overflow water. Although the water was diverted last year, a long term outstanding risk still exists. The group will continue to meet in order to address the ability to handle water during flood times. City Manager Reeves distributed a draft Memorandum of Understanding, which allows a search for funding of the proposed projects, to the Council Members. Jay Franson of Franson Engineering will be meeting with the Council at a later date to review the agreement and answer any questions.

Council Member Linford asked about the estimated cost for the projects. Mr. Marker said the agreement did not include costs, just a list of projects. Mayor DeGraffenried reviewed some of the possible projects and costs. The County, Forest Service, Highline Canal and UDOT are working on the projects and participating in funding. Water storage is now allowed for up to seven years. A new County property tax increase is scheduled to be placed on the ballot for all cities except Provo and Orem. It is estimated this tax would bring in about 1 million dollars per year. The Council indicated they would like to move forward with the memorandum.

***General Discussion***

City Manager Reeves said a representative of the IT Department was scheduled to attend the work session this evening to discuss the technology options for the Council Members. In the past the Council used laptop computers, but a different option may be used this year. The Council briefly discussed electronic options.

Mr. Reeves suggested a five minute 'training corner' be given at the beginning of each work meeting. The training would cover a variety of items; for example, the quickly changing laws on texting.

Mr. Reeves reviewed a memo sent to the council on the Treasurer position (See attachment). He suggested a three to six month probation period be utilized to review the skills of various employees, and that titles be given out after the probationary period. Mr. Reeves would continue as interim Treasurer.

***Retreat possibility***

A binder was provided to the Mayor and Council Members. The binder is to include Council Goals and Objectives, Council Protocols, Training Materials, City Manager Reports, Personnel, Budgets and Amendments, Current Monthly Financials and other miscellaneous items.

City Manager Reeves reviewed the proposed purpose and intent of the retreat –

- Create a venue for the Mayor, Council, (and perhaps senior staff) to get to know each other so good working relationships can be fostered.
- Create new “Rules for the Sandbox” so that an environment that promotes trust with each other and with the public is fostered.
- Review of the General Plan
- Review of City wide issues
- Review of Departmental needs
- Create Goals & Objectives; allowing time for elected leaders to establish a direction, with measurable milestones, so that staff is focused, working efficiently and with accountability.

Mr. Roos arrived to answer any questions with regard to the IT issues. The Mayor and Council were in agreement that “tablets” would be a good idea. A wireless access project has been budgeted for and will be moved to the front of the project list.

The work session adjourned at 6:55 pm.

Approved on January 18, 2012.

  
James E. DeGraffenried, Mayor

  
Susan B. Farnsworth, City Recorder

**MEMORANDUM OF UNDERSTANDING**

**between**

**Summit Creek Irrigation and Canal Company,  
Utah County, Genola Town, Santaquin City,  
and Strawberry High Line Canal Company**

**for the  
Design, Installation, Operation, and Maintenance  
of the  
Summit Creek Water Management Project**

This MEMORANDUM OF UNDERSTANDING (MOU) is entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 2012 between the above named parties. The MOU is intended to be the document to guide the participants in the planning, design, installation, operation, and maintenance of the Summit Creek Water Management Project (Project).

**RECITALS**

**Summit Creek**

- A. Summit Creek is a tributary of Utah Lake. The stream lies southeast of Santaquin, Utah. The stream is tributary to Utah Lake. A location map of the Summit Creek Drainage Basin is included as Attachment A.
- B. The existing major water facilities and owners within the drainage basin are displayed in Attachment B. The location of the facilities is shown on Attachment C.
- C. The hydrological cycle creates periods of above normal flows (floods) and below normal flows (droughts). Both extremes create economic consequences to water users and residents of the area.
- D. Growth is impacting the use of the above facilities and water courses within the project area.
- E. The demand for water continues to increase creating further competition for the limited water supply, especially during droughts, and consequently producing the need for better water management.
- F. The project area is served by both surface and groundwater.

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- G. One component of the cost of water is the depth to water in the aquifer.

### **TERMS**

The parties agree to the following terms:

#### **Objectives**

1. The major objectives of the Project are to manage flood flows during high water conditions, improve water supplies during drought conditions, and improve overall water management.
2. The objective of this MOU is to provide an orderly framework for the planning, design, installation, operation, and maintenance of the Project.
3. In order to accomplish the first two objectives and be consistent with the dynamic process of project implementation, this MOU is intended to be amended as appropriate during the development process of the Project.

#### **Priority**

4. Due to the potential of high water conditions during the Spring of 2012, the highest priority for the parties is to manage a potential flood from Summit Creek and thereby reduce the risk of damage.
  - a. As all parties share some risk from potential flooding, a collaborative approach is being taken to address flood preparations.
  - b. Attachment D summarizes the actions currently underway to minimize flood damages.
5. A comprehensive water management plan will be prepared including a schedule for the implementation of components of the plan.
  - a. The major concept of the plan will be conjunctive use of surface and groundwater, including recharge of surface water and groundwater withdrawals.
  - b. Both recharge and recovery permits from the State of Utah will be needed to implement the plan.
  - c. The plan will likely include some new facilities to facilitate the conjunctive use and distribution of water.
  - d. The plan will include the management of existing facilities and any new facilities.
6. A financing plan will be developed concurrently with the water management plan. All participants will be expected to participate in



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financing the implementation of the water management plan; at least proportional to the allocated benefit to each identity.

- a. It is anticipated that the financing plan will include grants, and loans, direct contributions, and in-kind services.
  - b. Each identity should submit a monthly statement of value of the in-kind services or direct contributions made during the month. These values will be used as the group's matching share of any grants and/or loans which are received. The statements should be submitted to the Summit Creek ICC.
  - c. A quarterly summary of costs will be prepared and distributed to project participants.
7. An application for project funding will be submitted to the Utah Water Resources Board.
  8. An application for potential grant funds will be completed and sent to the U.S. Bureau of Reclamation by January 19, 2012.
  9. A management committee comprised of representatives of the signatory parties of this MOU will conduct coordination meetings as necessary to move the project forward.

### Water Rights

10. This MOU does NOT change any currently owned water rights.

### Termination

11. This MOU is amendable. The intent of this MOU is to allow flexibility for modifications to keep the agreement up to date. As the water management plan is developed, there is a full expectation that amendments to the agreement will be required.
12. Should any entity determine that they do not receive benefits from participating in the agreement, they should notify the committee in writing and withdraw from the agreement. The committee will move forward with the project without the entity.
13. As the project moves forward, it is anticipated that amendments or specific financial agreements will be needed to secure loans and grants for the project. Those agreements will be reached separately. This MOU does not commit any entity to long term financing. This MOU is intended to show cooperation and corroboration in developing the Project.
14. Those entities who would receive benefits from the Project would be expected to contribute to the financial implementation of the Project.

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15. This MOU is valid insomuch as it is consistent with the laws of the State of Utah and the United States of America. In the event that this MOU conflicts with the law, the law shall prevail and shall govern in all cases, but only to the provision(s) that conflict with the law.



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**SIGNATURES**

\_\_\_\_\_  
Phil Rowley, President  
Summit Creek Irrigation Company

\_\_\_\_\_  
Date

Attest \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman  
Utah County Commission

\_\_\_\_\_  
Date

Attest \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Genola Town

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

Attest \_\_\_\_\_

\_\_\_\_\_  
Date

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\_\_\_\_\_  
Santaquin City Mayor Date

Attest \_\_\_\_\_ Date

\_\_\_\_\_  
High Line Canal Company Chairman Date

Attest \_\_\_\_\_ Date

Attachment A  
Location Map

Attachment B  
Water Facilities

Attachment C  
Water Facilities Map

Attachment D  
Spring 2012 Preparations

Attachment E

Attachment F

Attachment G

Attachment H

# DRAFT

FOR REVIEW  
#DISCUSSION  
1/2/2012

## Existing Facility

Debris Basin & overflow channel  
Santaquin Pressurized Irrigation ponds & system  
Summit Creek Ditch  
Summit Creek Pipeline  
Summit Creek Dam #1  
Summit Creek Dam #2  
Santaquin Sewage Lagoons  
Summit Creek West Ditch  
Wells - (3)  
Eastside Well  
Center Street Well  
Cemetery Well  
Summit Ridge Well  
Pressure Irrig. Booster  
Well  
Well        5600 West - 5 cfs  
Well        5950 West - 6 cfs  
Well        7 cfs  
Well - inactive        5100 West @ canal  
High Line Canal  
Ewell Pond  
Drainage ditch

## Owner

Utah County  
Santaquin  
Summit Cr. ICC  
Summit Cr. ICC  
Summit Cr. ICC  
Summit Cr. ICC  
Santaquin  
Summit Cr. ICC  
Summit Cr. ICC  
Santaquin  
Santaquin  
Santaquin  
Santaquin  
Santaquin  
Genola  
High Line Canal Co.  
High Line Canal Co.  
McMullin  
B. Ferguson  
High Line Canal Co.  
High Line Canal Co.  
Genola

**DRAFT**

## Spring 2012 Flood Preparations

|   | Responsible   | Due Date | FOR REVIEW<br>& DISCUSSION |
|---|---------------|----------|----------------------------|
| Improve outlet structure from SC Dam #2 to direct flows in appropriate directions                                   | SCICC         |          |                            |
| West ditch improvement from SC Dam #2 to Highway US 6 (~1600 ft)  | Utah Co.      |          |                            |
| Genola to indentify and prepare path for water from Ewell pond and SC Dam #1 as releases are necessary              | Genola        |          |                            |
| Install culvert under US 6 at overflow ditch from SC Dam #2   | Utah Co./UDOT |          |                            |
| Property easment & ditch between US 6 and Ewell pond  | Utah Co.      |          |                            |
| Management preparations with respect to Ewell pond if water is released from SC Dam #2                              | High Line     |          |                            |
| Agreement with Fowers   | Utah Co.      |          |                            |
| Debris Basin modifications at mouth of Summit Creek   | Utah Co.      |          |                            |
| Repair breach section of SC Dam #1  | SCICC         |          |                            |
| Pipe east end of SC ditch   | SCICC         |          |                            |
| Management of flows to allow reservoir capacity to be available in the spring. Summit Creek ICC will take the lead. | SCICC         |          |                            |