

NOTICE

Notice is hereby given that the Mayor and City Council will hold a Work Session on January 25, 2012 in the Council Chambers, 45 West 100 South, beginning at 6:00 pm.


DISCUSSION ITEMS

1. Zions Bank/J-U-B Engineers
 - a. Review of the Capital Facilities Plans and Impact Fees
2. Construction Standards
3. Proposed Budget Adjustments
4. General Discussion

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

CERTIFICATE OF MAILING

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


By: Susan B. Farnsworth, City Recorder

Posted:
City Offices
Post Office
Zions Bank

**MUNICIPALITY OF A COUNCIL WORK SESSION
HELD IN THE COUNCIL CHAMBERS
JANUARY 25, 2012**

The meeting was called to order by Council Member James Linford at 6:05 pm. Council Members present: Keith Broadhead, Matthew Carr, James Linford, Richard Payne, Rick Steele. Mayor James E. DeGraffenried joined the meeting at 6:24 pm.

Others attending: City Manager Ben Reeves, Community Development Director Dennis Marker, Planning Commission Member Nick Miller, J-U-B Representatives Norm Beagley and Mark Christensen, Zions Bank Representative Matt Mills, and Doug Rohbock.

DISCUSSION ITEMS

City Manager Reeves said he would like to have the new Council Members brought up to speed on the different Capital Facilities Plans and the Impact Fee Plans of the City. He turned the time over to Zions Bank Representative Mr. Mills to lead the discussion.

Zions Bank/J-U-B Engineers

Review of the Capital Facilities Plans and Impact Fees

Mr. Mills provided an overview of the impact fees. He reviewed how an impact fee could be assessed, how the revenue could be spent, as well as how to account for the spending of the fees. He indicated in May of 2011 some impact fee rules and regulations were changed. He reviewed what the City should be doing to keep in compliance. (See attachment "A" for the presentation).

Council Member Payne was told an impact fee and facilities plan should be updated as soon as there is a major shift in "assumptions". Some entities updated their plans as often as they change engineering projects. If there are no big changes, an update is generally not needed.

Director Marker reviewed a listing of the current capital facilities plans. Included in the information was the adoption date of each plan, the date the Impact Fee Analysis was adopted and the date the Impact Fee was adopted. (See attachment "B" for a list of the plans). Director Marker said the Stormwater Capital Facilities Plan analysis and adoption had not yet been done. A plan is required by the EPA when the population reaches 10,000. The last census put the population at 9,128, and building permits taken out since then place the estimate around 9,300. Council Member Broadhead asked if the estimate population or the census population count was used. Director Marker said the census updates the population estimate every year, and that figure is used. Council Member Broadhead asked if the city class was changed based on that figure as well. Manager Reeves said there is no compelling agency that changes the class of a city, but he will look into how that is done.

Director Marker said the Culinary and Secondary Water Capital Facilities Plan update should be top priority this year. They both need to be updated and brought into compliance. There are two separate systems, and it might be best to generate two fees. Public Safety impact fees should also be looked at in the near future. Most of the other impact fees were adopted in 2008 and 2009, so the City has a couple of years to update if the Council wants

to wait on them. In 2007, the City began updating the Water Capital Facilities Plan. Some Zion's bank concerns slowed the impact fee analysis.

Director Marker said fee discussions help alleviate the concern of elevated impact fees steering development to another city. An impact fee survey for Utah County cities from Provo south was completed this week. For single family homes, Santaquin currently is ranked 8 out of 10 overall in impact fees. (see attachment "C" for the comparisons). If electrical is taken out, Santaquin ranks 6 out of 10.

Council Member Linford asked if some of the fees are based on square footage. He said a recent building permit from Salem had impact fees of \$24,000, not \$12,000. Mr. Mills said sometimes a bigger hookup or more connections could vary a culinary or sewer rate.

Director Marker said commercial development impact fees were assessed differently. Public safety impact for commercial buildings is based on square footage. Storm drain impacts looked at such things as the impervious surface of the development. Santaquin has only one set right now, which may not provide enough flexibility.

Mr. Christensen from J-U-B Engineering addressed the Council. Mr. Christensen said the firm has been working on the Culinary Capital Facilities Plan, which will be used for the Impact Fees Facility Plan. He said with the new legislation, the Impact Fee Facility Plans need to be based on six to ten years of projects. J-U-B would like to complete an IFFP for Santaquin, which will provide engineering data for the impact fee analysis.

Council Member Linford asked if culinary and secondary water would be included in the same plan. Mr. Christensen said at this point it was an integrated system and they would be. Council Member Linford said it made sense to him to have them separated. Director Marker reported the draft plan does separate the two. Council Member Linford said his purpose for having them kept separate is to identify a "true" picture of costs.

Council Member Broadhead asked if J-U-B Engineering was authorized to do the capital facilities plan in 2008, which did not include impact fee study. Director Marker said the impact fee study needs to be stamped by an engineering firm. Mr. Christensen said the two plans were intertwined, and decisions are made on what to include in one or the other at same time. Council Member Broadhead suggested requesting a cost estimate from J-U-B before authorizing them to complete the Impact Fee Facility Plan.

Council Member Linford asked how soon the Culinary and Secondary Water Capital Facilities Plans needed to be done. Mr. Mills said there is no set time line, but building permits being issued increased the risk of being scrutinized. He suggested sooner was better than later. City Manager Reeves said there were some budgetary concerns, as having the plans done solidified the City's ability to charge appropriate fees. The longer the City waited, the more risk fees could not be collected in the future. If new growth is to pay as it comes in, a plan needs to be in place.

The Council directed Director Marker to have J-U-B present a cost estimate to complete the Capital Facilities Plans and also a cost estimate on preparing an IFFP.

Council Member Steele requested a list of projects that the City has authorized J-U-B to complete. Director Marker agreed to obtain the list for Council Member Steele.

Director Marker said State law requires the City to send out a "Notice of Intent" to affected entities and post a copy on the public notice website when considering an update of the Capital Facilities plans. The notice does not set a timeline for the project. Council Member Steele asked what the time frame on the notice would be. Director Marker said at least a ten day window before the first public hearing is required. He said the notice was a means of soliciting feedback from those affected, and it was beneficial to try and engage those affected early in process.

Council Member Broadhead asked if the advertising set a timeline. Director Marker said it did not. A notice had been sent out in 2007, but with the new laws staff had felt it was appropriate to redo the notice, and the notice of public safety could be done at the same time. City Manager Reeves said he had asked Mr. Christensen for various plans so they can be incorporated into the budget. He said this is a fairly big issue for the City. Director Marker said the 2005 Public Safety Facilities Plan did not illustrate where facilities would be placed. Council Member Broadhead said it also did not address turning the Public Safety Building into a City Hall. Director Marker said at the time it was estimated a new City Hall would be finished by 2015.

Construction Standards

Mr. Beagley presented a draft copy of the proposed Construction Standards. There were a number of changes which are outlined in the summary handout. (See attachment "D" for the summary). Chapter 4 has the written set of specifications, and the standard drawings are in chapter 5. The changes and revisions are based on changes in the industry standards and staff requests and suggestions. The current standards were adopted in July 2007. Director Marker indicated the standards would need to be adopted by the City Council by resolution.

Director Marker reviewed the standards pertaining to curve ramps. It is proposed the construction of the ramps include a 6 inch curb, deleting the flares currently used.

Street light standards were discussed. Director Marker reviewed the current standards. At this time fiberglass poles are used in residential areas. He recommended using a fluted aluminum pole, which is sturdier and requires less maintenance than the fiberglass. For aesthetic value, he also recommended black caps instead of clear. Council Member Payne asked what the cost difference was between the fiberglass and aluminum poles. Director Marker said he would get that information.

Developers pay for the light poles. During the construction boom the City purchased a large amount of the fiberglass poles, which have not been used as anticipated. Council Member

Payne asked if there way to beef up the fiberglass. Council Member Linford asked about maintenance costs. Director Marker said the fiberglass chips off and looks worn. Mr. Beagley said the fiberglass is set into the ground like a fence post, whereas the aluminum is bolted to a base. Council Member Payne asked if there was a middle ground between the fiberglass poles and the cemented poles. Director Marker said there are non-fluted aluminum poles, and he will research the cost differences.

Director Marker requested the Mayor and Council Members pay special attention to the proposed cross sections for roads when reviewing the proposed construction standards. A rural private road cross section has been added. Most of the cross section requirements are for fire code. The City now requires a five foot sidewalk. Four foot sidewalks are acceptable to the ADA.

Director Marker will provide the construction standard information in a PDF form to all the Council Members for their review. He suggested this be reviewed again in another work session, then put on an agenda as a resolution.

Mr. Bagley invited the Mayor and Council Members to an informational luncheon on sustainability scheduled for February 1, 2012 from 10 a.m. to 1 p.m. The event will be held in the Springville City Hall.

Proposed Budget Adjustments

City Manager Reeves reviewed the proposed budget adjustments. Some of the items included in the proposed amendment included:

- Sale of fixed assets
- Revenue from the sale of the landfill property
- Increase in property tax revenue
- Increase in expenditures in the Police department (DARE program reinstated).
- Replacement of Christmas lights
- Increase of Employee recognitions, to increase employee morale.
- Resurface of the Public Safety parking lot. (Council Member Broadhead said a long term solution should be looked at because the resurface will not last).
- Increase in phone system fees (the departmental decrease will be included in the next budget amendment)
- Transfer to the Capital Projects (for the consolidation of offices to public safety building).

The complete list of the proposed adjustments is available at the City Office for public review. (See attachment "E" for a list of and explanations pertaining to the proposed adjustments).

City Manager Reeves said a Parks project must take place this fiscal year or approximately \$218,000 in impact fees will be lost. A public hearing has been scheduled for the project on February 1, 2012.

General Discussion

Director Marker said he had been working to put together the anticipated annual costs for maintenance of various park updates. Orchard Cove Park was originally scheduled to have grass throughout the park. Because of the slowdown in growth around the park, finishing the grass would leave unimproved land around the park, which might lead to damage by ATV's. He said it may be more prudent at this time to make improvements to the north side of the tot lot to the west boundary, with a curb for a future fence. Pulling back on the improvements, adding green space and expanding the tennis courts, will reduce the cost around \$20,000. Plans show a 20 X 20 pavilion, but without enough 'eyes' in the neighborhood, this may become an attractive nuisance. Council Member Linford expressed the need for some kind of monitoring. Director Marker said Public Works estimates the cost of maintaining and mowing every acre of lawn is approximately \$2,200 per year.

Adding a sidewalk to Squash Head Park will be a benefit to those who wish to use the bowery and will add no annual cost to the Public Works department. Adding trees to the park near the twin home parks will keep annual costs small for the first ten years, the initial establishment period. Director Marker recommended fewer than the proposed 20 trees be planted. The 900 East project, a trail on the East Bench will add about \$2200 per year in landscaping maintenance cost.

Director Marker presented a program which evaluated projects without hard numbers, using the following criteria; cost, recreation benefit, neighborhood benefit (quality of life), use of funds, and long term maintenance. Most evaluations show improving Orchard Cove Park provides the highest benefit. Council Member Broadhead said he felt the weight given to recreation benefits need to be higher than the neighborhood benefit.

Council Member Steele asked if the money had to be spent on improvements. Director Marker said it could not be used on maintenance, but had to go towards capital improvements and towards a project already in the Park plan. Council Member Steele asked about including a baseball complex. City Manager Reeves said the baseball complex is placed in the current facilities plan on the rodeo grounds. The plan would have to be updated in order to be a valid project. It would be hard to do in the time frame needed. Council Member Broadhead said the City needed to get marching towards it.

Council Member Steele said he disagrees with the 900 East project, that it had 'no beginning and no end, was four blocks long and who's going to use it'. Director Marker said it was a very low cost and maintenance project, but was not a project that was going to serve the city as a whole. Council Member Steele said he would like to see a trail around the twin home park perimeter. Director Marker said a quarter-mile jogging path was planned in Orchard Cove. He said it was possible to do three projects with the money.

Mayor DeGraffenried indicated there had been promises made to residents close to the North Orchards Park, and none had been fulfilled. He said he agreed with Council Member Broadhead that it could become a problem, but thought the City needed to follow through on their promise and increase the usability of the park.

Council Member Broadhead recommended chain link fencing the area. He asked if more would have to be spent on parks next year. City Manager Reeves said there would be more impact fees that needed to be used in parks next year.

Council Member consensus held that three projects be undertaken; a sidewalk from Main Street to the pavilion in Squash Head Park; trees in the twin homes park; and improvements in Orchard Cove Park.

Council Member Broadhead stated he still didn't get to have a restroom at the Summit Ridge Park. There has been some vandalism in the park, including the removal of a picnic table.

Director Marker said the Orchard Cove Park work would be drawing intensive, and would be given to J-U-B because they are the City engineers. He said he will talk to staff planner Greg Flint to see if he can complete the drawings, and have J-U-B review the design to make sure the documents are biddable.

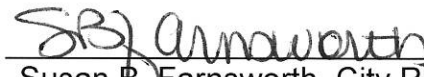
City Manager Reeves reported a preliminary conference had been held January 25 with the judge involved with the election recount. The judge will recount the ballots on Thursday, January 27. If a recount does not resolve the matter, a trial will be scheduled for Thursday and Friday, February 2nd and 3rd. The judge is accepting briefs on the time line.

Mayor DeGraffenried said the City Manager's updated contract would be on the February 1, 2012 agenda.

The meeting adjourned at 8:20.

Approved on February 1, 2012.


James E. DeGraffenried, Mayor


Susan B. Farnsworth, City Recorder

Impact Fee Overview

Matt Millis
Vice-President, Zions Bank Public Finance

- **One-time charge to new development for the cost of expanding service capacity to handle new growth**
- **Defined legal process to implement; 11.36.**
- **Can only recover costs that are shown to be growth related and do not increase the current level of service**
- **Must be supported by an Impact Fee Facilities Plan and Written Impact Fee Analysis**
- **Requires a clear nexus between the growth and the costs included in the fees**
- **Can be challenged by developers if it is unfair**

What is an Impact Fee?: Basics

- **Can charge for the following nine services:**

- Culinary Water
- Secondary Water
- Sewer
- Storm Water
- Transportation
- Fire/ EMS (Buildings, Maybe Vehicles)
- Police (Buildings, No Vehicles)
- Parks, Trails, and Recreation
- Electric

What is an Impact Fee?: Services

- **Future expansionary projects**
- **Cost of existing assets that still have capacity for growth remaining**
- **Interest costs of debt service related to qualifying projects**
- **No repair, replacement, level of service enhancement**
- **Costs of engineering, planning, and impact fee analysis related to growth improvements**
- **Cost of improvements not owned by the City but operated for its benefit**

What is an Impact Fee?: Costs

- **Impact fee revenues can only be spent on projects identified in the IFFP**
- **Impact fee collections and expenditures must be very carefully documented**
- **Impact fee funds and interest earned must be kept in a separate account for each service or service area**
- **If impact fee funds are insufficient in a particular year to cover growth-related expenses then the shortfall can be repaid once sufficient impact fees are collected**

What is an Impact Fee?: Accounting

- **Changed to a 6-10 year IFFP from a buildout CFP**
- **Changed value of existing assets to historic costs**
- **Ensured collection and expenditure accounting is accurate**
- **Added an engineer's certification**

What you should have done since May 11, 2011

- **More detailed LOS definition and documentation**
- **May request an optional third-party review**
- **Impact fee analysis costs may be included in impact fee**

What you may have to do after next May – Proposed changes

- **Impact Fee Facilities Plan**
 - **6 - 10 Year Construction Horizon, Level of Service**
 - **Include all projects: growth and R&R**
 - **Provide a clear financing plan for R&R projects**
- **Thorough Documentation**
 - **General Plan, Contracts, Bonded Projects, Growth Projections, Demands, Basically Everything**
- **Inventory Existing Assets**
 - **Detail all existing assets within reason**
 - **Assign a reasonable historic cost and unused capacity**
- **Revenue and Expense Accounting**
 - **Document collections and expenditures well**

Four Key Areas of Focus

- **Even the simplest builder with only one project can stir up trouble now days**
- **Update impact fees to comply and lower legal risks as an investment towards the continued impact fee collection**
- **Warning: Your impact fees might not increase given historic costs and less cost inflation**
- **Don't fear challenges, document and account well, adapt to the times, and keep collecting those fees**

Current Environment

- **Despite complaints, protests, and threats, not all issues are material and will result in a lawsuit**
- **The amount in contention must be sufficient to make the lawsuit worth the developers time and cost**
- **Some issues under debate are B&W while others are subjective and gray**
 - **Actual cost paid for a pipe vs water demand per capita in twenty years**
- **Is their data better than yours? Burden is on them to find a better figure**
- **Reasonableness at the moment is required, not mathematical exactitude**

Sweat the Material Details

- **It is the HBA's job to fight for lower or no fees**
- **May be good to address their issues head on**
- **Notify them of your plans to update studies**
- **Insist on input and document your efforts to reach them**
- **Address their concerns throughout the process and not all at the end**
- **Check their facts and claims carefully**

Work with the HBA

Please contact me anytime with questions

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Contact Info

Santaquin City

Capital Facilities Plans and Impact Fees

Capital Facilities Plan	Adopted Date	Impact Fee Analysis	Impact Fee Adoption
Wastewater Treatment and Collection CFP	06-May-09	03-Jun-09	19-Aug-09
Culinary and Secondary Water	20-Dec-00	20-Dec-00	20-Dec-00
Transportation CFP	16-Jun-10		
Parks, Recreation, Trails and Open Space CFP	16-Jul-08	03-Jun-09	17-Jun-09
Public Safety CFP	01-Jun-05	01-Jun-05	19-Oct-05
Storm Water CFP			

IFFP - Impact Fee Facilities Plan

CFP - Capital Facilities Plan

IFA - Impact Fee Analysis

Capital Facilities Plan	Notes
Wastewater Treatment and Collection CFP	Fee was adopted 6-17-2009 at \$6,500. Reduced to \$4,000
Culinary and Secondary Water	2008 DRAFT plan is prepared for review. Zion's is conducting IFA
Transportation CFP	No Impact Fee analysis work has started
Parks, Recreation, Trails and Open Space CFP	Need IFFP
Public Safety CFP	Notice of Intent Prepared. Two years past required update.
Storm Water CFP	City needs to begin budgeting for this plan. Required at 10,000 pop.

Single Family Assumptions

150 Amp Electrical Service

1" Culinary Hookup

2400 square foot building

Impact Fee Survey

City	Sewer	Culinary	Irrigation	Parks*	Public Safety	Storm Water	Road	Electrical	Total	Total without Electrical
Mona		\$ 1,543.00						\$ -	\$ 1,543.00	Rocky Mountain Power does not charge an Electrical Impact Fee. They do have hookup costs, but those are not included in any of the numbers provided. Thus, comparing total impact fees charged should include electrical fees.
Genola		\$ 3,000.00		\$ 2,200.00			\$ 1,700.00	\$ -	\$ 6,900.00	
Provo	\$ 1,230.00	\$ 1,139.00		\$ 3,088.00						
Santaquin	\$ 4,000.00	\$ 2,500.00		\$ 2,500.00		\$ 890.00	\$ 986.00	\$ 961.00	\$ 8,294.00	
Spanish Fork	\$ 1,452.00	\$ 807.00	\$ 1,009.00	\$ 3,418.00	\$ 763.00			\$ -	\$ 9,763.00	
Payson	\$ 2,590.00	\$ 1,236.00	\$ 598.00	\$ 2,800.00	\$ 405.00	\$ 1,503.00		\$ 1,613.00	\$ 9,802.00	
Springville	\$ 1,619.00	\$ 1,849.00	\$ 802.00	\$ 4,088.00	\$ 160.00		\$ 720.00	\$ 4,059.00	\$ 11,688.00	
Salem	\$ 1,615.00	\$ 1,771.00	1800	\$ 4,470.00	\$ 2,230.00			\$ 2,981.00	\$ 14,326.00	
Woodland Hills		\$ 4,800.00						\$ 3,063.00	\$ 14,949.00	
Elk Ridge	\$ 3,414.00	\$ 5,140.00	\$ 5,410.00	\$ 1,385.00		\$ 8,000.00	\$ 3,000.00	\$ 3,063.00	\$ 18,863.00	
Mapleton	\$ 3,061.00	\$ 2,030.90		\$ 10,190.00	\$ 1,260.00		\$ 573.00	\$ 3,063.00	\$ 18,985.00	
Average	\$ 2,372.63	\$ 2,346.90	\$ 1,923.80	\$ 3,793.22	\$ 963.60	\$ 3,125.00	\$ 1,395.80	\$ 1,987.82	\$ 19,604.90	
Santaquin Rank	1	4	5	7	3			9	8	
Out of	8	11		9	5	4	5	11	11	

Santaquin City Standard Drawings Summary of 2012 Revisions

- All Sheets Updated Santaquin City logo
- IDX1 & IDX2
 - Alphabetized sheets
 - Updated CG3 name
 - Added CG6
 - Combined Local & Collector Street Light Details on 1 sheet
 - Changed Main Street Lighting Detail sheet number (now L2)
 - Changed Arterial Street Lighting Detail sheet number (now L3)
 - Added Main Street and Arterial Street Light Base Sheet L4
 - Added 24' Rural Private Lane Section to ST1
- CG2 Alternate CG2 sheet provided showing a smaller pedestrian ramp option (less concrete)
- CG3 Changed sheet name to Driveway Approach with Park Strip
- CG4
 - Changed Mountable Curb Section for 24" C&G
 - Changed expansion joint spacing to 30' maximum
- CG5 Changed expansion joint spacing to 30' maximum
- CG6 Sheet added to address Driveway Approach W/O Park Strip
- L1
 - Former Local Street Light Detail (L1) removed from City Drawings
 - Added Local to Collector Street Light (formerly L2, now L1)
 - Wiring sizes, junction box part number, grounding and other notes changed or relocated per SESD recommendations
- L2
 - Sheet L2 changed from Collector Street Light Details to Main Street Lighting Details
 - Removed light base and details (now shown on Sheet L4)
 - Wiring sizes, junction box part number, grounding and other notes changed or relocated per SESD recommendations
- L3
 - Sheet L3 changed from Main Street Light Details to Arterial Street Lighting Details
 - Removed light base and details (now shown on Sheet L4)
 - Wiring sizes, junction box part number, grounding and other notes changed or relocated per SESD recommendations
- L4
 - Sheet L4 changed from Arterial Street Light Details to Anchor Base & Break Away Coupling Detail
 - Wiring sizes, junction box part number, grounding and other notes changed or relocated per SESD recommendations
- LA1 Line work & note updates (bark, fabric, staking, etc.)
- LA2 Line work & note updates (bark, fabric, staking, etc.)
- LA3 Line work & note updates (bark, fabric, staking, etc.)
- PI1
 - Changed valve from ball valve to angle stop valve (changed piping accordingly)
 - Revised note to for Tracer Wire to go into all service boxes
- PI2 Changed valve from ball valve to angle stop valve (changed piping accordingly)
- PI3
 - Minor note updates
 - Added concrete collars on valve boxes
- PI4
 - Removed "Square" from concrete collar callout
 - Minor note updates

JANUARY 25, 2012 WORK SESSION
ATTACHMENT "D-2"

- PI5 Changed from "Square" concrete collar to round collar
 Minor note updates
- S1 Removed concrete collar
 Added callout for manhole risers
 (necessary for setting ring & cover to finish grade W/O concrete collar)
 Minor note updates
- S3 Removed concrete collar
 Added callout for manhole risers
 (necessary for setting ring & cover to finish grade W/O concrete collar)
 Minor note updates
- S4 Removed concrete collar
 Minor note updates
- SD1 Note clarifications for box depth, lid, etc.
 Minor note updates
- SD2 Removed concrete collar
 Added callout for manhole risers
 (necessary for setting ring & cover to finish grade W/O concrete collar)
 Removed trough, raised pipe and added note for clearance
 Minor note updates
- ST1 Added 24' Rural Private Lane Cross Section
- ST3 Added Snow Storage Area
- ST4 Added Topo for berms
- ST5 Added Topo for berms
- ST6 Changed from 98' section to 99' Section
- T1 Updated trail sections
- T2 Updated trail sections
- T3 Updated trail sections
 Added Topo for berms
- UT1 Added 4" Natural Gas Conduit (W/36" clear spacing) to City Conduits
- UT4 Changed Note 5 to require Mega Lugs (& thrust blocks) on all fittings
 & that, for clarity, Megalugs are not shown
- W1 Added Poly Pipe option *
- W2 Removed notes indicating Super Centurion hydrant (Waterous Pacer only)
- W4 Changed drain size and locations in vault, additional drain rock shown under
 & around vault, updated note on SS trim & tubing for PRV pilot system
- W5 Added note indicating that, for clarity, thrust blocks are not shown
- W6 Added note indicating that, for clarity, thrust blocks are not shown
- W7 Added note indicating that, for clarity, thrust blocks are not shown

**JANUARY 25, 2012 WORK SESSION
ATTACHMENT "E-1"**

Santaquin City
Fiscal Year 2011-2012 - Budget Amendment (1)
February 1, 2012

<u>Budget Changes by Fund:</u>		Prior Budget	Amendment (1) [Change]	Revised Budget	Description
General Fund:					
<u>Revenues:</u>					
10-34-901	Landfill Charges (Main Street Project)	\$ 8,000.00	\$ 22,000.00	\$ 30,000.00	The Main Street Project generated revenue for the city for the use of the landfill by the contractor
10-38-400	Sale of Fixed Assets (Landfill Property)	\$ 15,000.00	\$ 50,000.00	\$ 65,000.00	The City sold about 1 acre of property from our landfill to the Propane Company
10-31-200	Prior Year Property Taxes	\$ 55,000.00	\$ 15,000.00	\$ 70,000.00	Past Due Property Taxes have come into the City in an amount greater than anticipated
Total Changes to Revenues:			\$ 87,000.00		
<u>Expenditures:</u>					
10-54-230	Police Supplies (DARE)	\$ 19,000.00	\$ 5,900.00	\$ 24,900.00	The City Council wanted to restore funding to the DARE program that was cut during the last budget cycle
10-51-480	Christmas Lights	\$ 300.00	\$ 5,000.00	\$ 5,300.00	The City Council wanted to purchase Christmas Lights (Snow Flakes) down Main Street
10-60-240	Streets - (PS Bldg & Seniors Parking Lots)	\$ 20,000.00	\$ 27,500.00	\$ 47,500.00	The City Council wanted to resurface the parking lot in the Public Safety Building and completely redo the Senior Citizen Parking Lot
10-51-280	Telephone - (Consolidation in PS Bldg)	\$ 400.00	\$ 11,600.00	\$ 12,000.00	With the installation of a voice over IP system, phone charges have now been consolidated together under the Government Buildings Department rather than being paid by individual departments. Those department still pay separately for their cell phone charges.
10-43-480	Employee Recognitions	\$ 2,000.00	\$ 1,500.00	\$ 3,500.00	We have been doing more to increase morale. Monthly staff birthday lunches, etc. This fund will allow us to continue this new practice.
10-90-300	Transfer to Museum	\$ 2,825.00	\$ 1,745.00	\$ 4,570.00	This increase is to provide an increased ability to pay salary to museum personnel for the increased number of tours they provide
10-90-400	Transfer to Library	\$ 73,000.00	\$ 4,900.00	\$ 77,900.00	Replacement of Library Windows damaged by vandalism
10-90-500	Transfer to Seniors Fund	\$ 19,800.00	\$ 3,900.00	\$ 23,700.00	The seniors lost their ice machine due to hard water. To continue operations they needed to have an installation of a water softener and ice machine
10-90-600	Transfer to Capital Projects	\$ 12,060.00	\$ 35,000.00	\$ 47,060.00	This transfer is for the City Council approved improvements to the Public Safety Building to accommodate the city offices consolidation (50% share)
10-90-150	Transfer to Surplus	\$ 80,124.00	\$ (10,045.00)	\$ 70,079.00	To cover the aforementioned costs, there is a 12.5% reduction in the amount planned to go to surplus
Total Changes to Expenditures:			\$ 87,000.00		
Capital Projects Fund:					
<u>Revenues:</u>					
41-38-225	Main Street Project Revenues	\$ 2,200,000.00	\$ 400,000.00	\$ 2,600,000.00	These are revenues from Utah County and UDOT to complete the Main Street Project. Where this project spanned budget years, it was unknown at the time the original budget was passed as to what percentage of the project would fall into this years budget
41-39-100	Transfer From General Fund	\$ 12,060.00	\$ 35,000.00	\$ 47,060.00	PS Building Capital Improvements - Funded 50% from the General Fund
41-39-310	Transfer From Sewer Fund	\$ 7,900.00	\$ 17,500.00	\$ 25,400.00	PS Building Capital Improvements - Funded 25% from the Sewer Fund

**JANUARY 25, 2012 WORK SESSION
ATTACHMENT "E-2"**

Santaquin City
Fiscal Year 2011-2012 - Budget Amendment (1)
February 1, 2012

Budget Changes by Fund:		Prior Budget	Amendment (1) [Change]	Revised Budget
41-39-320	Transfer From Water Fund	\$ -	\$ 17,500.00	\$ 17,500.00
	Total Changes to Revenues:		\$ 470,000.00	
Expenditures:				
41-40-700	Office Relocation Expense (Capital Improvement)	\$ -	\$ 70,000.00	\$ 70,000.00
41-40-740	Main Street Project Expenses	\$ 2,200,000.00	\$ 400,000.00	\$ 2,600,000.00
	Total Changes to Expenditures:		\$ 470,000.00	
Water Fund:				
Revenues:				
51-37-300	Penalties & Forfeitures	\$ 80,000.00	\$ 17,500.00	\$ 97,500.00
	Total Changes to Revenues:		\$ 17,500.00	
Expenditures:				
51-40-XXX	Transfer to Capital Projects Fund	\$ -	\$ 17,500.00	\$ 17,500.00
	Total Changes to Expenditures:		\$ 17,500.00	
Sewer Fund:				
Revenues:				
	Total Changes to Revenues:	\$ -	\$ -	\$ -
Expenditures:				
52-40-790	Surplus	\$ 35,461.00	\$ (17,500.00)	\$ 17,961.00
52-40-910	Transfers to Capital Projects Fund	\$ 7,900.00	\$ 17,500.00	\$ 25,400.00
	Total Changes to Expenditures:		\$ -	
Parks Impact Fees:				
Revenues:				
57-38-150	Contributions from Fund Balance	\$ -	\$ 210,000.00	\$ 210,000.00
	Total Changes to Revenues:		\$ 210,000.00	
Expenditures:				
57-40-720	Impact Fee Expense (Projects)	\$ 90,000.00	\$ 210,000.00	\$ 300,000.00
	Total Changes to Expenditures:		\$ 210,000.00	
Museum Fund:				
Revenues:				
10-39-100	Transfer from General Fund	\$ 2,825.00	\$ 1,745.00	\$ 4,570.00
	Total Changes to Revenues:		\$ 1,745.00	

Description

PS Building Capital Improvements - Funded 50% from the Water Fund

Capital Improvements to the Public Safety Building to consolidate the offices
This is the corresponding costs associated with the revenues mentioned above

Penalties & Forfeiture Revenue has been higher than projected

25% share of PS Building Capital Improvements

Reduction in the amount of funds allocated to surplus
25% share of PS Building Capital Improvements

It is anticipated that the City Council will expend Park Impact Fees by June 30th for a project
from the Capital Facilities Plan from its fund balance reserve

Corresponding Expenditure

Revenue coming from the General Fund

**JANUARY 25, 2012 WORK SESSION
ATTACHMENT "E-3"**

Santaquin City
Fiscal Year 2011-2012 - Budget Amendment (1)
February 1, 2012

Budget Changes by Fund:				
	Prior Budget	Amendment (1) [Change]	Revised Budget	Description
<u>Expenditures:</u>				
10-40-110 Salaries & Wages	\$ 1,618.00	\$ 1,618.00	\$ 3,236.00	Increased Salary amount for Museum Personnel for increased number of tours
10-40-130 Benefits	\$ 127.00	\$ 127.00	\$ 254.00	Benefits of aforementioned
Total Changes to Expenditures:		\$ 1,745.00		
<u>Library Fund:</u>				
<u>Revenues:</u>				
72-39-410 Transfers from General Fund	\$ 73,000.00	\$ 4,900.00	\$ 77,900.00	Transfer of funds from the General Fund
Total Changes to Revenues:		\$ 4,900.00		
<u>Expenditures:</u>				
72-40-730 Capital Projects (Replacement Windows)	\$ 3,000.00	\$ 4,900.00	\$ 7,900.00	Replacement of the Damaged Library Windows
Total Changes to Expenditures:		\$ 4,900.00		
<u>Senior Citizens Fund:</u>				
<u>Revenues:</u>				
75-39-100 Transfer from General Fund	\$ 19,800.00	\$ 3,900.00	\$ 23,700.00	Transferred Funds from the General Fund
Total Changes to Revenues:		\$ 3,900.00		
<u>Expenditures:</u>				
75-40-250 Equip Sup (Ice Machine & Water Softener)	\$ 300.00	\$ 3,900.00	\$ 4,200.00	Purchase of a new ice machine and water softener
Total Changes to Expenditures:		\$ 3,900.00		