



## ALPINE CITY COUNCIL **ELECTRONIC** MEETING AGENDA

NOTICE is hereby given that the **CITY COUNCIL** of Alpine City, Utah will hold an **Electronic Public Meeting** on **Tuesday, August 25, 2020 at 7:00 pm** hosted at Alpine City Hall, 20 North Main, Alpine, Utah.

The public may participate in the meeting via the **Alpine City YouTube Channel** **or in person at the anchor location at the Alpine City Hall.** A direct link to the channel can be found on the home page of the Alpine City website: [alpinecity.org](http://alpinecity.org) Public Comments may be submitted to [admin@alpinecity.org](mailto:admin@alpinecity.org) by 5:00 pm the day of the meeting or in person at the anchor location during the meeting.

### **I. CALL MEETING TO ORDER**

- |                     |                         |
|---------------------|-------------------------|
| <b>A. Roll Call</b> | <b>Mayor Troy Stout</b> |
| <b>B. Prayer:</b>   | <b>Greg Gordon</b>      |
| <b>C. Pledge:</b>   | <b>By Invitation</b>    |

### **II. CONSENT CALENDAR**

- A. Approve City Council minutes of August 11, 2020**
- B. Lambert Park Paving Project – Staker Parson: \$19,398.87**
- C. Pioneer Road Project – Final Payment Double D Construction: \$130,577.09**
- D. Bond Release No. – Brookside Meadows: \$296,535.65**

### **III. PUBLIC COMMENT**

### **IV. REPORTS AND PRESENTATIONS**

- A. Update from Planning Commission: General Plan and Land Use Regulations – Gateway Roads and Streets**
- B. Presentation: Accreditation of the Lone Peak Police Department through the Utah Chiefs of Police Association – Chief Brian Gwilliam and Cal Schupe, Executive Director of the Utah Chiefs of Police Association.**

### **V. ACTION/DISCUSSION ITEMS**

- A. Resolution No. 2020-12: Amendment to Resolution No. 2020-01 Electronic meetings**
- B. Conditional Use Application – Farmer's Market**
- C. Approval of 2020 Municipal Recreation Grant**

### **VI. STAFF REPORTS**

### **VII. COUNCIL COMMUNICATION**

- III. EXECUTIVE SESSION:** Discuss litigation, property acquisition, or the professional character, conduct or competency of personnel.

Mayor Troy Stout  
August 21, 2020

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS. If you need a special accommodation to participate, please call the City Recorder's Office at (801) 756-6347 x 4.

CERTIFICATE OF POSTING. The undersigned duly appointed recorder does hereby certify that the above agenda notice was on the bulletin board located inside City Hall at 20 North Main and sent by e-mail to The Daily Herald located in Provo, UT, a local newspaper circulated in Alpine, UT. This agenda is also available on our web site at, and on the Utah Public Meeting Notices website at [www.utah.gov/pmn/index.html](http://www.utah.gov/pmn/index.html)



# PUBLIC MEETING AND PUBLIC HEARING ETIQUETTE

Please remember all public meetings and public hearings are now recorded.

- All comments **must** be recognized by the Chairperson and addressed through the microphone.
- When speaking to the Planning Commission/City Council, please stand, speak slowly and clearly into the microphone, and state your name and address for the recorded record.
- Be respectful to others and refrain from disruptions during the meeting. Please refrain from conversation with others in the audience as the microphones are very sensitive and can pick up whispers in the back of the room.
- Keep comments constructive and not disruptive.
- Avoid verbal approval or dissatisfaction of the ongoing discussion (i.e., booing or applauding).
- Exhibits (photos, petitions, etc.) given to the City become the property of the City.
- Please silence all cellular phones, beepers, pagers, or other noise making devices.
- Be considerate of others who wish to speak by limiting your comments to a reasonable length and avoiding repetition of what has already been said. Individuals may be limited to two minutes and group representatives may be limited to five minutes.
- Refrain from congregating near the doors or in the lobby area outside the council room to talk as it can be very noisy and disruptive. If you must carry on conversation in this area, please be as quiet as possible. (The doors must remain open during a public meeting/hearing.)

## Public Hearing vs. Public Meeting

If the meeting is a **public hearing**, the public may participate during that time and may present opinions and evidence for the issue for which the hearing is being held. In a public hearing there may be some restrictions on participation such as time limits.

Anyone can observe a **public meeting**, but there is no right to speak or be heard there - the public participates in presenting opinions and evidence at the pleasure of the body conducting the meeting.

# ALPINE CITY COUNCIL **ELECTRONIC** MEETING AGENDA

**Tuesday, August 11, 2020**

Alpine City Hall, 20 North Main, Alpine, Utah.

## I. CALL MEETING TO ORDER:

The meeting was called to order at 7:00 pm by Mayor Pro Tem Lon Lott.

**A: Roll Call:** The following were present and constituted a quorum.

Council Members: Mayor Pro Tem Lon Lott, Greg Gordon, Jason Thelin, Jessica Smuin, Carla Merrill

Staff: Shane Sorensen, Austin Roy, David Church, Chief Brian Gwilliam, Bonnie Cooper

Mayor Troy Stout and Chief Reed Thompson were excused.

**B: Prayer:** Carla Merrill

**C: Pledge:** Lon Lott

## II. CONSENT CALENDAR

**A. Approve City Council minutes of July 28, 2020**

**B. Bond Release No. 3 – The Ridge at Alpine Phase 3: \$20,207.50**

**C. Bond Release No. 9 – North Elk Ridge Lane and Grove Drive: \$16,207.00**

**D. Bond Release No. 10 – The Ridge at Alpine Phase 1: \$213,779.80**

**E. Approve HA5 Mineral Bond Proposal - Holbrook Asphalt: \$59,716.61**

**F. Approve Amiad Filter Purchase**

Shane Sorensen, City Administrator, explained item F on the Consent Calendar. He said the lowest bid was submitted by Ferguson Waterworks in the amount of \$61,583.20. These filters were a 16-18-week lead time item so even though they did not have the filter station designed yet, they needed to purchase these two main components. The City wanted to order them now so there was not an issue later.

**Motion:** Greg Gordon moved to approve the Consent Calendar, with amendments made to the July 28, 2020 minutes by Lon Lott and Greg Gordon. Jessica Smuin seconded the motion. There were 4 Ayes and 0 Nays, as recorded below. The motion passed unanimously.

### Ayes

Carla Merrill  
Jessica Smuin  
Jason Thelin  
Greg Gordon

### Nays

## III. PUBLIC COMMENT

Austin Roy City Planner read the following emails as public comments entered into the record:

***Cal Alexander***

***306 Deerfield Dr***

*I appreciate your reviewing this matter with the City Council this evening. My name is Cal Alexander and we reside along Fork Creek and Deerfield Drive here in Alpine. We are lifelong Utah County residents and have resided in Alpine for the past nine years.*

*I wanted to express my concerns to the City Council regarding the rapid development and increasing light pollution here in Alpine associated with the new high efficiency lighting systems being installed on new homes.*

*We have new neighbors who recently completed a beautiful new multimillion-dollar home, pool, and sports court at approximately 200 North and 200 West.*

*Unfortunately, they have installed high intensity lighting with their Sports Court along with LED lighting and yard lighting in their pool area directly across Fort Creek from our property.*

*They are excited about their new home and have hosted large evening pool parties (I call them COVID parties) and nighttime pickle ball tournaments at their sports court.*

*This has basically turned our once peaceful and dark backyard along Fort Creek into something that resembles a lighted Walmart parking lot.*

*In Researching this situation, I was shocked to find that Alpine has no Municipal Code regulating high intensity lighting in residential areas. Alpine does have extensive guidance in the Municipal Code regulating business signage and lighting to maintain dark skies and a nice bedroom community feel.*

*Alpine will quickly lose its charm and Dark Skies if this gap is not addressed.*

*I'm aware of several of the more progressive communities locally here in Utah that have policies guiding new construction to minimize light pollution and to maintain dark skies. There are many communities that we can learn from.*

*I understand that several City Council members and the Mayor have also expressed concern about this. I would encourage the City Council and Mayor to aggressively move to adopt regulations to maintain our dark skies and retain what's left of our dark skies and quality of life here in Alpine.*

*I am available to further comment or to assist with the development of a Dark Sky initiative for Alpine.*

*Thank you*

Mayor Pro Tem Lon Lott said that Mayor Troy Stout had been concerned about this matter. The City needed to address this at a future Planning Commission/City Council meeting to create and approve an Ordinance. Austin Roy, City Planner, said the City would address the lighting issue in the City's General Plan.

### ***Benton Collins NHA***

#### ***Sycamore lane***

*Alpine is a beautiful city. Thank you for all your efforts on its residents' behalf. We have two items to bring forward:*

*First, in a meeting on January 24<sup>th</sup>, 2017 the Alpine City Council approved final plans for the creation of the Alpine West Meadow subdivision. The meeting minutes suggested that a benefit of the plan was to provide further street access to Westfield Road. This is the Sycamore Lane.*

*As an unintended consequence it appears as though Sycamore Lane has developed into a busy thoroughfare. Giving access to residents driving from North to South Alpine and vice versa.*

*Not only are there many cars driving down Sycamore Lane. Speeding down this residential road is commonplace. This jeopardizes health and well-being of not only local residents, but school children utilizing the crosswalks on Long Drive that access Timberline Middle School. Currently there are no speed limit signs on Sycamore Lane.*

*There is one stop sign at the intersection of Long Drive and Sycamore Lane. It is routinely not obeyed. Local Law enforcement stopped a driver on the evening of August 3<sup>rd</sup>, 2020 for failing to stop at the stop sign.*

*We would like to recommend as solutions:*

- 1. Create a three-way stop at the intersection of Long Drive and Sycamore Lane. This will provide added safety especially to school students.*

- 2. There is no speed limit sign posted on sycamore Lane. We recommend that a school speed limit sign with speed detection be installed.*

3. *Lastly, we strongly recommend any measure to create more thoroughfares that will lead from North Alpine to South Alpine. Sycamore Lane was not intended to have as many cars as it does driving on it. If the commission would like further evidence of how many cars drive on Sycamore Lane, we will be installing a camera to continuously record and will be able to give day by day data.*

*Second, Long Drive and surrounding side streets act as defacto parking lots for individuals utilizing the fields. This is especially prevalent for youth organized sports. Many of the individuals arriving for these events are not local residents of Alpine and do not care about the preservation of it. This has been evidenced by the consistent refuse produced by patrons at the events that later end up in the residential yards and a patron noted to be urinating in the street.*

*These events are held routinely (nearly every day) and provide constant concerns for the area. It should be noted that the Utah Soccer Association has been contacted and they have stated that on multiple occasions they have informed families attending soccer games at Timberline Middle School to park in the parking lots and not on the street. This has not produced adequate results as of yet.*

*After review of City Council solutions to these types of situations in the past, we would like to recommend similar solutions. As proposed and ratified in the City Council meeting on 9-27-16, the Council agreed to place further fencing and stronger "No Parking" signs near Smooth Canyon Park to help deter the frequent street parking. We would like to recommend the following solutions:*

1. *Extend the fence at Timberline Middle School to disallow access to the fields. The existing fence leaves much open access to the fields which entice the visiting individuals to park as close to the fields as possible.*
2. *Place "No Parking for Events" signs on Long Drive and surrounding side streets. These signs should also have verbiage that states that violators will be ticketed or towed.*
3. *Review the number of events scheduled at the fields. Then if possible, reduce the number of sporting events held.*

*Thank you for your consideration on these two issues.*

Shane Sorensen, City Administrator, said that all of the roads spoken of were collector roads and intended to sustain high traffic. Therefore, having a three-way stop would not be warranted for this area, but he would check. He explained that it was rare having a three-way stop in any City. He said that unfortunately signs got ignored and that they could be a nuisance. This area was not typically a high-traffic area and he suggested that there may be more traffic on Sundays. He said that if the City put up signs for event parking that this may filter traffic more into the neighborhood where there were no signs. If the police were to give out tickets, they would have to prove that the offender was attending the event which would be hard to do. He said people in the neighborhood had taken matters into their own hands and had resorted to putting up no parking signs and painting curbs red.

Council Member Lon Lott said he had seen people park on both sides of the street right up to the stop sign which made it difficult to see the stop sign. He suggested the City could address each item individually with Chief Brian Gwilliam. Council Member Carla Merrill said the speed limits were always 25 in residential areas unless posted otherwise.

Council Member Greg Gordon added that the intersection in that area was busiest around school time and people tended to go faster because of how it was set up. He had witnessed an accident there that occurred during a football game. That area got very congested and people hopped in and out in front of cars. All of these issues needed to be addressed.

Council Member Lon Lott said he appreciated Mr. Collins's input regarding suggested solutions. Council Member Jason Thelin asked what the lowest speed limit was in Alpine. Shane Sorensen, City Administrator, said per State law, the speed limit in school zones was 20 mph. Chief Brian Gwilliam said that the issue of lowering the speed limit in one neighborhood was that they would get multiple requests from every neighborhood to lower the speed limit. Council Member Jason Thelin said he had sympathy for the residents in the neighborhood; many of them wanted a three-way stop sign, and the least the City

could do was put up speed limit signs. He was unsure of the fencing because the area in question was school property, but this was the only real solution he could identify.

Council Member Jessica Smuin said Healy Park had the same issues with event parking. She asked if the City had any more property there for parking. Shane Sorensen, City Administrator, said they did not; however, there was a parking lot at Burgess Park, as well as trails and a bridge that could also be used. Council Member Jessica Smuin asked for clarification on the school's property. Chief Brian Gwilliam said there was parking available in the parking lot on the south side of the school, but it was too far for people to walk so they were choosing to park on the street. Shane Sorensen, City Administrator, said they had contacted the school with regard to leasing out its property for sporting events, with the added specification that parking should occur in the parking lots. Council Member Jessica Smuin said there were only three schools in the area; if they looked into defining areas around schools, lowering the limits could be a possibility. Shane Sorensen, City Administrator, noted that speed limits were set according to State law, but staff could investigate the matter.

Council Member Carla Merrill said she was not in favor of lowering the speed limit. She felt that 25mph was an adequate and safe speed limit for residential neighborhoods. When people parked on both sides of the road it forced the driver to slow down, thereby making the area safer. Council Member Greg Gordon noted there was a cross walk in the area, and people may assume that because of the cross walk there was also a stop sign there which could cause confusion. He said that the school put port-o-potties out sometimes by the courts and suggested Timberline consider building a facility for bathrooms because people often used the creek as a bathroom.

**Sharon & Dale Robinson**  
**474 Eastview Dr.**

*Could we sometime in the Alpine Newslime include a reminder about using your signal when exiting the round-a bout. How do we get the msg out to all the working people that come into Alpine every day to work? Right now, I count about 1/3 of the people are using their signals. Can we get the Police to help out with this? Thanks*

Chief Brian Gwilliam noted that he had researched signaling at round-a-bouts. He explained that this was a gray area because there was not a law pertaining to roundabouts. Shane Sorensen, City Administrator, said the City had to remove the signs regarding turn signals because they were not required. Chief Brian Gwilliam said it was a courteous thing to do for others on the road. Shane Sorensen, City Administrator, said he would have something to that effect put in the next month's Newslime and he would contact the designer of the roundabout on the matter.

**Bryan Irving**  
**371 N Matterhorn**

*Could the City have ACE do weekly recycle waste pickups? Due to COVID-19 more people are ordering online and have more cardboard waste.*

Shane Sorensen, City Administrator, responded that this would come at a cost to the citizens, however he could investigate the matter. Council Member Lon Lott asked if the City could have a recycle bin at City Hall. Shane Sorensen, City Administrator, said that they had had one in the past and it became a problem, but they could look at a different location.

Bonnie Cooper, City Recorder, said that Alpine Elementary had three recycle bins. Council Member Lon Lott suggested they look into advertising those bins. He then asked if staff could communicate with Alpine Elementary School about informing the public about the bins in the Newslime next month. Shane Sorensen, City Administrator, suggested that the citizens get a second recycle bin for their home. Council Member Lon Lott asked about the ACE green waste cans and if the City had anymore information about them. Shane Sorensen, City Administrator, said currently the City was planning a leaf bag program for the fall. The City would readdress the matter in the spring.

**Concerned Citizen regarding: COVID-19**

1 *The citizen voiced his concerns over the lack of social distancing at Snoasis on the corner of 200 North and*  
 2 *Grove Drive.*

3  
 4 Council Member Lon Lott also asked what their role as a City was for enforcing social distancing. Shane  
 5 Sorensen, City Administrator, said that in Provo the week prior someone had a large dance party that had  
 6 almost 1,000 people in attendance and that law enforcement's hands were tied in the matter. Generally, it  
 7 was not for law enforcement to enforce social distancing protocols. He said that Mayor Troy Stout had  
 8 stopped there on occasion and asked people to try to social distance from each other. Council Member  
 9 Greg Gordan said that the owner of Snoasis was a good friend of his and he would speak with him to see if  
 10 he could help with this matter.

#### 11 12 **IV. REPORTS AND PRESENTATIONS**

##### 13 **A. Update from Planning Commission: General Plan and Land Use Regulations – Gateway** 14 **Roads and Streets**

15  
 16 Austin Roy, City Planner, gave an update of the Planning Commission meeting of August 4, 2020,  
 17 regarding the General Plan and Land Use Regulations – Gateway Roads and Streets. He explained that the  
 18 Planning Commission had looked at some of Alpine City's language in the draft regarding the transportation  
 19 element. There was language that discussed regional integration, thereby implying that Alpine was in favor  
 20 of regional connections. Their first recommendation was to get the language out of the General Plan that  
 21 talked about regional integration. They had discussions on stub streets, residential streets, and gateway  
 22 roads that focused on connections that had been planned for stub streets, as well as alternative words to the  
 23 term "gateway." They looked at the street master plan and took language that the staff had prepared  
 24 addressing the requirement that the general plan be updated. Additionally, they also reviewed language  
 25 regarding the street master plan and ordinances for any new municipal connections to preserve the existing  
 26 nature of Alpine, and to make it clear that the Council approved all changes made to the General Plan.  
 27 After the plan was reviewed by David Church, Legal Counsel, staff would present the changes to the  
 28 Council.

29  
 30 Council Member Jason Thelin asked if the Planning Commission had discussed any language that would  
 31 limit the Council's ability to do roads. Austin Roy, City Planner, said one of the Planning Commission  
 32 members had questioned the legality of this issue. However, the overall discussion focused on taking  
 33 everything back to the Council for review.

##### 34 35 **B. Financial Report**

36  
 37 Shane Sorensen, City Administrator, gave an update on the Financial Report. He said the City was one  
 38 month into the fiscal year so there were not a lot of highlights. The State audit would take place later that  
 39 month and then be reported to Council in September. He said the City would get the sales tax revenue for  
 40 the fiscal year that had just ended the following week, and he would report on the matter at the next City  
 41 Council meeting. He said the City had made two payments on the PI bond that week, and that things were  
 42 going very well for the City. He said the budget would need to be adjusted because the Pioneer Drive  
 43 Project was supposed to be finished the previous fiscal year, but it had stretched over into that year. He  
 44 said the money was still there it was just about making small modifications in the budget.

#### 45 46 **V. ACTION/DISCUSSION ITEMS**

##### 47 48 **A. Appointment of Hearing Officer for Summit Point Appeal Hearings**

49  
 50 Shane Sorensen, City Administrator, said that the City had a hearing officer lined up to review the first  
 51 appeal that had been made; however, this appointment had fallen through. David Church, Legal Counsel,  
 52 contacted Paul Nielsen, who was a hearing officer for Millcreek and other places. He was a land-use  
 53 attorney who worked in Salt Lake City and had been recommended by Paxton Guymon. They did not need  
 54 to only have one hearing officer they could have different ones for different situations. The Mayor could  
 55 appoint the hearing officer with the approval of Council.

**Motion:** Council Member Jason Thelin moved to approve the appointment of Paul Nielsen as the Hearing Officer for the Summit Point Appeal Hearings. Council Member Greg Gordon seconded the motion. The 4 Ayes and 0 Nays are recorded below. The motion passed unanimously.

Ayes

Nays

Carla Merrill  
Jessica Smuin  
Jason Thelin  
Greg Gordon

Shane Sorensen, City Administrator, explained that the City had 40 days to hold these hearings but that no date had been set yet. The attorneys on both sides were working together to set a date.

**C. Ordinance 2020-13: Retaining Wall Drip Irrigation**

Austin Roy explained that the Planning Commission recommended approving Ordinance 2020-13: Retaining Wall Drip Irrigation, to be approved by the Council.

**MOTION:** Council Member Ed Bush moved to recommend Ordinance 2020-13: Retaining Wall Drip Irrigation, be approved with the following language provided by Jed Muhlestein:

*Drought resistant shrubs shall be drip irrigated to minimize water usage. The responsibility of drip irrigation resides with the property owner on which the majority of the structure is built. If the majority of the structure is built on private or public open space, an irrigation service and drip irrigation system shall be installed by the Developer. The Developer is responsible for the drip irrigation maintenance, establishment of vegetation, and cost of operation until the warranty period expires; after which the responsibility lies with the owner(s) of the property.*

Council Member Ed Bush added language in Section F to say: *A minimum of five drought resistant shrubs.*

Council Member Alan MacDonald seconded the motion. There were 6 Ayes and 0 Nays (recorded below). The motion passed unanimously.

Council Member Jason Thelin voiced a concern that if it was on private property that the language was not clear enough. He asked if the City had ever had anyone come back and say they did not have to maintain the retaining wall because there was not an HOA. He wanted to make sure responsibility went to the owner of the property. Shane Sorensen, City Administrator, said there should always be an owner or some entity to pin the responsibility on. Lon Lott said that he did not see another way to word this and this was probably as good as they could get. Austin Roy, City Planner, said the City had ordinances that could be enforced, and which had already been done successfully.

**Motion:** Council Member Carla Merrill moved to approve Ordinance 2020-13 as proposed. Council Member Greg Gordon seconded the motion. The 4 Ayes and 0 Nays are recorded below. The motion passed unanimously.

Ayes

Nays

Carla Merrill  
Jessica Smuin  
Jason Thelin  
Greg Gordon

**D. Approve Central Utah Project (CUP) and Alpine City Water Extension Agreement**

Shane Sorensen, City Administrator, reviewed the Central Utah Project and Alpine City Water Extension Agreement. The City did not have to pay the ~\$113,000 a year for its CUP water because it had used the City's water and in turn had paid the annual assessment. The current agreement expired at the end of the



year. With the pump station under construction it would not be completed until the following spring. An agreement had been made that the City would not have to pay the assessment in 2021 but would start payments in 2022.

**Motion:** Council Member Jason Thelin moved to approve the Central Utah Project (CUP) and Alpine City Water Extension Agreement through the 2021 calendar year. Council Member Carla Merrill seconded the motion. The 4 Ayes and 0 Nays are recorded below. The motion passed unanimously.

Ayes

Nays

Carla Merrill  
Jessica Smuin  
Jason Thelin  
Greg Gordon

## VI. STAFF REPORTS

Austin Roy, City Planner, said that the City had been contacted by Timpanogos Symphony Orchestra to hold a performance on September 26, 2020, in Creekside Park. He said they usually held the event at the Timberline Middle School but because of COVID-19, they thought the park would offer better opportunities for social distancing. He said their usual attendance was around 600 people on average, but that was during a year with no pandemic. He said this year they were anticipating a lower number of around 200-400 people attending, but that was not guaranteed. He said the Orchestra would like to hold the concert on a Saturday night, but they were flexible and could also perform on a Monday night. He said that they would need to obtain Mass Gathering insurance, ensure that the park was cleaned ahead of time, pay fees, and the police department would have to sign off on the event and make sure roads were closed off.

Council Member Greg Gordon said he thought it was a good idea. Council Member Jessica Smuin asked how they would be enforcing social distancing requirements. Austin Roy, City Planner, said they would be amplifying the music and setting up areas for people to listen six feet apart. Council Member Jessica Smuin said she thought it would be a good idea to give people the option to attend the event because people had learned a lot over the summer and were interacting more responsibly.

Council Member Lon Lott asked what the time frame would be and how late the event would go. Austin Roy, City Planner, said the event would be just one hour. Council Member Jason Thelin said he thought it was a better solution than the auditorium at Timberline Middle School. Council Member Carla Merrill said if the group followed State guideline and were responsible, she agreed this would be a good event. Shane Sorensen, City Administrator, said he would contact the health department. He also noted that he was participating in an event that week and was required to fill out a packet with their plans for their event; at this point, they were not approving or disapproving the plan they were just having it filed. Council Member Lon Lott said he would want to go over the plan after all of the appropriate actions had been taken. Council Member Greg Gordon asked how they would be selling tickets, and how they would handle bystanders that did not have tickets. Austin Roy, City Planner, said he would investigate the issue and get back to Council on the matter.

Council Member Lon Lott said he was approached by the Daughters of the Utah Pioneers (DUP) which had 18 members. They would like to see if they could hold their monthly meetings at City Hall for the months of November, December, and January. They have been meeting outdoors to be able to socially distance. They would like to find a place large enough that they could continue to social distance at their meetings while in doors, and had meetings scheduled on the second Monday of those months at 10:00 am. Shane Sorensen, City Administrator, said the City could accommodate that request and Council Member Lon Lott said he would put the DUP in touch with Shane Sorensen to coordinate schedules.

Austin Roy, City Planner, said he had met with each Council Member regarding the City Plan. He would put all their ideas together and present the improved City Plan during a future City Council meeting.

Shane Sorensen, City Administrator, gave an update on hiring a new City Attorney. He said all RFPs were due Wednesday, August 5, 2020. He would be working with the Mayor Troy Stout to organize a committee to select the new city attorney which would be comprised of some of the City Council Members. He said Mayor Troy Stout would be contacting the City Council members directly. The City was hoping to have an announcement in two weeks of who the new City Attorney would be.

Shane Sorensen, City Administrator, said the City had finished paving the south entrance to Lambert Park. He also reported the project on Pioneer Drive was nearly complete. Pioneer Drive looked like an entirely new neighborhood, where previously 75% of the houses that did not have curb and gutter before had since beautified their properties. The City would be planting trees and finishing up that project soon. He said the chip seal project would start the following day, August 12, 2020, and the overlay project on Sunset would start soon after that.

Shane Sorensen, City Administrator, informed the Council that Will Jones and the Trails Committee had been working with mountain bike groups and would be putting up signs along trails.

Shane Sorensen, City Administrator, said the CARES Fund time frame could change to the end of the fiscal year which would be June, 30 of 2021, and the funds could go towards lost revenue.

Shane Sorensen, City Administrator, informed the Council that the trial that was scheduled for October has been delayed due to COVID-19. He would have more information in two weeks.

Council Member Carla Merrill said she had read an article about shooting areas being shut down and wondered why Alpine City's was not including on the list. Shane Sorensen, City Administrator, asked Council Member Carla Merrill to forward the article to him. Council Member Greg Gordon said he also read the article and Alpine did not fit into the certain set of criteria.

Council Member Greg Gordon asked Shane Sorensen, City Administrator, if the email and phone calls that went out regarding the PI water helped the supply and elevation of the water. Shane Sorensen, City Administrator, said replied yes, it had, and staff was pleased with the results.

Council Member Greg Gordon shared an idea to list the Trails Committee members on the City's website so that if another citizen would like to volunteer to help, they could contact them. Council Member Lon Lott asked staff to put the Trails Committee on the City's website.

## **VII. EXECUTIVE SESSION:**

No Executive Session was held.

**Motion:** Council Member Jessica Smuin moved to Adjourn the meeting. Council Member Jason Thelin seconded the motion. The 4 Ayes and 0 Nays are. The motion passed unanimously.

Ayes

Nays

Carla Merrill  
Jessica Smuin  
Jason Thelin  
Greg Gordon

The meeting adjourned at 8:17 pm.



Staker Parson Companies  
89 West 13490 South, Suite 100  
Draper, UT 84020

Invoice No: 194129  
Invoice Date: 08/07/2020  
Contract: 320783  
Customer No: 11850  
Terms: Net 30 Days  
Due Date: 09/06/2020  
Application: 1  
Invoiced Period: - 08/07/2020  
Customer PO:

To: **Alpine City**  
**20 N Main**  
**Alpine, UT 84004**

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**Job Name: Country Manor Extension**

Item	Description	Contract				Completed to Date			Current Invoice	
		Units	U/M	Unit Price	Amount	Units	Amount	%	Units	Amount
1	Furnish, Place & Compact Requested Road Base	100.00	TON	45.00	4,500.00	142.27	6,402.15	142.27	142.27	6,402.15
2	Furnish, Place & Compact 3" Thick Asphalt (6,847	130.00	TON	88.00	11,440.00	147.69	12,996.72	113.61	147.69	12,996.72

Remit to: **Staker & Parson Companies**  
**2350 S 1900 W Ste. 100**  
**Ogden, UT 84401**

Customer Name: Alpine City  
Customer No: 11850  
Invoice Number: 194129  
Invoice Amount: 19,398.87  
Contract No: 320783

Amount Remitted: \_\_\_\_\_

### FINAL PAYMENT REQUEST

Name of Contractor:	Double D Excavation		
Name of Owner:	Alpine City		
Date of Completion:	Amount of Contract:	Dates of Estimate:	
Original: 1-Jul-20	Original: \$432,998.00	From: 1-Jul-20	
Revised: 15-Aug-20	Revised: \$435,748.00	To: 15-Aug-20	
<b>Description of Job: Pioneer Road Project</b>			
Original Contract Amount			
Amount	This Period	Total To Date	
Amount Earned	\$114,373.08	\$438,453.28	
Amount Retained	\$0.00	\$16,204.01	
Retainage Paid	\$16,204.01	\$16,204.01	
Previous Payments		\$307,876.19	
Amount Due	\$130,577.09	\$130,577.09	
Days Remaining	0 of 108	Percent Time Used:	100%
Estimated Percentage of Job Completed		100.0%	
Contractor's Construction Progress IS on schedule and complete			

I hereby certify that I have carefully inspected the work and as a result of my inspection and to the best of my knowledge and belief, the quantities shown in this estimate are correct and have not been on previous estimates and the work has been performed in accordance with the Contract Documents

Recommended by: Alpine City Engineering Dept.

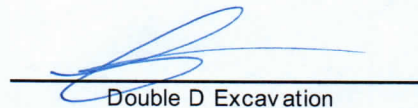
Date: 12-Aug-20



Jed Muhlestein, P.E.  
City Engineer

Accepted by: Double D Excavation

Date: 8/12/2020



Double D Excavation

Approved By: Alpine City

Date:

Troy Stout  
Mayor

Project Owner: Alpine City  
Project: Pioneer Road Project  
Contractor: Double D Excavation

Date: 12-Aug-20

Original Contract Amount: \$432,998.00  
Revised Contract Amount: \$435,748.00

Item	Description	Quantity	Units	Unit Price	Amount	Payest #1		Payest #2		Final Payest		Total Billing		Percent Complete
						Quantity this Month	Earnings this Month	Quantity this Month	Earnings this Month	Quantity this Month	Earnings this Month	Quantity to Date	Earnings to Date	
BID SCHEDULE														
1	Mobilization (not to exceed 5%)	1	LS	\$ 7,500.00	\$ 7,500.00	1.0	\$7,500.00		\$0.00	0.0	\$0.00	1	\$7,500.00	100.0%
SITE WORK														
2	Clear and Grub	1	LS	\$ 4,000.00	\$ 4,000.00	1.0	\$4,000.00		\$0.00	0.0	\$0.00	1	\$4,000.00	100.0%
3	Asphalt driveway removal	1,273	SF	\$ 2.25	\$ 2,864.25		\$0.00	1,273.0	\$2,864.25	-847.0	-\$1,905.75	426	\$958.50	33.5%
4	Asphalt Driveway Repair	560	SF	\$ 1.45	\$ 812.00		\$0.00		\$0.00	444.0	\$643.80	444	\$643.80	79.3%
5	Concrete Driveway and Sidewalk Removal	2,060	SF	\$ 2.50	\$ 5,150.00		\$0.00	2,060.0	\$5,150.00	101.0	\$252.50	2,161	\$5,402.50	104.9%
6	Concrete Driveway Repair	3,975	SF	\$ 5.45	\$ 21,663.75		\$0.00		\$0.00	3,573.0	\$19,472.85	3,573	\$19,472.85	89.9%
7	Driveway Repair (Gravel)	40	CY	\$ 35.00	\$ 1,400.00		\$0.00		\$0.00	35.0	\$1,225.00	35	\$1,225.00	87.5%
8	Install 4' sidewalk, 5" thick	735	LF	\$ 28.05	\$ 20,616.75		\$0.00	630.0	\$17,671.50	95.0	\$2,664.75	725	\$20,336.25	98.6%
9	Install 5' sidewalk, 5" thick	385	LF	\$ 28.75	\$ 11,068.75		\$0.00	85.0	\$2,443.75	327.5	\$9,415.63	413	\$11,859.38	107.1%
10	Remove Curb and Gutter	140	LF	\$ 8.50	\$ 1,190.00		\$0.00	140.0	\$1,190.00	4.5	\$38.25	145	\$1,228.25	103.2%
11	24-Inch Curb and Gutter	2,427	LF	\$ 18.50	\$ 44,899.50		\$0.00	2,507.0	\$46,379.50	170.5	\$3,154.25	2,678	\$49,533.75	110.3%
12	ADA Truncated Dome (2'x4')	4	Each	\$ 750.00	\$ 3,000.00		\$0.00		\$0.00	4.0	\$3,000.00	4	\$3,000.00	100.0%
13	Mill and remove existing asphalt	38,700	SF	\$ 0.35	\$ 13,545.00	38,700.0	\$13,545.00		\$0.00	0.0	\$0.00	38,700	\$13,545.00	100.0%
14	Excavation of Roadway (12" below finished grades)	54,144	SF	\$ 0.40	\$ 21,657.60	54,144.0	\$21,657.60		\$0.00	0.0	\$0.00	54,144	\$21,657.60	100.0%
15	Install 8" Road Base	54,144	SF	\$ 0.95	\$ 51,436.80		\$0.00	54,144.0	\$51,436.80	0.0	\$0.00	54,144	\$51,436.80	100.0%
16	Install 6" Road Base	4,042	SF	\$ 0.95	\$ 3,839.90		\$0.00	4,042.0	\$3,839.90	0.0	\$0.00	4,042	\$3,839.90	100.0%
17	3" Hot Mix Asphalt (PG58-28, 1/2", 15% Max RAP)	46,684	SF	\$ 1.45	\$ 67,691.80		\$0.00		\$0.00	46,684.0	\$67,691.80	46,684	\$67,691.80	100.0%
UTILITIES														
18	6" Sewer Lateral	1	Each	\$ 5,356.90	\$ 5,356.90	1.0	\$5,356.90		\$0.00	0.0	\$0.00	1	\$5,356.90	100.0%
19	4" Pressurized Irrigation Stub w/ valve	1	Each	\$ 7,200.00	\$ 7,200.00	1.0	\$7,200.00		\$0.00	0.0	\$0.00	1	\$7,200.00	100.0%
20	Connect to existing catch 30" RCP w/ 18' of 15" ADS	1	LS	\$ 1,000.00	\$ 1,000.00	1.0	\$1,000.00		\$0.00	0.0	\$0.00	1	\$1,000.00	100.0%
21	Connect to existing catch basin (Grove Drive)	1	Each	\$ 1,000.00	\$ 1,000.00	1.0	\$1,000.00		\$0.00	0.0	\$0.00	1	\$1,000.00	100.0%
22	15" ADS Storm Drain Pipe	603	LF	\$ 105.00	\$ 63,315.00	603.0	\$63,315.00		\$0.00	0.0	\$0.00	603	\$63,315.00	100.0%
23	Curb inlet box	1	Each	\$ 2,195.00	\$ 2,195.00	1.0	\$2,195.00		\$0.00	0.0	\$0.00	1	\$2,195.00	100.0%
24	Double Curb inlet box	2	Each	\$ 4,390.00	\$ 8,780.00		\$0.00	2.0	\$8,780.00	0.0	\$0.00	2	\$8,780.00	100.0%
25	48-Inch Storm Drain Manhole	3	Each	\$ 3,950.00	\$ 11,850.00	3.0	\$11,850.00		\$0.00	0.0	\$0.00	3	\$11,850.00	100.0%
26	Relocate Pressurized Irrigation Service (2-inch)	1	Each	\$ 2,350.00	\$ 2,350.00	1.0	\$2,350.00		\$0.00	0.0	\$0.00	1	\$2,350.00	100.0%
27	Relocate Stop Sign	2	Each	\$ 100.00	\$ 200.00		\$0.00		\$0.00	2.0	\$200.00	2	\$200.00	100.0%
28	Concrete Manhole Collars	10	Each	\$ 450.00	\$ 4,500.00		\$0.00		\$0.00	12.0	\$5,400.00	12	\$5,400.00	120.0%
29	Concrete Valve Collars	5	Each	\$ 350.00	\$ 1,750.00		\$0.00		\$0.00	8.0	\$2,800.00	8	\$2,800.00	160.0%
30	Relocate Mailbox	1	Each	\$ 100.00	\$ 100.00		\$0.00	1.0	\$100.00	0.0	\$0.00	1	\$100.00	100.0%
SWPPP														
31	Silt Fence	700	LF	\$ 2.00	\$ 1,400.00		\$0.00	0.0	\$0.00	0.0	\$0.00	0	\$0.00	0.0%
32	Inlet Protection	9	Each	\$ 80.00	\$ 720.00		\$0.00	0.0	\$0.00	4.0	\$320.00	4	\$320.00	44.4%
33	Concrete Washout	1	Each	\$ 995.00	\$ 995.00		\$0.00	1.0	\$995.00	0.0	\$0.00	1	\$995.00	100.0%
MISC														
34	Retaining Wall (Sta 15+50)	1	LS	\$ 19,500.00	\$ 19,500.00		\$0.00	1.0	\$19,500.00	0.0	\$0.00	1	\$19,500.00	100.0%
35	Retaining Wall (Sta 24+25)	1	LS	\$ 14,500.00	\$ 14,500.00		\$0.00	1.0	\$14,500.00	0.0	\$0.00	1	\$14,500.00	100.0%
36	24" ADS Storm Drain Pipe	30	LF	\$ 120.00	\$ 3,600.00		\$0.00	43.0	\$5,160.00	0.0	\$0.00	43	\$5,160.00	143.3%
37	24" ADS Flared End Section	1	Each	\$ 350.00	\$ 350.00		\$0.00	1.0	\$350.00	0.0	\$0.00	1	\$350.00	100.0%
Total Bid/Contract					\$432,998.00									
Partial Payment Sub-Total							\$140,969.50		\$180,360.70		\$114,373.08		\$435,703.28	
Additive Alternates														
A1	6" Potable Waterline Loop		Each	\$ 7,535.95	\$ -		\$0.00		\$0.00		\$0.00	0	\$0.00	
A2	8" Potable Waterline Loop		Each	\$ 8,010.10	\$ -		\$0.00		\$0.00		\$0.00	0	\$0.00	
A3	10" Pressurized Irrigation Main Loop		Each	\$ 8,570.45	\$ -		\$0.00		\$0.00		\$0.00	0	\$0.00	
Change Orders														\$ -
1	Add 1" Culinary Service	1	Each	\$ 2,750.00	\$ 2,750.00	1	\$2,750.00		\$0.00		\$0.00	1	\$2,750.00	100.0%
Change Order Sub-Total					\$2,750.00		\$2,750.00		\$0.00		\$0.00		\$2,750.00	
Total Revised					\$435,748.00		\$143,719.50		\$180,360.70		\$114,373.08		\$438,453.28	
5% Retainage					-		\$7,185.98		\$9,018.04				\$16,204.01	
Retainage Paid							0				\$16,204.01		\$16,204.01	
Total					\$435,748.00		\$136,533.53		\$171,342.67		\$130,577.09		\$438,453.28	

**ALPINE CITY**  
**ESCROW BOND RELEASE FORM**  
*Paper Release 2*

Thru Period Ending: August 25, 2020

**Brookside Meadows**

*Location: South Whitby Woodlands Drive/400 West*

**BOND HOLDER**

Note: This release is to determine, for bonding purposes, the difference between the total bond amount and the amount of improvements that have been constructed to date. Construction began on this development prior to recording the plat. The amount held by the City for the one year warranty period will be 10% of the Base Bid Total upon Final completion.

Description	Quantity	Units	Unit Price	Total Cost	% Completed This Period**	% Completed To Date**	Total This Period
<b>SWPPP</b>							
SWPPP Plans, Inspections and Maintenance	1	LS @	\$7,500.00	\$7,500.00	0.0%	95.0%	\$ -
Stabilized Construction Entrance	2	EACH @	\$3,000.00	\$6,000.00	0.0%	95.0%	\$ -
Silt Fence	3,800	LF @	\$2.50	\$9,500.00	0.0%	95.0%	\$ -
Curb Inlet Protection	17	EACH @	\$300.00	\$5,100.00	0.0%	95.0%	\$ -
Re-seeding disturbed areas and waddles	70,000	SF @	\$0.15	\$10,500.00	0.0%	0.0%	\$ -
Waddles	950	LF @	\$2.00	\$1,900.00	0.0%	0.0%	\$ -
Concrete Washout	1	LS @	\$2,500.00	\$2,500.00	95.0%	95.0%	\$ 2,375.00
Toilet	6	Month @	\$250.00	\$1,500.00	50.0%	83.3%	\$ 750.00
<b>Mobilization, Demo, Earthwork</b>							
Construction Surveying	1	LS @	\$7,500.00	\$7,500.00	0.0%	95.0%	\$ -
Material Testing	1	LS @	\$12,000.00	\$12,000.00	20.0%	95.0%	\$ 2,400.00
Mobilization and Traffic Control	1	LS @	\$15,000.00	\$15,000.00	0.0%	95.0%	\$ -
Clear & Grub (ROW only)	102,000	SF @	\$0.05	\$5,100.00	0.0%	95.0%	\$ -
Remove small trees, chip and spread onsite	102,000	SF @	\$0.08	\$8,160.00	0.0%	95.0%	\$ -
Remove large trees and stumps	1	LS @	\$21,875.00	\$21,875.00	0.0%	95.0%	\$ -
Site Cut/Fill	10,000	CY @	\$4.50	\$45,000.00	0.0%	95.0%	\$ -
Site Cut Waste onsite	5,000	CY @	\$3.00	\$15,000.00	0.0%	95.0%	\$ -
<b>SEWER</b>							
Connect to Existing Sewer Manhole	1	EACH @	\$1,500.00	\$1,500.00	0.0%	95.0%	\$ -
60" Cast-in-place Sewer Manhole	1	EACH @	\$8,500.00	\$8,500.00	0.0%	95.0%	\$ -
8" PVC Sewer Main	1,182	LF @	\$36.00	\$42,552.00	0.0%	95.0%	\$ -
48" Dia. Manhole	7	EACH @	\$2,850.00	\$19,950.00	0.0%	95.0%	\$ -
60" Dia. Manhole	1	EACH @	\$3,150.00	\$3,150.00	0.0%	95.0%	\$ -
4" Sewer Lateral	15	EACH @	\$1,050.00	\$15,750.00	0.0%	95.0%	\$ -
Clean, Video, Testing	1,182	LF @	\$3.50	\$4,137.00	0.0%	0.0%	\$ -
<b>STORM DRAIN SYSTEM</b>							
Connect to Existing Storm Drain Manhole	1	EACH @	\$1,200.00	\$1,200.00	0.0%	95.0%	\$ -
60" Cast-in-place Manhole	1	EACH @	\$8,500.00	\$8,500.00	0.0%	95.0%	\$ -
Remove existing storm drain pipe and manhole	1	LS @	\$1,500.00	\$1,500.00	0.0%	95.0%	\$ -
12" ADS Storm Drain Pipe	80	LF @	\$40.00	\$3,200.00	0.0%	95.0%	\$ -
15" ADS Storm Drain Pipe	1,030	LF @	\$44.00	\$45,320.00	0.0%	95.0%	\$ -
18" ADS Storm Drain Pipe	432	LF @	\$52.00	\$22,464.00	0.0%	95.0%	\$ -
18" Flared End Section	1	EA @	\$1,500.00	\$1,500.00	0.0%	95.0%	\$ -
36" RCP Culvert Extension	28	LF @	\$150.00	\$4,200.00	0.0%	95.0%	\$ -
60" SD Manhole	10	EACH @	\$3,150.00	\$31,500.00	0.0%	95.0%	\$ -
2'x2' Inlet Box	4	EACH @	\$3,000.00	\$12,000.00	0.0%	95.0%	\$ -
3'x3' Inlet Box	5	EACH @	\$5,000.00	\$25,000.00	0.0%	95.0%	\$ -
Perforated Bubbleup Box	1	EACH @	\$5,000.00	\$5,000.00	0.0%	95.0%	\$ -
Curb Inlet	13	EACH @	\$2,850.00	\$37,050.00	0.0%	95.0%	\$ -
RipRap w/ Fabric	60	TON @	\$30.00	\$1,800.00	0.0%	95.0%	\$ -
Clean, Video, Testing	1,542	LF @	\$3.50	\$5,397.00	0.0%	0.0%	\$ -
<b>CULINARY WATER</b>							
Connect to Existing Waterline	2	EACH @	\$5,500.00	\$11,000.00	0.0%	95.0%	\$ -
8" PVC C900 DR18 Culinary Waterline	1,350	LF @	\$45.00	\$60,750.00	0.0%	95.0%	\$ -
8" CW Tee	1	EACH @	\$1,200.00	\$1,200.00	0.0%	95.0%	\$ -
8" CW Bend	7	EACH @	\$950.00	\$6,650.00	0.0%	95.0%	\$ -
8" Gate Valve	4	EACH @	\$1,950.00	\$7,800.00	0.0%	95.0%	\$ -
Fire Hydrant	4	EACH @	\$5,800.00	\$23,200.00	0.0%	95.0%	\$ -
2" Temp CW Blowoff	2	EACH @	\$1,500.00	\$3,000.00	0.0%	95.0%	\$ -
1" CTS Poly Culinary Water Services	15	EACH @	\$1,150.00	\$17,250.00	0.0%	95.0%	\$ -
Bacteria and Pressure Testing	1,350	LF @	\$3.50	\$4,725.00	0.0%	95.0%	\$ -
<b>PRESSURIZED IRRIGATION SYSTEM</b>							
Connect to Existing PI Waterline	2	EACH @	\$5,500.00	\$11,000.00	0.0%	95.0%	\$ -
6" PVC C900 DR18 Culinary Waterline	1,360	LF @	\$28.00	\$38,080.00	0.0%	95.0%	\$ -
6" PI Tee	1	EACH @	\$1,150.00	\$1,150.00	0.0%	95.0%	\$ -
6" PI Bend	7	EACH @	\$850.00	\$5,950.00	0.0%	95.0%	\$ -
6" Gate Valve	5	EACH @	\$1,850.00	\$9,250.00	0.0%	95.0%	\$ -
4" Permanant Blowoff	2	EACH @	\$5,800.00	\$11,600.00	0.0%	95.0%	\$ -
2" Temp PI Blowoff	1	EACH @	\$1,500.00	\$1,500.00	0.0%	95.0%	\$ -
1" CTS Poly PI Services	15	EACH @	\$1,150.00	\$17,250.00	0.0%	95.0%	\$ -
Bacteria and Pressure Testing	1,360	LF @	\$3.50	\$4,760.00	0.0%	95.0%	\$ -
Remove 1.5" service and install 1" service setter	1	EACH @	\$2,000.00	\$2,000.00	0.0%	95.0%	\$ -
<b>ROADWAY IMPROVEMENTS</b>							
Sawcut, Removed and Replace Ex. Asphalt	1,250	SF @	\$8.50	\$10,625.00	0.0%	95.0%	\$ -
Verti Block Retaining Walls in Pond (ex engineering)	1,750	SF @	\$35.00	\$61,250.00	95.0%	95.0%	\$ 58,187.50
Verti Block Retaining Walls on Hillside (ex engineering)	2,000	SF @	\$31.25	\$62,500.00	95.0%	95.0%	\$ 59,375.00
Rough grade Native Sub-Grade	102,000	SF @	\$0.15	\$15,300.00	0.0%	95.0%	\$ -
2' Curb and Gutter w/6" base prep	2,720	LF @	\$5.00	\$13,600.00	0.0%	95.0%	\$ -
2' Curb and Gutter	2,720	LF @	\$15.00	\$40,800.00	0.0%	95.0%	\$ -
8" Subbase	3,720	TON @	\$14.50	\$53,940.00	0.0%	95.0%	\$ -

8" Roadbase	53,100	SF @	\$0.80	\$42,480.00	95.0%	95.0%	\$	40,356.00
3" Asphalt	53,100	SF @	\$1.35	\$71,685.00	95.0%	95.0%	\$	68,100.75
Sidewalk Prep (6" roadbase)	12,080	SF @	\$0.90	\$10,872.00	95.0%	95.0%	\$	10,328.40
Sidewalk (5" thick)	12,080	SF @	\$4.25	\$51,340.00	95.0%	95.0%	\$	48,773.00
ADA Ramp	4	EACH @	\$1,550.00	\$6,200.00	95.0%	95.0%	\$	5,890.00
Concrete Water Valve Collars	15	EACH @	\$400.00	\$6,000.00	0.0%	0.0%	\$	-
Concrete Manhole Collars	20	EACH @	\$500.00	\$10,000.00	0.0%	0.0%	\$	-
<b>OTHER</b>								
Street Signs	2	EA @	\$350.00	\$700.00	0.0%	0.0%	\$	-
Street Monument	5	EA @	\$650.00	\$3,250.00	0.0%	0.0%	\$	-
Street Lights	3	EA @	\$3,000.00	\$9,000.00	0.0%	0.0%	\$	-
Supply & Install 3'0" Black - Metal - Iron Fence	223	EA @	\$30.00	\$6,690.00	0.0%	0.0%	\$	-
<b>Imported Trench Backfill</b>								
Import Fill - Sewer	4,420	TON @	\$12.50	\$55,250.00	0.0%	95.0%	\$	-
Import Fill - Storm Drain	1,650	TON @	\$12.50	\$20,625.00	0.0%	95.0%	\$	-
Import Fill - Water	1,980	TON @	\$12.50	\$24,750.00	0.0%	95.0%	\$	-
Import Fill - Pressurize Irrigation	1,980	TON @	\$12.50	\$24,750.00	0.0%	95.0%	\$	-
<b>BASE BID TOTAL</b>				<b>\$1,315,027.00</b>	Previously Released: \$ 749,921.45			
<b>10% Warranty Amount</b>				<b>\$ 131,502.70</b>				
<b>TOTAL BOND AMOUNT</b>				<b>\$ 1,446,529.70</b>	<b>This Release: \$ 296,535.65</b>			
<b>Total Released to Date</b>				<b>\$ 1,046,457.10</b>				
<b>TOTAL BOND REMAINING</b>				<b>\$ 400,072.60</b>				


At the discretion of the city, up to 95% of the Base Bid Total may be released as partial payments and 100% of the Base Bid Total will be released at final inspection. The 10% Warranty Amount will be held for the one year warranty period.

\_\_\_\_\_  
David Gifford  
Developer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Troy Stout  
Mayor

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jed Muhlestein, P.E.  
City Engineer

8/21/2020  
\_\_\_\_\_  
Date

\_\_\_\_\_  
City Council  
(by Bonnie Cooper - City Recorder)

\_\_\_\_\_  
Date

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF ALPINE CITY AMENDED RESOLUTION NUMBER R2010-01 THAT PROVIDED FOR ALPINE CITY TO CONVENE AND CONDUCT ELECTRONIC MEETINGS IN ACCORDANCE WITH UTAH CODE 52-4-207

Whereas, Alpine City has adopted a resolution allowing the Alpine City Council or other Alpine City public bodies to hold an electronic meetings; and

Whereas, the Alpine City Council wishes to amend the standards and procedures for electronic meetings.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF ALPINE CITY THAT RESOLUTION R2010-01 BE AMENDED TO READ AS FOLLOWS:

Section I. Definitions. For the purpose of this ordinance the following definition shall apply:

- (1) "Anchor location" means the physical location from which an electronic meeting originates or the participants are connected.
- (2) "Electronic meeting" shall mean a public meeting convened or conducted by means of a conference using electronic communications.
- (3) "Monitor" means to hear or observe live, by audio or video equipment au of the public statements of each member of the public body who is participating in a meeting.
- (4) "Participate" means the ability to communicate with all of the members of a public body, either verbally or electronically, so that each member of the public body can hear or observe the communication.
- (5) "Public Body" means the City Council or other official City body or commission that is created by City ordinance or resolution and consists of two or more persons and expends, disburses or is supported by tax revenue and is vested with the authority to make decision regarding the public's business.

Section II. Electronic Meeting Requirements. No meeting of a public body of Alpine City may be convened and held as an electronic meeting except on the following conditions.

- (1) A request for an electronic meeting has been made by a member of a public body, to the City Recorder, or clerk of the public body, at least three (3) days prior to the date of the meeting to allow for arrangements to be made for the electronic meeting; and
- (2) The Chair or a majority of the Public Body has agreed that the meeting may be held electronically; and
- (3) An Anchor Location is established where the public may attend and participate as appropriate in the meeting; and
- (4) Public Notice of the electronic meeting has been given as provided herein.

Section III. Notice of Electronic Meetings.

The City Recorder or clerk of the public body, upon receiving a request from a member of a public body for a meeting to be convened as an electronic meeting and approval from the Chair or the majority of the public body, shall give public notice of the meeting as required by Utah Code section 52-4-202 of the Utah Open and Public Meetings Act; and post written notice at the anchor location for the meeting. The City Recorder or clerk of the public body shall in addition to giving the public notice required by Utah Code section 52-4-202, provide notice of the



electronic meeting to the members of the public body at least 24 hours before the meeting so that they may participate in and be counted as present for all purposes, including the determination that a quorum is present. The notice to the members of the public and public body shall give a description of how the members will be connected to the electronic meeting.

#### Section IV. Place of meeting.

The City Recorder or clerk of the public body shall establish one or more Anchor Locations for the public meeting, at least one of which shall be where public body would normally meet if they were not holding an electronic meeting.

#### Section V. Meeting Facilities.

The City Recorder or clerk of the public body shall see that space and facilities are provided for at the Anchor Location so that interested persons and the public may attend and monitor the open portions of the meeting; and if the meeting includes a public hearing, provide space and facilities at the Anchor Location so that interested persons and the public may attend, monitor, and participate in the open portions of the meeting.

Section VI. Quorum. For purposes of determining whether or not a quorum is present at the meeting the Chair of the meeting shall take a voice roll call at the beginning of each meeting. A quorum of the public body is not required to be present at the Anchor Location.

#### Section VII. No Anchor Location Emergency.

A. A public body may convene and conduct an electronic meeting without an anchor location if the chair of the public body:

1. makes a written determination (proclamation) that conducting the meeting with an Anchor Location presents a substantial risk to the health and safety of those who may be present at the Anchor Location
2. states in the written determination described in A(1) of this section, the facts upon which the determination is based;
3. includes in the public notice for the meeting, and reads at the beginning of the meeting, the information described in A (1) and (2) of this section; and
4. includes in the public notice information on how a member of the public may view or make a comment at the meeting.

B. A written determination described in A(1) and (2) expires 30 days after the day on which the chair of the public body makes the determination.

This Resolution shall take affect immediately upon posting.

Dated and passed this \_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Recorder

## **ALPINE CITY COUNCIL AGENDA**

**SUBJECT:** Farmers Market at Balance Studio (195 E. 200 N.)

**FOR CONSIDERATION ON:** 25 August 2020

**PETITIONER:** Paula Nielson, Owner of Balance Studio

**ACTION REQUESTED BY PETITIONER:** Approve an outdoor farmers market for Saturday, September 19th and Saturday October 10th at the Balance Studio location (195 E. 200 N.)

### **BACKGROUND INFORMATION:**

Seasonal sales of produce or other goods may be permitted as a conditional use in the Business Commercial Zone upon approval of the City Council. If approved, a business license from Alpine City is required (see Article 3.07.030.8).

Paula Nielson, owner of Balance Studio, I proposing to host a farmer's market on the property located at 195 East 200 North. Anywhere between 5 to 10 vendors would participate with booths located in the parking lot. Parking is proposed on street and residents would be encouraged to walk to the event. Further details are included in letter from applicant.

As proposed, the event would provide no off-street parking and is located at a busy intersection. Staff recommend that the event meet the requirements of a mass gathering event as defined in the Mass Gathering Ordinance (Ord. No. 2013-05).

Impact on neighborhood, streets, clean-up, and suitability of the site should be considered in the decision to approve this event and the conditional use of property by the City Council.

### **STAFF RECOMMENDATION:**

If approved, Mass Gathering requirements be met including a business license be obtained for the event.

### **SAMPLE MOTION TO APPROVE WITH CONDITIONS:**

I motion that the farmers market at Balance Studio be approved with the following conditions/changes:

- Mass gathering requirements be met.
- Business License for the event be obtained.
- \*\*\*Insert Finding\*\*\*

### **SAMPLE MOTION TO DENY:**

I motion that the farmers market at Balance Studio be denied for the following reason(s):

- \*\*\*Insert Finding\*\*\*

Date: Wednesday, August 19, 2020

From: Balance Studio  
195 E. 200 N.  
Paula Nielson, Owner  
801-376-4357

To: Alpine City Council

Re: Upcoming Farmers Market/Outdoor Market

Please find the attached information regarding our proposed Outdoor Market to be held on **Saturday, September 19<sup>th</sup> & Saturday, October 10<sup>th</sup>** from 8:00 am – 2:00 pm.

We are planning gather 5-10 vendors together in our parking lot for a small, outdoor “farmers” type market where vendors can sell handmade items and fresh produce & products to our community.

We would love to include food vendors that could sell produce, jams, honey, etc.

We plan to close off our parking lot and encourage people to walk to our event. There is adequate street parking for event, if people want to drive.

We have a full size restroom at our studio that will remain open for use during the event.

Snoasis that currently leases our property will be closed for the season.

Each vendor will be assigned a spot the size of our parking stalls

Balance Studio has general liability insurance that is sufficient for this event.

We don't foresee more than 50-60 people at this event at any given time.

We are excited to offer our location for this event (that we hope to keep having in the years to come) that is a cornerstone in our historic gateway district in our beautiful Alpine community. This year more than ever, we need something to help our city members feel like a community again!

We would appreciate your approval of this conditional use permit.

### **3.07.030 Conditional Uses**

The following buildings, structures and uses of land shall be permitted upon compliance with the requirements set forth in this Ordinance and after approval has been given by the designated reviewing agencies (Approval of other agencies or levels of government may be required.):

1. Planned Commercial Developments Projects which are designed, approved, constructed and maintained in accordance with the provisions of DCA 3.10.
2. Commercial Condominium Projects subject to the applicable provisions of law relating thereto.
- 3.
4. Schools, churches, hospitals (human care), nursing homes and other similar quasi-public buildings subject to approval by the Planning Commission.
5. Civic Buildings. (Ord. 95-10, 4/25/9)
6. Restaurants, provided that any such facility providing drive-up window service shall also include an area for inside service to patrons in an amount not less than fifty (50%) of the total floor area of the structure. In addition, the following shall apply to restaurants. (Ord. 97-05, 5/27/97)
  - a. A traffic analysis shall be provided as part of the conditional use application.
  - b. The drive-up window and driveway shall be unobtrusive and be screened from the street by berming and landscaping.
  - c. Odors and noise shall be controlled as to not have an adverse impact on any nearby residential structures.
  - d. Restaurants must comply with provisions of the sign ordinance.
  - e. Restaurants must comply with the landscaping and design provisions in the B-C zone.
  - f. Any drive-through window must be located on the side of the restaurant building which does not abut a public street and must be screened from the street side with berming and landscaping.
  - g. Any drive-through window must have a stacking lane which will accommodate at least six cars off of the public street.
7. Single family dwellings (conventional construction) when proposed for placement on a lot not in a recorded subdivision, subject to compliance with the applicable conditions within the zone and approval of a site plan by the Planning Commission.
8. Seasonal sales such as produce or Christmas trees provided a business license is obtained from Alpine City.
9. Sexually-oriented businesses are a conditional use in the Business Commercial (BC) zone and are subject to the provisions of this chapter, including (Ord. 2010-07, 5/11/10):
  - a. No sexually-oriented business shall be located within:
    - i. One thousand (1,000) feet of a school, day care facility, public park, library, and religious institution;
    - ii. Four hundred (400) feet of any residential use (no matter which zoning district) or residential zoning boundary;
    - iii. One thousand (1,000) feet of a liquor store; and

iv. One thousand (1,000) feet of any other sexually-oriented business.

For the purposes of this section, distance shall be measured in a straight line, without regard to intervening structures or objects, from the closest exterior wall of the structure in which the sexually-oriented business is located, and:

- (1) The closest property line of any school, day care facility, public park, library, and religious institution;
- (2) The nearest property line of any residential use or residential zone;
- (3) The nearest property line of any liquor store; and
- (4) The closest exterior wall of another sexually-oriented business.

10. Home occupations, subject to the provisions of DCA 3.23.070 Part 3.

11. Accessory apartments, subject to the provisions of DCA 3.23.070 Part 1.

12. Mechanical Automotive Repair Shops

- a. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property.
- b. There shall be no more than 5 automobile bays.
- c. No automobiles shall be stored on the property for more than 14 days.
- d. Mechanical automotive repair shops shall comply with the regulations of the applicable entities including but not limited to the State of Utah, Timpanogos Service District, Lone Peak Fire Marshal, and Environmental Protection Agency.
- e. Mechanical automotive repair shops must abut directly upon and have access to Main Street (south of southern property line of the property located at 30 South Main Street) or Canyon Crest Road within the Business Commercial zone.
- f. Mechanical auto repair shops shall comply with the off-street parking requirements excepting there shall be no more than 3 parking spaces provided per bay.
- g. Mechanical automotive repair shops shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11).

13. Dog Kennels/Boarding Facilities

- a. Odors and noise shall be controlled as to not have an unreasonable adverse impact on nearby structures and/or property.
- b. Dogs shall be kept primarily indoors, with the exception of short periods of time for the dogs to exercise, relieve themselves, go on walks, etc.
- c. Shall have no more than twenty (20) individual dog kennel runs, with total dogs not to exceed 1.2 times the number of kennel runs.
- d. No more than one dog shall share a kennel run without the owner's permission.
- e. Facility shall be sound proofed, and include an indoor dog run.
- f. Shall comply with City off-street parking requirements.
- g. Shall provide daily disposal of all animal feces and wastes.
- h. Shall conform to the provisions of the Gateway/Historic Zone (DCA 3.11).

- i. There shall be adequate and effective means of control of insects and rodents at all times, such control shall be carefully monitored.
- j. Operator shall bear full responsibility for recapturing and controlling any escaped animal.
- k. Must have an active DVM relationship to immediately treat a sick or injured animal requiring medical attention.
- l. Facility shall be located not less than 150 from the nearest neighboring dwelling structure.

(Ord. 95-22, 8/22/95 and Ord. 2002-13, Amended by Ord. 2011-09, 5/10/11; Ord. 2014-04, 3/25/14)

#### HISTORY

Amended by Ord. [2018-01](#) on 2/27/2018

Amended by Ord. [2019-13](#) on 6/11/2019

Amended by Ord. [2020-02](#) on 4/14/2020



# Application for Mass Gathering Event

20 North Main Alpine, UT 84004 • (801) 756-6347 • (801) 756-1189-fax • [www.alpinecity.org](http://www.alpinecity.org)

The applicant shall propose the event to the Alpine City staff at least 40 days prior to the date of the proposed event. An application must be complete and submitted no less than 30 days prior to the start date of the event. Failure to submit a complete application and/or submission of that application outside of the required submission time frame may delay approval. Application submission does not guarantee approval. A mass gathering permit may be revoked upon failure to comply with conditions to the original approval of the permit.

SUBMITTAL REQUIREMENTS:			YES
If the event will take place in any city facility or park, the event needs to be scheduled with the Alpine City Front Office.			
Resident General City Park Pavilion Reservation	\$25 use fee \$150 clean-up deposit		
Nonresident General City Park Pavilion Reservation	\$75 use fee \$150 clean-up deposit		
Attend staff meeting (Monday mornings at 9:00. Contact city to ensure the meeting is scheduled).			
Review and obtain permission for proposed event from Police Chief.			
Completed and signed Mass Gathering application form.			
Attach site plan of the event and map of proposed route (if applicable).			
Attach proof of insurance (certificate must list Alpine City as an additional insured).			
All other applicable items requested on mass gathering application.			
Pay Mass Gathering Fee and Deposit at City Hall (deposit is held and returned to the applicant subject to a satisfactory inspection after the event.)			
	\$150 use fee \$1,000 clean-up deposit		
Races in Lambert Park	\$500 use fee + Mass Gathering fee and deposit		

## APPLICANT INFORMATION:

Applicant Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
(If different from above)

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## EVENT INFORMATION:

Name of event: \_\_\_\_\_

Type of event: \_\_\_\_\_

Date of event: \_\_\_\_\_ Event Hours: (Start time) \_\_\_\_\_ (End time) \_\_\_\_\_

Estimated Attendance: \_\_\_\_\_ Location of Event: \_\_\_\_\_

If city facility or park is used, has a reservation been made for scheduled time of the event? YES ☐ NO ☐

Proposed Route: (enclose map of proposed route if applicable)

**EVENT PARKING:** (must be included on site plan)

Will off-street parking at location be sufficient for the event? YES ☐ NO ☐ (If no, additional parking may need to be arranged)

Will event parking be on private property? YES ☐ NO ☐ (If yes, written permission from owner of private parking area is required)

Will there be transportation services to and from the parking lots? YES ☐ NO ☐

**STREET CLOSURES:** (must be included on map of proposed route and approved by Police Chief)

Names of streets to be closed and type of road closure (Full Street, Rolling Street, Lane): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Description of reason for closure: \_\_\_\_\_

\_\_\_\_\_

Time of Closure: (Start time) \_\_\_\_\_ (End time) \_\_\_\_\_

**AMPLIFIED SOUND:**

Will amplified sound be used for the event? YES ☐ NO ☐ (If yes, use of loudspeakers must be approved by Police Chief)

**RESTROOM FACILITIES:**

Will portable restroom facilities be needed? YES ☐ NO ☐ (2 chemical toilets for every 250 people)

**FOOD AND VENDOR BOOTHS:** (must be included on site plan)

A business license is required to sell, expose for sale, or offer for sale any goods, wares, or merchandise in Alpine City. The event coordinator shall obtain one business license and pay one fee (\$500) for all possible booths. Any one event shall not have more than ten (10) booths.

Will the event have vendor booths? YES ☐ NO ☐ If yes, how many? \_\_\_\_\_

Will the event have food booths? YES ☐ NO ☐ If yes, how many? \_\_\_\_\_

**TRASH DISPOSAL:**

What measures will be taken to clean up after the event? \_\_\_\_\_

\_\_\_\_\_



## INSURANCE:

Insurance must be submitted at least 10 days prior to the event. Alpine City requires proof of liability insurance in the minimum account of one million dollars (\$1,000,000) and the applicant shall name Alpine City, 20 North Main Street, Alpine, Utah 84004 as additionally insured.

**AGREEMENT AND SIGNATURE:**

I, the undersigned representative have read and do understand the mass gathering ordinance and application. I agree to follow the ordinance and necessary conditions. The information contained herein, including supporting documentation, is complete and accurate.

Applicant name (printed): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant signature: \_\_\_\_\_

**FOR CITY USE ONLY**

City approval granted for the mass gathering permit based on conditions:

YES ☐

NO ☐

Conditions: \_\_\_\_\_

City Administrator

Police Chief

City Planner

**PART 8-302 MASS GATHERING ORDINANCE (Amended by Ord. No. 2013-05, 10/08/13)**

**A. PURPOSE.** A mass gathering permit is intended to allow an applicant to hold an event, function or other use, whose actions will impact the surrounding area. The permit will allow the requested use and will help mitigate the impacts to the adjoining neighborhoods and the entire City.

**B. DEFINITION.** A mass gathering is defined as an event held on public or private property, with or without charge, profit or non-profit, and which creates significant impacts to the public. Alpine Days will be subject to a unique set of rules and regulations.

<b>Activities Automatically Considered a Mass Gathering</b>
---

- |  |
|--|
| <ul style="list-style-type: none"><li>• Fairs/Festivals;</li><li>• Races (run or bike);</li><li>• Parades;</li><li>• Concerts.</li></ul> |
|--|

Depending on whether the event is public or private, a mass gathering will be determined if the event involves any of the following criteria:

Private	Public
<ul style="list-style-type: none"><li>• Causes significant public impacts</li><li>• Disruption of normal routine of community or affected neighborhood</li><li>• Necessitates the use of City personnel</li><li>• Necessitates the need for any type of street closure</li></ul>	<ul style="list-style-type: none"><li>• Participation of 250 or more people</li><li>• Substantial Use of City parks or buildings</li><li>• Necessitates the need for any type of street closure</li><li>• Use of amplified sound</li><li>• The inclusion of food or vendor booths</li></ul>

The Alpine City staff may grant an exception to these guidelines. Exceptions to the criteria would automatically apply to events such as funerals and religious conferences.

**C. SUBMISSION REQUIREMENTS.** The applicant shall propose the event to the Alpine City staff at least 40 days prior to the date of the proposed event. An application must be complete and submitted no less than 30 days prior to the start date of the event. Failure to submit a complete application and/or submission of that application outside of the required submission time frame may delay approval. Application submission does not guarantee approval. A mass gathering permit may be revoked upon failure to comply with conditions to the original approval of the permit.

The following items shall be submitted before a Mass Gathering is approved:

- A completed Mass Gathering Application
- Approval from the Alpine City staff
- Necessary payment use fees, reservation fees, and deposits
- A Site Plan of the event
- Approval from the Police Chief
- Proof of General Liability Insurance

**D. MASS GATHERING STANDARDS OF REVIEW.** The City shall not issue a mass gathering permit unless the staff concludes that the application mitigates all identified

adverse impacts and complies with the following general standards.

1. **General Review Criteria.** An applicant must demonstrate:

- a. The application complies with all applicable provisions of this chapter, State and Federal law;
- b. The use is not detrimental to the public health, safety and welfare;
- c. Approval from the Lone Peak Police Department (if necessary);
- d. The applicant/organization/group/company must be able to provide General Liability Insurance; and
- e. The application complies with the Alpine City Municipal Code.

2. **Specific Review Criteria for Certain Mass Gatherings.** In addition to the foregoing, the City Administrator/designee may evaluate the applicant's compliance with each of the listed criteria when considering whether to approve, deny or conditionally approve an application for a mass gathering.

**E. PERMIT REVOCATION.** The City Administrator or Lone Peak Police may revoke the opportunity to conduct a mass gathering of any person upon a finding that the holder of the permit has failed to comply with any of the conditions imposed at the time the permit was issued. The City Administrator or Lone Peak Police shall send notice of revocation to the permit holder. Failure to comply with any of the conditions imposed at the time the permit was issued may result in suspension or termination of the applicant's opportunity to hold a future event in Alpine City.

**F. INSURANCE.** The applicant/organization/group/company must provide General Liability Insurance with Alpine City listed as additional insured and submit a certificate of insurance to Alpine City:

General Liability Insurance: evidence of general liability insurance including contractual liability, personal injury, premises and operations, and broad form property damage. Such insurance shall provide for a one million dollar (\$1,000,000) general aggregate limit. Evidence of requested insurance should clearly show the City as an additional insured.

General liability insurance coverage must be acquired before an event and maintained throughout the duration of the event, including set-up and dismantle periods.

- The standard proof of insurance is the ACORD certificate form. Coverage verification provided on an insurance company's certificate form is also acceptable.
- The name of the insured, the insurance carrier, the policy number, and coverage limits must be stated on the certificate of insurance as well as the effective and expiration dates for the coverage.
- An endorsement naming "Alpine City, Utah, its officials, agents, employees and volunteers" must accompany the certificate of insurance.
- Insurance certificates and endorsements must be signed by an authorized representative of the insurance carrier. Electronic signatures are acceptable and this information can be placed anywhere on the endorsement that it will fit.
- The certificate of insurance must be filed with Alpine City ten (10) working days before the event.
- The certificate of insurance must include the event name, date, and location.

**G. ADVERTISING.** The Mass Gathering Application must be approved by the Alpine City staff before the applicant promotes, markets, or advertises the event. Approval of the event may not be considered if it is found that the applicant promoted, marketed, or advertised the event before contacting the City. Conditional approval may be made after the event organizer submits the application and it is initially screened by the staff.

**H. SITE PLAN.** A site plan for the event is required and must include the following:

- Map of entire venue, including any street closures
- Operational Plan
- Structures (bleachers, fences, displays, booths, stages, etc.)
- Restrooms location
- Location of parking for attendees
- Start/End points and routes for parades and races
- All entrances and exits
- Accurate placement of equipment and furniture
- Accurate locations of vendors, stages, booths and all activity
- Location of crowd control barriers
- First aid locations
- Other information may be required depending upon the event

**I. PARKING.** Any impact the event parking will have on the area will be reviewed by the Alpine City staff. In some situations, when sufficient parking is not available, the event organizer may be required to provide a shuttle plan.

**J. PARADES, RUNS, AND STREET CLOSURES.** A site plan outlining the route must be submitted along with the mass gathering application. If the event will generate additional traffic, or interrupt existing traffic on any city street, approval from the Lone Peak Police Chief is required before a mass gathering permit will be issued. The Police Chief will review the plan and may require additional conditions.

**K. AMPLIFIED SOUND.** Alpine City has specific guidelines for the use of amplified sound. "Amplified sound" means speech, music or other sound projected or transmitted by electronic equipment including amplifiers, loud speakers, microphones, or similar devices or combinations of devices which are powered by electricity, battery or combustible fuel and which are intended to increase the volume, range, distance or intensity of speech, music or other sound. Use of loudspeakers must be approved by the Police Chief. Amplified sound will not be measured but will be enforced by a reasonable person standard.

**L. RESTROOM FACILITIES.** Depending on the duration of the event and the availability of public restrooms, the applicant may need to rent portable chemical toilets to accommodate participants. Alpine City requires one (1) chemical toilet for every 250 people, or portion thereof. In addition, one (1) handicap-accessible toilet must be provided for every 500 expected guests/participants. The number of toilets required is based upon the maximum number at your event during peak time. The total number of toilets required will be determined on a case-by-case basis.

**M. FOOD AND VENDOR BOOTHS.** A business license is required to sell, expose for sale, or offer for sale any goods, wares, or merchandise in Alpine City. The event coordinator shall obtain one business license and pay one fee for all possible booths. Any one event shall not have more than ten (10) booths.

**N. TRASH DISPOSAL.** You must properly dispose of waste and garbage throughout the term of your event and immediately upon conclusion of the event, the area must be returned to a clean condition. Should you fail to perform adequate clean-up or damage occurs to City property and facilities, you will be billed at full cost recovery rates plus overhead for cleanup and repair. In addition, such failure may result in denial of future approval for a mass gathering permit.

## **ALPINE CITY COUNCIL AGENDA**

**SUBJECT: 2020 Municipal Recreation Grant**

**FOR CONSIDERATION ON: 25 August 2020**

**PETITIONER: Alpine City**

**ACTION REQUESTED BY PETITIONER: Approve application for the 2020  
Utah County Municipal  
Recreation Grant**

### **BACKGROUND INFORMATION:**

The application deadline is approaching for the 2020 Municipal Recreation Grant. Alpine City has been allocated \$4,963.88 in possible funds. Funding is based on population estimates from the United States Census Bureau. City Council needs to approve application for funding.

Alpine City has used this allocated grant money the past several years for different park projects, including: trail improvements in the Dry Creek Corridor and a new playground at Burgess Park.

### **RECOMMENDED ACTION:**

We approve the application created for submission to the Utah County Commission requesting the Municipal Recreation Grant money that has been allocated to the Alpine City.



## Utah County Commission

Tanner Ainge  
Nathan Ivie  
Bill Lee

51 S University Ave.  
Suite 320  
Provo, UT 84601

801-851-8100  
[www.utahcounty.gov](http://www.utahcounty.gov)

June 11, 2020

Re: 2020 Municipal Recreation Grant Program

Dear Grant Administrator,

Thank you for your continued patience and understanding regarding the Municipal Recreation Grant Program this year. I apologize for any confusion in this process. We hope you have taken some time to evaluate the opportunities that have recently been realized due to the CARES Act funding and have thought of some ways to use this funding to make sure your parks can open safely. As we have recently established a process where the cities will directly receive their portion of the CARES Act funding, **please disregard the last letter that you received.** For those of you who have COVID-related projects please look to your city for that funding. The Municipal Recreation Grant from the County will continue as normal this year.

This year we will be extending the deadlines for applications and reimbursement requests.

The Utah County Commission has determined that the total funding available for the 2020 Municipal Recreation Grant Program is \$300,000.00. Available funds have been divided among municipalities based on United States Census population estimates, with a minimum grant amount of \$1,000. These funds are payable on a reimbursement basis only.

Please see the attached funding distribution sheet for the 2020 grant amount that will be available to your city.

Grant regulations are enclosed, along with an application form. Grant Applications are due no later than 5:00 p.m. on Monday, September 7, 2020. **Applications received after the deadline will not be approved and funding will be forfeited.**

Applications are to be delivered via email, in person, or post to:

Utah County Commission  
Attn: Ezra Nair  
100 E. Center St. Suite 323 HCH  
Provo, UT 84606  
[ezran@utahcounty.gov](mailto:ezran@utahcounty.gov)

Please note that our mailing address has changed.

Upon approval of grant requests, the Utah County Attorney's office will prepare interlocal agreements and encumber funds that will be available for reimbursement through **Monday, March 1, 2021.** The County will disperse funds to municipalities upon receipt of payment verification and supporting documentation. **Reimbursement requests received after Monday, March 1, 2021 will not be accepted and funds will be forfeited.**

Please note that this year no entities will be eligible to roll forward their funding past March 1, 2021. The Tourism Tax Advisory Board will be evaluating this program next year and may opt to discontinue this program or make significant adjustments to the future processes of this grant and/or disbursement amounts for next year and into the future.

Please contact me with any questions at 801-851-8136 or [ezran@utahcounty.gov](mailto:ezran@utahcounty.gov).

Thank you for your continued patience and all of your efforts to keep our community safe at this time.

Sincerely,  
Ezra Nair  
Utah County Commission Office  
Encl.: Application, Guidelines, Funding Amounts

## Funding Distribution for 2020 Recreation Grants (updated 06/08/2020)

Available Funds for larger cities:

\$300,000.00

Municipality	Population: July 1, 2019 Estimate	% of Population	TOTAL: 2020 Grant Amount
Alpine	10,507	1.65%	\$ 4,963.88
American Fork	33,479	5.27%	\$ 15,816.68
Cedar Hills	10,224	1.61%	\$ 4,830.18
Eagle Mountain	39,301	6.19%	\$ 18,567.20
Elk Ridge	4,447	0.70%	\$ 2,100.92
Highland	19,441	3.06%	\$ 9,184.62
Lehi	72,562	11.43%	\$ 34,280.88
Lindon	11,913	1.88%	\$ 5,628.13
Mapleton	10,619	1.67%	\$ 5,016.80
Orem	99,228	15.63%	\$ 46,878.85
Payson	20,740	3.27%	\$ 9,798.32
Pleasant Grove	38,563	6.07%	\$ 18,218.54
Provo	120,221	18.93%	\$ 56,796.70
Salem	8,928	1.41%	\$ 4,217.91
Santaquin	12,487	1.97%	\$ 5,899.31
Saratoga Springs	34,628	5.45%	\$ 16,359.50
Spanish Fork	42,389	6.68%	\$ 20,026.08
Springville	34,289	5.40%	\$ 16,199.35
Vineyard	11,041	1.74%	\$ 5,216.16
<b>Total</b>	<b>635,007</b>	<b>100.00%</b>	<b>\$ 300,000.00</b>

Available Funds for smaller cities:

\$5,000.00

Municipality	Population: July 1, 2019 Estimate	% of Population	2020 Grant Amount	Amount Carried from 2019	TOTAL: 2020 Grant + 2019 Carry over
Cedar Fort	364	0.06%	\$ 1,000.00	\$ 0.00	\$ 1,000.00
Fairfield	118	0.02%	\$ 1,000.00	\$ 0.00	\$ 1,000.00
Genola	1,573	0.25%	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Goshen	912	0.14%	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
Woodland Hills	1,523	0.24%	\$ 1,000.00	\$ 0.00	\$ 1,000.00
<b>Total</b>	<b>4490</b>	<b>0.71%</b>	<b>\$ 5,000.00</b>	<b>\$ 2,000.00</b>	<b>\$ 7,000.00</b>

<b>TOTALS:</b>	<b>639,497</b>	<b>\$305,000.00</b>	<b>\$ 2,000.00</b>	<b>\$307,000.00</b>
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## Utah County Commission

Tanner Ainge  
Nathan Ivie  
Bill Lee

51 S University Ave.  
Suite 320  
Provo, UT 84601

801-851-8100  
[www.utahcounty.gov](http://www.utahcounty.gov)

# 2020 Municipal Recreation Grant Application

**Application deadline is September 7, 2020 @ 5:00PM.**

**Municipality:** \_\_\_\_\_

**Name of Preparer/Contact Person:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Grant Amount Requested**

**2020: \$** \_\_\_\_\_

**2019: \$** \_\_\_\_\_ (if eligible)

**TOTAL: \$** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Project Location:** \_\_\_\_\_

**Project Type:** (Please check all that apply.)

☐ Tourism Promotion

☐ Tourism Facility

☐ Cultural Facility

☐ Recreational Facility

☐ Convention Facility

**\*\*\*Please submit a detailed project description with application\*\*\***

**Date Approved by Municipal Council:** \_\_\_\_\_

\_\_\_\_\_  
**Mayor or Administrator Signature**

\_\_\_\_\_  
**Date**

### FOR COMMISSION OFFICE USE ONLY

Application Received by Commission Office	County Attorney Review	Commission Approval/ Agreement #	Agreement Sent to Municipality	Signed Agreement Received by Commission Office	Receipts Received by Commission Office	PO Sent to County Auditor	Funds Paid



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# 2020 Municipal Recreation Grants

### **Available Funds**

The Utah County Board of Commissioners has determined that the total available funding for the 2020 Municipal Recreation Grant program will be \$300,000.00. This year, funding amounts were determined by the US Census population estimates, with a \$1,000.00 minimum grant awarded. Unused grant funds will be forfeited if an application is not received prior to the application deadline.

### **Funding Source**

Funds for this grant program come from the Tourism, Recreation, Culture and Convention Tax (TRCC or Arestaurant tax@). This tax is imposed pursuant to Section 59-12-601 et seq., *Utah Code Annotated*, 1953 as amended, and Section 21-4-1 et seq., Utah County Code.

### **Project Eligibility**

In order to be eligible for funding, a project must involve the development or construction of tourism, recreation, cultural, and/or convention facilities. All project applications must be for publicly owned or operated facilities and must be sponsored by a municipality within Utah County. Individuals and private organizations are not eligible to apply, nor may any municipality apply on their behalf. Per state statute, Utah County may not appropriate money in the aid of any private enterprise (Section 17-50-303, *Utah Code Annotated*, 1953 as amended).

### **Application Procedure**

Each city will be provided with an application form. Each city must complete this application and submit a detailed project description. The application and project description must be delivered via email, in person, or post to the Utah County Commission Office by 5:00 p.m. on **Monday, September 7, 2020. Applications received after the deadline will not be considered for approval for 2020 Recreation Grant funding.**

### **Approval of Projects**

Each application, upon receipt by the County Commission Office, will be subject to review by the Utah County Attorney's Office for compliance with state statute.

### **Agreement**

Upon approval of each project, the Utah County Attorney's Office will draft an interlocal agreement between Utah County and the municipality. The agreement must be approved and signed by both parties before any reimbursements will be made.

### **Disbursement of Funds**

In order to receive funds for an approved project, a municipality must submit proof of payment (i.e. copy of check, invoice including amount paid and check number) and any other necessary supporting documentation to the Utah County Commission Office. These **claims for reimbursement** will be accepted through **5:00pm on Monday, March 1, 2021**. Claims received after the deadline will not be eligible for reimbursement.

Funds are available only on a reimbursement basis. All reimbursed expenses must meet statutory requirements. Payment of grant funds will be processed according to established Utah County Purchasing Rules and Regulations.

### **Audit**

The Utah County Board of Commissioners reserves the right to review a municipality's records relating to the project at any time.