

MONA CITY

WATER CONSERVATION PLAN - 2022



September 30, 2022

Project #: 2101-019

Prepared by:



**Jones & DeMille
Engineering**

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1. INTRODUCTION

Water is an essential resource to many facets of life. Water conservation helps ensure this resource is managed well and ensures that water is available for everyone. Utah as a state, established a conservation goal of 25% by 2025. Recently, the Division of Water Resources (DWRe) regionalized the overall state goal to reflect local conditions such as climate, population, and different water uses (see Figure 1). Utah's Regional Municipal and Industrial Water Conservation Goals for Juab County is 19%, based on water use from 2015. For Mona, the goal will be to reduce the average water use from 222 gallons per capita per day (gpcd) to about 179 gpcd.

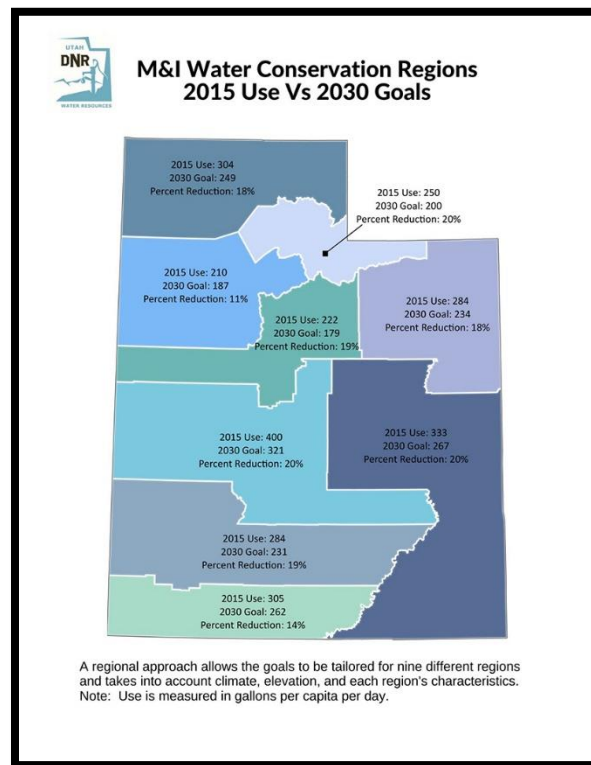


Figure 1 M&I Regional Water Conservation Goals

Providing an adequate supply of culinary water to users is a significant effort for Mona City. Water conservation practices are vital in ensuring the City is able to provide culinary water to users of the system while also maintaining high water quality. This Water Conservation Plan is being implemented to help ensure that water is available for all users of the system for the near future.

2. SYSTEM PROFILE

2.1. SERVICE AREA

Mona City was incorporated in 1924 and provides culinary water to customers within its service area which includes residences and business within and near the City boundaries. Mona City is located in

Northeastern Juab County, Utah. The City is 7.5 miles North of Nephi, Utah on Interstate 15. The City's service area can be seen on Exhibit 1 in Appendix A.

2.2. POPULATION PROJECTION

Growth projections were obtained from census data and population projections provided by the Kem Gardner Institute¹. The Institute analyzes and produces population projections for the Utah State Legislature and Office of the Governor.

The City has experienced steady growth from 1980 to 2020. Mona is anticipated to grow at the same rate as Juab County. This growth rate is variable and will decrease over time as birth rates and migration decline. By 2060, The City's population is projected to be approximately 3,451, see Figure 2.

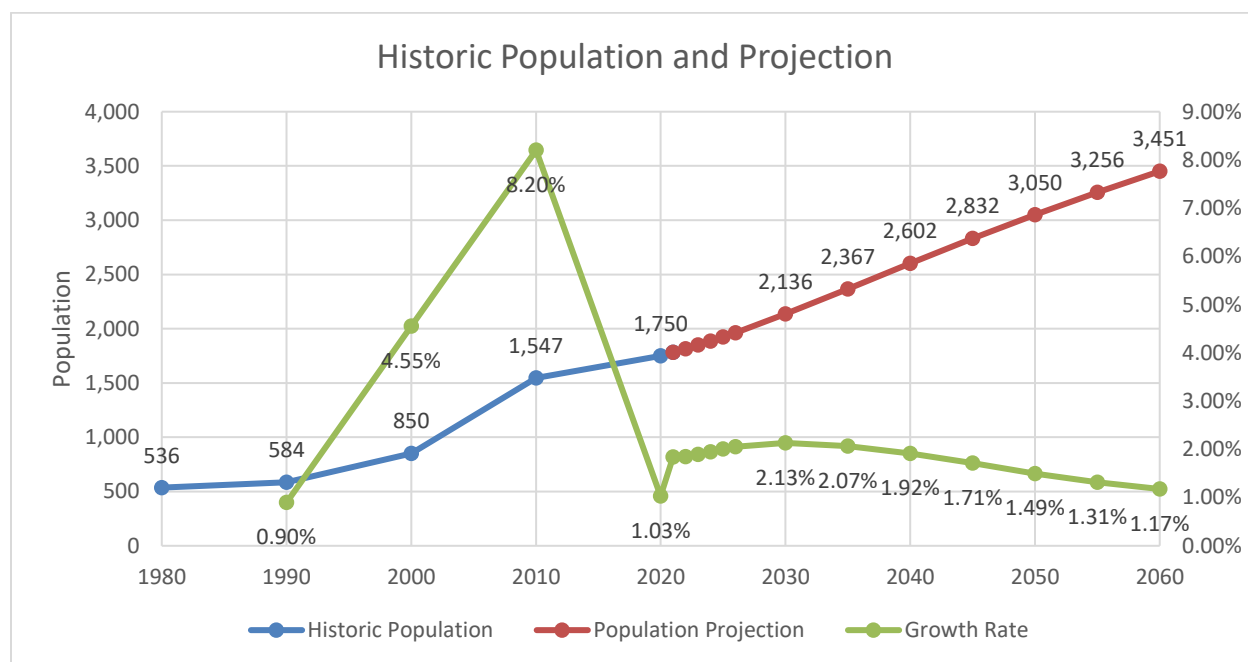


Figure 2 Population Projection

2.3. WATER CONNECTIONS

As of 2021, the City serves 611 residential connections, 5 commercial connections, 3 industrial connections, and 10 institutional connections. Table 1 below displays the current (2021) connections to the system and a 20-year projection of connections.

¹ <https://gardner.utah.edu/demographics/population-projections/>

Table 1 - System Connections

Connection Type	2021	2041
Residential	611	883
Commercial	5	7
Industrial	3	5
Institutional	10	14

2.4. ERCS AND PROJECTIONS

Currently, there are 629 connections reported to the State with a mix of residential, commercial, industrial, and institutional users. Water usage for these connections was determined based on water usage reports provided by Mona City. Typically, for planning purposes, ERCs are used to define the capacities of system components. Because the water usage data does not differentiate between indoor and outdoor water usage, the calculation for converting connections to ERCs is straightforward and combines indoor and outdoor use. Equations 2 and 3 show the conversion from connections to ERCs. Some commercial connections use more than a typical residential connection and therefore have more ERCs than connections.

$$\text{Water Usage per ERC} = \frac{\text{Total Water Used by Residential Connections}}{\text{Number of Residential Connections}} \quad (1)$$

$$\text{Number of ERCs} = \frac{\text{Water Usage by Type of Connection}}{\text{Water Usage per ERC}} \quad (2)$$

To project future water demands, it was assumed that the system ERCs would grow at the same rate as the population. This assumes that the residential, institutional, and commercial connections would grow proportionally. Figure 3 shows existing and projected number of ERCs through 2040.

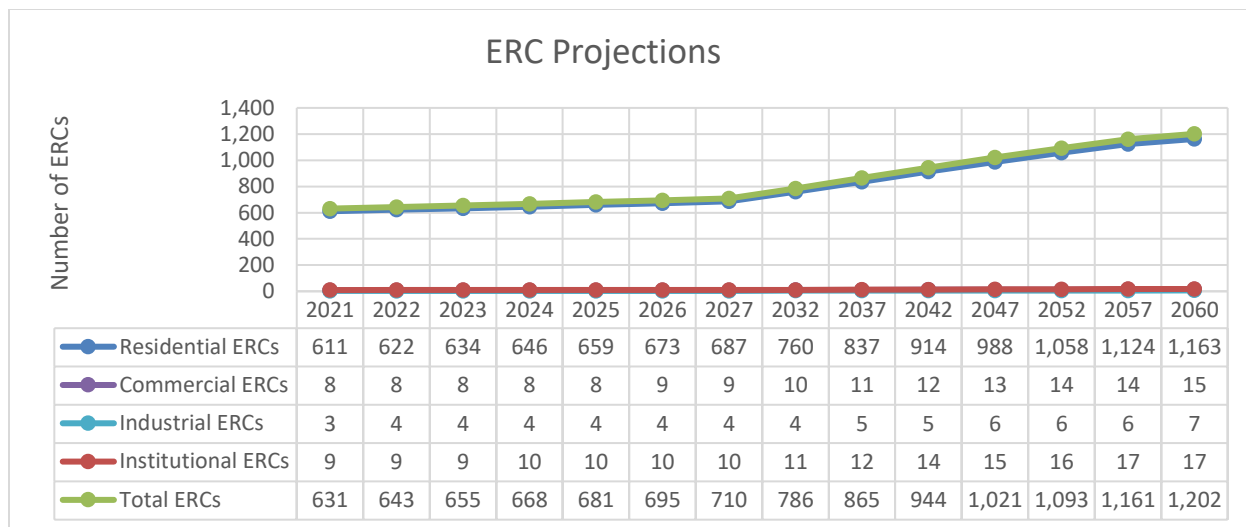


Figure 3 Projected ERC Growth

2.5. CURRENT WATER SUPPLY

2.5.1. EXISTING WATER RIGHT CAPACITY

The City uses water produced by Upper Clover Springs and one underground well. Water Rights associated with these sources are shown in Table 2.

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Table 2 - Water Rights

WR No.	Source	Volume (ac-ft)	Proof Due Date	Notes	Link
53-114	Spring, Tunnel, 8-inch pipe	210.016*	7/31/1999	Certificated	53-114
53-1427	Springs	316.18*	6/30/1998	Certificated	53-1427
53-1372	UG Well	2.01		Certificated	53-1372
53-1373	UG Well	2.01		Certificated	53-1373
53-1441	UG Well	5	6/30/2005	Certificated	53-1441
53-1453	UG Well	1.38	2/28/2025	Approved	53-1453
53-1539	UG Well	11	6/30/2029	Approved	53-1539
53-1579	UG Well	38	4/30/2031	Approved	53-1579
53-1580	UG Well	5.6	11/30/2030	Approved	53-1580
53-1603	UG Well	2.5	10/31/2025	Approved	53-1603
53-1613	UG Well	2		Certificated	53-1613
53-1627	UG Well	1.5	5/31/2031	Approved	53-1627
53-1633	UG Well	1.5	3/31/2031	Approved	53-1633
53-1640	UG Well	1.5	7/31/2031	Approved	53-1640
53-1641	UG Well	3	12/31/2023	Approved	53-1641
53-1646	UG Well	35	10/31/2025	Approved	53-1646
53-1663	UG Well	8	12/31/2023	Approved	53-1663
53-1717	UG Well	8	11/30/2028	Approved	53-1717
53-1719	UG Well	2.5	12/31/2028	Approved	53-1719
53-1723	UG Well	9.98	10/30/2024	Approved	53-1723
53-1736	UG Well	1.5	10/31/2022	Approved	53-1736
53-1764	UG Well	0.5	12/31/2023	Approved	53-1764
53-1786	UG Well	0.5		Approved	53-1786
53-1802	UG Well	14.97		Approved	53-1802
53-1826	UG Well	0.5		Approved	53-1826
53-1836	UG Well	9.5		Certificated	53-1836
53-428	UG Well	10.2		Certificated	53-428
53-432	UG Well	23.1		Certificated	53-432
53-433	UG Well	38.1		Certificated	53-433
53-434	UG Well	38.1		Certificated	53-434
53-436	UG Well	7.5		Certificated	53-436
Current Total Water Rights		811.146			
Current Total Water Available*		671.95			
Current ERC Capacity		973.33			

*= actual water available for both sources combined is limited to 240 gpm per the agreement with the Mona Irrigation Company (see 2022 Culinary Water Master Plan). 240 gpm = 387.12 acre-ft/year. Use 387.12 acre-ft instead of 526.196 acre-ft for the spring volume.

2.5.2. SOURCE PHYSICAL CAPACITY

A water source's capacity to provide water is based on the safe yield capacity. The safe yield capacity is determined by the type of source the water comes from. The safe yield capacity will be used as the reliable capacity for the system.

2.5.3. SPRING CAPACITY

The agreement with the Mona Irrigation Company requires Mona City to give the flow from Upper Clover Springs to the irrigation company and the irrigation company provides 240 gpm from their springs. It is difficult to determine the spring capacity because the irrigation company pulls from multiple springs and wells. The water rights for the irrigation company (53-110 and 53-186) state the irrigation company can use a combined 35.5625 cfs between their springs and wells. More studies would need to be conducted to determine the capacity of these sources.

For the purpose of this report, 240 gpm was considered as the spring capacity as it is required by contract that the irrigation company provide that much water to Mona City. This flow equates to approximately 237 ERCs.

2.5.4. WELL

To identify a well's ability to provide water for a system, a well's safe yield is established. The Division of Drinking Water considers two-thirds of the pumping rate from the aquifer drawdown test or well capacity as the safe yield of the well.² The safe yield determines the number of ERCs a well source can support. The City has one underground well located east of the city. This well is typically used as a backup source. The safe yield capacity of the underground well is 666.67 gpm, see Appendix E for individual well output summary obtained from well logs from the DDW. The well can provide sufficient flow to supply 659 ERCs to help supplement the system when needed.

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² UAC R309-515-6(10)(c) states: "If the aquifer drawdown test data show that the drawdown has stabilized, the Director will consider 2/3 of the pumping rate used in the constant-rate test as the safe yield of the well. The safe yield is used to determine the number of permanent residential connections or ERCs that a well source can support."

2.5.5. TOTAL SOURCE CAPACITY

Both sources of water meet the current needs of the system, see Table 3.

Table 3 Source Capacity Summary

Source	Well/Spring Capacity (gpm)	Safe Yield Capacity (gpm)	Reliable Capacity (ac-ft/yr)	ERC Capacity
Spring	240	240	387.12	237.36
Underground Well	1,000	666.67	1,075.34	659.34
Total	1,240	906.67	1,462.46	896.70

2.6. WATER USE

The City reports water usage each year to the Division of Water Rights, see Table 4. Water users are supplied by a secondary water source and therefore the usage amounts in Table 4 show indoor water usage. Based on water usage from 2021, the average water usage per capita per day is approximately 143 gallons or about 0.5325 acre-feet per ERC per year.

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Table 4 - Water Usage

Year	Pop.	Residential Use (acre-feet/year)	Commercial Use (acre-feet/year)	Industrial Use (acre-feet/year)	Institutional Use (acre-feet/year)	Secondary Use (not reported to Water Rights) (acre-feet/year)	Total Use (acre-feet/yr)	Convert from acre-feet to Gallons	Convert from Year to Day	Calculate gpcd
2021	2100	325.38	4.19	1.84	4.82	0.00	336.23	109,561,026	300,167.20	143
2020	2085	316.92	2.45	3.55	0.39	0.00	323.31	105,351,026	288,632.95	138
2019	2000	215.46	2.34	7.05	0.77	0.00	225.62	73,518,600	201,420.82	101
2018	1900	230.83	2.19	4.76	0.86	0.00	238.64	77,761,185	213,044.34	112
2017	1825	191.44	2.54	3.34	0.03	0.00	197.35	64,306,780	176,182.96	97
2016	1750	190.24	2.82	0.00	0.03	0.00	193.09	62,918,653	172,379.87	99
2015	1675	402.75	2.22	0.00	21.00	0.00	425.97	138,802,934	380,282.01	227
2014	1625	334.69	0.00	0.00	0.00	0.00	334.69	109,059,215	298,792.37	184
2010	1200	211.31	0.00	0.00	0.00	0.00	211.31	68,855,666	188,645.66	157
2006	1800	480.59	0.69	0.00	0.00	0.00	481.28	156,825,776	429,659.66	239

2.7. SUPPLY VS. USE COMPARISON

Comparing water supply versus water usage, see Figure 4, the City has enough water supply to provide water for the projected water demands through 2060.

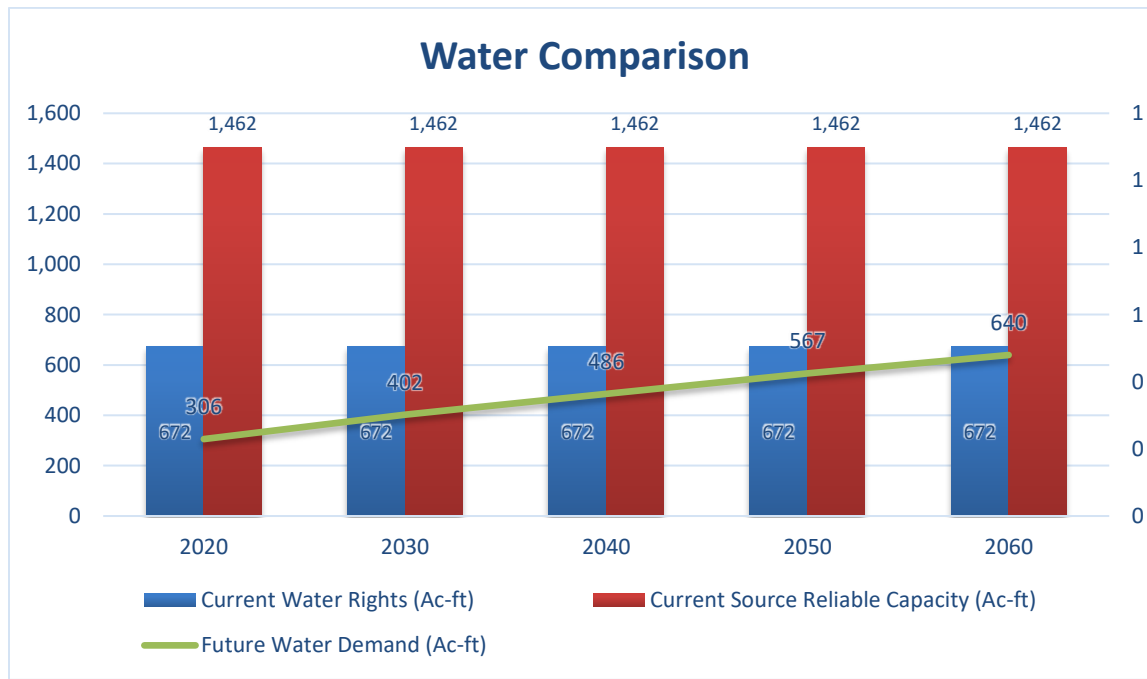


Figure 4 Water Supply vs Demand Comparison

As can be seen from the above figure, Mona City has sufficient water rights and reliable source capacity to meet current and future demands at the current water usage per capita.

3. SYSTEM WATER LOSS CONTROL

3.1. LEAK DETECTION AND REPAIR METHODS

The City has a water operator that makes regular checks on the system to check for leaks and areas in need of repair. Water users are also encouraged to report leaks to the City. If repairs are needed, the water operator has the equipment necessary to make and complete water line repairs.

3.2. WATER LOSS

The City records water from sources through meters. The main supply of water is through Upper Clover Springs and the meter reading the flow is between the springs and the storage tanks. The nature of this configuration causes the tanks to overflow into an irrigation pond and any water loss from the overflow is not recorded. Table 6 shows the estimated water loss from 2016 to 2021. Mona is currently updating their system with SCADA technology that will enable the City to further reduce the amount of water overflow from the storage tanks.

Table 5 - System Water Loss

Year	Total Retail Use (ACFT)	Total From Sources (ACFT)	Total Wholesale Sources (ACFT)	Total Water Loss (ACFT)	Estimated Water Loss %
2021	336.23	340.95	0	4.72	1.39%
2020	323.31	340.11	0	16.80	4.94%
2019	225.61	288.88	0	63.27	21.90%
2018	238.64	304.18	0	65.54	21.55%
2017	197.34	385.26	0	187.92	48.78%
2016	193.09	362.39	0	169.30	46.72%

Recently the City has reduced the amount of overflow from the tanks, drastically reducing the water loss for the system.

3.3. CURRENT WATER MEASUREMENT METHODS

All connections in the system are metered and are read electronically. Meters that are old will be replaced at the end of their service life. Replacing old meters, generally increases the accuracy of the readings because of newer technologies, standards, and smaller error margins on readings.

4. BILLING

The current pricing structure for users of the Mona City System is shown below.

Table 6 – Mona City Residents Price / Rate Structure

Schedule	Rate	Gallons	Notes
Base Fee	\$31.00	15,000	
Overage Fee	\$3 per 1,000 gallons	15,001+	Overages applied year-round.

Table 7 – County Residents Price / Rate Structure

Schedule	Rate	Gallons	Notes
Base Fee	\$44.00	15,000	
Overage Fee	\$3 per 1,000 gallons	15,001+	Overages applied year-round.

5. WATER USE PER CAPITA

Since 2006, water usage for Mona City has decreased from about 239 gpcd to 143 gpcd, see Figure 5. Since 2016, the average water usage per capita per day is 115 gallons, well under the region goal of 179 gpcd.

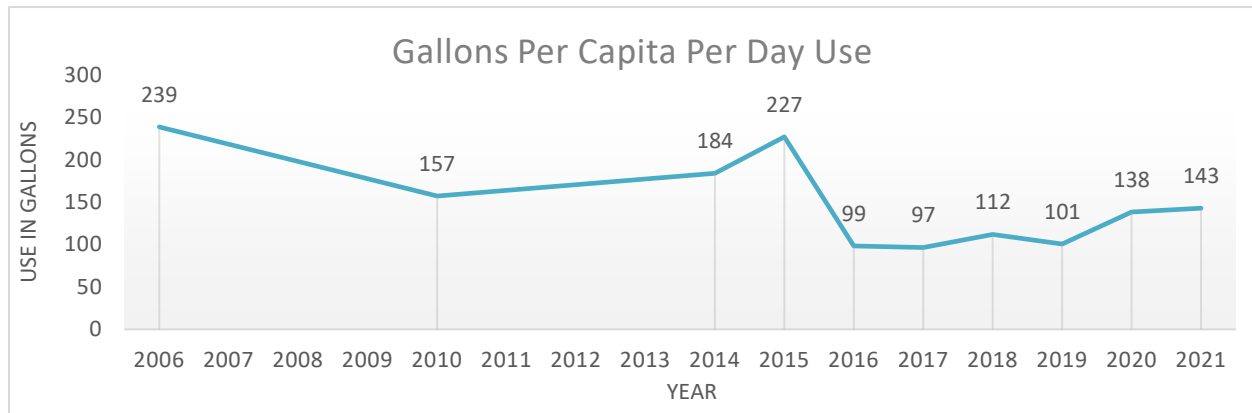


Figure 5 Water Usage per Capita Per Day

6. CONSERVATION PRACTICES

6.1. WATER CONSERVATION GOAL

Utah's Regional Municipal and Industrial Water Conservation Goals for Juab County is to reduce the average water use from 222 gallons per capita per day (gpcd) to about 179 gpcd. Currently Mona City is meeting this goal.

6.2. CONSERVATION PRACTICES

Mona City does not currently have a water conservation plan but plans to adopt this new plan once it is finished. The City Council has met and discussed possible ways they feel the City could maintain current water use. They are as follows:

- Periodically review water billing rates and increase rates as needed for higher water usage
- Meter all connections
- Read all meters regularly
- Implement a repair and replacement program for old meters

6.3. CITY ORDINANCES – WATER CONSERVATION

Currently Mona City does not have any ordinances pertaining to water conservation such as water waste prohibition, landscaping, water shortages, or droughts. The City also does not have water efficiency

requirements for outdoor landscape requirements for new developments. As the City's water usage per capita has been fairly low the City hasn't had need to require landscaping requirements.

6.4. CITY ORDINANCES – BUILDING CODE

Currently Mona City has adopted the International Building Code and the International Fire Code as adopted by Utah State as well, see Mona City Code Section 9-1-2.

6.5. IMPLEMENTING AND UPDATING THE WATER CONSERVATION PLAN

This Water Conservation Plan will be adopted by the Mona City Council, who will have the responsibility to coordinate and carryout the water conservation program measures. The meeting minutes adopting the water conservation plan, and the Mayor's signature can be found in Appendix B.

The water conservation plan will be revised and updated as required to meet changing conditions and needs. This plan will also be updated and resubmitted to the Utah Division of Water Resources in 2027.

Annual evaluation and review of the Water Management and Conservation Plan will occur as water meter reading provides the City with good consumptive use data. This will require field checks on users that are using large amounts of water to determine the cause of excess usage. These users will need to be periodically informed of their usage and educated about appropriate conservation measures.

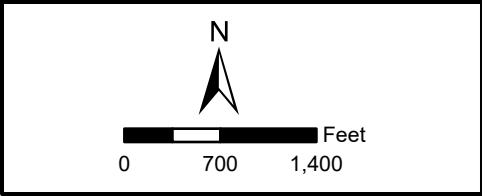
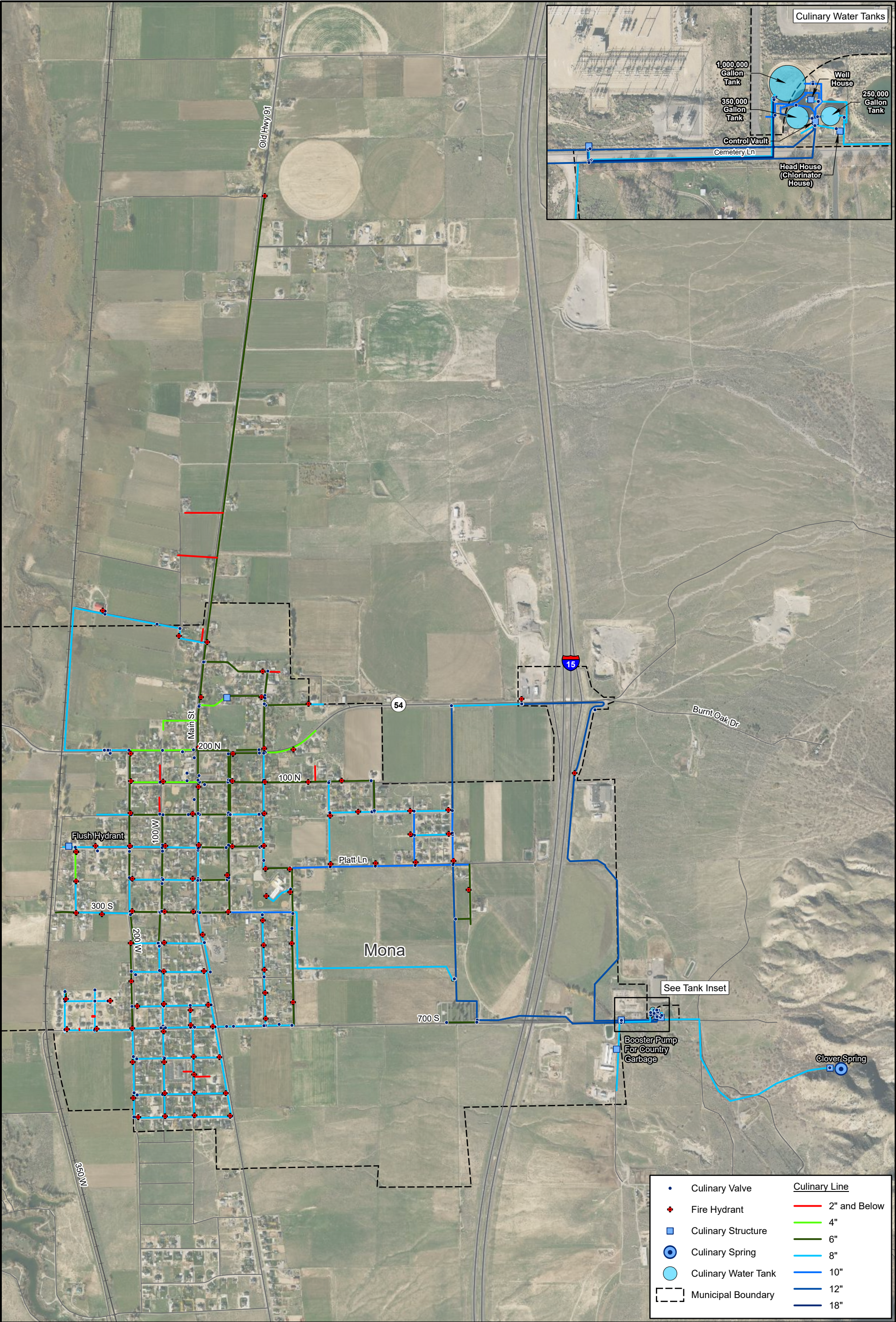
6.6. CONTACT INFORMATION

Those involved with the adoption and implementation of this plan are:

Mayor	Randy Christensen
City Council	Ron Warren
City Council	Jay Christensen
City Council	Jay Mecham
City Council	Amy Stanley
City Council	TJ Pace
Water Operator	Chad Phillips

Ron Warren will be primarily responsible for ensuring these measures are put into place and that education takes place. The Water Management and Conservation Plan will be reviewed and updated, if necessary, every 5 years from the date of adoption.

APPENDIX A. SYSTEM MAP





**Jones & DeMille
Engineering**

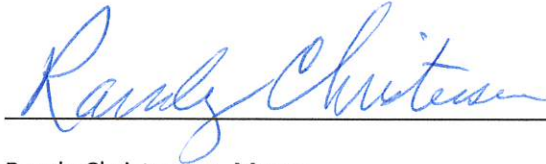
- Shaping the Quality of Life -
800.748.5275 www.jonesanddemille.com

Mona City	
2022 Culinary Master Plan Existing System Overview	
Map Name: H:\UD\Proj\2101-019\Design\GIS\Projects\Design\2101-019_Design.aprx - 1. Exh Mona Existing Culinary System 11x17P	
Project Number: 2101-019	Drawn by: JEM 06-22
Last Edit: 07/22/2022	

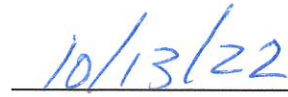
Juab County
Scale: 1" = 1,400'
1

APPENDIX B. CERTIFICATION OF ADOPTION

I, Randy Christensen, the Mayor of Mona City, hereby certify that the attached Water Conservation Plan – 2022 has been established and adopted by our City Council on the date listed below.

A handwritten signature in blue ink, reading "Randy Christensen", is written over a horizontal line.

Randy Christensen, Mayor

A handwritten date in blue ink, "10/13/22", is written over a horizontal line.

Date



Agenda

Tuesday, October 11, 2022
7:00 p.m.

- **Public Hearing**
- **Pledge**
- **Prayer**
- **Approval of September 27, 2022, city council meeting minutes**
- **Mona Student Council**
- **Approval/denial for water conservation plan**
- **Audit report**
- **Secretary Report**
- **Finance Report**
 - **Approval of Finances**
- **Planning and Zoning**
 - **Building permit & Address confirmation- Alesha Newton**
 - **Sidewalk survey**
 - **Tim Grange pole barn**
 - **Tim Grange building permit**
- **Gas & Water Update:**
 - **Truck/equipment budget approval**
 - **Water project updates**
- **Sewer Update**
- **Recorder Report:**
 - **Glass on display board at post office**
- **Council Reports**
- **Public Comment**
- **Adjournment**

CERTIFICATE OF POSTING

This agenda is hereby properly advertised this 10th day of October, 2022, through posting of copies of this agenda in the following places: the Mona City Office, at the United States Post Office Mona City Branch, on the Utah Public Notice Website, and the Times News.

Alicia Hills, Mona City Recorder

Upon Request, in compliance with the Americans with Disabilities Act, reasonable accommodations for individuals with disabilities will be provided. For assistance, please call 435-623-4913.



Mona City- City Council Meeting
20 West Center Street Mona, Utah

Public Hearing – October 11, 2022

MEMBERS PRESENT:

Randy Christensen- Mayor
Jay Christensen – Councilmember
Ron Warren – Councilmember
TJ Pace – Councilmember
Amy Stanley – Councilmember
Jay Mecham – Councilmember

STAFF PRESENT:

Sara Samuelson - Director of Finance
Alicia Hills – Mona City Recorder
Michelle Dalton- Mona City Secretary
Lori Henrie – Planning and Zoning Secretary
Chad Phillips – Water/Gas Operator

OTHERS PRESENT:

Myrna Trauntvein, Times News Reporter; Tyler Faddis, engineer from Jones and Demille; Lisa Woodland; Dan Woodland

Mayor Randy Christensen opened the public hearing at 7:00 pm.

Councilmember Warren made motion to open the public hearing at 7:00 pm and Councilmember Stanley seconded the motion to open the public hearing at 7:00 pm. The vote of the Mona City Council to open the public hearing was unanimous.

Councilmember Stanley proposed that the Mona City fee schedule be updated to include rental rates for the baseball, volleyball, and sports court will each be as follows:

- \$25 for up to 2 hours
- \$100 for the day (over 2 hours)

Stanley reported that Recreation Director Melinda Matheson will create a contract that will be given to the renter which states that if there is any damage or problems that the rent will be responsible. Mona City will not be requiring deposits on renting the field as the scheduling program will hold their card number and they can be charged if there is damage to the field afterward.

Public Comment: none

Councilmember Mecham made a motion to update the Mona City Fee Schedule to add rental fees for the sports court, baseball field, or volleyball court for \$25 for up to two hours and \$100 for more than two hours (full day). Councilmember Pace seconded the motion to update the Mona City Fee Schedule to add rental fees for the sports court, baseball field, or volleyball court for \$25 for up to two hours and \$100 for more than two hours (full day).

The roll call vote was as follows:

Councilmember Christensen:	Aye
Councilmember Mecham:	Aye
Councilmember Pace:	Aye
Councilmember Stanley:	Aye
Councilmember Warren:	Aye

Planning and Zoning Secretary Lori Henrie proposed that the fee schedule be updated to add building application fees to pay for the Zipflow Software, which will manage the incoming permits, applications, and flow of building applications in Mona. Henrie submitted a spreadsheet of what each application will cost. Councilmember Warren said that the fees are not added to increase income but to simply pay for the service. The Council had no further questions.

Public Comment: Councilmember Warren asked when it will be instated? Secretary Henrie said immediately following approval.

Councilmember Warren made motion to update the fee schedule to include application fees for the Zipflow Software. Councilmember Pace seconded the motion to update the fee schedule to include application fees for the Zipflow Software.

The roll call note was as follows:

Councilmember Christensen:	Aye
Councilmember Mecham:	Aye
Councilmember Pace:	Aye
Councilmember Stanley:	Aye
Councilmember Warren:	Aye

Councilmember Pace made a motion to adjourn the meeting at 7:15 pm.

Councilmember Mecham seconded the motion. The vote to adjourn the meeting at 7:15 pm was unanimous.

City Council Meeting Minutes- September 27, 2022

MEMBERS PRESENT: Randy Christensen- Mayor
Jay Christensen – Councilmember
Ron Warren – Councilmember
TJ Pace – Councilmember
Amy Stanley – Councilmember
Jay Mecham – Councilmember

STAFF PRESENT: Sara Samuelson - Director of Finance
Alicia Hills – Mona City Recorder
Michelle Dalton- Mona City Secretary
Lori Henrie – Planning and Zoning Secretary
Chad Phillips – Water/Gas Operator

OTHERS PRESENT: Myrna Trauntvein, Times News Reporter; Tyler Faddis, engineer from Jones and Demille; Lisa Woodland; Dan Woodland

Mayor Randy Christensen called the meeting to order at 7:20 pm.

Opening prayer/Pledge of Allegiance:

Planning and Zoning Secretary Lori Henrie led the pledge of allegiance, and Councilmember Christensen led the prayer.

Councilmember Christensen motioned to accept the minutes of September 27, 2022, as written. Councilmember Warren seconded the motion to approve the minutes of September 27, 2022, as written.

Mona Elementary Student Council:

The student council was unable to attend and will reschedule.

Approval/denial for water conservation plan:

Tyler Faddis, engineer with Jones and Demille, presented the completed Mona City Water Conservation plan. The State of Utah requires that by the end of the year a plan be made to show how the city of Mona will conserve water. Faddis said that the plan states that Mona City agrees on how to maintain and conserve water and will send a public notice to the citizens of how to conserve water, and make sure that meters are working, etc. The plan has been completed and reviewed, and once it is approved, it will be signed by the mayor and sent in to Waterwise. Councilmember Stanley asked if it was just concerning the culinary water, to which Faddis stated in the affirmative.

Councilmember Stanley made a motion to approve the Mona City Water Conservation Plan. Councilmember Warren seconded the motion to approve the water conservation plan. The council was unanimous to approve the Mona City Water Conservation Plan.

Secretary/Treasurer Report:

Secretary/treasurer Michelle Dalton had nothing to report.

Finance Report:

The Mona City Disbursement Listing for 09/28/2022 to 10/11/2022 was presented. Finance Director Sara Samuelson reported that a correction needed to be made on the listing. There were 3 Fall Fest charges listed, but one was mislabeled and there should only be 2 Fall Fest charges, and the \$350 water rural association charge is for the water training of Troy Painter.

Councilmember Christensen made a motion to approve the finances as presented.

Councilmember Pace seconded the motion. The roll call vote of the Council to approve the finances was as follows:

Councilmember Christensen: Aye

Councilmember Mecham: Aye

Councilmember Pace: Aye

Councilmember Stanley: Aye

Councilmember Warren: Aye

Samuelson also reported on the Mona City financial quarterly report. Samuelson stated that the report shows in percentages the city's current financial situation, based upon what was budgeted. She stated that the impact fees were at 8 percent, which is well below the 25 percent from previous years. Since the city's newest subdivision is full, with no new building permits being issued, and no new subdivisions are in the works, the fee revenue is lower. She stated that this means that the funds for the sewer, gas, and water will need to cut back on expenses because of the decreased revenue. Samuelson also stated that the seasonal salaries are high, but they are almost finished for the year and should be in a good position. The maintenance in sewer and gas are high and there will need some adjustments in those funds, but there is nothing too crucial and everything can be adjusted to make up for those. She also stated that the Par Tax has brought in about \$5,000 so far this year and Samuelson estimated that about \$20,000 will be brought in by years end. It is paid to the city monthly.

Planning and Zoning:

Due to a family emergency, the planning and zoning commissioner was unable to attend.

Building Plans – Alisha Newton- 386 East Platt Lane.

The initial building permit was approved in a former meeting, so the planning and zoning commission approved the building plans at the meeting on Wednesday October 5, 2022. The plans meet all the Mona City building requirements and have approval from the Mona City Building Inspector.

Councilmember Mecham made motion to approve the Newton building permit at 386 Platt Lane as submitted. Councilmember Warren seconded the motion to approve the Newton building permit at 386 Platt Lane as submitted. The vote of the Council for approval was unanimous.

Planning and Zoning Secretary Lori Henrie reported on the request from a previous public hearing that sidewalks be put into new subdivisions. The planning and zoning committee has discussed the idea for a few months and decided that a survey needs to be conducted to determine if the citizens would like new subdivisions to put sidewalks in. Secretary Henrie

presented the Council with the proposed survey and reported that the planning and zoning commission would like the survey to be sent via the mail so that all the citizens are reached. Councilmember Mecham suggested that it be made clearer on the survey that the sidewalks will not be put into existing subdivisions and is only for new subdivisions. The Council then determined that it would be very costly and time consuming to mail them so they will be made into an online survey that will be emailed out to the citizens as well as a hard copy that can be picked up and submitted to the front desk. The survey will run until November 1st, 2022.

Councilmember Warren reported on the Woodland Bakery located at 70 West 200 North, which makes cookies and cake pops and delivers them to soda shops to sell. The Woodlands have requested to tie into the city's sewer system from their accessory building business, and Councilmember Warren reported that they have an extensive grease trap that will keep the grease from going into the city's sewer system. He stated that in the planning and zoning meeting the request was tabled due to questions of whether Mona City code will allow them to be tied in, but after an extensive search into the city code, it was determined it is indeed allowed for them to hook into the system and requested that their request be approved.

Councilmember Mecham made a motion to approve the tie in of the Woodland Bakery to the Mona City sewer system. Councilmember Pace seconded the motion to approve the tie-in of the Woodland Bakery to the Mona City sewer system. The vote of the Council was unanimous in favor of the Woodland Bakery tie into the Mona City sewer system.

Grange pole barn and building permit for 497 South 300 East.

Councilmember Warren stated that a building permit was requested and approved in March of 2021 for Mr. Grange. The plans that were submitted were on one (2 acre) lot for a metal Cleary building. But Mr. Grange did not build what he had presented to the Council and built a pole building and currently has people living in it. Councilmember Warren presented a letter that Mr. Grange signed when he applied for the permit that stated that the building could not be used as a rental or living quarters. It was also discovered that Mr. Grange had illegally split the lot and put the house with a pole barn on one lot, and the pole building on the other lot. The lived-in pole building has no water shares and has tied into the water from the existing lot as well as the sewer. It was unknown if they had a separate power meter. Councilmember Warren suggested that the request for both building permits be denied and the property go through the process of becoming legal. This would be done by either combining the lots back into one lot or applying for a major subdivision (the second lot does not have frontage and would need a road put in, which makes it a major subdivision). Mayor Christensen stated that he does not feel it would be a good idea to allow the acceptance of the application because it would set a precedence for others that they can divide their lot illegally.

Councilmember Warren made a motion to deny the permit for the Tim Grange pole barn at 497 South 300 East. Councilmember Pace seconded the motion to deny the Tim Grange pole barn at 497 South 300 East. The council vote to deny the Tim Grange pole barn at 497 South 300 East was unanimous.

Councilmember Stanley made a motion to deny the building permit for the Tim Grange existing pole building that is currently being resided in at 497 South 300 East. Councilmember Christensen seconded the motion to deny the building permit for the Tim Grange existing pole building that is currently being resided in at 497 South 300

East. The council vote to deny the building permit for the Tim Grange existing pole building that is currently being resided in at 497 South 300 East was unanimous.

Gas and Water Report:

Chad Phillips reported on the water project updates. He said that the chlorinator building is blocked, the roof is on, and the frame is up. Part of the electrical is done, the Skada is done, and all the conduit is in the ground and ready to pull as well. Tyler Faddis, with Jones and Demille engineering, said it should be completed around the end of October if all the materials that were ordered come in time.

Phillips reported that he hasn't been in contact with Barton today, but they are close and may just be waiting on supplies.

Phillips reported that the gas survey is completed on the north end of town. He said that the gas line is next to the fence, and they had to use Troy's side-by-side to run it and he hates to use people's personal vehicles. He requested that the city purchase a side-by-side to get in to the places that the trucks can't get to.

Phillips stated that he is getting ready for a sanitary survey that will be this Thursday. The health department will be going through the system and looking at tanks and hatches and other things. He felt that the system is in pretty good shape, but there may be a few little things here and there that may need fixing. He also stated that in the recent water master plan that was completed by Jones and Demille, it stated that the city needs to tie from the east side of the cemetery to 300 East. He suggested either they bypass the tank or close the tank because the lid is flush with the tank and has been found as a problem in past surveys.

Audit Report:

Greg Ogden, CPA, reported via Zoom concerning the City's Management letter: 2 findings:

- The City did not comply with the requirement to keep general fund spending under the legal limit authorized by their amended 2021-22 budget. The general fund budget was exceeded by \$123,646. (pg 2)
- The City purchased a lawn mower for the parks department during the year, but classified it as a street expenditure using Class C Road money. (pg 2)

Annual Financial Report:

- Ogden reported concerning the City's expenditures, debts, etc.

Director of Finance Samuelson also reported that some trainings will need to be done on expenditures and reimbursements, etc. They will be done in an employee work session at a later date.

Council Business:

Councilmember Stanley reported on the Fall Festival that was held on October 7th and 8th and stated that they exceeded the number from last year. The cornhole tournament had to be done in the dark with flashlights and fire pits because the power went out, but it went well as did the candy catapult.

Stanley also stated, "The park looked nice, thank you to whoever maintained it."

Councilmember Warren did not have anything further to report.

Councilmember Pace did not have anything to report.

Councilmember Christensen said that he will be attending a 6-county grant training on October 20. He also said that if we go a CDBG for 200 north and 200 east for \$100,000, that half the money will be used up on wages. He suggested having a work session to figure that out. He also reported that he has a USDA grant and Connecting Rural Communities grants that he is looking into. He warned the council that if the city has too many grants, it will be a large loan for the next 20 years. He suggested that it will need to be discussed in a work session. The next bond that will be retired will be in 2026.

Councilmember Mecham had nothing to report.

Mayor Christensen asked about purchasing a generator to operate the Mona City facility. If there is a large catastrophe, the city office will be a headquarter and needs to be prepared. Councilmember Mecham said that he has looked into them in the past, and it will turn on when the power turns off. "You would just have to do a load calculation and find one that fits the need. It would also need to be on the same program as the sewer generator so it is maintained and exercised." Mayor Christensen requested that it be put on the work session agenda. Councilmember Stanley reported that someone contacted her last summer and asked what the City's emergency plan is, which one was started by Jonathan Jones, but it was not known if it was finished. It will be added to the work session as well.

Public Comment:

None

Adjournment

Councilmember Warren made a motion to adjourn the meeting at 8:35 pm.

Councilmember Christensen seconded the motion. The vote to adjourn the meeting at 8:35 pm was unanimous.

Randy Christensen, Mayor

Alicia Hills, Mona City Recorder

Executive Session Attendees- September 13, 2022

MEMBERS PRESENT: Randy Christensen - Mayor
Jay Christensen - Councilmember
TJ Pace – Councilmember
Ron Warren- Councilmember
Amy Stanley - Councilmember
Jay Mecham - Councilmember

OTHERS PRESENT: Alicia Hills- City Recorder
Sara Samuelson- Director of Finance

Mayor Randy Christensen called the meeting to order at 8:40 pm to discuss personnel as dictated in Utah State Code 52-4-205:

- **“Discussion of the character, professional competence, or physical or mental health of an individual.”**