



# **BLANDING CITY WATER CONSERVATION PLAN**

Updated 1/2021

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## INTRODUCTION

Blanding City is in the southeast corner of Utah and consists of a population of approximately 3,684 citizens covering a land area of approximately 13.2 square miles with approximately 10 square miles zoned as open space.

Blanding City fathers have provided a professionally managed City over the years because of their foresight and efforts in meeting the projected needs of its citizens while at the same time remaining fiscally responsible.

Blanding City was founded in 1905 after Mormon Pioneers came to southeast Utah to start the San Juan Mission in Bluff (25 miles south) but were unable to sustain themselves because of the lack of water. The potential for irrigated farming on White Mesa was recognized and a plan was created to divert water from Recapture Creek, which drained the south side of the Abajo Mountains. In 1903 the ditch was finished, and the first crops irrigated. About this time a town site was surveyed which began drawing settlers. From the beginning, water and water projects have been a top priority for the city leaders. Water rights, reservoirs, distribution, and water treatment have been continually upgraded over the years including a tunnel conveying water from Indian Creek on the north side of the Abajo Mountains to Johnson Creek, watershed protection, and terracing of the mountain slopes. Water continues to be a top priority. The most recent droughts have escalated the City's need to focus on needed foresight and planning. Recent improvements include the expansion of the Fourth Reservoir From 520AC-FT to nearly 2,350AC-FT, the development and integration of three deep wells, and the construction of a new 3mgd membrane micro-filtration treatment plant.

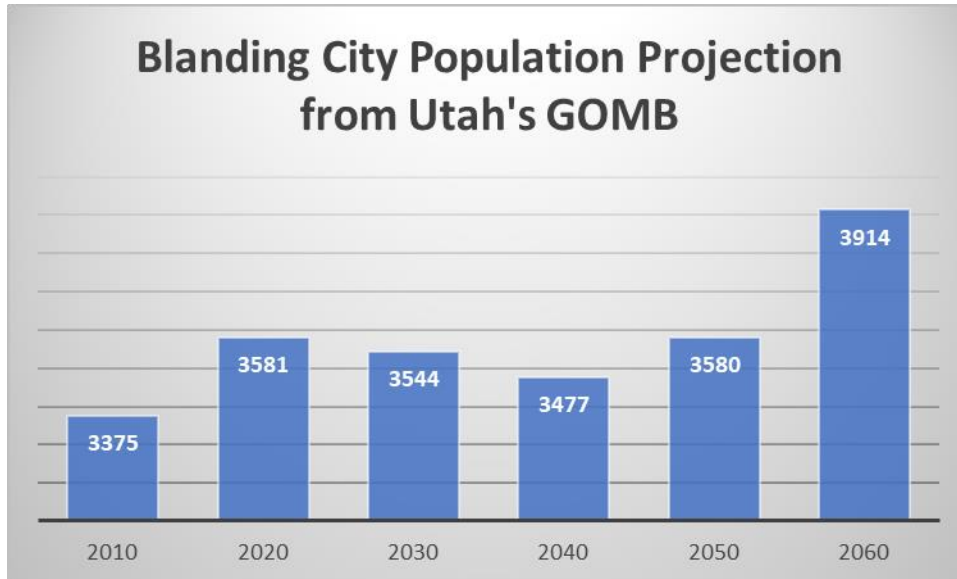
The City acquired funds from the Division of Drinking Water to update our water master plan in 2009. Blanding City Drinking Water Master System Master Plan was completed by Hansen Allen and Luce Engineering, Inc. in March of 2011. The results of this master planning will aid the City of Blanding in making decisions over the next 40 years. It is anticipated that the master plan will be updated in the fiscal 2021 budget year.

In response to the rapid growth occurring along the Wasatch Front and other areas of the state a similar concern has been demonstrated by the state legislature in passing the Water Conservation Plan Act (House Bill 418). This water conservation plan is written to address the concerns of leaders and citizens of both Blanding and the State of Utah.

Blanding City Water Conservation Plan is updated by the City Engineer and other city staff. No individual has been appointed as Water Conservation Coordinator as of the 2020 update.

## DESCRIPTION OF THE CITY

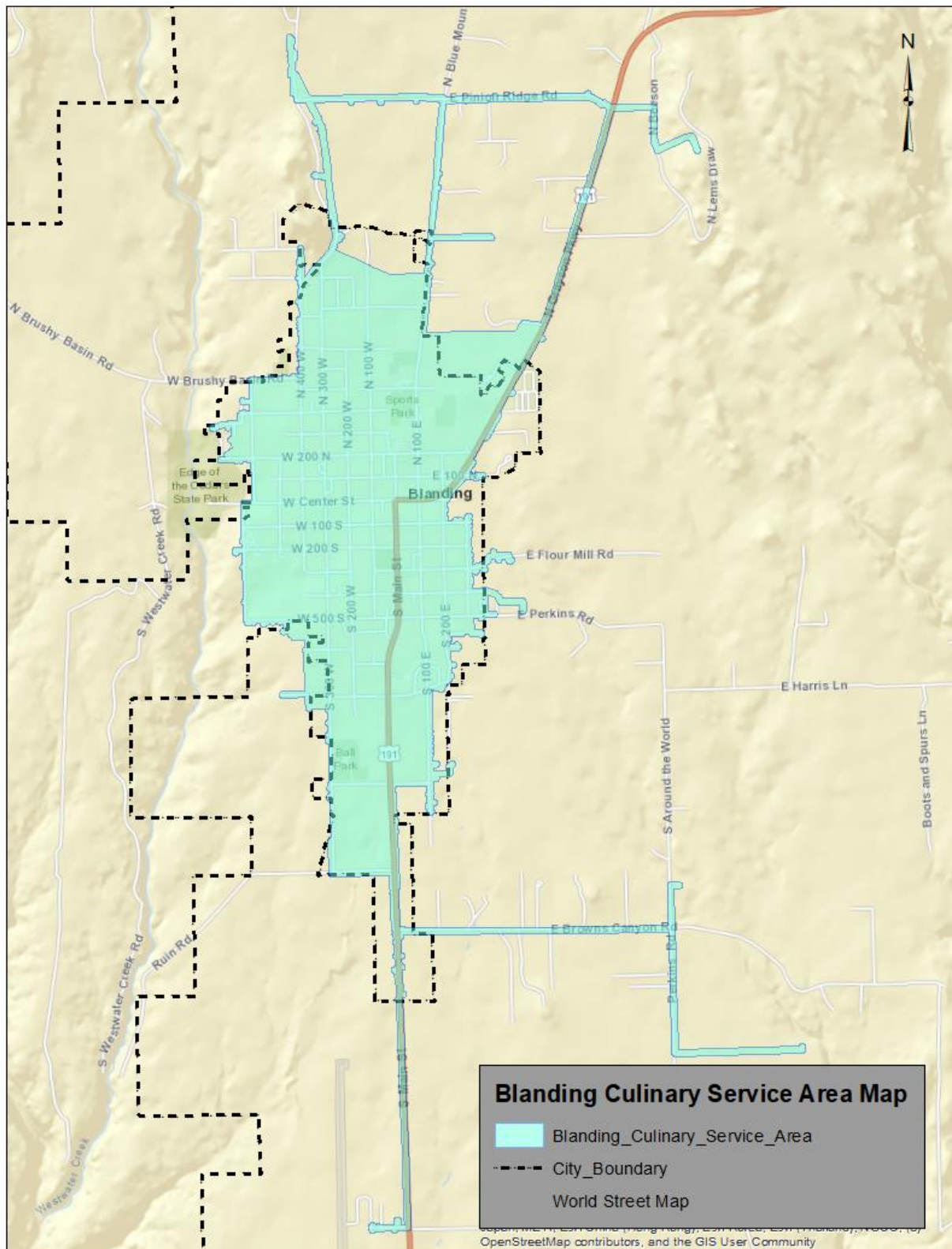
Located in the heart of San Juan County, and in the second driest state in the nation, Blanding is receiving a significant portion of the county's growth. The Utah Governors Office of Management and Budget projects negative growth rates for Blanding through 2040 and then an increase from today's population after 2050. The extent of the city's expected future growth is shown in the following chart.



Blanding City residents and their leaders place a high value on open space. Consequently, 50 acres of land in the city have been set aside for our city parks and a cemetery. Landscaped areas around schools & churches occupy approximately 25 acres. Blanding City still has 130 acres in undeveloped residential zones and 225 acres in undeveloped commercial zones. New parks and other open spaces will be planned in conjunction with new residential and commercial developments in this City. Blanding families have always shown a propensity to plant and care for large areas of grass and other water intensive landscaping and gardens. Consequently, demands on the water distribution system are expected to continue to increase over the next twenty years.

When all uses of culinary grade water are compared with the number of residents in the city, Blanding City used 163 gallons of water per capita per day (GPCD) from 2019 water use report. Blanding City's culinary water use is already well below the 2030 goal of 267GPCD for southeastern Utah. All treated and raw water is metered and accounted for. Blanding City is ahead of the game on water conservation. Despite our success, we are still striving to reduce water usage.

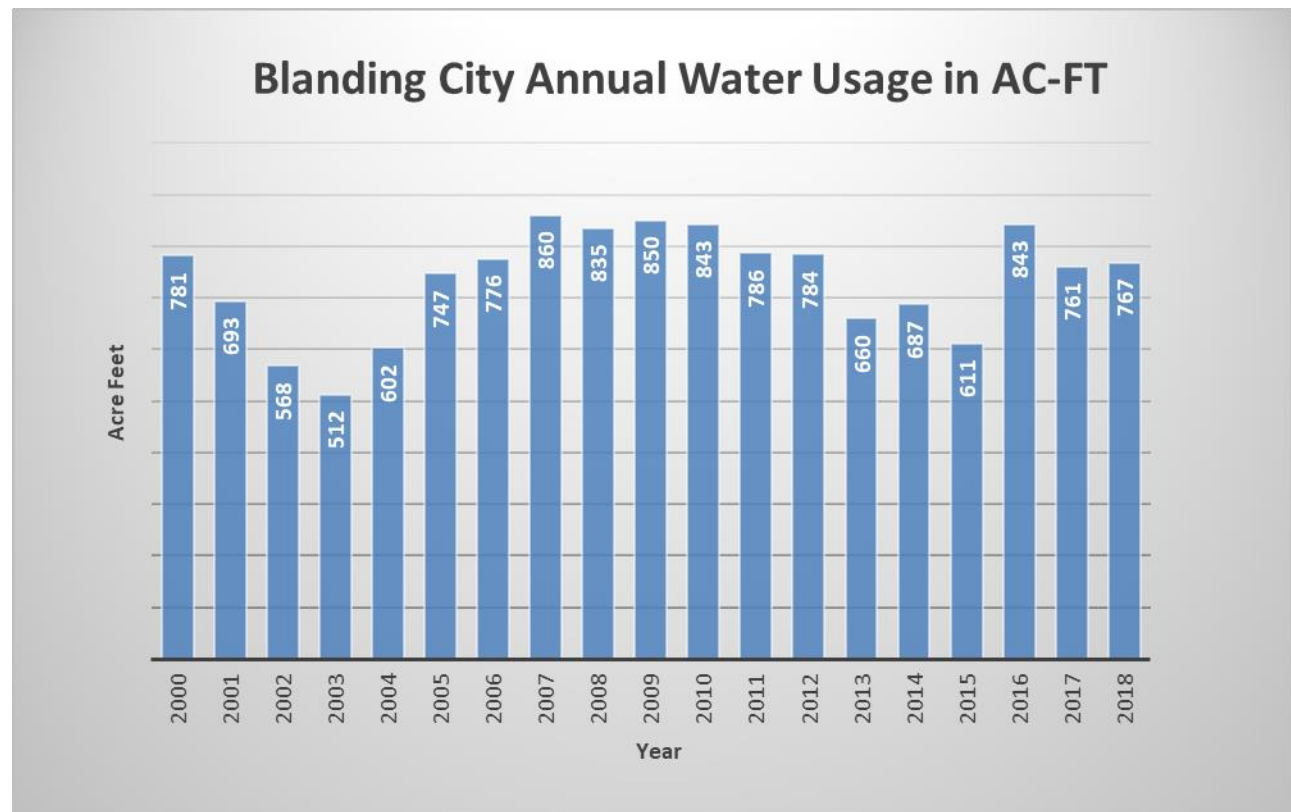
## Service Area Map



## The Water Supply

Most of the City's water supply is surface runoff. The development and integration of three deep wells rated at 250GPM has provided a new source of water and drought supply contingency. The City of Blanding has been treating and using between 900 – 1,000AC-FT of raw water annually. The City has not installed an extensive secondary or raw water system. Only the largest users including, parks, schools, churches, and the cemetery can be irrigated using raw water. The City treats between 660 and 850AC-FT of water per year, this supplies all the water for both indoor and outdoor water uses for all city residents and those county residents that are on the system but located outside the city limits.

The City has implemented this Conservation Plan and the citizens have responded well as restrictions have been implemented and conservation measures required. As you can see from the following chart usage has varied with drought conditions and growth over time.



Blanding City has water rights far exceeding the amount of water that we currently treat. We own and operate multiple surface water storage reservoirs as part of our overall water system. Additionally, we have varying amounts of water stored in reservoirs that we do not own through shares in Blanding Irrigation Company and agreements with San Juan Water Conservancy District. We suffer substantial evaporation and seepage losses from these reservoirs. The following is a chart which represents city raw water storage rights.

Reservoir	Total Reservoir Capacity	Required Consrvn Capacity	Total Usable Capacity	City Share of Total Capacity
Starvation	500	0	500	500
4th Reservoir	2,350	250	2,100	2,100
3rd Reservoir	250	50	200	200
Drywash	500	100	400	0
Recapture	8,444	2,500	5,944	800
<b>Total</b>	<b>12,044</b>	<b>2,900</b>	<b>9,144</b>	<b>3,600</b>



## Inventory of Water Resources

Under current water rights the city is entitled to the bottom 3.5 second feet of surface water that flows off the mountain through Indian Creek, Johnson Creek, and Recapture Creek. Blanding City's water rights are outlined in the Summary of Blanding Water Rights chart below.

**SUMMARY OF BLANDING WATER RIGHTS**

<b>WATER RIGHT NUMBER</b>	<b>DESCRIPTION</b>	<b>FLOW (gpm)</b>	<b>PRIMARY USE</b>	<b>STATUS</b>
09-447	Johnson Creek	449	Municipal	Certificated
09-323	Recapture Creek	224	Municipal	Water User's Claim
05-2946	Indian Creek	561	Municipal	Water User's Claim
05-2948	Indian Creek	224	Municipal	Water User's Claim
15-2949	Indian Creek	112	Municipal	Water User's Claim
09-820	Cemetery Well	44.9	Irrigation	Water User's Claim <sup>1</sup>
09-274	Johnson Creek Well	162	Municipal	Certificated
09-699	Sub-Station Well	39.9	Municipal <sup>5</sup>	Water User's Claim
09-821	Golf Course Well	44.9	Irrigation	Water User's Claim
09-698	Walter C. Lyman Park Well and South Park Well	898	Municipal	Approved <sup>2</sup>
09-588	Dusit Canyon Spring	NA <sup>3</sup>	Irrigation	Water User's Claim
09-253	2 <sup>nd</sup> Reservoir Well	78.5	Municipal	Certificated
09-69	West Spring Well	2.24	Irrigation	Certificated
09-928	Underground Water Well	449	Municipal	Approved <sup>4</sup>

1. Proof due was due in 1984

2. Dusit Canyon Springs is limited to an annual volume of 32 acre-feet and does not have a limitation

3. Proof due October 31, 2011

4. Proof due February 28, 2012

5. This well is used by the general public to fill tanks and is not connected to the drinking water system

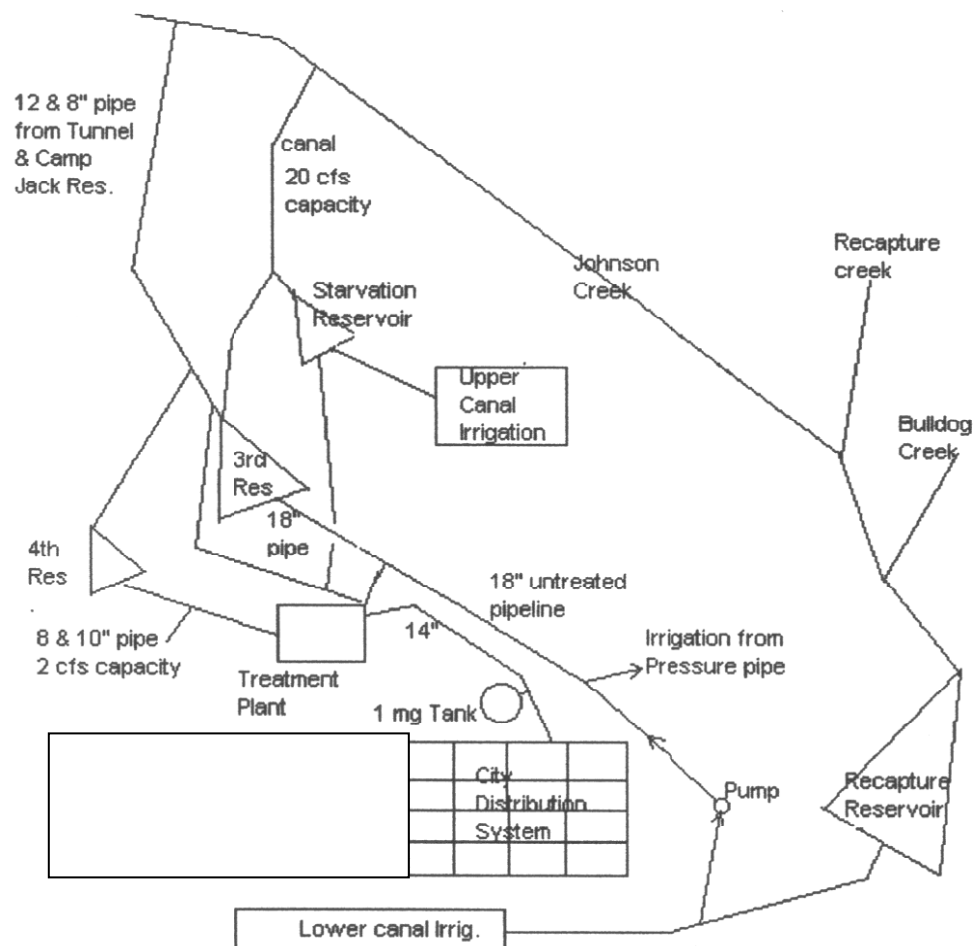
The configuration of water supply sources and raw water storage reservoirs are also shown in the chart labeled Blanding City Water Source and Reservoir Configuration. The chart is not to scale and was created to show how the system is linked. As shown near the top of the figure the two principal sources of water are diverted from Johnson Creek. The Indian Creek water is diverted into a tunnel through the Abajo Mountain, and then conveyed in Johnson Creek to the Johnson Creek diversion structure through which water is transported in either of the two 12" diameter pipes running approximately 9 miles to the reservoirs. The water represented by shares in the Blanding Irrigation



Company is taken in the upper canal and is also diverted from Johnson Creek at a lower point, about 3 miles above the reservoirs.

The third water source is water pumped from the 27" pipeline below Recapture Reservoir which delivers water to irrigated agriculture south of Blanding. This source is currently used only during poor water years because of the cost of pumping; however, it will become much more important as Blanding's water demand increases. This water must be lifted 350 feet in the pipeline which conveys water to the treatment plant.

### **Blanding City Water Source & Reservoir Configuration**



The City plans to use its water rights including the water pumped from Recapture Reservoir as the population increases over time. Part of that plan is to develop the remaining portion of our ground water rights and construct additional surface water storage.

## Water Budget / Forecast

According to billing records obtained for the City of Blanding, the water distribution system had a total of 1,261 connections in 2010. This number includes all the residential and commercial connections supplied by the City's distribution network. Demand allocation within the model distribution network was performed using GIS. Billing addresses were used to link monthly meter demand data to meter location. In this way, demands within the distribution system model were allocated based on metered usage. In the model, however, the meter usage data was scaled to match the volume of water for the period being modeled. The metered data defines how the water use was distributed throughout the system. For example, a residential connection that had billing data that showed water usage twice that of the connection next door was represented in the model as have twice the demand as the connection next door. Equivalent Residential Connections (ERU) were calculated for the non-residential connections for the purpose of calculating State Division of Drinking Water (DDW) minimum sizing requirements. Total existing ERCs were calculated to be 1,615. The distribution of ERCs and connections by pressure zone is shown in TABLE II-1.

Future demand projections were developed from information provided by the State of Utah Demographic and Economic Analysis (DEA) section of the Governor's Office of Planning and Budget. The DEA projects a population in the year 2050 of 4,401 with an average growth rate of 0.8%. Based on this growth rate, it was estimated that an additional 606 connections should be added to the future model. Next, with assistance from Blanding City personnel, areas of potential growth were identified. In general, the selected locations are positioned about the periphery of the existing city limits but within the City's annexation boundary. Lacking firm data, the new connections were allocated to the areas of potential growth based on the approximate land area identified for development. TABLE II-1 is a summary of existing and future connections by pressure zone.

**TABLE II-1  
EXISTING AND FUTURE CONNECTIONS AND ERCs**

<b>PRESSURE ZONE</b>	<b>EXISTING CONNECTIONS</b>	<b>EXISTING ERCs</b>	<b>FUTURE CONNECTIONS</b>	<b>FUTURE ERCs</b>
1	892	972	1,102	1,241
2	350	615	542	860
3	19	28	90	120
<b>TOTAL</b>	<b>1,261</b>	<b>1,615</b>	<b>1,734</b>	<b>2,221</b>

Note, for 2020 plan update: Our water budget/forecast will be updated with the master plan update in 2021. This information will be included in the 2025 Water Conservation Plan Update. Interestingly, the Governor's Office of Planning and Budget is currently projection an almost flat growth rate from 2020 to 2050.

## CURRENT WATER CONSERVATION MEASURES AND PROGRAMS

The City of Blanding's current water conservation program is directed primarily at managing water shortages and providing useful materials to assist residents to use water more efficiently. The City has also adopted ordinances requiring the use of low flow water fixtures which will continue to be enforced through the Blanding Building Department. Blanding City initiated this plan beginning in January 1999, and it has been periodically updating approximately every five years. The City has during water shortage and drought circumstances implemented an Emergency Water Conservation Plan. This is outlined below.

### Water Shortage Management

The City has an "Emergency Water Conservation Plan" which spells out climate and political realities related to water use during drought or other water supply shortages. Also addressed in this report are the conservation measures that may be implemented during times of emergency. They are as follows:

- Enact Red tiered water rates and restrictions.
- Eliminate watering on city property during hottest times of the day.
- Water city properties on a minimal watering schedule that does not water during hot daylight hours.
- Eliminate watering of city property in cases of severe shortages.
- Educate the public on the water supply situation.
- Investigate voluntary public conservation measures.
- Consider an increased emergency water rate schedule to further encourage water conservation.
- No outside watering from 10 am to 6 pm.
- Issue information to all customers on conservation procedures each can accomplish around their own property and within their own homes.
- Instigate mandatory public conservation measure.
- Enforced outside watering restrictions including watering times and quantities.
- Investigate emergency conservation measures:

Physically restrict water supplies to (in order of priority):

All outside irrigation Systems.

Park properties and other non-essential support facilities. Commercial businesses, restricting largest users first. Residential areas.

Any other "non-life support" areas, ensuring water supplies to hospitals, hospices, all other health care facilities, and controlled designated area water supply facilities.

## Water Education Program

### Outside Water Use Education Items:

- Water landscaping only as much as required by the types of landscaping, and the specific weather patterns of the area. In general, water in the early morning or late evening hours.
- Do not water on hot, sunny, and/or windy days. It may end up doing more harm than good to landscaping, as well as wasting a significant amount of water.
- A single lawn sprinkler spraying five gallons of water per minute uses 50 percent more water in just one hour than the combination of 10 toilet flushes, two five-minute showers, two dishwasher loads, and one full load of laundry.
- Sweep sidewalks and driveways instead of using the hose to clean them off.
- Wash your car from a bucket of soapy water and rinse while parked on or near the grass or landscaping so that all the water running off goes to beneficial use instead of running down the gutter to waste.
- Check for and repair leaks in all pipes, hoses, faucets, couplings, valves, etc. Verify there are no leaks by turning everything off and checking your water meter to see if it is still running. Some underground leaks may not be visible due to draining off into storm drains, ditches, or traveling outside your property.
- Use mulch around trees and shrubs, as well as in your garden to retain as much moisture as possible. Areas with drip systems will use much less water, particularly during hot, dry, and windy conditions.
- Keep your lawn well-trimmed and all other landscaped areas free of weeds to reduce overall water needs of your yard.
- Drill ground wells for outside watering.

### Household Water Use Education Items:

- About two-thirds of the total water used in a household is used in the bathroom.
- Concentrate on reducing your bathroom use. Following are suggestions for this specific area:
- Do not use your toilet as a waste basket. Put all tissues, wrappers, diapers, cigarette butts, etc. in the trash can.
- Check the toilet for leaks. Is the water level too high? Put a few drops of food coloring in the tank. If the bowl water becomes colored without flushing, there is a leak. If you do not have a low volume flush toilet, put a plastic bottle full of sand and water to reduce the amount of water used per flush. However, be careful not to over conserve to the point of having to flush twice to make the toilet work. Also, be sure the containers used do not interfere with the flushing mechanism.

- Take short showers with the water turned up only as much as necessary. Turn the shower off while soaping up or shampooing. Install low flow shower heads and/or other flow restriction devices.
- Do not let the water run while shaving or brushing your teeth. Fill the sink or use a glass instead.
- When doing laundry, make sure you always wash a full load or adjust the water level appropriately if your machine will do that. Most machines use 40 gallons or more for -each load, whether it is two socks or a week's worth of clothes.
- Repair any leak within the household. Even a minor slow drip can waste up to 15 to 20 gallons of water a day.
- Know where your main shutoff valve is and make sure that it works. Shutting the water off yourself when a pipe breaks or a leak occurs will not only save water, but also eliminate or minimize damage to your personal property.
- Keep a jar of water in the refrigerator for a cold drink instead of running water from the tap until it gets cold. You are putting several glasses of water down the drain for one cold drink.
- Stopper the sink when rinsing vegetables, dishes, or anything else; use only a sink full of water instead of continually running water down the drain.

## Current Water Rates

Designing an appropriate rate schedule is a complex task. Rate design is a process of matching the costs of operating the water system to the unique economic, political, and social environments in which the city provides its service. The cost of delivering the service must be evaluated and understood. Each water system has unique assets and constraints. Based on the characteristics of the system, and past capital and operating costs, revenue requirements can be estimated.

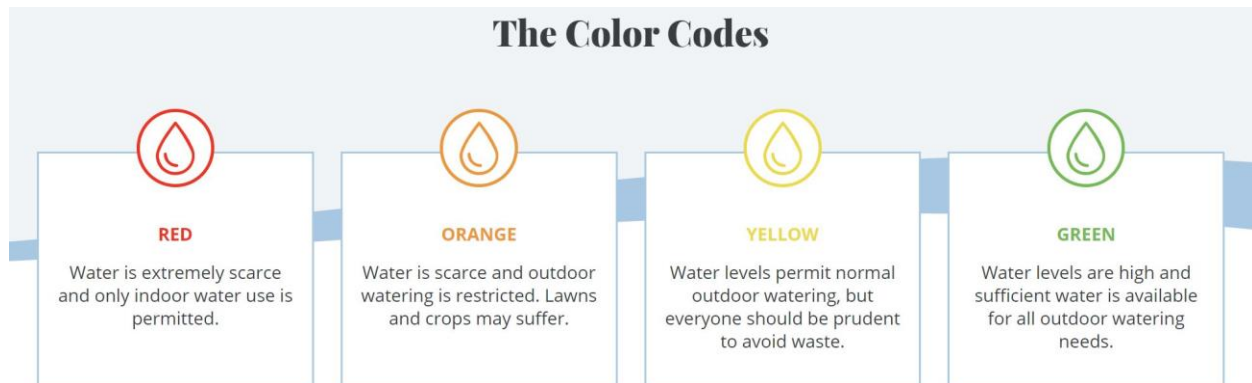
Blanding City with the help of Hansen, Allen, and Luce Engineering completed a new rate plan which is tiered in multiple ways as follows:

Each color code is associated with a water volume for each residential connection each month. A tiered rate structure has been developed to incentivize appropriate water use based on the projected water availability.

Water allotments are calculated by dividing the total available volume for the given color code by the number of residences connected to the City's drinking water system.

Billing rates then follow a tiered rate structure according to the percentage of the allotment that was used for the month. If more water is used than was allotted, the excess water is charged at a higher rate.

The color codes:



The color code is established each spring around the 1<sup>st</sup> of April after evaluation using a model which accounts for current reservoir storage and predicted runoff from available snowpack. We then use our various public outreach methods, such as bill stuffers, website, social media, etc. to inform our customers and set their expectations for the coming year.

We have established three seasons for residential water allotments. There is a summer, winter and then two separate shoulder seasons as follows:

# Residential Water Allotments

Season	Red	Orange	Yellow	Green
Summer	8	23	31	36
Shoulder	7	14	20	24
Winter	6	6	6	6

*\*\*Allocations in 1,000 gallons per month.\*\**

*\*\*Summer is June - August\*\**

*\*\*Shoulder is April - May & September - October\*\**

*\*\*Winter is Nov - March\*\**

Finally, water rates are then determined based off of these allotment tiers, the season, and the color-coded tier. An example of the summer water rates tier is shown below for illustration.

## Summer Water Rates

Tier	Percentage Rate	Red Rate <sup>1</sup>	Orange Rate <sup>1</sup>	Yellow Rate <sup>1</sup>	Green Rate <sup>1</sup>
Tier 1	0% to 75% of allotment	\$2.72	\$1.52	\$1.03	\$1.03
Tier 2	75% to 100% of allotment	\$3.40	\$1.90	\$1.29	\$1.29
Tier 3	100% to 150% of allotment	\$3.50	\$2.00	\$1.67	\$1.54
Tier 4	150% to 200% of allotment	\$3.70	\$2.40	\$2.23	\$2.06
Tier 5	200% to 250% of allotment	\$4.00	\$2.96	\$2.70	\$2.44
Tier 6	above 250% of allotment	\$4.25	\$3.50	\$3.43	\$2.89

<sup>1</sup>Rates listed per 1,000 gallons.

*\*\*Summer Season is June, July & August\*\**

The city first implemented the new rates in 2020 and we received very few complaints. It was great to be able to implement these new rates during a Green Rate year. We expect to have more conversations with our customers as we experience drier conditions and the rates go up based on the tiered schedule. In an effort to help our customers understand their bill, we have developed a bill calculator with inputs for color



tier, season and water usage. An example is shown below.

### Residential Water Bill Calculator

Monthly Base Rate	Color Tier	Month	Monthly Allotment	Water Usage
<b>\$22</b>	Yellow <span style="float: right;">▼</span>	July <span style="float: right;">▼</span>	31,000 gal	31000

#### Results

<b>Tier 1</b> <small>up to 75% of allotment</small>	<b>Tier 2</b> <small>75% to 100% of allotment</small>	<b>Tier 3</b> <small>100% to 150% of allotment</small>	<b>Tier 4</b> <small>150% to 200% of allotment</small>	<b>Tier 5</b> <small>200% to 250% of allotment</small>	<b>Tier 6</b> <small>above 250% of allotment</small>
<b>\$23.95</b>	<b>\$10.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

### Monthly Water Bill: **\$55.95**

\*\*Estimated water bill based on usage of 31,000 gallons per month.\*\*

## PROBLEMS, OPPORTUNITIES AND GOALS

### Problems Identified

Because of foresight and planning by the Blanding City leaders and due to the nature of our climate, most citizens are aware of the need to conserve and efficiently use our precious water. Consistent droughts have raised the conscious level of the community to new heights. The City Council has initiated restrictions and implemented the "Emergency Water Conservation Plan" during drought periods and as you have seen in previous charts the results were effective in substantially reducing water consumption over the three-year period of drought. Water conditions are reviewed and reported in a monthly City Council meeting. Very few problems have been identified with the existing procedures.

- Some citizens still lack information and understanding of landscaping water requirements and efficient water-use habits and practices regarding outside watering. Few residents know how much water is required to maintain healthy landscaped areas and how to consistently use water efficiently indoors. Most citizens irrigation and indoor practices are based on convenience rather than plant needs and water supply considerations. We still see over watering.
- Irrigation Company raw water meters are broken or inaccurate, and irrigation lines often leak and need repair.
- Watering between 10AM and 6 PM is difficult for user without automated water irrigation systems. It is often not followed.

### Opportunities Identified

For each of the problems listed above we can identify opportunities, and all require education which includes not only citizens, but new and existing city council. With our pricing structure citizens are more motivated to use water more judiciously. Information on landscape water requirements can be provided to citizens on regular basis through our City newsletter and our billing system. Automated systems will be encouraged in correspondence with users.

In addition to education and our rate structure, the opportunity exists to prepare a new generation of wise-water users. This can be assisted with a strong sustained water education program in the public and private schools.

The City through our ownership of shares in the Irrigation Company has provided the proper pressure to ensure proper metering and repair of the irrigation system. We have implemented a new full accountability system that allows for the metering and accounting of all water used including industrial and farming uses on the mesa. A Water Use Board made up of all water user groups on the mesa has been established to resolve disputes, account for water, and manage water resources. Resources have been used more effectively as systems and resources are shared and traded.

The City Council has become educated through the adoption of this State of Utah mandated water conservation plan, and a copy of the plan is provided to each City Council member in their new council member packet. City Council has been willing to raise rates and set restrictions without any problems.

## **Water Efficiency Goals**

In pursuit of the opportunities described above, the following goals have been identified:

- Reduce the city's per capita water use rate by 1 percent in the next five years. The water-use rate is currently 163 gallons of treated water per capita per day (GPCD). The goal is to bring this down to 161GPCD.
- Maintain a financially viable water system. The water pricing system should encourage customers to reduce use without creating a revenue shortfall. With water consumption substantially down water revenues have dropped so that rates structures have had to be changed to meet the shortfall. This is difficult but possible.
- Maintain or improve the appearance of streets, open spaces, and yards. Water efficient landscapes can enhance the beauty of the city.

## **EVALUATION OF WATER EFFICIENCY**

In pursuit of the first goal, to reduce the water-use rate by another 1 percent in five years, several strategies were evaluated.

### **Water Rates**

Pricing, or rate schedule changes were considered along with, leak detection, water conserving landscapes, water education, metering parks and other city-owned open spaces, and plumbing fixtures and fittings replacement. Water rates will be reviewed each year to ensure incentives to users to conserve water.

### **Meter Replacement and Leak Detection Program**

All revenue water is metered on Blanding City's culinary and raw water systems. The City will inspect water lines to detect leaks and require meter readers to report leaks or meters that are not working. Meters found to be not working properly will be replaced in the same month of the discovery and leaks will be repaired as quickly as possible. Citizens will be encouraged and educated to check for leaks on their side of the meter.

### **Education**

Educating residents and businesses who irrigate landscapes to use water more efficiently will enhance the likelihood that goal #1 will be met. The City will distribute water conservation materials as appropriate, through bill stuffers, social media, website,

and education programs in local schools. Benefits and costs of a strong education program are difficult to enumerate but will be tracked and accounted for as it unfolds.

### **Plumbing Fixture Replacement**

The City will continue to require and encourage low flow fixtures through ordinance and permitting.

### **Monitoring and Measuring Progress Toward Goals**

To ensure the above goals are reached, appropriate tasks must be determined, responsibility fixed with the logical person or department and a timeline set for completion of each task. The city manager and his staff will be responsible, under the supervision of the City Council, to carry out the necessary tasks within the appropriate time constraints as assigned.

This Conservation Plan was reviewed and updated January 2021. The review and update will continue as required by the State of Utah and based on need. With consistent drought situations water conservation is important to Blanding City.

Reviewed and Updated 1/21



## **RESOLUTION 01-26-2021-1**

### **A RESOLUTION ADOPTING UPDATED WATER CONSERVATION PLAN**

WHEREAS, the State of Utah legislature passed the Utah Water Conservation Plan Act (73-10-32, UCA), requiring municipalities with over 500 water connections to adopt and update every five years a Water Conservation Plan; and

WHEREAS, the Blanding City Council adopted such a plan in 1999, and updated the plan in 2005 and 2015; and

WHEREAS, the Blanding City Council desires to adopt an updated Water Conservation Plan to remain in compliance with the Utah Water Conservation Plan act.

NOW, THEREFORE, it is hereby resolved by the Blanding City Council as follows:

That the attached Water Conservation Plan updated as of January 2021 be adopted and practiced as indicated in the plan, and the City work to meet the goals identified therein.

PASSED, ADOPTED and APPROVED this 12th day of January, 2021.

Signed

A handwritten signature in blue ink, appearing to read "Joe B. Lyman", is written over a horizontal line. Below the line, the text "Joe B. Lyman, Mayor" is printed.

Joe B. Lyman, Mayor

ATTEST:

A handwritten signature in blue ink, appearing to read "David Johnson", is written over a horizontal line. Below the line, the text "David Johnson, City Administrator/Recorder" is printed.

David Johnson, City Administrator/Recorder



**Tuesday, January 26, 2021, 7:00pm**

Notice is hereby given that the City Council of Blanding, Utah will hold a Regular Council Meeting on January 26, 2021 at the City Office, 50 West 100 South Street, which meeting will begin promptly at 7:00 pm.

*Due to the COVID-19 outbreak and the emergency declaration by the State of Utah, members of the public may be limited to maintain social distancing. Go to <https://bit.ly/2UUIBh2> to view the meeting live on YouTube. If the public wishes to comment, they may email a short and concise comment to [cityoffice@blanding-ut.gov](mailto:cityoffice@blanding-ut.gov). Comments shorter than three minutes in length that are received before the start of the meeting may be read during the open forum portion of the meeting.*

*In compliance with the ADA, individuals needing special accommodations during this meeting may call the City Offices at (435) 678-2791 at least twenty-four hours in advance. Every effort will be made to provide the appropriate services. One or more members may participate in the meeting electronically, according to Blanding City Ordinance 1-5-5-F regarding electronic meeting participation. All agenda times are approximate.*

### **POLICY MEETING**

- I. Call to Order
- II. Roll Call
- III. Prayer or Thought  
Anyone in attendance is invited to notify the Mayor prior to the meeting if they would like to offer a prayer or thought.
- IV. Pledge of Allegiance
- V. Approval: Consent Agenda and Minutes from January 12, 2021
- VI. Declaration of Conflicts of Interest

### **Public Input**

Anyone wishing to address the Council on any item is invited to do so. Public Input is an opportunity for the public to bring information to the Council. Clarifying questions may be asked by the Council, but it is not an appropriate time for substantive discussion.

### **Reports**

1. Mayor
2. City Council
3. Administration
4. Staff
  - a. Project Status Report - Terry Ekker
  - b. Financial Status Report - Kim Palmer

### **Discussion Items**

- |   |         |
|---|---------|
| 1. Discussion Items Policy, David Johnson               | Page 11 |
| 2. Baseball In-Field Dirt, David Palmer & David Johnson | Page 12 |
| 3. Capital Projects List, David Johnson                 | Page 28 |

### **Business Items**

- |   |         |
|---|---------|
| 1. Appointment to Planning Commission Vacancy, Mayor Joe Lyman          | Page 31 |
| 2. Appointment to City Council Vacancy, Mayor Joe Lyman                 | Page 32 |
| 3. Resolution 01-26-2021-1 Updated Water Conservation Plan, Terry Ekker | Page 38 |
| 4. Resolution 01-26-2021-2 MWPP, Terry Ekker                            | Page 40 |



### **Closed Session**

Motion to enter into closed session for any of the following: purchase, exchange, or lease of real property; discussion regarding deployment of security personnel, devices, or systems; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual.

### **Adjournment**



**MINUTES OF A REGULAR MEETING OF THE  
BLANDING CITY COUNCIL HELD ON  
JANUARY 12, 2021  
AT 7:00 P.M. IN THE COUNCIL CHAMBERS**

Present:

Mayor:

Joe B. Lyman

City Councilmembers:

Kd Perkins

Cheryl Bowers

Logan Monson

Robert Turk

City Manager:

David Johnson

City Finance Director:

Kim Palmer

City Engineer:

Terry Ekker

City Police Chief:

JJ Bradford

City Community Development:

Bret Hosler

City Economic Development Specialist:

Pratt Redd

Others: Kendall Laws, Robert Ogle, Valarie Turk, Scoot Flannery

Prayer/Thought - The prayer/thought was offered by Cheryl Bowers

1. The Pledge of Allegiance was recited.
2. **Councilmember Perkins moved to approve the minutes and financial disbursements of the December 8, 2020 meeting. Councilmember Turk seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

**Those voting AYE**

**Councilmember Perkins**

**Councilmember Bowers**

**Councilmember Monson**

**Councilmember Turk**

**Those voting NAY**

**NONE**

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

3. **OPEN FORUM**

None

4. **REPORTS/DEPARTMENTAL REPORTS**

***A. Terry Ekker presented the December 2020 Water Report***

Current average precipitation for the year is 49.4% and snow water equivalent is 58.8% reported Mr. Ekker.

***B. Chief Bradford presented the Police 2020 Police Report***

Chief Bradford gave a report on the year's activities. He also shared that his officers are doing a great job. They are unified, friends, and dedicated to the job. As a young inexperienced department he has been impressed and pleased with each of them.

***D. Kim Palmer presented the Recreation 2020 Recreation Report***

Ms. Palmer shared information from the report located in the packet. Councilmember Perkins expressed appreciation to the many individuals willing to coach and assist with the recreation programs.

5. **AGENDA**

***A. Resolution 1-12-2-2021-1 Appointing Blanding City Officers - Kim Palmer***

**Councilmember Perkins moved to Resolution 1-12-2-2021-1 Appointing Blanding City Officers. Councilmember Monson seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

**Those voting AYE**

**Councilmember Perkins  
Councilmember Bowers  
Councilmember Monson  
Councilmember Turk**

**Those voting NAY**

**NONE**

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

***B. Natural Gas Audit - Terry Ekker***

Mr. Ekker reported that the natural gas audit was completed in December and the report from that audit is included in the packet. Auditors reported that the operators's procedures, records, and field audit are in compliance with the law.

***C. Resolution 1-12-2021-2 Adopting Updated Water Conservation Plan - Terry Ekker***

Council briefly discussed the water conservation plan and requested some changes to the plan. One area of concern was the mechanism for ensuring people were conserving water as stated in the plan. The item will come back for Council approval after requested changes are made.

***D. Open & Public Meetings Training - Councilmember Vacancy - Mayor Lyman/Kendall Laws***

City Attorney Kendall Laws reviewed the open and public meetings laws with Council. He stated that a meeting is open, unless closed per code. He encouraged Council to be aware of the

importance of transparency in their meetings. He also reminded the Council that electronic communications regarding City business are subject to GRAMA. He then discussed the process to fill the recent vacancy on Council, stating that all discussion regarding that vacancy must take place in an open meeting and a roll call vote must be taken.

***E. Capital Projects Plan - David Johnson/Kim Palmer***

Ms. Palmer asked the Council to review the capital projects plan. The plan must be approved and delivered to the AOG by the first of March. Further discussion on the plan will take place at the next Council meeting. She further asked if Council would like staff to move forward with the Central Park pavilion and shade structure purchase at Centennial Park. These items were included in the budget with the stipulation of a final decision on the actual purchase and development of them later in the year. Council asked staff to move forward with getting more information on the pricing of these, but were overall in favor of completing both.

**6. INFORMATION**

Mr. Ekker shared information about the Carbon Free Power Plant's recent news release regarding the project. Things are moving forward but at a slow pace as expected.

**7. ADJOURNMENT**

**Councilmember Perkins moved to adjourn. Councilmember Turk seconded the motion. Mayor Lyman repeated the motion and asked for discussion. Hearing none, he called for a vote. Voting was as follows:**

**Those voting AYE**

**Councilmember Perkins  
Councilmember Monson  
Councilmember Turk  
Councilmember Bowers**

**Those voting NAY**

**NONE**

**Constituting all members thereof, Mayor Lyman declared the motion carried.**

Meeting adjourned at 8:42 p.m.

By: \_\_\_\_\_

Kim Palmer, Deputy Recorder



## **CITY COUNCIL MEETING - STAFF REPORT**

**Author:** Kim Palmer, Finance Director  
**Department:** Finance  
**Subject:** Financial Status Report  
**Date:** January 26, 2021  
**Type of Item:** Discussion

### **Background**

December 2020 City Finance Report

### **Budget Impact**

None

### **Department Review**

I have reviewed City budgets and found them to be within or below budgeted amounts, except where noted in this review or on the report. We are 50% of the way through our budget year.

Sales Tax numbers are above budgeted amounts. Amounts are above budgeted and last years collection. This is inline with the report from the state/feds that spending during the holidays was at or above previous years.

Wellness Center Revenues are below budgeted numbers, which can be attributed to a reduction in activity, due to COVID-19.

Intergovernmental Revenue includes the CARES ACT funding from July - December 2020.

Administration Expenses include CARES ACT expenses.

Current unemployment Rates: San Juan County 11.2% (November 2020)  
State of Utah 3.6% (December 2020)

### **Recommendation**

None

### **Attachments**

Council Financial Report - December 2020

**City of Blanding**  
**Invoice Register - 1/7/2021 to 1/25/2021 - All Invoices**

1/25/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
01072020	CHEE, ANDERSON	1918	1/7/2021	1/7/2021	\$50.00			
					50.00	103510	COURT FINES/FOREFEITURE	SAM KILLS-IN-SIGHT - RESTIT
21A0610 PO# .	CHEMTECH-FORD LABORATORIES	49693	1/14/2021	1/14/2021	\$80.00			
					80.00	5140250	EQUIPMENT - SUPPLIES & M	WATER TESTING
21A0612 PO# .	CHEMTECH-FORD LABORATORIES	49693	1/18/2021	1/18/2021	\$56.00			
					56.00	5140250	EQUIPMENT - SUPPLIES & M	WATER TESTING
	<b>Vendor Total:</b>				<b>\$136.00</b>			
0172021	CITY OF BLANDING	1919	1/7/2021	1/7/2021	\$1,285.01			
					1,285.01	103510	COURT FINES/FOREFEITURE	COURT TRANSFERS
CPI088105	CREATIVE PRODUCT SOURCE	49708	1/25/2021	1/25/2021	\$164.53			
					164.53	1052250	Police EQUIPMENT - SUPPLIE	EQUIPMENT AND SUPPLIES
EXEC-91474	EXECUTECH	49695	1/14/2021	1/14/2021	\$805.00			
					805.00	5340310	PROFESSIONAL/TECHNICAL	COMPUTER SUPPORT
01152021	FRONTIER COMMUNICATIONS	49709	1/15/2021	2/14/2021	\$1,001.79			
					257.54	1050280	Visitor Cntr TELEPHONE	Visitor Center Telephone 011702
					291.00	1052280	Police TELEPHONE	POLICE STATION - 0201938
					147.06	1053280	Fire TELEPHONE	Fire Telephone 0312978
					145.11	5140280	TELEPHONE	Water Telephone 0715718
					161.08	5340270	UTILITIES	City Office Telephone 0101708
578855	ITRON, INC.	49696	1/12/2021	1/12/2021	\$926.10			
					926.10	5340480	OTHER SPECIAL DEPART SU	YEARLY CONTRACT - 2021
0172021	JACOBS, LEEANN	1920	1/7/2021	1/7/2021	\$20.00			
					20.00	103510	COURT FINES/FOREFEITURE	RESTITUTION - BRANDON SH
1220	LYLE NORTHERN ELECTRIC, INC.	49675	1/7/2021	1/7/2021	\$260.00			
					260.00	1046250	Airport EQUIPMENT - SUPPLIE	WIND SOCK REPAIR
775494	MOTOR PARTS	49710	1/20/2021	1/20/2021	\$86.07			
					86.07	5340250	EQUIPMENT - SUPPLIES & M	SUPPLIES & EQUIPMENT
775571	MOTOR PARTS	49710	1/20/2021	1/20/2021	\$16.49			
					16.49	5240250	EQUIPMENT - SUPPLIES & M	SUPPLIES & EQUIPMENT
	<b>Vendor Total:</b>				<b>\$102.56</b>			
INV159967	PACKARD WHOLESALE CO	49711	1/13/2021	1/13/2021	\$95.74			
					95.74	1043250	Covid OTHER EXPENSES	CLEANING SUPPLIES - COVID
INV159968	PACKARD WHOLESALE CO	49711	1/15/2021	1/15/2021	\$100.46			
					27.69	1043250	Covid OTHER EXPENSES	CLEANING SUPPLIES - COVID
					72.77	1066250	Wellness Center EQUIPMENT -	VENDING
INV160283	PACKARD WHOLESALE CO	49711	1/20/2021	1/20/2021	\$230.13			
					187.28	1043250	Covid OTHER EXPENSES	CLEANING SUPPLIES - COVID
					42.85	1066250	Wellness Center EQUIPMENT -	VENDING
	<b>Vendor Total:</b>				<b>\$426.33</b>			
01122021	PITNEY BOWES	49699	1/12/2021	1/12/2021	\$283.62			
					283.62	5340250	EQUIPMENT - SUPPLIES & M	POSTAGE
01202021	PUBLIC EMPLOYEES HEALTH PROG	49712	1/20/2021	1/20/2021	\$18,964.79			
					18,964.79	102226	HEALTH INSURANCE PAYABL	HEALTH INSURANCE
401314	REDD'S ACE HARDWARE	49680	1/8/2021	1/8/2021	\$38.99			
					38.99	5240250	EQUIPMENT - SUPPLIES & M	WEED SPRAY
401351	REDD'S ACE HARDWARE	49680	1/8/2021	1/8/2021	\$104.60			
					104.60	5340250	EQUIPMENT - SUPPLIES & M	PAINT, REPAIRS TO OFFICE
401447	REDD'S ACE HARDWARE	49700	1/12/2021	1/12/2021	\$124.57			
					124.57	5340250	EQUIPMENT - SUPPLIES & M	PADLOCKS AND KEYS

**City of Blanding**  
**Invoice Register - 1/7/2021 to 1/25/2021 - All Invoices**

1/25/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
401454	REDD'S ACE HARDWARE	49700	1/12/2021	1/12/2021	\$12.36	5140250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
401468	REDD'S ACE HARDWARE	49700	1/12/2021	1/12/2021	\$14.67	1066250	Wellness Center EQUIPMENT -	SUPPLIES AND EQUIPMENT
401550	REDD'S ACE HARDWARE	49700	1/13/2021	1/13/2021	\$3.99	1042250	Court EQUIPMENT - SUPPLIE	SUPPLIES AND EQUIPMENT
401561	REDD'S ACE HARDWARE	49700	1/14/2021	1/14/2021	\$48.49	5440250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
401573	REDD'S ACE HARDWARE	49700	1/14/2021	1/14/2021	\$3.95	5440250	EQUIPMENT - SUPPLIES & M	SUPPLIES AND EQUIPMENT
401593	REDD'S ACE HARDWARE	49700	1/14/2021	1/14/2021	\$9.35	1052260	Police BUILDINGS - SUPPLIES	CLEANING SUPPLIES
401640	REDD'S ACE HARDWARE	49700	1/15/2021	1/15/2021	\$8.99	1052480	Police OTHER SPECIAL DEPA	CLEANING SUPPLIES - POUN
401777	REDD'S ACE HARDWARE	49700	1/15/2021	1/15/2021	\$9.35	1052480	Police OTHER SPECIAL DEPA	SHIPPING
401783	REDD'S ACE HARDWARE	49700	1/19/2021	1/19/2021	\$6.37	5140250	EQUIPMENT - SUPPLIES & M	SUPPLIES
401785	REDD'S ACE HARDWARE	49700	1/19/2021	1/19/2021	\$38.91	5340250	EQUIPMENT - SUPPLIES & M	PADLOCKS AND KEYS
401812	REDD'S ACE HARDWARE	49700	1/20/2021	1/20/2021	\$7.59	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIP
401818	REDD'S ACE HARDWARE	49700	1/20/2021	1/20/2021	\$14.56	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIP
401854	REDD'S ACE HARDWARE	49713	1/20/2021	1/20/2021	\$20.73	5440250	EQUIPMENT - SUPPLIES & M	SHOP REPAIRS
401941	REDD'S ACE HARDWARE	49713	1/22/2021	1/22/2021	\$79.80	541630	SYSTEM IMPROVEMENTS	GAS SHOP REPAIRS
<b>Vendor Total:</b>					<b>\$547.27</b>			
01072021	ROCKY MOUNTAIN POWER	49701	1/7/2021	1/7/2021	\$173.19	5140270	UTILITIES	WELL A
01072021-3	ROCKY MOUNTAIN POWER	49701	1/7/2021	1/7/2021	\$179.21	5140270	UTILITIES	WELL C
07012021-2	ROCKY MOUNTAIN POWER	49701	1/7/2021	1/7/2021	\$117.07	5140270	UTILITIES	WELL B
<b>Vendor Total:</b>					<b>\$469.47</b>			
2101-154266	SAN JUAN BUILDING SUPPLY	49702	1/20/2021	1/20/2021	\$16.00	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIPMENT
2101-155009	SAN JUAN BUILDING SUPPLY	49702	1/18/2021	1/18/2021	\$22.90	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIPMENT
2101-155043	SAN JUAN BUILDING SUPPLY	49702	1/20/2021	1/20/2021	\$188.10	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIPMENT
2101-155202	SAN JUAN BUILDING SUPPLY	49714	1/21/2021	1/21/2021	\$63.26	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIPMENT
2101-155203	SAN JUAN BUILDING SUPPLY	49714	1/22/2021	1/22/2021	\$11.04	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIPMENT
2101-155263	SAN JUAN BUILDING SUPPLY	49714	1/22/2021	1/22/2021	\$30.88	1060250	Streets EQUIPMENT - SUPPLI	SUPPLIES AND EQUIPMENT

**City of Blanding**  
**Invoice Register - 1/7/2021 to 1/25/2021 - All Invoices**

1/25/2021

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
<b>Vendor Total:</b>					<b>\$332.18</b>			
158955	SAN JUAN RECORD INC	49715	1/20/2021	1/20/2021	\$93.80			
					93.80	1041250	Council EQUIPMENT - SUPPLI	MID-TERM PUBLIC NOTICE
1220BLAN	SUMMIT ENERGY	49703	1/20/2021	1/20/2021	\$62,775.23			
					62,775.23	5440255	NATURAL GAS PURCHASES	DEC NATURAL GAS PURCHAS
13370208907	SWIRE COLCA-COLA USA	49704	1/20/2021	1/20/2021	\$50.64			
					50.64	1066250	Wellness Center EQUIPMENT -	COLA FOR VENDING
2695	THE LAW OFFICES OF STEPHEN J S	49705	1/12/2021	1/12/2021	\$150.00			
					150.00	1042310	Court PROFESSIONAL/TECHN	PUBLIC DEFENDER
01152021	UTAH STATE TAX COMMISSION	0	1/15/2021	1/15/2021	\$11,490.94			
					353.07	102300	SALES TAX PAYABLE	SALES TAX - VC & WC
					8,074.90	532300	SALES TAX PAYABLE	SALES TAX
					3,062.97	542300	SALES TAX PAYABLE	SALES TAX
A27091	UTAH VALLEY UNIVERSITY	49707	1/12/2021	1/12/2021	\$5.00			
					5.00	1053310	Fire PROFESSIONAL/TECHNI	RECERTIFICATION
<b>Total:</b>					<b>\$100,340.26</b>			
					18,964.79	102226	<b>GL Account Summary</b>	
					353.07	102300	HEALTH INSURANCE PAYABL	
					1,355.01	103510	SALES TAX PAYABLE	
					93.80	1041250	COURT FINES/FOREFEITURE	
					3.99	1042250	Council EQUIPMENT - SUPPLI	
					150.00	1042310	Court EQUIPMENT - SUPPLIE	
					310.71	1043250	Court PROFESSIONAL/TECHN	
					260.00	1046250	Covid OTHER EXPENSES	
					257.54	1050280	Airport EQUIPMENT - SUPPLIE	
					164.53	1052250	Visitor Cntr TELEPHONE	
					9.35	1052260	Police EQUIPMENT - SUPPLIE	
					291.00	1052280	Police BUILDINGS - SUPPLIES	
					18.34	1052480	Police TELEPHONE	
					147.06	1053280	Police OTHER SPECIAL DEPA	
					5.00	1053310	Fire TELEPHONE	
					354.33	1060250	Fire PROFESSIONAL/TECHNI	
					180.93	1066250	Streets EQUIPMENT - SUPPLI	
					<b>22,919.45</b>		Wellness Center EQUIPMENT -	
							<b>Total</b>	
					154.73	5140250	EQUIPMENT - SUPPLIES & M	
					469.47	5140270	UTILITIES	
					145.11	5140280	TELEPHONE	
					<b>769.31</b>		<b>Total</b>	
					55.48	5240250	EQUIPMENT - SUPPLIES & M	
					8,074.90	532300	SALES TAX PAYABLE	
					637.77	5340250	EQUIPMENT - SUPPLIES & M	
					161.08	5340270	UTILITIES	
					805.00	5340310	PROFESSIONAL/TECHNICAL	
					926.10	5340480	OTHER SPECIAL DEPART SU	
					<b>10,604.85</b>		<b>Total</b>	
					79.80	541630	SYSTEM IMPROVEMENTS	
					3,062.97	542300	SALES TAX PAYABLE	
					73.17	5440250	EQUIPMENT - SUPPLIES & M	
					62,775.23	5440255	NATURAL GAS PURCHASES	
					<b>65,991.17</b>		<b>Total</b>	
					<b>\$100,340.26</b>		<b>GL Account Summary Total</b>	



# City of Blanding

## FINANCIAL REPORT - JANUARY 2020

	Prior Year Period Actual	Current Year Period Actual	Period Budget	Notes
<b>Change In Net Position</b>				
<b>Revenue:</b>				
Property Taxes	\$ 250,000.00	\$ 255,000.00	\$ 246,983.55	
Sales Tax	\$ 393,297.70	\$ 472,328.45	\$ 438,297.59	8% above budget
Room Tax	\$ 27,378.75	\$ 30,424.87	\$ 27,379.06	
Franchise Fees	\$ 7,067.52	\$ 8,955.36	\$ 7,067.64	
Licenses and permits	\$ 28,214.26	\$ 15,582.00	\$ 13,491.00	
Intergovernmental revenue	\$ 141,999.39	\$ 203,540.52	\$ 216,096.39	
Charges for services	\$ 18,770.76	\$ 25,262.79	\$ 16,919.00	Airport hangar rental
Fines and forfeitures	\$ 63,888.89	\$ 54,997.54	\$ 60,165.00	
Interest	\$ 116,539.30	\$ 127,807.34	\$ 110,250.00	
Wellness Center Revenue	\$ 123,908.26	\$ 112,579.38	\$ 116,650.53	USU memberships down
Sales/Property	\$ -	\$ 20.00	\$ 11,375.00	
Visitor Center	\$ 8,328.35	\$ 12,860.95	\$ 8,162.37	Forest Service donation, CNHA
Baseball Revenue	\$ (850.00)	\$ (570.00)	\$ (789.37)	
Softball Revenue	\$ (130.00)	\$ (615.00)	\$ (127.69)	
Soccer Revenue	\$ 6,975.00	\$ 6,850.00	\$ 6,975.00	
Football Revenue	\$ 5,845.75	\$ 5,790.00	\$ 5,799.99	
Volleyball Revenue	\$ 2,050.00	\$ 1,350.00	\$ 1,944.66	
Basketball Revenue	\$ 4,987.00	\$ 9,876.39	\$ 4,995.70	
Tournament Revenue	\$ -	\$ -	\$ 2,000.00	
Sundry Revenues	\$ 41,818.61	\$ 52,302.32	\$ 62,294.00	
Contributions and transfers	\$ 93,625.00	\$ 93,625.00	\$ 99,625.00	
<b>Total Revenue:</b>	<b>\$ 1,333,714.54</b>	<b>\$ 1,487,967.91</b>	<b>\$ 1,455,554.42</b>	
<b>Expenditures:</b>				
General government				
Council	\$ 9,079.93	\$ 6,471.34	\$ 11,644.00	
Court	\$ 28,892.73	\$ 29,865.14	\$ 30,741.00	
Administrative	\$ 96,361.88	\$ 84,152.95	\$ 108,399.00	
Attorney	\$ 18,500.00	\$ 9,000.00	\$ 17,500.00	No public defender billing
Planning and zoning	\$ 34,539.48	\$ 38,042.01	\$ 36,151.00	
Police	\$ 411,914.04	\$ 351,510.41	\$ 508,889.82	no grant expenses
Fire	\$ 40,255.25	\$ 32,483.51	\$ 62,081.05	purchases not made yet
Class C roads	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	
Streets and shop	\$ 53,368.41	\$ 62,009.39	\$ 73,687.80	
Airport	\$ 2,000.04	\$ 17,257.13	\$ 8,451.00	snow plow
City Engineer	\$ 13,773.63	\$ 14,380.84	\$ 16,343.00	
Visitors Center	\$ 90,677.97	\$ 82,174.16	\$ 64,505.00	County marketing grant expenses
Parks and recreation	\$ 130,787.98	\$ 139,419.89	\$ 139,972.60	
Wellness Center	\$ 226,059.31	\$ 244,793.48	\$ 245,079.92	
<b>Total Expenditures:</b>	<b>\$ 1,256,210.65</b>	<b>\$ 1,211,560.25</b>	<b>\$ 1,423,445.19</b>	

	Prior Year Period Actual	Current Year Period Actual	Period Budget	
<b>51 Water Fund</b>				
<b>Income or Expense</b>				
Income From Operations:				
Operating income	\$ 488,159.81	\$ 522,353.75	\$ 449,816.37	
Operating expense	\$ 564,965.33	\$ 557,420.07	\$ 466,740.65	
<b>Total Income From Operations:</b>	<b>\$ (76,805.52)</b>	<b>\$ (35,066.32)</b>	<b>\$ (16,924.28)</b>	
Depreciation added back in	\$ 313,602.72	\$ 316,993.78	\$ 192,703.00	
<b>Net Income</b>	<b>\$ 236,797.20</b>	<b>\$ 281,927.46</b>	<b>\$ 175,778.72</b>	
<b>52 Sewer Fund</b>				
<b>Income or Expense</b>				
Income From Operations:				
Operating income	\$ 313,191.21	\$ 321,104.14	\$ 305,330.00	
Operating expense	\$ 218,658.03	\$ 246,899.87	\$ 233,347.00	
<b>Total Income From Operations:</b>	<b>\$ 94,533.18</b>	<b>\$ 74,204.27</b>	<b>\$ 71,983.00</b>	
Depreciation added back in	\$ 38,291.49	\$ 73,514.35	\$ 36,750.00	
<b>Net Income</b>	<b>\$ 132,824.67</b>	<b>\$ 147,718.62</b>	<b>\$ 108,733.00</b>	
<b>53 Electric Fund</b>				
<b>Income or Expense</b>				
Income From Operations:				
Operating income	\$ 1,771,028.68	\$ 1,671,402.54	\$ 1,616,651.79	
Operating expense	\$ 1,410,754.29	\$ 1,495,106.32	\$ 1,447,275.25	
<b>Total Income From Operations:</b>	<b>\$ 360,274.39</b>	<b>\$ 176,296.22</b>	<b>\$ 169,376.54</b>	
Depreciation added back in	\$ 82,312.21	\$ 119,827.26	\$ 113,029.00	
<b>Net Income</b>	<b>\$ 442,586.60</b>	<b>\$ 296,123.48</b>	<b>\$ 282,405.54</b>	
<b>54 Natural Gas Fund</b>				
<b>Income or Expense</b>				
Income From Operations:				
Operating income	\$ 533,599.45	\$ 502,127.26	\$ 471,271.17	
Operating expense	\$ 394,671.38	\$ 368,993.64	\$ 398,685.26	
<b>Total Income From Operations:</b>	<b>\$ 928,270.83</b>	<b>\$ 871,120.90</b>	<b>\$ 869,956.43</b>	
Depreciation added back in	\$ 64,212.73	\$ 69,752.72	\$ 65,044.00	
<b>Net Income</b>	<b>\$ 992,483.56</b>	<b>\$ 940,873.62</b>	<b>\$ 935,000.43</b>	
<b>55 Storm Water Fund</b>				
<b>Income or Expense</b>				
Income From Operations:				
Operating income	\$ 83,220.45	\$ 84,991.19	\$ 83,146.00	
Operating expense	\$ 17,141.14	\$ 17,768.03	\$ 37,314.00	No share projects
<b>Total Income From Operations:</b>	<b>\$ 66,079.31</b>	<b>\$ 67,223.16</b>	<b>\$ 45,832.00</b>	
Depreciation added back in	\$ 11,871.46	\$ 11,997.64	\$ 11,956.00	
<b>Net Income</b>	<b>\$ 77,950.77</b>	<b>\$ 79,220.80</b>	<b>\$ 57,788.00</b>	
<b>57 Solid Waste Fund</b>				
<b>Income or Expense</b>				
Income From Operations:				
Operating income	\$ 128,247.46	\$ 139,755.26	\$ 128,345.00	
Operating expense	\$ 118,519.72	\$ 123,044.70	\$ 121,567.69	
<b>Total Income From Operations:</b>	<b>\$ 9,727.74</b>	<b>\$ 16,710.56</b>	<b>\$ 6,777.31</b>	
Depreciation added back in	\$ 344.33	\$ 344.33	\$ 343.00	
<b>Net Income</b>	<b>\$ 10,072.07</b>	<b>\$ 17,054.89</b>	<b>\$ 7,120.31</b>	



Date: January 20, 2021

To: Mayor, Council & Staff

From: Kim Palmer

Re: Proposed Budget FY 2022 Schedule

The following is a list of suggested meeting dates for discussion and approval for the FY 2022 budget.

March 12, 2021	All Departmental operating, maintenance, capital expense budget requests and assignments are due.
March 9, 2021	Public Budget Requests and/or presentations will be discussed as an agenda item at a Council meeting.
April 26, 2021	Include Enterprise Fund Transfer Notice with billing statements
May 1, 2021	Saturday - Work Session 8:00 a.m. (No Public Comment)
May 11, 2021	FY 2021 Budget - Public Hearing Proposed Budget/Enterprise Fund Transfer
May 18, 2021	Work Session 7:00 p.m. - 9:00 p.m. If needed (No public comment)
May 25, 2020	Adopt the FY 2021 Budget
June 22, 2020	Adopt the Certified Tax Rate



## CITY COUNCIL MEETING - STAFF REPORT

**Author:** David S. Johnson, City Administrator  
**Department:** Administration  
**Subject:** Discussion Items Policy  
**Date:** January 26, 2021  
**Type of Item:** Discussion

### Background

At times there are items that City Staff need to bring to City Council for feedback, but are not yet ready to make a formal recommendation or receive a formal approval in any particular direction. There are also times when City Council may have an item that they would like to discuss, but also are not ready for a decision at that moment. A great example of this is the discussion about the dirt at the baseball fields.

This difficulty with these types of discussion items are two-fold:

1. Items brought up for discussion during a City Council meeting that are more in-depth than a report or request for staff to look into something, must be properly noticed.
2. Even if an item for discussion is properly noticed during a Regular Session, City Council members can make a motion for action at any time, even though staff and others on City Council may need or want more time to discuss, research and gather feedback.

After speaking with the City Attorney, he recommended that discussion items that need formal discussion, without formal action, can be addressed in one of two ways:

1. Create a separate Discussion section in the Regular session meeting agenda. However, this would require staff to draft a formal policy stating that motions for action during the Discussion section of the Regular Session may not be made. That policy would then need to go before City Council to approve and formally adopt.
2. Hold a separate Work Session meeting, which can be held, agendaed and noticed in conjunction with the Regular Session meeting or separately. This can be accomplished in various ways, such as holding Work Sessions at 7pm and noticing the Regular Session, "immediately following the Work Session." Thus officially creating two separate meetings that flow as one meeting, without creating time gaps between the two meetings. This would not require any new policies to be created by staff and it would not need to be formally approved and adopted by the City council.

Staff would like feedback from the City Council on which direction they would like to pursue.



## **CITY COUNCIL MEETING - STAFF REPORT**

**Author:** David Palmer, Parks & Recreation Director  
David S. Johnson, Administration  
**Department:** Parks & Recreation  
**Subject:** Baseball In-Field Dirt  
**Date:** January 26, 2021  
**Type of Item:** Discussion

### **Background**

As part of Councilmember Monson's role with recreation, those from the community brought to his attention a desire to replace the in-field dirt at the baseball fields. These members from the community also expressed a willingness to donate to the replacement of the in-field dirt.

Staff was asked to look further into the situation and bring back more information to the City Council for discussion. Staff spoke with other cities and are still looking into potential vendors.

### **Staff Recommendation**

It is exciting to think of the improvements and overall enhancements that replacing our infield dirt will have on our baseball/softball complex. My only concern is the timing of this project. Some of Blanding's biggest moisture months happen February thru April. Trying to consider all of the potential weather issues that could happen could keep us from having baseball and softball this spring. My recommendation would be to have all of our ducks in a row and ready to begin on July 5, 2021. This would ensure that we are able to have high school baseball and softball and our youth programs happen in their proper season this spring.

### **Attachments**

Letters from community members, provided to Councilmember Monson.

On Thu, Jul 9, 2020 at 3:14 PM Jimmy Johnson <[jjohnson@sanjuanhealth.org](mailto:jjohnson@sanjuanhealth.org)> wrote:

Hey Jeremy,

In my research, almost every study recommends a mix of 15-20% clay, 10-15% silt (a silt to clay ratio of 0.5-1) and 70% with a good sand. On professional fields they bump up clay to about 30% given consideration that it is constantly well maintained and watered so it doesn't get too hard.

<https://duraedge.com/products/infield-mixes/>

The cost of the materials varies anywhere from \$45/ton to \$72/ton; the transportation cost is the real killer. For each field (3), I am estimating that we would need about 35-40 tons for each. That is, each field has about a 60' radius and if we go about 1 inch deep it is 37 tons.

I was initially looking at some dirt from a company in Cedar City called Rocky Ridge Rock (<https://rockyridgerock.com/>). They place their infield mix on many fields in Washington and Iron county. They gave a good price of \$45/ton + tax. However, I asked for a soil sample (the document title infield mix specs) and it showed a much lower clay and silt content than is recommended.

In Price, with their new field they placed 1" of DuraEdgeDirt over regular dirt and have been very pleased with the product. It is a bit more expensive, however. Apparently, this product is bought from IFA in Spanish Fork or somewhere in Utah County.

Another cost would be the removal of the existing dirt to 1" below the playing surface. Paul Sondreggor has told me he could do it very quickly with laser guided precision.

Sorry, this is a lot to take in so we can chat when you have some time to digest. I have contacted a few truckers who already make trips to this area and come home with empty trucks so they may do it cheaper than someone who makes a special trip for pick-up.

Thanks,

**Jimmy Johnson, MBA**

Chief Operating Officer

p: 435.587.1115

w: [sanjuanhealth.org](http://sanjuanhealth.org)

To whom it may concern:

In regards to the issue of upgrading Centennial Park, brought up in December in your council meeting, I am in full support of the city providing resources to bring infield dirt to the Centennial Park baseball fields. Blanding was recognized and praised for Centennial Park, so it only makes sense to upkeep the fields so that they can provide top-notch playing grounds for our youth and those who come compete against us.

Thanks for your time,

Andrew Adams



To Whom it may concern:

I have been involved heavily in youth sports for over 10 years, including our own City Rec program. I applaud our rec leaders for trying so hard to give our kids a good experience even through these trying times.

Our facilities have greatly improved through the years. The baseball fields have been a huge blessing to our youth. I can see the long-term benefits that involvement in sports have for our youth. It is irreplaceable. The baseball fields are in need of some attention. Specifically, the infield dirt. The lava rock is damaging to expensive equipment. It fills shoes and discolours gloves. As a coach, I have had many kids refuse to slide because it hurts them. The current rock/dirt is a challenge to run in. A hard-hit ball loses its pop and drags, or takes a bad hop making kids afraid to take a ground ball.

Investing in this project would make baseball and softball experience for all our youth much more enjoyable and beneficial to their skills development. And will make our facility even better.

Devan Palmer  
Blanding City Recreation Board

January 22, 2021

Blanding City Council Members:

I am writing this letter in support of Blanding City putting new infield dirt on the baseball/softball fields at Centennial Park Complex. The 3 softball field's dirt has too many cinders making it almost impossible for kids to slide correctly which could result in injuries. Ground balls hit the dirt and stop not allowing the kids the properly field a ground ball. The kids struggle running and properly rounding bases (kids slip and fall). New infield dirt on these fields would help the kids enjoy and learn the proper technics. The new dirt would be easier to maintain and less maintenance for City.

The infield dirt has deteriorated over the years on the baseball field. The new dirt would help the kids get fewer funky baseball hops, absorbs water better, have less clumping of the dirt. The dirt would be easier to maintain and less maintenance for the City.

I am so grateful Blanding has this beautiful complex for the game of baseball/softball. I would like to see this complex stay beautiful and continued to be played on for years to come. The new infield dirt would make this certain.

Sincerely,

Corey Workman



Blanding City Council,

I am writing this letter in support of improving the local baseball fields at centennial park. I am currently the high school baseball coach at San Juan High, run a 13 U travel baseball team, and coach rec league baseball in the summers. I use these fields often and can tell you that the current dirt being used is not the safest dirt for taking ground balls. The dirt is thick, rough, and does not smooth out well. This causes the ball to spin and create craters in the dirt and causes the ball to take terrible hops that can be dangerous for anyone but especially for these young athletes who are still learning technique. I am in support of new dirt to brought in to replace the existing dirt.

I am also in support of better care for the baseball fields year-round. I feel that we have a beautiful complex and should take pride in how it looks, new dirt and taking better care of the grass would go a long way in making that complex what it should be. As the Baseball coach, we take care of the high school baseball field March through May. We pull weeds, we drag the field, we have paid for it to be power raked. We bring in clay bricks to fix the mound and batters box, we bring in clay to add to the baselines and the pitcher's mound and by seasons end we usually have it looking pretty decent. It would be a great thing to have this kept going after the high school baseball season ends. We have the right fields and the right setting to bring in tournaments and really make these fields beautiful. I again offer my strongest support for improving the local baseball fields at centennial park.

Sincerely,

Jens Nielson

San Juan High Baseball Coach

Blanding City Council,

My name is Brian Gilson and I'm writing to you in support of the efforts being made to have the dirt on the baseball/softball fields at Centennial Park replaced.

I have been coaching girls' softball for the last several years here and the dirt that we have on these fields is not like anything I've ever seen or played on. These fields are very difficult to maintain so that they play as the game should be played. Short of drowning the fields with water the dirt is so loose that it gives a very unrealistic play for the ball and runners compared to other fields. A ball that is well hit will easily get swallowed up and die in the infield or get ping ponged around from the divots caused by the players just running or walking across the infield. Areas such as the batter's boxes and pitching mounds are very quickly ripped up each game and large holes begin to form and when dirt is replaced it doesn't give the players good footing. The best way to describe it would be you trying to get your footing standing in a pile of sugar.

I am in full support of having the dirt on these fields replaced and made more manageable and realistic to what our athletes will see at other ball parks.

Respectfully

Brian Gilson

January 19, 2021

RE: Letter of support to replace the infield dirt at Centennial Park Fields

Blanding City Council,

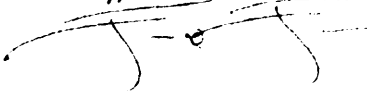
First, thank you for taking time out of your busy schedules to read this letter of support to replace the infield dirt at the Centennial Park Fields. As you explore your 2021 capital budget and associated projects, I ask you to consider the value added to our youth and community by replacing this dirt.

The baseball/softball fields are a tremendous asset to our community. However, they desperately need functional "baseball dirt" to realize their full utility. The playing surface as it is, is very dangerous to our youth athletes. The mixture of lava rock and lava rock that has been crushed over time is several inches thick and does not create a level, flat playing surface requisite in Baseball. With the rock and the depth of the soil it creates a landmine of bad hops for kids to take a groundball to their face. The lava rock is not pleasant to slide or dive on and teaches our youth to be timid. The soil is so deep that running on the field is like running in thick sand.

In addition to the liability concerns, there is community satisfaction considerations as well as economic development opportunities. I coach a travel baseball team made up of players from Blanding and Southwest Colorado. This year, we played in over sixty games throughout Colorado, Utah, and Arizona. During that time, I have personally had many of those teams ask me if we would ever consider hosting a tournament in Blanding. The other coaches on my team, who are from Colorado, jokingly state, "they have the potential for great fields, but we would rather play in a weed patch than on their dirt." With proper baseball dirt and field maintenance, I am confident we could host several youth baseball tournaments throughout the year bringing much needed economic benefit to our City and local business owners.

If the City is willing to add this project to their 2021 capital budget, I am willing to donate \$5,000 towards the cause. I know this is not tons, but it is something that I feel passionate about and so I want to put my money where my mouth is. I estimate that the cost will be around \$20k for the three smaller fields (the big baseball field has had new dirt brought in already by the high school baseball team). I would also be happy to solicit additional donations or do whatever I can to see this become a reality.

Sincerely,

A handwritten signature in black ink, appearing to read "Jimmy Johnson", with a stylized flourish extending from the end.

Jimmy Johnson

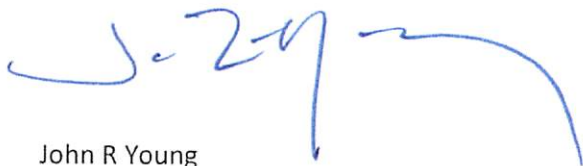
January 22, 2021

To the Blanding City Council and City Management Team;

Please accept this letter of support for the upgrading/refurbishment of the baseball/softball fields at Centennial Park. I have been involved in coaching kids of all ages as a volunteer for the city recreation program for many years, coaching all sports. The city has provided a valuable opportunity for kids' development in athletics that has probably been under-appreciated by parents. I for one, as a parent and coach, truly appreciate it!!

I whole-heartedly support replacing the infields of the three smaller fields with appropriate base and dirt. This would create a better experience for girls and boys with softball and baseball. I believe the current infield conditions prohibit the kids from developing adequate skills for fielding and running. The infields are very loose which results in extremely poor footing and traction. It can become a major safety issue as the gravel/small rocks cover bases and causes kids to slip when planting their foot on a base. The base being loose also causes ground balls to die quickly (as opposed to hard infield dirt) causing our kids to fall behind other kids in skills needed to field a ball.

Overall, I believe replacing the current infield surface with a better, more compact dirt playing surface would not only be safer for our kids, but would allow our kids a more enjoyable playing experience learning correct fundamentals along the way. Again, I thank the city for the opportunities they continue to provide our kids to be active and participate in developing good team relationships and cooperation, and I thank you for considering this much needed upgrade to the baseball/softball complex.

A handwritten signature in blue ink, appearing to read 'J. R. Young', with a long horizontal flourish extending to the right.

John R Young



Jimmy Johnson &lt;jjohnson032981@gmail.com&gt;

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**Baseball field upgrade**

1 message

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**ROB WILCOX** <rob@reddsace.com>  
To: jjohnson032981@gmail.com

Fri, Jan 22, 2021 at 10:20 AM

To whom it may concern,

I am writing this letter in support of the city upgrading the baseball field at Centennial park with new dirt. I feel this will be very beneficial to the community and all that utilize the fields. I understand there are some people willing to donate money, as well as time to make this happen. I believe if we go to other businesses, they would also be willing to donate so it wouldn't be such a cost to the City of Blanding, and the taxpayers.

I have coached baseball and understand the need to have decent playing fields and conditions so the kids won't get hurt. The current infield has a lot of potholes and uneven dirt making it an added risk to the kids who play there. Let's show these kids we care about them and are willing to go above and beyond for their safety.

Sincerely,

--

Rob Wilcox

**Redd's Ace Hardware** Outside Sales

[rob@reddsace.com](mailto:rob@reddsace.com)

(435)459-9020

Blanding City Council Members,

I was recently made aware of efforts by community members to replace the infield dirt at the Blanding Centennial baseball park. I am writing this letter in support of that effort. We are very fortunate to have such a fantastic facility in our community, and I believe this effort will only improve the facility, in turn helping our community.

I served as an assistant coach for San Juan High School Baseball team in 2013 and as the head coach for the program from 2014 to 2018. During that time, I had the opportunity to spend a significant amount of time at the complex. Prior to that, I coached baseball at Westlake High School. This gave me an opportunity to visit a large number of baseball complexes from Spanish Fork to Salt Lake.

The infield dirt on these fields has been a significant problem from the beginning. The efforts of dedicated baseball coaches and community members have improved the infield dramatically on the high school field. These efforts have not been made on the other fields.

In 2018, I personally worked closely with David Palmer to bring in professional grade infield mix from Phoenix to our ball field. Fundraising efforts from our program paid for a large portion of the cost to make this happen. Myself, my assistant coaches, and my players spent a significant amount of time and effort to install this mix on our infield. The efforts were well worth it. It made an incredible difference. In reality, the cost was relatively low. The cost of the infield mix was just under \$1,500. Shipping to get the mix from Phoenix to Blanding was \$900. We contracted with Cosby Trucking for this project.

This raised the quality of our field dramatically. The infield today is in much better shape than it was previously. On top of our regularly scheduled games, this allowed us to hold high school tournaments where we were able to recruit schools from all over Utah, Colorado, and New Mexico because we had a quality facility that would withstand the wear and tear of so many baseball games over the weekend. This brought in large number of fans that stayed in our motels, shopped in our stores, and at our restaurants.

In their current condition, the other fields at the complex are in poor condition. The infield dirt has not been addressed on these fields the way it has been on the field the high school plays on. It desperately needs to be addressed for the betterment of our youth and our community. It is unfortunate, but lack of maintenance is a real issue at the complex. The structure for a beautiful complex is there. Time and money need to be expended to restore what has become a neglected complex. There are community members, including myself, willing to donate time and money in order to restore this complex to what it could be. Having spent a large part of the last 10 years as a high school baseball coach, I can confidently say that we have the structure for a great facility. But improvements need to be made—starting with the dirt.

As a city, if we start taking a bit more pride in these fields, it will allow us to hold multiple baseball and softball tournaments—both city rec and travel team tournaments. It will greatly benefit our youth. It will in turn bring people from neighboring communities to stay out our hotels. To eat at our restaurants. To shop at our stores. It is time to take a fresh look at what we can do for our youth. Please feel free to reach out to me if you have questions or comments.

Thank you,

A handwritten signature in black ink, appearing to read 'Ryan Palmer', with a long, sweeping horizontal line extending to the right.

Ryan Palmer

(435) 459-1337 palmeryan1@gmail.com



# TAYLOR K. HARRISON

(435)979-7673

[harrisontaylork@gmail.com](mailto:harrisontaylork@gmail.com)

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Blanding City Council

**DEAR COUNCIL MEMBERS,**

I would like to voice my support for bringing in new infield dirt for the ball fields at centennial park. Doing so will help to maintain the fields so they last longer, protecting the investment already made. These fields are of great benefit to our youth and can be a benefit to the community in general if maintained and used efficiently.

Thank you for considering this project.

A handwritten signature in black ink, appearing to read 'Taylor Harrison', with a stylized flourish at the end.

Taylor Harrison

To whom it may concern:

As spring sports are beginning, I wanted to write a letter of support to the city council in favor of upgrading the playing surfaces on the baseball/softball fields at Centennial Park. Having been a part of both the baseball and softball programs at both the city and high school level for the last 7 years I have spent many hours on these fields with my players. Additionally, I have volunteered my time to rebuild the baseball mound each season for the last 4 years and regularly help to maintain the field during the high school and city league seasons.

When Ryan Palmer was the head coach for the high school, he was able to work with the city in getting new infield dirt on the big baseball field. At that time, the sandy dirt on the field was very difficult to work with for field prep and due to a lack of consistency, was unsafe for use by players. A large load of dirt with higher clay content was applied and the skin surface of the field became much more playable, safer, and much easier to maintain almost instantly. After the first few spring storms soaked the field it was quickly evident that the upgraded soil was also much easier to dry and get "game ready." It has remained so for the last 3 seasons and continues to provide a consistent and safer playing surface for all our ballplayers. As I have been working with our younger athletes on the softball fields this same upgrade to the dirt is needed for these field skins as well. The soil content on these smaller fields is too sandy on the top layers which are more susceptible to wind erosion and less consistent footing for play. Additionally, the base layer has a high consistency of clay which doesn't allow for good drainage that makes field preparation more difficult for city employees and coaches who are tasked with these duties.

I would like for the city council to consider using funds for amending the soil on these fields. I will continue to volunteer my time and energy to coaching these kids in our community and will commit to additional help of installing new dirt to these fields and will continue to help maintain these fields.

Upgrading the skin surface with new dirt will ultimately make field preparation easier and less time consuming for city employees and coaches; upgrading the dirt will improve player performance with increased consistency for running and in fielding ground balls as well as contributing to all levels players safety while using these facilities. Thank you for your time.

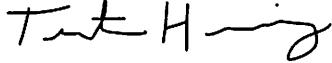
Respectfully,

Travis Whatcott

To Blanding City Council,

This letter is intended to show my full support of the upgrade to the Blanding City baseball field dirt project that was presented by Jimmy Johnson. Not only am I in full support, but I donate my time and efforts to make this happen as soon as possible. I think that this is not only an improvement for our kids, but this could be an opportunity to host other teams that visit us.

Sincerely,

A handwritten signature in black ink, appearing to read "Trent Herring". The signature is fluid and cursive, with the first name "Trent" being more prominent and the last name "Herring" written in a more compact, flowing style.

Trent Herring

1/19/2021

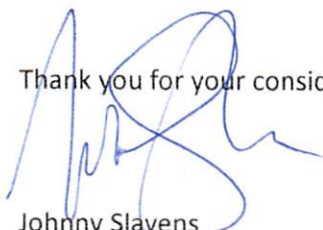
**Subject: New Infield Dirt at Centennial Park Ball Fields**

Dear Blanding City Council,

Thank you so much for all the hard work you put into making the City of Blanding the best place on earth. I am sure there are many projects that come to your attention and I trust your diligent efforts in making hard decisions on which projects make sense and which ones do not. Jimmy Johnson has brought a project to my attention that on the surface seems like something the City should properly consider by weighing the pros and cons together with other similar projects you have recently been presented. Though I am inherently biased since I have a 9-year-old son that loves the game of baseball, I believe the project should be considered for the following reasons:

- A private citizen, Jimmy Johnson, has agreed to pay up to \$5,000 of the cost. This could be potentially half of the cost of the dirt. The labor and machinery involved may not create any additional costs to the City if it is able to move those resources from an idle position or perhaps another project that doesn't provide as much of a positive impact to the Community.
  - The most popular sports in the City of Blanding are football, basketball and baseball. We currently have adequate facilities for two of those sports but due to the lack of a properly dirted infield, we are severely lacking in baseball facilities for our children (both male and female) ages 8-18.
  - I recognize that any project the City takes on is forcing every taxpayer to contribute their hard-earned money to that project even though many residents do not have any direct interest in youth baseball. That concern should be greatly weighed. However, providing resources that inspire the children of the community to exercise and be involved in fun, outdoor activities like baseball that teach invaluable lessons directly and indirectly benefits every member of our community because good children make a nicer place for everyone to live.
  - New Infield Dirt provides a much safer playing field for our youth.
  - We currently have several individuals, including Jimmy Johnson, Mike Bowers and others, that have proven to be committed to spending an enormous amount of time and money with our youth teaching them the game of baseball and all the wonderful attributes the game installs in our youth as they grow into adults. We should capitalize as a City on that current resource by providing the infield dirt that they need to be successful.
  - Having nice fields would also increase the Economic Development for the City since we would then be able to host youth baseball tournaments in Blanding.
  - My understanding is that if the field is properly maintained by the City, the new dirt will last 25-30 years. If the field is not properly maintained by the City it will still last 10-15 years.
- Therefore, amortizing the cost over its useful life creates a very low annual cost to the City.

Thank you for your consideration,



Johnny Slavens  
Blanding Resident

Blanding city council,

I'm writing in support both, vocally and financially if needed, of replacing the dirt on the baseball field. For anyone who has ever walked on that field you can tell it is dangerous. A baseball coming off a bat is going over 100 mph. It is impossible to anticipate how the ball is going to react with the type of dirt that is on that field. It is very dangerous.

It reminds me of crushed up volcanic rock. Please ask the kids how bad they get cut up when they slide on it. Please help us make this change.

Thank you,

Travis Shumway



## CITY COUNCIL MEETING - STAFF REPORT

**Author:** David S. Johnson, City Administrator  
**Department:** Finance  
**Subject:** Capital Projects List  
**Date:** January 26, 2021  
**Type of Item:** Discussion

### Background

During the January 12, 2021 Regular Session, staff brought the capital projects list to the City Council for discussion. During the meeting, the City Council expressed the desire for more time to go through the list of projects and return at the next meeting for further discussion before providing staff with feedback to formalize the list and bring back to Council a final time for approval.



# Capital Projects 10 Year Plan

Fiscal Year  
Ending

			City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
Year	Department	Project				
2021	Water	Treatment Plant Micro Membrane Filters	\$220,000	\$0	\$0	\$220,000
2021	Recreation	Baseball Field Shade Structures	\$75,000	\$0	\$0	\$75,000
2021	Water	Reservoir Site Feasibility	\$10,000	\$0	\$0	\$10,000
2021	Recreation	Central Park Pavilion	\$35,000	\$0	\$0	\$35,000
			City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
Year	Department	Project				
2022	Water	Water Master Plan Update	\$50,000	\$0	\$0	\$50,000
2022	Streets	Street Maintenance Project	\$300,000	\$0	\$0	\$300,000
2022	Water / Sewer	- Water & Sewer Line Replacement	\$100,000	\$0	\$0	\$100,000
Rec Trail 2022	Recreation	Outdoor Recreation Project - Recapture Res	\$50,000	\$0	\$50,000	\$100,000
2022	Recreation	Splash Pad	\$125,000	\$0	\$0	\$125,000
			City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
Year	Department	Project				
2023	Sewer	Sewer Master Plan Update	\$20,000	\$0	\$0	\$20,000
2023	Recreation	Replace Rubber Base - Pioneer (VC) Park	\$60,000	\$0	\$0	\$60,000
			City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
Year	Department	Project				
2024	Streets	Street Maintenance Project	\$300,000	\$0	\$0	\$300,000
2024	Recreation	Baseball Field Lighting	\$205,000	\$0	\$0	\$205,000
Rec Trail 2024	Recreation	Pave Trail / Other Outdoor Rec Project	\$50,000	\$0	\$50,000	\$100,000
2024	Water / Sewer	- Water & Sewer Line Replacement	\$100,000	\$0	\$0	\$100,000
			City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
Year	Department	Project				
2025	Recreation	Replace Play Equipment - South Park	\$200,000	\$0	\$0	\$200,000
2025	Water	1 Mil Gallon Tank Liner	\$100,000	\$0	\$0	\$100,000
CIB 2025	Sewer	200 West Sewer 800 S to 1200 S & 400 East Sewer 100 N to 625 S	\$88,000 \$197,000	\$0 \$0	\$132,000 \$383,000	\$220,000 \$580,000

Year	Department	Project	City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
2026	Streets	Street Maintenance Project	\$300,000	\$0	\$0	\$300,000
2026	Water / Sewer	- Water & Sewer Line Replacement	\$100,000	\$0	\$0	\$100,000
2026	Storm Water	Tri-Hurst / 300 S 400 W	\$135,000	\$0	\$0	\$135,000

Year	Department	Project	City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
2026	Recreation	3rd Res to 4th Res Trail Loop	\$100,000	\$0	\$100,000	\$200,000
2026	Water	Deep Well at Water Treatment Plant	\$0	\$0	\$2,000,000	\$2,000,000

Year	Department	Project	City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
2027	Streets	Street Maintenance Project	\$300,000	\$0	\$0	\$300,000
	Water / Sewer	- Water & Sewer Line Replacement	\$100,000	\$0	\$0	\$100,000

Year	Department	Project	City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
2028	Streets	Street Maintenance Project	\$300,000	\$0	\$0	\$300,000

Year	Department	Project	City Funding Cash Reserves	City Projected Debt	Projected Grant Proceeds	Total Projected Project Cost
2029	Streets	Street Maintenance Project	\$300,000	\$0	\$0	\$300,000
2029	Water	New Storage Reservoir	\$500,000	\$0	\$4,500,000	\$5,000,000

Total 10 Year Cash Reserve Needs	\$4,420,000	Total Cash to Projects Ratio	38%
Total 10 Year Projected Additional Debt	\$0	Total Debt to Projects Ratio	0%
Total 10 Year Grant Needs	\$7,215,000	Total Grant to Projects Ratio	62%
<b>Total Projects - 10 Year Horizon</b>	<b>\$11,635,000</b>		<b>100%</b>

<b>Identified Projects Not Placed or Funded</b>		
City Office & Public Safety Building	\$5,000,000	Not in 10 Year Plan
New Sewer West Side Gravity & Pump	\$1,150,000	Not in 10 Year Plan
Grayson Pwky - Sewer Outfall Upgrade	\$1,450,000	Not in 10 Year Plan
Wellness Center - Indoor Pool	\$600,000	Not in 10 Year Plan - Maybe 20 Year
Wellness Center - Court Expansion	\$750,000	Not in 10 Year Plan - Maybe 20 Year
<b>Unfunded Projects Total</b>	<b>\$8,950,000</b>	





## CITY COUNCIL MEETING - STAFF REPORT

**Author:** David S. Johnson, City Administrator  
**Department:** Administration  
**Subject:** Planning Commission Vacancy  
**Date:** January 26, 2021  
**Type of Item:** Appointment

### Background

Sherrie Ann Pugh has accepted an appointment to serve on the Planning Commission upon recommendation of the current Planning Commission and the Blanding City's Community Development Director, Bret Hosler.



## CITY COUNCIL MEETING - STAFF REPORT

**Author:** David S. Johnson, City Administrator  
**Department:** Administration  
**Subject:** City Council Vacancy  
**Date:** January 26, 2021  
**Type of Item:** Appointment

### Background

After Councilmember Logan Shumway stepped down from City Council, the vacancy was advertised through the City's website and social media. A total of six applications were received. One applicant was not deemed eligible, due to living outside of city limits.

Eligible applications were received from the following candidates: Trent Herring, Kellen Nielson, Lacy Lehi, Joshua Hunt, and Robert Olge. More applications may come in by the end of day on Monday, January 25, 2021. If additional applications come in, staff will provide copies of those application submissions during the City Council meeting.

### Attachments

Online submission for each candidate is attached.



Kim Palmer &lt;kpalmer@blanding-ut.gov&gt;

**Fwd: City Council Vacancy - Request for Appointment [#13]**


1 message

**David Johnson** <djohnson@blanding-ut.gov>  
To: Kim Palmer <kpalmer@blanding-ut.gov>

Mon, Jan 25, 2021 at 2:13 PM

----- Forwarded message -----

From: **Blanding City** <no-reply@wufoo.com>  
Date: Tue, Jan 5, 2021 at 7:23 PM  
Subject: City Council Vacancy - Request for Appointment [#13]  
To: <djohnson@blanding-ut.gov>, <jblyman@blanding-ut.gov>

Date *	Tuesday, September 30, 1997
Name *	Joshua Hunt
Street Address *	 286 West 600 South Blanding , Utah 84511 United States
Phone Number *	(435) 979-2866
Email	jkhunt56@gmail.com
Why should you be appointed to serve on the Blanding City Council? *	I believe I should be considered for filling the vacancy on the city council for a couple of reasons. One I have worked for the city and have some understanding of how it works and the various needs/concerns of the local people. Two I believe my youth would offer a unique mindset that brings a diverse outlook on all topics/issues that present themselves. I also plan on spending the foreseeable future living here and raising a family at some point. Thank you for your consideration.
I certify that I meet the eligibility and residency requirements above.	Joshua K Hunt
Signature - Please Type Your Name *	

--

**David S. Johnson, MPA**

City Administrator

50 W 100 S

Office | (435) 678-2791 x 3485

Cell | (801) 696 - 8335



Kim Palmer &lt;kpalmer@blanding-ut.gov&gt;

## Fwd: City Council Vacancy - Request for Appointment [#11]


1 message

**David Johnson** <djohnson@blanding-ut.gov>  
 To: Kim Palmer <kpalmer@blanding-ut.gov>

Mon, Jan 25, 2021 at 2:13 PM

----- Forwarded message -----

From: **Blanding City** <no-reply@wufoo.com>  
 Date: Tue, Jan 5, 2021 at 2:10 PM  
 Subject: City Council Vacancy - Request for Appointment [#11]  
 To: <djohnson@blanding-ut.gov>, <jblyman@blanding-ut.gov>

Date *	Tuesday, January 5, 2021
Name *	Kellen Nielson
Street Address *	 492 S. 100 W. Blanding, Utah 84511 United States
Phone Number *	(435) 485-0401
Email	kellen_nielson@yahoo.com
Why should you be appointed to serve on the Blanding City Council? *	<p>I love my community of Blanding and want to see it succeed. I've lived in Blanding for the last ten years. (25 plus overall). I work at a local business and know and value our community and it's citizens. I've been on the planning and zoning commission for the past year and have gained invaluable experience there. I'd love to be part of the council and to be a part of Blanding's growth and future.</p> <p>Thanks for your consideration.</p>
I certify that I meet the eligibility and residency requirements above.	Kellen Nielson
Signature - Please Type Your Name *	

--

**David S. Johnson, MPA**

City Administrator

50 W 100 S

Office | (435) 678-2791 x 3485

Cell | (801) 696 - 8335



Kim Palmer &lt;kpalmer@blanding-ut.gov&gt;

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**Fwd: City Council Vacancy - Request for Appointment [#12]**

1 message

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**David Johnson** <djohnson@blanding-ut.gov>  
To: Kim Palmer <kpalmer@blanding-ut.gov>

Mon, Jan 25, 2021 at 2:13 PM

----- Forwarded message -----

From: **Blanding City** <no-reply@wufoo.com>  
Date: Tue, Jan 5, 2021 at 2:33 PM  
Subject: City Council Vacancy - Request for Appointment [#12]  
To: <djohnson@blanding-ut.gov>, <jblyman@blanding-ut.gov>

Date *	<u>Tuesday, January 5, 2021</u>
Name *	Lehi Lacy
Street Address *	 <a href="#">778 N 100 W</a> <a href="#">Blanding, Utah 84511</a> <a href="#">United States</a>
Phone Number *	(435) 459-1770
Email	<a href="mailto:lehi_lacy@hotmail.com">lehi_lacy@hotmail.com</a>
Why should you be appointed to serve on the Blanding City Council? *	I would like to serve the community in a different way then I have done for the past 15 years. I want to learn how to better the town, and assist anyway I can.
I certify that I meet the eligibility and residency requirements above.	Lehi Lacy
Signature - Please Type Your Name *	

--

**David S. Johnson, MPA**

City Administrator

[50 W 100 S](#)

Office | (435) 678-2791 x 3485

Cell | (801) 696 - 8335





Kim Palmer &lt;kpalmer@blanding-ut.gov&gt;

## Fwd: City Council Vacancy - Request for Appointment [#14]


1 message

**David Johnson** <djohnson@blanding-ut.gov>  
To: Kim Palmer <kpalmer@blanding-ut.gov>

Mon, Jan 25, 2021 at 2:13 PM

----- Forwarded message -----

From: **Blanding City** <no-reply@wufoo.com>  
Date: Mon, Jan 11, 2021 at 11:28 AM  
Subject: City Council Vacancy - Request for Appointment [#14]  
To: <djohnson@blanding-ut.gov>, <jblyman@blanding-ut.gov>

Date *	Monday, January 11, 2021
Name *	ROBERT OGLE
Street Address *	 461 W 200 N BLANDING, UT 84511 United States
Phone Number *	(435) 459-1626
Email	rogleone@gmail.com
Why should you be appointed to serve on the Blanding City Council? *	1. Previous experience absolutely qualifies me to serve in this position. 2. I am a visionary planning for the future prosperity of Blanding.
I certify that I meet the eligibility and residency requirements above.	Robert G. Ogle
Signature - Please Type Your Name *	

--

**David S. Johnson, MPA**

City Administrator

50 W 100 S

Office | (435) 678-2791 x 3485

Cell | (801) 696 - 8335





Kim Palmer &lt;kpalmer@blanding-ut.gov&gt;

## Fwd: City Council Vacancy - Request for Appointment [#10]


1 message

**David Johnson** <djohnson@blanding-ut.gov>  
To: Kim Palmer <kpalmer@blanding-ut.gov>

Mon, Jan 25, 2021 at 2:13 PM

----- Forwarded message -----

From: **Blanding City** <no-reply@wufoo.com>  
Date: Tue, Jan 5, 2021 at 1:25 PM  
Subject: City Council Vacancy - Request for Appointment [#10]  
To: <djohnson@blanding-ut.gov>, <jblyman@blanding-ut.gov>

Date *	Tuesday, January 5, 2021
Name *	Trent Herring
Street Address *	 61 w 800 n Blanding, Ut 84511 United States
Phone Number *	(970) 433-1544
Email	trentherring27@gmail.com
Why should you be appointed to serve on the Blanding City Council? *	I would like to serve the community that have have grown up and a love to be apart of. I would like to help further what is best for this community with being a voice for the people in which I serve to the best of my ability. This would be an opportunity for me to give back to Blanding and to help continue building this community for the future with the foundation that the previous council members have done an excellent job of creating.
I certify that I meet the eligibility and residency requirements above.	Trent Herring
Signature – Please Type Your Name *	

--

**David S. Johnson, MPA**

City Administrator

50 W 100 S

Office | (435) 678-2791 x 3485

Cell | (801) 696 - 8335



## **CITY COUNCIL MEETING - STAFF REPORT**

**Author:** Terry, Ekker, City Engineer  
**Department:** Public Works  
**Subject:** Updated Water Conservation Plan  
**Date:** January 26, 2021  
**Type of Item:** Resolution

### **Background**

This item was brought to the City Council during the January 12, 2021 meeting. The Council requested minor edits to be brought back at the next meeting.

The first edition of the water conservation plan was written by Chris Webb back in 1999. We do updates every 5 years. The State chose to have us wait until 2020 rather than 2019. Over the years we have updated the original document with updated formatting and revamped the water rates section to demonstrate our new multi-tiered rate schedule.

The state has set regional goals. They are looking to reduce municipal and industrial (M&I) from 333 gallons per capita per day(GPCD) water use in our southeastern area by 20% to 267GPCD by 2030. We used 163GPCD in 2019.

Water rates are the best way to promote water conservation and the new multi-tiered rate system that we have implemented is going to be great to not only encourage water conservation but to manage our water during drought conditions.

### **Budget Impact**

N/A

### **Department Review**

Public Works and Administration

### **Recommendation**

Staff Recommends that City Council adopt the Updated Water Conservation Plan.

### **Attachments**

1. Resolution 01-26-2021-2
2. Updated Water Conservation Plan





## **RESOLUTION 01-26-2021-1**

### **A RESOLUTION ADOPTING UPDATED WATER CONSERVATION PLAN**

WHEREAS, the State of Utah legislature passed the Utah Water Conservation Plan Act (73-10-32, UCA), requiring municipalities with over 500 water connections to adopt and update every five years a Water Conservation Plan; and

WHEREAS, the Blanding City Council adopted such a plan in 1999, and updated the plan in 2005 and 2015; and

WHEREAS, the Blanding City Council desires to adopt an updated Water Conservation Plan to remain in compliance with the Utah Water Conservation Plan act.

NOW, THEREFORE, it is hereby resolved by the Blanding City Council as follows:

That the attached Water Conservation Plan updated as of January 2021 be adopted and practiced as indicated in the plan, and the City work to meet the goals identified therein.

PASSED, ADOPTED and APPROVED this 12th day of January, 2021.

Signed \_\_\_\_\_  
Joe B. Lyman, Mayor

ATTEST:

\_\_\_\_\_  
David Johnson, City Administrator/Recorder



## **CITY COUNCIL MEETING - STAFF REPORT**

**Author:** Terry Ekker, City Engineer  
**Department:** Public Works  
**Subject:** MWPP Municipal Wastewater Planning Program Annual Report  
2020  
**Date:** January 26, 2021  
**Type of Item:** Resolution

### **Background**

The Utah Department of Water Quality requires each city to update the MWPP annually. They have requested that the annual update be adopted by City Council through resolution.

David Lyman has been completing this update for the last several years and has been doing a great job with it. The document serves as both a planning tool, as well as an annual report to the Department of Water Quality. The information is updated through a Qualtrics type survey and the resultant formatting is hard to follow.

### **Budget Impact**

NA

### **Department Review**

I have reviewed David's update to the MWPP and find it adequate to meet the State's requirements.

### **Recommendation**

Staff recommends the City Council adopt the

### **Attachments**

Municipal Wastewater Planning Program Annual Report for the year ending in 2020.



## **RESOLUTION 01-26-2021-2**

### **MUNICIPAL WASTEWATER PLANNING PROGRAM**

WHEREAS, RESOLVED that Blanding City informs the Water Quality Board of the following actions taken by the City Council.

1. Reviewed the attached Municipal Wastewater Planning Program Report for 2020.
2. Have taken all appropriate actions necessary to maintain effluent requirements contained in the UPDES Permit (if applicable).

PASSED, ADOPTED AND APPROVED this 26th day of January, 2021.

SIGNED:

---

Joe B. Lyman, Chair

ATTEST:

---

David S. Johnson, City Administrator/Recorder

*Municipal Wastewater Planning Program (MWPP)*  
*Annual Report*  
*for the year ending 2020*  
**BLANDING CITY**

Thank you for filling out the requested information. Please let DWQ know when it is approved by the Council.

**Please download a copy of your form by clicking "Download PDF" below.**

Below is a summary of your responses

[Download PDF](#)

**SUBMIT BY APRIL 15, 2021**

Are you the person responsible for completing this report for your organization?

☒ **Yes**

☐ **No**

This is the current information recorded for your facility:

<b>Facility Name:</b>	BLANDING CITY
<b>Contact - First Name:</b>	David
<b>Contact - Last Name:</b>	Lyman
<b>Contact - Title</b>	Sewer Operator
<b>Contact - Email:</b>	6-8

<b>Contact - Phone:</b>	435-678-2791
<b>Contact - Email:</b>	dlyman@blanding.city

Is this information above complete and correct?

☒ **Yes**

☐ **No**

Your wastewater system is described as Collection, Non-discharging Lagoon & Financial:

**Classification:** SMALL LAGOON

**Grade:** I

(if applicable)

**Classification:** -

**Grade:** -

Is this correct?

**WARNING:** If you select 'no', you will no longer have access to this form upon clicking Save & Continue. DWQ will update the information and contact you again.

☒ **Yes**

☐ **No**

Click on a link below to view examples of sections in the survey:  
(Your wastewater system is described as Collection, Non-discharging Lagoon & Financial)

[MWPP Collection System.pdf](#)

[MWPP Discharging Lagoon.pdf](#)

[MWPP Financial Evaluation.pdf](#)

[MWPP Mechanical Plant.pdf](#)

[MWPP Non-Discharging Lagoon.pdf](#)

Will multiple people be required to fill out this form?

☐ Yes

☒ No

## *Financial Evaluation Section*

Form completed by:

David W. Lyman

### Part I: GENERAL QUESTIONS

Yes

No

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

☒

☐

Yes

No

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

☒

☐

Are Debt Service Reserve Fund<sup>6</sup> requirements being met?

☒

☐

What was the annual average User Charge<sup>16</sup> for 2020?

330.00

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

☐ Yes

☒ No

## Part II: OPERATING REVENUES AND RESERVES

	Yes	No
Are property taxes or other assessments applied to the sewer systems <sup>15</sup> ?	<input type="radio"/>	<input checked="" type="radio"/>
Are sewer revenues <sup>14</sup> sufficient to cover operations & maintenance costs <sup>9</sup> , and repair & replacement costs <sup>12</sup> (OM&R) at this time?	<input checked="" type="radio"/>	<input type="radio"/>
Are projected sewer revenues sufficient to cover OM&R costs for the <i>next five years</i> ?	<input checked="" type="radio"/>	<input type="radio"/>
Does the sewer system have sufficient staff to provide proper OM&R?	<input checked="" type="radio"/>	<input type="radio"/>
Has a repair and replacement sinking fund <sup>13</sup> been established for the sewer system?	<input type="radio"/>	<input checked="" type="radio"/>
Is the repair & replacement sinking fund sufficient to meet anticipated needs?	<input checked="" type="radio"/>	<input type="radio"/>

## Part III: CAPITAL IMPROVEMENTS REVENUES AND RESERVES

	Yes	No
Are sewer revenues sufficient to cover all costs of current capital improvements <sup>3</sup> projects?	<input type="radio"/>	<input checked="" type="radio"/>
Has a Capital Improvements Reserve Fund <sup>4</sup>	<input type="radio"/>	<input type="radio"/>

been established to provide for anticipated capital improvement projects?

☒ Yes

☐ No

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

☐

☒

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

☐

☒

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

☐

☒

## Part IV: FISCAL SUSTAINABILITY REVIEW

Yes

No

Have you completed a Rate Study<sup>11</sup> within the last five years?

☐

☒

Do you charge Impact fees<sup>8</sup>?

☒

☐

2020 Impact Fee (if not a flat fee, use average of all collected fees) =

1000.00

Yes

No

Have you completed an Impact Fee Study in accordance with UCA 11-36a-3 within the last five years?

☒

☐

Do you maintain a Plan of Operations<sup>10</sup>?

☒

☐

Have you updated your Capital Facility Plan<sup>2</sup> within the last five years?

☒

☐



Yes

No

Do you use an Asset Management<sup>1</sup> system for your sewer systems?

☒☐

Describe the Asset Management System (check all that apply)

☐ Spreadsheet

☒ GIS

☒ Accounting Software

☒ Specialized Software

☐ Other

Yes

No

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

☐☒

Yes

No

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

☒☐

What is the sewer/treatment system annual asset renewal<sup>\*</sup> cost as a percentage of its total replacement cost?

☐☒

What is the sewer/treatment system annual asset renewal<sup>\*</sup> cost as a percentage of its total replacement cost?

## Part V: PROJECTED CAPITAL INVESTMENT COSTS

### Cost of projected capital improvements

	Cost	Purpose of Improvements		
	Please enter a valid numerical value	Replace/Restore	New Technology	Increase Capacity
2021	100,000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2021 thru 2025	220,000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2026 thru 2030	1,000,000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2031 thru 2035	NA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2036 thru 2040	NA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This is the end of the Financial questions

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

☒ **Yes**

### *Collections System Section*

Form completed by:

May Receive Continuing Education /units (CEUs)

David W Lyman

## Part I: SYSTEM DESCRIPTION

What is the largest diameter pipe in the collection system (diameter in inches)?

15

What is the average depth of the collection system (in feet)?

7.17

What is the total length of sewer pipe in the system (length in miles)?

32

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

6

What is the largest capacity lift/pump station in the collection system (design capacity in gallons per minute)?

150

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

☐ Yes

☒ No

What year was your collection system first constructed (approximately)?

1949

In what year was the largest diameter sewer pipe in the collection system constructed, replaced or renewed? (If more than one, cite the oldest)

1983

## PART II: DISCHARGES

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

0

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

0

*The Utah Sewer Management Program defines two classes of sanitary sewer overflows (SSOs):*

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

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

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

Below include the number of SSOs that occurred in year: 2020

Number

Number of Class 1 SSOs in Calendar year

0

Number of Class 2 SSOs in Calendar year

1

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

Blocked Main between 400-500 North on 300 West

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

NA

### Part III: NEW DEVELOPMENT

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

☐ Yes

☒ No

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

☐ Yes

☒ No

Number of new commercial/industrial connections in the last year

0

Number of new residential sewer connections added in the last year

4

Equivalent residential connections<sup>7</sup> served

1532

## Part IV: OPERATOR CERTIFICATION

How many collection system operators do you employ?


1

Approximate population served

3300

*State of Utah Administrative Rules requires all public system operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at least at the Facility's Grade.*

List the designated Chief Operator/DRC for the Collection System below:

	Name First and Last Name	Grade	Email Please enter full email address
Chief Operator/DRC	David W. Lyman	II 	dlyman@blanding.city

List all other Collection System operators with DRC responsibilities in the field, by certification grade, separate names by commas:

	Name separate by comma
SLS <sup>17</sup> Grade I:	<input type="text"/>
Collection Grade I:	<input type="text"/>
Collection Grade II:	David W. Lyman
Collection Grade III:	<input type="text"/>
Collection Grade IV:	<input type="text"/>

List all other Collection System operators by certification grade, separate names by commas:

	Name separate by comma
SLS <sup>17</sup> Grade I:	<input type="text"/>
Collection Grade I:	<input type="text"/>
Collection Grade II:	David W. Lyman
Collection Grade III:	<input type="text"/>
Collection Grade IV:	<input type="text"/>
No Current Collection Certification:	<input type="text"/>

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

☒ Yes

☐ No

	Yes	No
Have you implemented a preventative maintenance program for your collection system?	<input checked="" type="radio"/>	<input type="radio"/>
Have you updated the collection system operations and maintenance manual within the past 5 years?	<input checked="" type="radio"/>	<input type="radio"/>
Do you have a written emergency response plan for sewer systems?	<input checked="" type="radio"/>	<input type="radio"/>
Do you have a written safety plan for sewer systems?	<input checked="" type="radio"/>	<input type="radio"/>
Is the entire collections system TV inspected at least every 5 years?	<input type="radio"/>	<input checked="" type="radio"/>
Is at least 85% of the collections system mapped in GIS?	<input checked="" type="radio"/>	<input type="radio"/>

## Part VI: SSMP EVALUATION

	Yes	No
Has your system completed a Sewer System Management Plan (SSMP)?	<input checked="" type="radio"/>	<input type="radio"/>
Has the SSMP been adopted by the permittee's governing body at a public meeting?	<input checked="" type="radio"/>	<input type="radio"/>
Has the completed SSMP been public noticed?	<input checked="" type="radio"/>	<input type="radio"/>
During the annual assessment of the SSMP, were any adjustments needed based on the performance of the plan?	<input type="radio"/>	<input type="radio"/>

Date of Public Notice



During 2020, was any part of the SSMP audited as part of the five year audit?

☐ Yes

☒ No

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

☐ Yes

☒ No

## Part VII: NARRATIVE EVALUATION

This section should be completed with the system operators.

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

Aging but adequate

What sewerage system capital improvements<sup>3</sup> does the utility need to implement in the next 10 years?

Sewer system upgrade 2022 Master update 2023 Sewer line replacement 2027

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

NA

Is your utility currently preparing or updating its capital facilities plan<sup>2</sup>?

☒ **Yes**

☐ No

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

☒ **100% Covered**

☐ Partially cover

☐ Does not pay

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

☒ **Yes**

☐ No

Any additional comments?

NA

This is the end of the Collections System questions

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

☒ **Yes**

*Non-Discharging Lagoon Facility*

Form completed by:

David W. Lyman

## Part I: INFLUENT INFORMATION

Please provide the average influent flow rate and average influent BOD<sub>5</sub> and TSS loading rates listed below for your facility.

	Average Daily Flow (MGD)	Average Daily BOD <sub>5</sub> Load (lb/day)	Average Daily TSS Load (lb/day)
Design Basis or Rated Capacity	.47	0	0
2020 Average	.35	0	0

## Part II: FACILITY AGE

In what year were the following process units constructed, upgraded or renewed? Note: If a unit process does not apply to your system enter NA in the Construction or Upgrade Year and Age.

	Evaluation Year	Construction or Upgrade Year (ex. YYYY)	Age
Headworks	2020	1983	37
Lagoons (including aeration)	2020	1983	37
Disinfection	2020	NA	NA
Land Application/Disposal	NA	NA	NA

## Part III: DISCHARGES

How many days in the past year was there a bypass or overflow of wastewater at the facility due to high flows?

Answer

0

How many days in the last year was there a bypass or overflow of wastewater at the facility due to equipment failure?

0

## Part IV: NEW DEVELOPMENT

Answer

Number of new commercial/industrial connections added in the last year

0

Number of new residential sewer connections added in the last year

4

Equivalent residential connections<sup>7</sup> served

1532

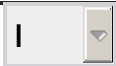
## Part V: OPERATOR CERTIFICATION

How many treatment operators do you employ?

1

*Utah Administrative Rules require all public system operators considered to be in Direct Responsible Charge (DRC) to be appropriately certified at least at the Facility's Grade. What is the current grade of the treatment system DRC operator(s)?*

List the designated Chief Operator/DRC for the Wastewater Treatment System below:

	Name First and Last Name	Grade	Email Please enter full email address
Chief Operator/DRC	David W. Lyman	I 	dlyman@blanding.city

List all other Wastewater Treatment System operators with DRC responsibilities in the field, by certification grade, separate names by commas:

	Name separate by comma
SLS <sup>17</sup> Grade I:	
Treatment Grade I:	David W. Lyman
Treatment Grade II:	
Treatment Grade III:	
Treatment Grade IV:	

List all other Wastewater Treatment System operators by certification grade, separate names by commas:

	Name separate by comma
SLS <sup>17</sup> Grade I:	
Treatment Grade I:	David W. Lyman
Treatment Grade II:	
Treatment Grade III:	
Treatment Grade IV:	
No Current Treatment Certification:	

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

☒ Yes

☐ No

## Part VI: FACILITY MAINTENANCE

Yes

No

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

☒

☐

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

☒

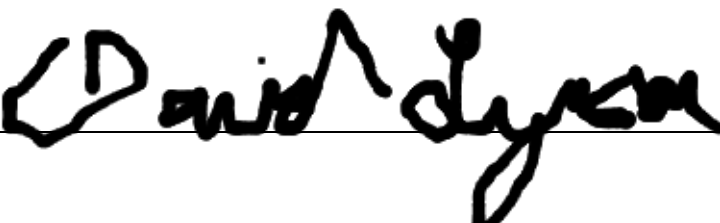
☐

This is the end of the Non Discharging Lagoon questions

To the best of my knowledge, the Non Discharging Lagoon Facility section is completed and accurate.

☒ Yes

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

 clear

Has this been adopted by the council? If no, what date will it be presented

to the council?

☐ Yes

☒ No

What date will it be presented to the council?

Date format ex. mm/dd/yyyy

01/26/2021

Please log in.

Email

dlyman@blanding.city

PIN

....

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

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## **CITY COUNCIL MEETING - STAFF REPORT**

**Author:** Pratt Redd, Economic Development Specialist  
**Department:** Economic Development  
**Subject:** CHNA Contract Renewal  
**Date:** January 26, 2021  
**Type of Item:** Contract Renewal

### **Background**

Blanding City has had a longstanding relationship with CNHA (Canyonlands Natural History Association). CNHA has managed our gift shop inventory for over a decade and has done so admirably. We have had a great relationship with them, and they have worked well with us. We are seeking to enter another contract with CNHA for one additional year.

### **Budget Impact**

CNHA revenue averages \$7,500 - \$8,000 annually.

### **Department Review**

CNHA is and has been, our best option for gift shop management. I cannot foresee any other options or partners that would work out as well as they have.

### **Recommendation**

Approval of a 1-year contract.

### **Attachments**

NONE





## **Blanding City / CNHA Operating Agreement Blanding Old Grayson Visitor Center & Museum**

Be it hereby agreed between Blanding City and Canyonlands Natural History Association (CNHA), that since it is the desire of the parties to provide visitor services at the Blanding Old Grayson Visitor Center and Museum:

1. CNHA agrees to pay Blanding City \$250.00 or 20% of monthly gross sales, whichever is greater, for the exclusive right to sell at that location. (with the exception of items sold directly by the City of Blanding.) The parties agree that Blanding City may sell items at the center other than those CNHA approved products, which have similar educational and historical value to the area.
2. CNHA agrees to provide sales fixtures, point of sale computer software, credit card equipment and other basic materials needed to create a sales Outlet.
3. Blanding City agrees to hire and compensate employees to staff the center during hours of operation, which will be set at the discretion of Blanding City
4. Blanding City agrees to pay utilities and maintenance costs for the facility.
5. CNHA and Blanding City agree to coordinate the training of facility staff.
6. The parties agree that Blanding City has the authority to have CNHA remove any product items deemed not in accordance with Blanding City philosophy or policy.
7. The parties agree that the term of this agreement shall be for one (1) year from the date of this final execution.

Signed and agreed to this 26th of January 2021.

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Blanding City  
David S. Johnson  
City Administrator

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CNHA  
Roxanne Bierman  
Executive Director

# Entity: Blanding

## Body: City Council

<b>Subject:</b>	Administrative Procedure		
<b>Notice Title:</b>	City Council Agenda - January 26 2021		
<b>Meeting Location:</b>	50 W 100 S Blanding UT 84511		
<b>Event Date &amp; Time:</b>	January 25, 2021 January 25, 2021 03:30 PM		
<b>Description/Agenda:</b>	<p>7:00pm Tuesday, January 26, 2021,</p> <p>Notice is hereby given that the City Council of Blanding, Utah will hold a Regular Council Meeting on January 26, 2021 at the City Office, 50 West 100 South Street, which meeting will begin promptly at 7:00 pm.</p> <p>Due to the COVID-19 outbreak and the emergency declaration by the State of Utah, members of the public may be limited to maintain social distancing. Go to <a href="https://bit.ly/2UULBh2">https://bit.ly/2UULBh2</a> to view the meeting live on YouTube. If the public wishes to comment, they may email a short and concise comment to <a href="mailto:cityoffice@blanding-ut.gov">cityoffice@blanding-ut.gov</a>. Comments shorter than three minutes in length that are received before the start of the meeting may be read during the open forum portion of the meeting.</p> <p>In compliance with the ADA, individuals needing special accommodations during this meeting may call the City Offices at (435) 678-2791 at least twenty-four hours in advance. Every effort will be made to provide the appropriate services. One or more members may participate in the meeting electronically, according to Blanding City Ordinance 1-5-5-F regarding electronic meeting participation. All agenda times are approximate.</p> <p>POLICY MEETING Call to Order Roll Call Prayer or Thought Anyone in attendance is invited to notify the Mayor prior to the meeting if they would like to offer a prayer or thought. Pledge of Allegiance Approval: Consent Agenda and Minutes from January 12, 2021</p>		

## Declaration of Conflicts of Interest

## Public Input

Anyone wishing to address the Council on any item is invited to do so. Public Input is an opportunity for the public to bring information to the Council. Clarifying questions may be asked by the Council, but it is not an appropriate time for substantive discussion.

## Reports

Mayor

City Council

Administration

Staff

Project Status Report - Terry Ekker

Financial Status Report - Kim Palmer

## Discussion Items

Discussion Items Policy, David Johnson

Page 11

Baseball In-Field Dirt, David Palmer &amp; David Johnson

Page 12

Capital Projects List, David Johnson

Page 28

## Business Items

Appointment to Planning Commission Vacancy, Mayor Joe Lyman

Page 31

Appointment to City Council Vacancy, Mayor Joe Lyman

Page 32

Resolution 01-26-2021-1 Updated Water Conservation Plan, Terry Ekker

Page 38

Resolution 01-26-2021-2 MWPP, Terry Ekker

Page 40

Renewal of CNHA Visitor Center Contract, Pratt Redd

Page 62

## Closed Session

Motion to enter into closed session for any of the following: purchase, exchange, or lease of real property; discussion regarding deployment of security personnel, devices, or systems; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual.

## Adjournment

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**Notice of Special Accommodations:**

In compliance with the ADA, individuals needing special accommodations during this meeting may call the City Offices at (435) 678-2791 at least twenty-four hours in advance. Every effort will be made to provide the appropriate services.

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**Notice of Electronic or telephone participation:**

One or more Council Members may participate electronically.

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**Other information:**


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**Contact Information:**

Jeremy Redd  
4356782791  
jredd@blanding-ut.gov

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**Posted on:** January 25, 2021 03:15 PM

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**Last edited on:** January 25, 2021 03:15 PM

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