



***ENHANCING OUR VIBRANT COMMUNITY AND IMPROVING OUR QUALITY
OF LIFE***

**JANUARY 23, 2024
REGULAR MEETING - 6:00 P.M.**

City Council Chambers
217 East Center Street
Moab, Utah 84532

1. Regular City Council Meeting - 6:00 p.m.

1.1. Call to Order and Pledge of Allegiance

2. Public Comments (Limited to Three Minutes Per Person)

If you do not plan to attend in person but would still like to submit written comments for the Public Comments portion of the meeting, please fill out the form found here: <https://bit.ly/citizenstobeheard>. You must submit your comments by 6:00 PM on the date of the meeting. Please limit your comments to 400 words.

3. Consent Agenda

3.1. Approval of the Appointment of the 2024 Mayor Pro Tem

3.2. Approval of the Appointment of a Council Member to Review the City's Bills in 2024

3.3. Approval of the Community Renewable Energy Act Board Member Appointment

Documents:

*creab appointment agenda summary.pdf
creab appointment 2024 kaitlin myers.pdf*

3.4. Ratification of City Council Board and Committee Assignments

Documents:

*list of board and committee assignments 2024.pdf
2024 council boards and committees.pdf*

3.5. Approval of Minutes

December 12, 2023, Regular Meeting
January 11, 2024, Special Meeting
January 12, 2024, Special Meeting

Documents:

[*min-cc-2023-12-12 draft.pdf*](#)
[*min-cc-2024-1-11 draft.pdf*](#)
[*min-cc-2024-1-12 draftet.pdf*](#)

3.6. Approval of Bills Against the City of Moab in the Amount of \$1,784,430.76

Documents:

[*12-14-23 council consent.pdf*](#)
[*12-20-23 council consent.pdf*](#)
[*1-3-24 council consent.pdf*](#)
[*1-10-24 council consent.pdf*](#)
[*1-17-24 council consent.pdf*](#)

4. Department Update

4.1. Police Department Update

Documents:

[*2023-24 and 24-25 training schedule.pdf*](#)

5. General Business

5.1. First Public Hearing for the Community Development Block Grant (CDBG)

5.2. Public Hearing for Resolution 03-2024: A Resolution Amending the Fiscal Year 2023-2024 Budget

5.3. Consideration of Adoption of Resolution 03-2024: A Resolution Amending the Fiscal Year 2023-2024 Budget

Documents:

[*agenda summary fy24 budget amendment 1.pdf*](#)
[*attachment 1 resolution 03-2024 fy24 budget amendment.pdf*](#)
[*attachment 2 fy24 budget amendment 1 supplemental information.pdf*](#)
[*attachment 3 january 2024 budget amendment line items.pdf*](#)

5.4. Consideration of Adoption of Resolution 02-2024: A Resolution Approving the South Place Minor Subdivision of Property Located at 943 South Main Street, Moab, Utah 84532

Documents:

[*south place_subdivision_petition cc agenda summary 012324.pdf*](#)
[*exhibit 1_ moab city resolution 02-2024_ south place subdivision.pdf*](#)
[*exhibit 2a_vicinity map.pdf*](#)
[*exhibit 2b_vicinity map.pdf*](#)
[*exhibit 3_south place subdivision matrix_11.8.23.pdf*](#)
[*exhibit 4_south place_sub plat_final draft_12.12.23.pdf*](#)

*exhibit 5_record of recommendation_south
place_sub.plat_pc_12.14.23.pdf*

5.5. Consideration of Approval of Task Order for City of Moab On-Call Engineering Services

Documents:

*cs engineering services agenda summary mb edits.pdf
cs-moab task order 2024-3.pdf*

5.6. Consideration of Approval of a Task Order for the Moab Downtown Dispersed Parking Construction Phase Engineering and Inspection Services

Documents:

*ddp construction administration services agenda summary mb
edits.pdf
cs-moab task order 2024-2.pdf*

5.7. Consideration of a Contract Award to Kendig Keast Collaborative for Consulting Services for the Zoning Title Update

Documents:

*staff report - zoning title update.pdf
professional services agreement (01.05.24).pdf
exhibit a, scope of work - clean (12.07.23) (1).pdf
zoning title update bid results.pdf*

6. City Manager Updates

7. Mayor and Council Reports

8. Executive (Closed) Session

8.1. Strategy Session to Discuss Reasonably Imminent and/or Pending Litigation

9. Adjournment

Special Accommodations:

In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the Recorder's Office at 217 East Center Street, Moab, Utah 84532; or phone (435) 259-5121 at least three (3) working days prior to the meeting.

Check our website for updates at: www.moabcity.org

Moab City Council Agenda Item

Meeting Date: January 23, 2024

Title: Community Renewable Energy Act Board Member Appointment

Date Submitted: January 18, 2024

Staff Presenter: Joette Langianese, Mayor

Attachment(s):

- Letter appointing Kaitlin Myers as the City of Moab's primary member on the Community Renewable Energy Act Board

Background/Summary:

With the departure of the former Council member Kalen Jones, this letter appoints a new primary Board member to serve on the Community Renewable Energy Act Board. Sustainability Director Alexi Lamm will continue to serve as the alternate Board member for the City.

217 East Center Street
Moab, Utah 84532-2534



Phone: (435) 259-5121
Fax: (435) 259-4135

City of Moab
217 E Center St
Moab UT 84532

January 18, 2024

Re: Appointment of the City's Community Renewable Energy Board Members

Dear Secretary:

On August 13th, 2019, the City of Moab ("City") adopted a resolution that established a goal of a net 100% renewable energy supply for the City by 2030. By way of this resolution, the City became eligible to become a "Participating Community" as contemplated by the Community Renewable Energy Act. On April 14, 2021, the City executed the Interlocal Cooperation Agreement ("Agreement") Among Public Entities Regarding the Community Renewable Energy Program ("Program") to become a Participating Community in the Program.

Pursuant to section two of the Agreement, the City appoints the following persons as the City's primary Board member:

Primary: Kaitlin Myers

Please let me know if you have any questions or need any further information. Thank you.

Signed,

Joette Langianese, Mayor

Moab City Council Board and Committee Assignments
2024

Kaitlin Myers: Affordable Housing Task Force
City Legislative Committee
Colorado Association of Ski Towns (CAST)
Community Renewal Energy Agency
MAPS 2.0
C4 – City/County Collaborative Committee (*Alternate*)

Tawny Knuteson-Boyd:
Canyonlands Health Care SSD
Museum of Moab
Housing Authority of SE Utah
Audit Committee
USU Advisory Committee

Jason Taylor: EMS Special Service District
(*Mayor Pro Tem*) Airport Board
Travel Council
Chamber of Commerce
City Legislative Committee
Trails to Tomorrow – County Ad Hoc Committee

Colin Topper: Solid Waste SSD
(*Bills Review*) C4 - City/County Collaboration Committee
Trail Mix
RAP TAC
Moab Tailings Steering Committee

Luke Wojciechowski:
Homeless Coordinating Committee
Planning Commission Liaison
Moab Area Watershed Partnership
WRUMP Focus Group
GSWWA Board

Mayor: Association of Governments
Moab Tailings Steering Committee (Community Member)
Canyonlands Health Care SSD (Community Member)
C4 - City/County Collaborative Committee
City Legislative Committee

Board/Committee Assignments - 2024

Board/Committee/District	City Representative	Terms
<u>Water Boards</u> Grand Water & Sewer Service Agency Board of Directors and Administrative Control Board Moab Area Watershed Partnership WRUMP Focus Group SE Utah Riparian Partnership	Luke Wojciechowski Luke Wojciechowski Luke Wojciechowski Staff - Bryce Rodgers	All appointments and assignments are for the term of office unless Council Members request to be removed from the district/board/committee.
<u>County Special Service Districts/Commissions</u> Recreation SSD Solid Waste SSD (Res. 2350 – 7/1997) Canyonlands Health Care SSD (Res.3142 – 5/2018) EMS Special Service District Moab Mosquito Abatement District Boundary Commission	Staff - Patrick Trim Colin Topper Tawny Knuteson-Boyd-City Rep Mayor – Community Rep Jason Taylor Staff - Chace Gholson Mayor	Appointments for District boards are based on the specific District by-laws and/or establishing resolutions.

Board/Committee Assignments 2024 (cont'd)

<u>Economy/Tourism Boards</u> County Airport Board County Travel Council Advisory Board Chamber of Commerce Board County Trail Mix Museum of Moab Economic Advisory Board	 Jason Taylor Jason Taylor Jason Taylor Colin Topper Tawny Knuteson-Boyd TBA	 All appointments and assignments are for the term of office unless Council Members request to be removed from the board/committee.
<u>Housing Related Boards</u> Homeless Coordinating Committee Moab Area Housing Task Force Housing Authority of Southeast Utah (HASU) MAPS 2.0	 Luke Wojciechowski Kaitlin Myers Tawny Knuteson-Boyd Kaitlin Myers/Mayor	 All appointments are for the term of office unless Council Members request to be removed from the committee/board.
<u>Education Boards</u> USU Advisory Council	 Tawny Knuteson-Boyd	 Nominated by the Mayor and approved by the City Council for USU President consideration.
<u>Government Boards</u> SE Utah Association of Governments (AOG) Utah League of Cities and Towns (ULCT) ULCT Legislative Policy Committee Utah Water Quality Board	 Mayor <i>Board Appoints</i> Carly Castle/Jason Taylor/Mayor Carly Castle	 Government boards may be appointed by the governor's office or the specific board in which the Council/Mayor/Staff serves.

Board/Committee Assignments 2024 (cont'd)

City Boards Assignments		
City of Moab Legislative Committee	Kaitlin/Jason/Carly/Mayor	All appointments and assignments are for the term of office unless Council Members request to be removed from the committee/board.
Moab Tailings Steering Committee (MTSC) includes Future Site Committee	Colin Topper – City Rep Mayor – Community At Large Rep	
Community Renewable Energy Agency Board	Alexi Lamm/Kaitlin Myers	
Colorado Association of Ski Towns (CAST)	Kaitlin Myers/Carly Castle	
P&Z Commission Liaison	Luke Wojciechowski	
City/County Joint Committee (C4)	Mayor/Colin/Kaitlin (Alternate)	
Audit Committee	Tawny Knuteson-Boyd	
<hr/>		
RAP TAC (new)		Mayor appoints with Council approval.
City Manager	Colin Topper	
Chief Operating Officer (COO)	Carly Castle	
Recorder	David Everitt	
Treasurer	Sommar Johnson	
Appeals Hearing Officer	Marcy Mason	
Planning Commissioners	Mary J. Woodhead	
	Kya Marienfeld – 12/31/24 Carolyn Conant – 12/31/25 Machael Layton - 12/31/24 Jill Taton – 12/31/24 Miles Loftin – 12/31/25	

MOAB CITY COUNCIL MINUTES--DRAFT
REGULAR MEETING
December 12, 2023

Moab City Council held its Regular Meeting on the above date in Council Chambers. Archived audio is at www.utah.gov/pmn and video is at www.youtube.com/watch?v=tJYqpICHHTo.

Regular Meeting Attendance and Call to Order:

Mayor Joette Langianese called the meeting to order at 6:02 p.m. Councilmembers Rani Derasary and Kalen Jones led the Pledge of Allegiance. Councilmembers Rani Derasary, Tawny Knuteson-Boyd, Luke Wojciechowski, Jason Taylor and Kalen Jones attended. Also in attendance were City Manager Carly Castle, Finance Advisor David Everitt, Community Development Director Michael Black, Police Chief Lex Bell, Parks, Recreation and Trails Director Brianna Bowker, Recorder Sommar Johnson, Sustainability Director Alexi Lamm, Assistant Engineer Mark Jolissaint, Sustainability Intern Mel Zinge, Planning Director Cory Shurtleff, Planning Administrator Anna Anglin, Planning Assistant Bryce Rogers, Attorney Lisa Watts-Baskin and two members of the public.

Public Comments:

Sara Melnicoff thanked those councilmembers who are staying and those who are leaving. She complimented Councilmember Derasary for her balanced summaries and integrity.

Consent Agenda—Approved

Motion and Vote: Councilmember Derasary moved to approve the consent agenda as follows: approval of the November, 2023 monthly budget report, 2024 City Council meeting schedule, 2024 City of Moab holiday schedule, minutes of the November 14, 2023, regular meeting and the November 29, 2023, special meeting, and approval of bills against the City of Moab in the amount of \$2,274,154.03. Councilmember Jones seconded the motion. The motion passed 5-0 aye with Councilmembers Jones, Derasary, Taylor, Knuteson-Boyd and Wojciechowski voting aye.

General Business:

Parks & Recreation Master Plan—Approved

Presentation and Discussion: Arts, Recreation and Trails Director Bowker and consultant Steve Duh presented the Parks and Recreation Master Plan for approval. Councilmember Derasary asked about special events procedures and commented on mulch depth at playgrounds. She brought up off-leash dogs at Old City Park as well as a fence at the duck pond.

Motion and Vote: Councilmember Jones moved to approve **Resolution 27-2023**: a resolution to adopt the 2023 Moab Parks & Recreation Master Plan. Councilmember Knuteson-Boyd seconded the motion. The motion passed unanimously.

Sustainability Action Plan—Approved

Presentation and Discussion: Sustainability Director Lamm presented the Sustainability Action Plan for approval and explained edits, including recommendations from Councilmember Jones. A \$500,000 urban forestry grant was described. Councilmember Derasary asked about electric vehicle readiness and said community input was vital.

Motion and Vote: Councilmember Jones moved to approve **Resolution 28-2023**: a resolution to adopt the 2023 Sustainability Action Plan. Councilmember Derasary seconded the motion. The motion passed unanimously.

All Hazard Mitigation Plan—Approved

Presentation and Discussion: Grand County Emergency Management Director Cora Phillips presented the local hazard mitigation plan. Councilmember Derasary brought up the emergency operations plan and asked about the role of elected officials.

Motion and Vote: Councilmember Knuteson-Boyd moved to approve **Resolution 29-2023**: a

resolution to adopt the Grand County Multi-Jurisdictional All Hazard Mitigation Plan. Councilmember Taylor seconded the motion. The motion passed unanimously.

Dark Sky Amendments—Approved

Presentation and Discussion: Sustainability Director Lamm presented **Ordinance 2023-14** to adopt Dark Sky amendments to the Moab Outdoor Lighting Ordinance, which was adopted in August 2019. Lamm described concepts such as sky glow, glare, and light trespass. She mentioned a pilot project on Main Street and discussed direct illumination, safety lighting, lighting hours and curfews, along with review procedures for exemptions and exceptions to address emergency and hazard lighting and new designs. Violations and compliance were mentioned. Lamm stated amortization of lighting compliance by 2029 would occur on all properties. She said nuisances such as floodlights can be immediately enforceable. Mayor Langianese said grants are available through the Friends of Dark Sky for residents who need financial assistance to become compliant. Discussion ensued regarding changing light standards over time, potential need for more grocery store and hotel lights, curfews and safety concerns.

Motion and Vote: Councilmember Derasary moved to approve **Ordinance 2023-14**: an ordinance amending the text of the Moab Municipal Code (MMC), to include additional regulations required through the International Dark Sky Association certification and resolve outstanding discrepancies within the existing outdoor lighting regulations. Councilmember Wojciechowski seconded the motion. The motion passed unanimously.

Audit Committee—Approved

Presentation and Discussion:

Motion and Vote: Councilmember Wojciechowski moved to approve **Ordinance 2023-16**: an ordinance amending Moab Municipal Code Section 2.94.010, creation and composition of the Moab audit committee, as follows: in Section A, “This staff member shall not have any formal relationship, whether as supervisor or direct or indirect report of the Finance Director” shall be replaced with “This staff member shall not have any formal relationship, whether as supervisor or direct or indirect report of the Finance Director or a similarly situated position”; and in Section B, “The Finance Director shall serve as chair of the audit committee” shall be replaced with “The Finance Director, or the City Manager’s designee, shall serve as chair of the audit committee.” Councilmember Jones seconded the motion. The motion passed unanimously.

Moab Audit Committee Appointments—Approved

Motion and Vote: Councilmember Taylor moved to approve Mayoral appointments of Councilmember Knuteson-Boyd, Community Development Director Black and community member Jen Williams to the City Audit Committee. Councilmember Jones seconded the motion. The motion passed unanimously.

Kane Creek Reconstruction Contract—Approved

Presentation and Discussion: Community Development Director Black and Finance Advisor Everitt presented the proposed contract, which came in over budget. Black described the scope of the project, which included landscaping and complete streets features. Councilmember Derasary asked about general obligation bonds to cover local costs. City Manager Castle suggested it was better to use cash in the amount of \$324,000 and stated it was more efficient to run the gas line under the street. Potential savings due to gas line efficiencies were mentioned.

Motion and Vote: Councilmember Jones moved to approve the bid submitted by Hank Williams, Inc., operating as Williams Construction Contractors, for the Kane Creek Blvd Reconstruction Project at a total cost of \$10,538,535.68 and to authorize the Mayor to sign the Contract. Councilmember Knuteson-Boyd seconded the motion. The motion passed 4-1 aye with Councilmembers Jones, Taylor, Knuteson-Boyd and Wojciechowski voting aye and Councilmember Derasary voting nay.

Construction Administration Change Order—Approved

Discussion: Councilmembers Taylor and Derasary stated concern that the amount was so large.

Motion and Vote: Councilmember Jones moved to approve a task order with Civil Science

Infrastructure for construction administration and public involvement for the Kane Creek Boulevard Reconstruction Project in an amount not to exceed \$595,000 and authorize the Mayor to sign the agreement. Councilmember Wojciechowski seconded the motion. The motion passed 3-2 aye with Councilmembers Jones, Knuteson-Boyd and Wojciechowski voting aye and Councilmembers Taylor and Derasary voting nay.

City Manager Updates:

City Manager Castle announced the new Assistant Police Chief James Blanton and the swearing in ceremony for Councilmembers at noon on January 2, 2024. She said the Council's strategic planning meeting will be held January 11 and 12. Castle delegated her authority during her planned absence to Community Development Director Black. She mentioned a pool closure due to broken glass and updated Council regarding the Millcreek Boulevard chip seal clean up.

Mayor and Council Reports:

Councilmember Knuteson-Boyd reported on Canyonlands Health Care district and housing authority meetings, and expressed appreciation for the service out outgoing Councilmembers Derasary and Jones.

Councilmember Jones reported on meetings of the solid waste district, the housing task force, and Community Renewable Energy Agency Board. He thanked staff and Councilmembers for their service.

Councilmember Wojciechowski reported on a Moab Area Watershed Partnership (MAWP) meeting. He spoke about the holiday parade and reported on a meeting of the Water Utility Resources Management Plan (WURMP). He mentioned meetings with TrailMix, the Mayor, and the City Manager. He complimented staff and expressed inspiration by the existing council. He thanked Councilmembers Derasary and Jones.

Councilmember Derasary reported on the MAWP meeting and mentioned potential stormwater rate increases. Other meetings Derasary commented on included the WURMP meeting, a climate change management meeting, and the Utah League of Cities and Towns Legislative Policy Committee (LPC). She detailed the Governor's proposed budget, stated the next LPC meeting is on January 8, and announced dates of the next legislative session. Derasary thanked her constituents and colleagues. She said she tried always to be responsive to residents. She stated her hope that having high standards will continue with the new Council. She said she tried to be honest, responsive and accountable.

Councilmember Taylor reported on the Emergency Medical Services dispatch fees. He said he attended a dinner with City Manager Castle and the new Utah State University president. He also mentioned a County luncheon with state legislators. He praised the holiday light parade, with thanks to the Chamber and City. He thanked Councilmembers Derasary and Jones.

Mayor Langianese commented on the City's holiday events. She reported on a meeting with the Governor's Accountability Office regarding the tailings pile. She also mentioned other communities are reporting projects are overbid. She mentioned upcoming meetings regarding the dispatch contract and the 191 Corridor plan. She said 14 million tons of tailings have been removed, with the milestone marked by a celebration with federal officials. She mentioned an upcoming end of year meeting with Grand County Commission chair Jacques Hadler and expressed gratitude to Councilmembers Derasary and Jones and presented them with plaques.

Adjournment: Councilmember Jones moved to adjourn the meeting. Councilmember Derasary seconded the motion. The motion passed unanimously. Mayor Langianese adjourned the meeting at 8:23 p.m.

APPROVED: _____
Joette Langianese, Mayor

ATTEST: _____
Sommar Johnson, City Recorder

MOAB CITY COUNCIL MINUTES--DRAFT
SPECIAL MEETING
January 11, 2024

Moab City Council held a Special Strategic Planning Meeting on the above date at the Red Cliffs Lodge in Grand County, Utah. Archived audio is at www.utah.gov/pmn.

Special Meeting Attendance and Call to Order:

Mayor Joette Langianese called the meeting to order at 8:03 a.m. Councilmembers Tawny Knuteson-Boyd, Luke Wojciechowski, Jason Taylor, Colin Topper and Kaitlin Myers attended. Also in attendance were City Manager Carly Castle, Chief Operating Officer David Everitt, Planning Director Cory Shurtleff, Community Development Director Michael Black, Recorder Sommar Johnson, Communications Director Lisa Church, Police Chief Lex Bell, Assistant Police Chief James Blanton, Public Works Director Levi Jones, Assistant Engineer Mark Jolissaint, Executive Administrative Assistant Sasha Scherzinger, Parks, Recreation and Trails Director Brianna Bowker, Sports and Aquatics Director Patrick Trim, Arts & Special Event Director Kelley McInerney, Human Resource Director Dani Guerrero, Building Official Barry Ellison, Parks Lead Mark Matzen, Treasurer Marcy Mason, Facilities Lead Chace Gholson, Fleet Mechanic Lead Chet Wareham, Streets Lead Lane Gilson, Public Utilities Director Obe Tejada, Sustainability Director Alexi Lamm, and one member of the press.

Strategic Planning Workshop:

After brief introductions by Councilmembers, the Mayor and City Manager, staff reported on each department's current and upcoming fiscal year objectives, current year top accomplishments, development of key performance indicators, and unfunded operational needs.

Facilities Lead Gholson reported on his staff responsibilities including cleaning, repairs and 21 acres of landscape maintenance, upkeep of Walnut Lane facilities, the City's rental home at 200 South, and other facility remodels; he noted repairs at the nearby County preschool and needed repair or replacement of the City Center elevator and heating/cooling system elements. He mentioned impending repairs of the swimming pool. He detailed upcoming needs including staff certifications, trucks, and additional grounds maintenance staff.

Fleet Mechanic Lead Wareham reported on his staff responsibilities for the maintenance of City vehicles and small engines, fabrication, repairs, and vehicle purchases. He mentioned assistance rendered to mitigate vandalized City properties and aging parks equipment. He introduced fleet and equipment needs including a grader, utility trailers, a field service truck, shop hoist, weld table, and an additional employee. He stated the City fleet currently included 121 vehicles.

Streets Lead Gilson reported his department is fully staffed. He detailed storm recovery projects, creek maintenance, and noted he has a dump truck with plow on order, as well as a street sweeper. He reported on work completed on Aggie Boulevard drainage, the golf course retention pond, bridge abutments, the Main Street bridge over Mill Creek, a retaining wall at Woody's Tavern, and storm recovery at 500 West and the bike skills park. He noted concrete projects and sidewalk repairs. For the upcoming year, he mentioned staff certification needs, ongoing flood cleanup and storm ditch work, concrete projects, street lamps, and requested a front loader, skid steer, and an additional employee. City Manager Castle noted the increased demands regarding stormwater work.

Public Works Director Jones reported on upcoming projects including a facilities assessment, ongoing public service demands and an asset management program.

Police Chief Bell introduced new Assistant Chief Blanton. Bell reported on staffing statistics, the department's strategic plan and policy manual update, and equipment updates. He mentioned ongoing discussions regarding dispatch services, the department's accreditation progress, and overtime spending.

He stated overtime decreased by 44 percent in the first half of the fiscal year. Bell detailed statistics for police activity, code compliance, victim advocacy, and animal control. He presented needs for the upcoming fiscal year including three new law enforcement officer positions, a part-time social worker, planning for emergency response, new vehicle leases, community engagement, and participation in regional task forces. Discussion ensued regarding a part-time social work position. Bell outlined needs at the animal shelter, including fencing, shade, and floor improvements, and signage for parks and streets regarding camping and dog prohibitions and semi-truck travel in the left lane on Main Street. He mentioned a recent change at the library to turn off the Wi-Fi at night to reduce illegal camping. He concluded with a request for an additional code compliance position.

Public Utilities Director Tejada reported on activity at the water reclamation facility (WRF), including maintenance and inspections, and construction of a storage building. He spoke about grease trap impacts and a proposed shift from non-compliance fines to a fee-based system. He said grease trap violations are expensive to mitigate. Mayor Langianese asked about grease traps in town and it was explained there are 80 in town, with 12 reported as noncompliant, and a failure rate of 50 percent. Tejada stated his staff inspects each City manhole, and cleared 40 percent of mains. He reported on participation in the Birch and Tusher projects, and noted there were no stormwater overflows in the current year, as well as no permit violations. He said a sludge pump failed and WRF flows remained flat over the prior year. He listed projects for the coming year including implementation of a supervisory control and data acquisition (SCADA) system, grease trap administration, flushing of hydrants and exercising of valves, assessment of water mains, and a survey of lead water lines. He reported on completed projects including the Mill Creek water line replacement, Well 12 work, generator installation, hydrant replacements and testing for harmful chemicals. He reported on water sales, and requested a shared backhoe and dump truck, as well as service and meter reading trucks, and replacement of a promoted staff member.

Community Development Director Black announced openings for the City Engineer, and noted the Housing Director position would remain vacant.

Communications Director Church reported on the City's website redesign and public engagement platform. She said she had oversight of community outreach for major projects. She reported on the hiring of a communications consultant and the update to the city communications plan. She suggested upcoming events for Councilmembers to engage with the public. She reported on public participation statistics at open house events and in surveys, and social media activity.

Sustainability Director Lamm reported on accomplishments including progress with the Community Renewable Energy Agency (CREA), Dark Skies, electric vehicle infrastructure, and certification for bike friendly communities. She said the sustainability action plan is now in place, municipal water audits are in process, and standardization of outdoor recycling receptacles are underway. Lamm discussed grants and outlined goals for the upcoming fiscal year for aforementioned programs as well as complete streets, a compost pilot project, water management, and waste diversion goals.

Assistant Engineer Jolissaint reported on progress on the water and sewer bond projects, right of way for dispersed parking and Kane Creek projects, completion of the Woody's Tavern wall improvements, emergency streambank protections, and review of bids for flood related repairs. He mentioned upcoming work on the WRF structure, deferred work on the pedestrian bridge near the Episcopalian Church, and work on the Grand Water and Sewer Service Agency (GWSSA) interconnect to provide emergency access in case of fire or similar circumstances. He mentioned upcoming participation in the Water Utility Resource Management Plan (WURMP), management of the transportation program's bus service, upgraded Geographical Information Systems (GIS) equipment, work on a detention basin inventory, and ongoing review of development plans, impact and connection fee analysis, and an overview of grant-funded initiatives. Planning department work on developing grading and floodplain development permits were discussed. Jolissaint mentioned the contributions of a high school intern. Discussion

concluded with the need for stabilized staffing in the engineering department. Councilmember Topper asked about implementation of a transportation impact fee.

Planning Director Shurtleff and Building Official Ellison presented statistics on building permits and inspections, business license inspections, and an overview of the development cycle. Shurtleff said new development takes 1.5 to three years from initial inquiry to certificate of occupancy. He said all of his department's performance indicators were trending up, the building permit technician was certified, and flood repairs were on track. He said all departmental objectives had been accomplished. He briefed Council on the affordable housing plan and his group's representation at water and housing meetings across the community. He said goals for the upcoming fiscal year included staff training, a shortening of plan review time, a focus on code enforcement and standards, affordable housing at Walnut Lane, ensuring flood zone construction is built to standard, and ongoing work to digitize planning document archives. He outlined a need for upgraded planning and zoning software, the major project of the municipal code rewrite, a master fee schedule update, planning priorities update, and review of the framework for new initiatives such as planned area development (PAD) and similar. He presented statistics on development activity, stating there were 1,879 residential units in progress, including 241 affordable employee-housing units, 59 employer-provided units, and 66 units at Walnut Lane. He explained there are currently 2,284 residential units within City limits for a population of 5,317; he said that, with the in-progress units, there is a potential for the City population to grow to 9,600. Mayor Langianese recognized the City is interacting with less experienced developers, which has resulted in more staff contact, more attorney involvement, conflict with rejections, and hostility. Community Development Director Black brought up the need for full time employees to support the potential for growth through construction management and inspections and administrative assistance. He mentioned the move to initiate paperless forms and a digital review of planning documents.

Chief Operating Officer Everitt introduced reports by administrative services managers.

Recorder Johnson reported on her certification as a Master Municipal Clerk and mentioned her staff. She reported on her work with Information Technology (IT) training, education, and equipment replacement. She discussed the City's record storage and digitization of records. She spoke about the decrease in records requests, which totaled 65 in 2023, down from 102 in 2022. He said she facilitated 19 bid processes and 2,187 payments, and satisfied record requests within six days. For the upcoming fiscal year, she outlined needs for cross training staff, required certifications, storage vault organization, an updated vendor approval policy, and a general ledger code audit.

Treasurer Mason reported work on the City archives and scanning, storage vault cleanup, digitization of records, and an audit for all 832 business licenses. She brought up paperless billing and said customers who utilize auto pay is at 39 percent. She said she aimed for more personal responses including via email and paper notifications for past due accounts and impending shutoffs of services. She discussed the loss of funding for the low-income water bill assistance program. She reported a Request for Proposals is in process for banking services. The Treasurer's goals for the upcoming fiscal year were listed as increased business license compliance, paperless billing, vault organization, and online business license renewal. Mayor Langianese praised the staff for adjusting their workloads when the Finance Director left.

Human Resource Director Guerrero reported on hiring statistics, including 660 applications received, up from around 250 in the prior year, and resulting in the hiring of 20 full-time and 74 part-time employees. She described utilization of a consultant for upper management hiring and software to manage the hiring process. She reported on employee benefits, certifications and trainings, and work on the employee handbook and a salary review. She described her department workload with regard to recruitment, payroll, benefits administration, insurance and other personnel management. She stated the requested new positions would have a budget impact of about \$1.5 million. The Human Resource goals for the upcoming fiscal year included projects involving pre-employment testing, employee training, digitization of records, a new salary survey, and administration of the wellness program. Everitt added department-

wide functions including administration of grants and loans, financial advising for departments, succession planning, oversight of the budget process, upkeep of City department web pages and continuing work with the Pelorus software.

Parks, Recreation and Trails Director Bowker announced the recent adoption of the Parks Master Plan, with \$22 million in capital projects identified. She mentioned upgrades underway at Swanny Park and noted the pedestrian bridge reconstruction near the Episcopal Church, which was damaged in the 2022 flood, was on hold due to the funding being used for the Kane Creek Boulevard reconstruction project. She mentioned an all-abilities playground project and the upcoming release of funds from the Recreation, Arts and Trails (RAP) tax. She reported on work to refine the mission and vision of the department. She mentioned ongoing efforts regarding consistent branding of the department divisions, streamlined processes for program registrations and scholarships, administrative tracking, planning for capital maintenance, sponsorships, and cross training. She identified capital needs, including ongoing riparian restoration, a non-motorized trails master plan, and replacement of the pedestrian bridge.

Arts and Special Events Director McInerney spoke about diversification of program attendees, increasing utilization of facility rentals and co-work spaces, and increased focus on community relations. She stated work ensues regarding formalizing and refining processes for rentals and contracts. She outlined several projects and areas of focus, including the agricultural market, public art, summer camp and artist residencies. She mentioned administrative goals such as restructuring job descriptions and updating the department's web page. McInerney presented statistics regarding program attendance and public art installations, and presented goals for the upcoming fiscal year, including diversification of offerings, bridging between artists and businesses, accommodating survey fatigue, and training event staff, development of an emergency action plan and long-term arts funding and maintenance, curating murals and portraits, producing tiny desk concerts, and mitigating Americans with Disabilities Act (ADA) compliance issues at the Moab Arts and Recreation Center.

Parks, Recreation and Trails Director Bowker presented a report on the Recreation and Aquatic Center (MRAC) and stated the manager's position was open. She addressed the aim to increase open swim hours and swim lessons, fund capital repairs and equipment replacement, and explore increased facility hours. She stated accomplishments included increasing fees, automating communication and scheduling, expanding hours for the fitness center, greater attendance at classes, lifeguard expansion, and launch of a user survey. She reported 48,849 visitors to the MRAC along with other statistics. Bowker detailed goals for the upcoming fiscal year, including improved marketing and training manuals, more community events and movie nights, review of the fee schedule, and upgrades to diving boards and the outdoor pool slide. She mentioned staff intensive offerings such as the inflatable pool feature, and brought up work on nonprofit discounts, updating the emergency action plan, and revision to the employee training system. She spoke about MRAC infrastructure issues and a plan to purchase new gym equipment, based on survey feedback. Mayor Langianese asked about the ratio of nonresident visitors and Bowker did not yet have data on this. Eighty percent out-of-state license plates recorded at Swanny Park were discussed.

Parks Lead Matzen spoke about digitizing irrigation locations in parks, and creating a tree succession plan at Old City Park (OCP). He reported on prioritizing the Parks Master Plan capital projects list for the RAP tax cycle and continuing the Mill Creek Parkway flood mitigation. He said his department was fully staffed and reported on staff training and certifications, work with TrailMix, BMX track construction, and more. He reported on digital locks installed at the park restrooms, a new stage floor and roof at OCP, installation of a water line for a drinking fountain and hydrant at OCP, cameras at City facilities, restroom repairs and removal, installation of a water feature and tree work at Rotary Park, sprinkler updates and weed removal. He presented statistics on park rentals totaling 243. He brought up goals for the upcoming fiscal year, including completion of a parks capital maintenance plan, a tree succession plan, working toward compliance with the new sustainable landscape ordinance, planning for flood and fire resiliency, upgrading the parkway bridge decks, converting holiday lights for Dark Sky compliance, replacing equipment such as mowers, sweepers, a skid steer, dump truck, lift truck, and service vehicles.

Parks, Recreation and Trails Director Bowker stated her priority is to replace aging equipment.

Sports and Aquatics Director Trim reported on sports and recreation programs. He shared statistics regarding use of the Center Street Gym, scholarship programs, enrollment in recreation programs, incorporating survey results and adapting the new Parks Master Plan. He described work with schools and efforts to complete a Master Plan gap analysis. He mentioned the disc golf course, pool staffing, and robust use of the gym for pickleball. He said community sponsorships increased, with 36 at \$400 each. He said work would continue regarding communications, training for referees, the fee schedule, streamlined and digital registration, and updating the emergency action plan. Trim presented goals for the upcoming fiscal year capital improvements, including ball field improvements to include events and alternative sports. Discussion ensued regarding community resistance to converting one ballfield, although soccer has far more registrants than baseball and softball programs. Redesign and remodel, or relocation of the gym was mentioned, as well as replacement of the ballpark utility vehicle (Gator). Mayor Langianese brought up that the entire County participates in the City's recreation programs and the City foots the entire bill. City Manager Castle praised staff for stepping up.

After a break for lunch, the City's strategic planning pillars were discussed, as follows:

Tourism Trajectory and Economic Diversification: parking, transit, a downtown master plan, and intergovernmental policies and collaboration.

Affordability and Equity: utility discounts, RAP community grant distributions and social services, police training and school programs, low-income discounts for Dark Sky compliance and similar programs, planning and zoning translation services, community education, and fractional ownership issues.

Leadership and Decision-Making: asset management, revenue opportunities, impact fees for transportation, disproportionate public safety fees, law enforcement transparency, emergency planning, hazard mitigation planning, property tax implementation, development of a financial sustainability master plan, implementation of the Parks Master Plan, municipal code revision, departmental performance, agenda presentation and citizen engagement.

Environmental Stewardship: green infrastructure policy, Dark Skies implementation, renewable energy, Sustainability Action Plan implementation, water consumption reduction, consideration of solid waste and waste reduction, increase of local food production, work on the Forest Service management plan, compost pilot, electric vehicle infrastructure, and compliance with the landscape ordinance.

Workforce and Housing: Walnut Lane, PAD amendments, deed restrictions, property inventory, alternative dwellings, and living wage solutions.

Community Fabric and Well-Being: noise management including commercial vehicle enforcement, social services, robust law enforcement, community engagement, backflow compliance, wood chipper, lead pipe inventory, dispatch services, vandalism reduction, loitering on Parkway and sign defacement. The move from complaint-based policing to proactive engagement was discussed, along with neighbor-to-neighbor communication, recreation programs, a community well-being survey through the university, and collaboration with community resource providers.

Accomplishments and aspirations regarding each pillar were discussed in detail, followed by a ranking exercise for objectives proposed or ongoing for each pillar. Mayor Langianese adjourned the meeting at 4:15 p.m.

APPROVED: _____
Joette Langianese, Mayor

ATTEST: _____
Sommar Johnson, City Recorder

MOAB CITY COUNCIL MINUTES--DRAFT
SPECIAL MEETING
January 12, 2024

Moab City Council held a Special Strategic Planning Meeting on the above date at the Red Cliffs Lodge in Grand County, Utah. Archived audio is at www.utah.gov/pmn.

Special Meeting Attendance and Call to Order:

Mayor Joette Langianese called the meeting to order at 9:06 a.m. Councilmembers Tawny Knuteson-Boyd, Luke Wojciechowski, Jason Taylor, Colin Topper and Kaitlin Myers attended. Also in attendance were City Manager Carly Castle, Chief Operating Officer David Everitt, Planning Director Cory Shurtleff, Community Development Director Michael Black, Recorder Sommar Johnson, Communications Director Lisa Church, Police Chief Lex Bell, Assistant Police Chief James Blanton, Public Works Director Levi Jones, Assistant Engineer Mark Jolissaint, Executive Administrative Assistant Sasha Scherzinger, Parks, Recreation and Trails Director Brianna Bowker, Building Official Barry Ellison, Treasurer Marcy Mason, Public Utilities Director Obe Tejada, Sustainability Director Alexi Lamm, Attorney Nathan Bracken, and one member of the press.

Strategic Planning Workshop Day Two:

City Manager Castle introduced a session to discuss infrastructure and capital improvement projects, several of which are funded by grants or bonds. Some items included approximate budget impacts. The list included items that carry over into the next fiscal year and are on track for completion, or are new or disrupted projects. Infrastructure projects presented included: dispersed parking construction (\$7.3 million), Kane Creek Boulevard reconstruction (\$10.5 million), permanent retaining riprap under bridges, completion of the Water Utility Resource Management Plan, well #12, Spring #2 (\$150,000), Wastewater Reclamation Facility (WRF) outfall design and construction (\$2 million), green infrastructure projects (\$1.9 million), well generators (\$350,000), stream bank stabilization projects (\$400,000), Tusher sewer line replacement (\$2.75 million), WRF garage (\$500,000), supervisory control and data acquisition (SCADA) system (\$500,000), water storage tank spot repairs (\$50,000), stormwater detention basin repairs and analysis, water storage tank construction (\$1.7 million), Swanny park playground upgrades (\$600,000), pedestrian footbridge near the Episcopal church (construction disrupted due to funding needs for Kane Creek Boulevard reconstruction project), ball field redesign, flood warning system analysis, aquifer modeling, water monitoring, and a recreation center structural investigation.

Rising costs were discussed, including for landscaping contractors and premiums for construction in Moab's remote setting. Mayor Langianese stated costs were rising across the region, and Councilmember Taylor expressed his concern that costs were hard to trust after several project overruns. Staff clarified that some bids came in as estimated and some were underbid. Councilmember Topper asked about construction administration and Councilmember Myers voiced concern that some expenses might appear superfluous, such as green streets, so messaging is important. Mayor Langianese asked about new equipment requests and whether they are considered capital expenses or line item budget expenses. City Manager Castle stated the administration's recommended budget would outline the differences. Councilmember Taylor brought up the proposed property tax and the City's need for immediate needs and huge capital projects. Councilmember Knuteson-Boyd mentioned the capital projects are a fraction of the City budget, yet the public does not see it. Councilmember Wojciechowski brought up the burden of deferred maintenance. Mayor Langianese stated the need for a public education campaign. Councilmember Taylor spoke about the dichotomy of the controversial raising of taxes contrasted with the public desire for paving roads. City Manager Castle mentioned the incomplete chip seal project was already budgeted. Councilmember Taylor mentioned the 300 South bridge design and Public Works Director Jones said the list as presented only recorded the top ten percent of projects.

Discussion shifted to revenue enhancement. Existing sources of revenue were mentioned, including sales and use taxes, which are variable, and are included in the general fund, as well as restricted enterprise funds. The Recreation, Arts and Parks (RAP) tax was discussed, and the Class C Roads fund. Unrestricted revenue streams were mentioned, including sales and resort taxes, and the Transient Room Tax. Fees such as business license fees, plan review fees, and finds were described. Franchise agreements, grants and loans were mentioned as designated income.

Potential new sources of revenue were presented, including police department disproportionate impact fees, transportation impact fees, transportation utility fees, and property tax. The advantages of budgeted payments versus debt financing for one-time projects were discussed. Potential revenue scenarios with a property tax were presented. The first scenario would generate \$1.5 million. Bonding against this amount would equal \$20 million with a 20-year maturity at 4 percent interest. Because this is a more stable source of revenue than sales tax, it provides a better interest rate. The tax impact for a \$500,000 home would be about \$295.63 if a primary home or \$537.50 for a business or second home. This amount would limit the City's ability to get projects done in a timely fashion. The second scenario would set a tax rate that would generate \$3 million of revenue, which would stabilize the budget for maintenance and operations and would provide for capital projects. A \$500,000 home would pay \$590.98 while a second home or business would pay \$1,074.54.

City Manager Castle explained that a property tax would generate income from users that otherwise do not pay, such as second homeowners and nightly rental property owners. About 30 percent of residences are second homes. Discussion ensued about the transit system fixed route and including hotels on the route to offset costs. Councilmember Taylor pointed out Moab is the only municipality in Utah without a local property tax. He noted no one spoke against the recent library and fire district tax hikes but anticipated pushback for a City effort.

City Attorney Bracken noted it is harder to deal with deferred maintenance without a revenue stream. Mayor Langianese asserted the proposed tax requires Council advocacy. Bracken stated that, without a property tax, Moab moves to the bottom of the State's funding priority list. Councilmember Topper brought up the burden placed on businesses and expressed concern that employees would suffer the consequences, and spoke of the specter of an economic downturn. Councilmember Wojciechowski stated the State structure makes sales tax increases difficult and a property tax is the last option on the table. Councilmember Knuteson-Boyd said a property tax would be unpopular but the results without it would be worse. Councilmember Myers spoke of the community sentiment that the City should tax others, although locals impact City infrastructure the most. She said annexation does not provide more revenue without a property tax. Discussion ensued about the tourist economy. Councilmember Wojciechowski pointed out many City staff members are local residents. Councilmember Taylor expressed a need for a more stable financial footing, and defended the use of a property tax to pay employees. Councilmember Myers stated a new property tax could burden needy families. Councilmember Taylor suggested a shovel-ready project should be ready as soon as a property tax goes into effect, such as repaving Uranium Avenue. Mayor Langianese contended the property tax should be implemented this year. She requested clarification of the process and timeline. Councilmember Wojciechowski suggested it is the role of the Council to set up future Councils for success.

After a break for lunch, City Attorney Bracken conducted a workshop on Open and Public Meeting Act rules and the Utah Government Records Access and Management Act (GRAMA). Mayor Langianese adjourned the meeting at 1:30 p.m.

APPROVED: _____
Joette Langianese, Mayor

ATTEST: _____
Sommar Johnson, City Recorder

MOAB CITY CORPORATION
Disbursement Listing
Checking WFB - 12/07/2023 to 12/14/2023

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
AARON P. WISE ATTORNEY AT LAW	274238	12/14/2023	\$3,000.00			Purchasing
AD-VERTISER	274239	12/14/2023	\$171.00			Purchasing
AMAZON CAPITAL SERVICES	274240	12/14/2023	\$1,445.47			Purchasing
BLUE STAKES OF UTAH 811	274241	12/14/2023	\$69.30			Purchasing
BOWEN COLLINS & ASSOCIATES INC.	274242	12/14/2023	\$436.00			Purchasing
Bowker, Brianna	274243	12/14/2023	\$301.56			Purchasing
CANYONLANDS AUTO & MINING SUP	274244	12/14/2023	\$2,137.42			Purchasing
CERTIFIED LABORATORIES DIVISION	274245	12/14/2023	\$675.90			Purchasing
CHEMTECH-FORD INC.	274246	12/14/2023	\$167.00			Purchasing
CODALE ELECTRIC SUPPLY	274247	12/14/2023	\$467.73			Purchasing
CUSTOMER REFUNDS	274248	12/14/2023	\$82.50			Purchasing
CUSTOMER REFUNDS	274249	12/14/2023	\$265.00			Purchasing
DA SMITH DRILLING	274250	12/14/2023	\$1,811.17			Purchasing
DESERT WEST OFFICE SUPPLY	274251	12/14/2023	\$100.89			Purchasing
DUFFORD,WALDECK, MILBURN & KR	274252	12/14/2023	\$8,080.00			Purchasing
GRAND COUNTY SOLID WASTE SSD	274253	12/14/2023	\$600.00			Purchasing
GRAND TIRE PROS	274254	12/14/2023	\$1,320.75			Purchasing
KILGORE COMPANIES LLC	274255	12/14/2023	\$274.49			Purchasing
LAW ENFORCEMENT SERVICES INC.	274256	12/14/2023	\$60.00			Purchasing
LES OLSON COMPANY	274257	12/14/2023	\$127.35			Purchasing
MED-TECH RESOURCE	274258	12/14/2023	\$92.32			Purchasing
MOAB AUTO PARTS INC.	274259	12/14/2023	\$24.68			Purchasing
MOAB MAILING CENTER	274260	12/14/2023	\$51.86			Purchasing
MOUNTAINLAND SUPPLY	274261	12/14/2023	\$307.20			Purchasing
O'REILLY AUTO PARTS	274262	12/14/2023	\$41.64			Purchasing
ODP BUSINESS SOLUTIONS, LLC	274263	12/14/2023	\$86.27			Purchasing
OWEN EQUIPMENT COMPANY	274264	12/14/2023	\$94.84			Purchasing
PERSONNEL SAFETY ENTERPRISES	274265	12/14/2023	\$873.60			Purchasing
REVCO LEASING COMPANY	274266	12/14/2023	\$458.38			Purchasing
RIVERSIDE PLUMBING & HEATING	274267	12/14/2023	\$90.40			Purchasing
RMT EQUIPMENT	274268	12/14/2023	\$820.14			Purchasing
ROCKY MOUNTAIN ELECTRIC MOTOR	274269	12/14/2023	\$2,477.36			Purchasing
ROCKY MOUNTAIN POWER	274270	12/14/2023	\$32,941.70			Purchasing
ROYCE'S ELECTRONICS SITE MANAG	274271	12/14/2023	\$200.00			Purchasing
SAVECO NORTH AMERICA INC.	274272	12/14/2023	\$4,316.06			Purchasing
SITLA	274273	12/14/2023	\$3,840.00			Purchasing
SKAGGS	274274	12/14/2023	\$732.58			Purchasing
STANDARD PLUMBING SUPPLY CO.	274275	12/14/2023	\$26.05			Purchasing
THE BANCORP BANK	274276	12/14/2023	\$35,143.48			Purchasing
THE PARTRIDGE GROUP	274277	12/14/2023	\$426.00			Purchasing
TURNER LUMBER OF MOAB	274278	12/14/2023	\$55.29			Purchasing
USABUEBOOK	274279	12/14/2023	\$703.43			Purchasing
UTAH CHIEFS OF POLICE ASSOCIATI	274280	12/14/2023	\$200.00			Purchasing
UTAH LOCAL GOVERNMENTS TRUST	20231412	12/14/2023	\$7,668.11			Purchasing
UTAH MUNICIPAL CLERKS ASSOCIATI	274281	12/14/2023	\$180.00			Purchasing
WALKER'S TRUE VALUE HARDWARE	274282	12/14/2023	\$336.03			Purchasing
WASH-IT EXPRESS	274283	12/14/2023	\$309.52			Purchasing
XEROX CORPORATION	274284	12/14/2023	\$218.15			Purchasing
ZUNICH BROS. MECHANICAL LLC	274285	12/14/2023	\$90.00			Purchasing
			\$114,398.62		\$0.00	

MOAB CITY CORPORATION
Disbursement Listing
Checking WFB - 12/15/2023 to 12/20/2023

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
A & E ELECTRIC INC	274286	12/20/2023	\$5,463.65			Purchasing
AMAZON CAPITAL SERVICES	274287	12/20/2023	\$1,825.84			Purchasing
AMERIGAS	274288	12/20/2023	\$324.77			Purchasing
AT&T MOBILITY II, LLC	274289	12/20/2023	\$2,185.68			Purchasing
AXON ENTERPRISE INC.	274290	12/20/2023	\$4,890.00			Purchasing
BLACKBURN'S PROPANE INC	274291	12/20/2023	\$632.86			Purchasing
BOWEN COLLINS & ASSOCIATES INC.	274292	12/20/2023	\$37,891.98			Purchasing
BOWKER, BRIANNA	274293	12/20/2023	\$5,000.00			Purchasing
CANYONLANDS AUTO & MINING SUP	274294	12/20/2023	\$1,294.48			Purchasing
CHEMTECH-FORD INC.	274295	12/20/2023	\$275.00			Purchasing
CIVICPLUS	274296	12/20/2023	\$10,721.44			Purchasing
CIVIL SCIENCE INFRASTRUCTURE IN	274297	12/20/2023	\$1,897.00			Purchasing
CONSERVATION TECHNIX, INC.	274298	12/20/2023	\$21,310.00			Purchasing
CURT'S CUSTOM WELDING	274299	12/20/2023	\$3,020.00			Purchasing
CUSTOMER REFUNDS	274300	12/20/2023	\$112.50			Purchasing
DESERT WEST OFFICE SUPPLY	274301	12/20/2023	\$136.11			Purchasing
DOMINION ENERGY	274302	12/20/2023	\$6,200.89			Purchasing
FRAUD	274113	12/19/2023	\$21,310.00			Purchasing
GILMORE & BELL, A PROFESSIONAL	274303	12/20/2023	\$24,000.00			Purchasing
GRAND COUNTY	274304	12/20/2023	\$12,194.02			Purchasing
HANSEN ALLEN & LUCE INC	274305	12/20/2023	\$4,178.75			Purchasing
HANSEN ALLEN & LUCE INC	274306	12/20/2023	\$10,520.75			Purchasing
Hazleton, Calvin	274307	12/20/2023	\$226.00			Purchasing
JIMMY FOY COLLISION REPAIR CENT	274308	12/20/2023	\$1,164.50			Purchasing
KILGORE COMPANIES LLC	274309	12/20/2023	\$1,364.62			Purchasing
KMD ACTIVEWEAR AND ADVERTISIN	274310	12/20/2023	\$5,106.21			Purchasing
MARCY MASON	274311	12/20/2023	\$1,505.37			Purchasing
MOAB AUTO PARTS INC.	274312	12/20/2023	\$315.31			Purchasing
MOAB MAILING CENTER	274313	12/20/2023	\$77.63			Purchasing
MOUNTAINLAND SUPPLY	274314	12/20/2023	\$184.51			Purchasing
ODP BUSINESS SOLUTIONS, LLC	274315	12/20/2023	\$31.05			Purchasing
OTIS ELEVATOR COMPANY	274316	12/20/2023	\$3,339.60			Purchasing
PACKARD WHOLESALE	274317	12/20/2023	\$691.85			Purchasing
PITNEY BOWES INC - PURCHASE PO	274318	12/20/2023	\$500.00			Purchasing
POLYDYNE INC.	274319	12/20/2023	\$8,998.52			Purchasing
PROFESSIONAL DOCUMENT SOLUTI	274320	12/20/2023	\$23.68			Purchasing
PROVELOCITY	274321	12/20/2023	\$17,043.00			Purchasing
SILVER SPUR CONSTRUCTION	274322	12/20/2023	\$68,215.94			Purchasing
SMART RAIN SYSTEMS, LLC	274323	12/20/2023	\$2,134.18			Purchasing
SMITH POWER PRODUCTS INC	274324	12/20/2023	\$3,788.11			Purchasing
STANDARD PLUMBING SUPPLY CO.	274325	12/20/2023	\$371.64			Purchasing
THE BRENDLE GROUP, INC	274326	12/20/2023	\$15,410.87			Purchasing
TURNER LUMBER OF MOAB	274327	12/20/2023	\$9.99			Purchasing
VERIZON WIRELESS	274328	12/20/2023	\$2,580.36			Purchasing
WALKER DRUG	274329	12/20/2023	\$30.98			Purchasing
WALKER'S TRUE VALUE HARDWARE	274330	12/20/2023	\$125.00			Purchasing
WINGATE MOTION LLC	274331	12/20/2023	\$800.00			Purchasing
ZIONS PUBLIC FINANCE, INC.	274332	12/20/2023	\$20,000.00			Purchasing
			\$329,424.64		\$0.00	

MOAB CITY CORPORATION
Disbursement Listing
Checking WFB - 12/21/2023 to 01/03/2024

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
AD-VERTISER	274334	01/03/2024	\$684.00			Purchasing
AMAZON CAPITAL SERVICES	274335	01/03/2024	\$1,287.66			Purchasing
BOWEN COLLINS & ASSOCIATES INC.	274336	01/03/2024	\$5,949.00			Purchasing
CANYONLANDS AUTO & MINING SUP	274337	01/03/2024	\$854.51			Purchasing
CANYONLANDS COPY CENTER	274338	01/03/2024	\$55.00			Purchasing
CHEMTECH-FORD INC.	274339	01/03/2024	\$615.00			Purchasing
CITY OF MOAB	274340	01/03/2024	\$10,074.71			Purchasing
CONSERVATION TECHNIX, INC.	274341	01/03/2024	\$1,254.61			Purchasing
COWDELL LAW	274342	01/03/2024	\$3,130.50			Purchasing
DOMINION ENERGY	274343	01/03/2024	\$9,596.87			Purchasing
EMERY TELCOM	274344	01/03/2024	\$2,082.10			Purchasing
FEDEX	274345	01/03/2024	\$27.90			Purchasing
GRAINGER	274346	01/03/2024	\$2,724.94			Purchasing
GRAND COUNTY SOLID WASTE SSD	274347	01/03/2024	\$120,432.26			Purchasing
GRAND TIRE PROS	274348	01/03/2024	\$506.00			Purchasing
HANSEN ALLEN & LUCE INC	274349	01/03/2024	\$1,523.75			Purchasing
Hazleton, Calvin	274350	01/03/2024	\$226.00			Purchasing
INTERMOUNTAIN SALES OF DENVER	274351	01/03/2024	\$4,000.00			Purchasing
J-U-B ENGINEERS INC.	274352	01/03/2024	\$17,132.37			Purchasing
LAWSON PRODUCTS INC.	274353	01/03/2024	\$82.80			Purchasing
LES OLSON COMPANY	274354	01/03/2024	\$195.08			Purchasing
LEXISNEXIS	274355	01/03/2024	\$338.00			Purchasing
MOAB AUTO PARTS INC.	274356	01/03/2024	\$257.52			Purchasing
MOAB MAILING CENTER	274357	01/03/2024	\$12.50			Purchasing
MOAB SUN NEWS	274358	01/03/2024	\$140.00			Purchasing
PACKARD WHOLESale	274359	01/03/2024	\$135.72			Purchasing
PEAK SOFTWARE SYSTEMS INC	274360	01/03/2024	\$2,285.00			Purchasing
PELORUS METHODS INC	274361	01/03/2024	\$5,500.00			Purchasing
PERSONNEL SAFETY ENTERPRISES	274362	01/03/2024	\$192.00			Purchasing
PROVELOCITY	274363	01/03/2024	\$16,971.00			Purchasing
REVCO LEASING COMPANY	274364	01/03/2024	\$216.95			Purchasing
RICK'S GLASS	274365	01/03/2024	\$30.00			Purchasing
RIVERSIDE PLUMBING & HEATING	274366	01/03/2024	\$38.80			Purchasing
RMT EQUIPMENT	274367	01/03/2024	\$291.68			Purchasing
ROCKY MOUNTAIN VALVES & AUTOM	274368	01/03/2024	\$1,663.00			Purchasing
SKAGGS	274369	01/03/2024	\$1,607.03			Purchasing
SOUTHEASTERN UTAH DISTRICT HE	274370	01/03/2024	\$240.00			Purchasing
SPORTS FIELD DOCTOR	274371	01/03/2024	\$3,950.00			Purchasing
STANDARD PLUMBING SUPPLY CO.	274372	01/03/2024	\$74.44			Purchasing
THATCHER COMPANY INC.	274373	01/03/2024	\$4,658.05			Purchasing
THE MOAB TIMES-INDEPENDENT	274374	01/03/2024	\$780.40			Purchasing
TURNER LUMBER OF MOAB	274375	01/03/2024	\$47.96			Purchasing
U.S. POSTMASTER	274333	01/02/2024	\$619.16			Purchasing
UTAH STATE DIVISION OF FINANCE	274382	01/03/2024	\$38,951.90			Purchasing
WALKER DRUG	274376	01/03/2024	\$97.09			Purchasing
WALKER'S TRUE VALUE HARDWARE	274377	01/03/2024	\$1,200.35			Purchasing
XEROX CORPORATION	274378	01/03/2024	\$730.31			Purchasing
ZEN COMMUNICATIONS	274379	01/03/2024	\$1,293.00			Purchasing
ZIONS BANK PUBLIC FINANCIAL SER	274380	01/03/2024	\$437.50			Purchasing
ZIONS BANK PUBLIC FINANCIAL SER	274381	01/03/2024	\$464,200.28			Purchasing
			\$729,394.70		\$0.00	

MOAB CITY CORPORATION
Disbursement Listing
Checking WFB - 01/04/2024 to 01/10/2024

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
AD-VERTISER	274383	01/10/2024	\$513.00			Purchasing
AMAZON CAPITAL SERVICES	274384	01/10/2024	\$410.83			Purchasing
BARR ENGINEERING CO	274385	01/10/2024	\$19,700.00			Purchasing
Bowker, Brianna	274386	01/10/2024	\$317.80			Purchasing
CANYONLANDS AUTO & MINING SUP	274387	01/10/2024	\$34.44			Purchasing
CARD SIGNS	274388	01/10/2024	\$3,825.00			Purchasing
CHEMTECH-FORD INC.	274389	01/10/2024	\$713.00			Purchasing
CODE PUBLISHING COMPANY	274390	01/10/2024	\$1,249.50			Purchasing
COUNTRY WIDE BUILDERS, LLC	274391	01/10/2024	\$39,995.00			Purchasing
CUSTOMER REFUNDS	274392	01/10/2024	\$400.00			Purchasing
CUSTOMER REFUNDS	274393	01/10/2024	\$187.00			Purchasing
DESERT WEST OFFICE SUPPLY	274394	01/10/2024	\$399.00			Purchasing
DORSETT TECHNOLOGIES INC.	274395	01/10/2024	\$1,565.00			Purchasing
DUFFORD,WALDECK, MILBURN & KR	274396	01/10/2024	\$220.00			Purchasing
FERGUSON US HOLDINGS, INC.	274397	01/10/2024	\$183.12			Purchasing
FRONTIER	274398	01/10/2024	\$1,604.97			Purchasing
GRAINGER	274399	01/10/2024	\$210.55			Purchasing
GRAND WATER & SEWER AGENCY	274400	01/10/2024	\$483.25			Purchasing
HANSEN ALLEN & LUCE INC	274401	01/10/2024	\$1,958.50			Purchasing
Hazleton, Calvin	274402	01/10/2024	\$226.00			Purchasing
KILGORE COMPANIES LLC	274403	01/10/2024	\$3,447.07			Purchasing
Matzen, Mark	274404	01/10/2024	\$236.28			Purchasing
MOAB AUTO PARTS INC.	274405	01/10/2024	\$32.12			Purchasing
MOAB HEAT N COOL LLC	274406	01/10/2024	\$561.75			Purchasing
MOAB MAILING CENTER	274407	01/10/2024	\$16.84			Purchasing
MOAB SUN NEWS	274408	01/10/2024	\$375.00			Purchasing
MOUNTAIN ALARM FIRE	274409	01/10/2024	\$3,011.60			Purchasing
MOUNTAINLAND SUPPLY	274410	01/10/2024	\$6,389.73			Purchasing
OWEN EQUIPMENT COMPANY	274411	01/10/2024	\$18,408.10			Purchasing
PERSONNEL SAFETY ENTERPRISES	274412	01/10/2024	\$304.70			Purchasing
REVCO LEASING COMPANY	274413	01/10/2024	\$1,551.66			Purchasing
Risenhoover, Monty	274414	01/10/2024	\$163.00			Purchasing
RIVER CANYON WIRELESS	274415	01/10/2024	\$84.99			Purchasing
ROCKY MOUNTAIN POWER	274416	01/10/2024	\$28,024.80			Purchasing
SILVER SPUR CONSTRUCTION	274417	01/10/2024	\$322,459.56			Purchasing
SKAGGS	274418	01/10/2024	\$292.00			Purchasing
SKYLER CURRIE	274419	01/10/2024	\$1,355.00			Purchasing
SOUTHEASTERN UTAH DISTRICT HE	274420	01/10/2024	\$385.00			Purchasing
STANDARD PLUMBING SUPPLY CO.	274421	01/10/2024	\$33.76			Purchasing
THE MOAB TIMES-INDEPENDENT	274422	01/10/2024	\$1,200.00			Purchasing
TURNER LUMBER OF MOAB	274423	01/10/2024	\$4.59			Purchasing
UTAH RECREATION AND PARKS ASS	274424	01/10/2024	\$235.00			Purchasing
WALKER'S TRUE VALUE HARDWARE	274425	01/10/2024	\$3,305.25			Purchasing
WASH-IT EXPRESS	274426	01/10/2024	\$343.37			Purchasing
WHEELER MACHINERY CO	274427	01/10/2024	\$5,230.50			Purchasing
WRIGHT EXPRESS FSC	20240110	01/10/2024	\$12,322.31			Purchasing
XEROX CORPORATION	274428	01/10/2024	\$218.37			Purchasing
			\$484,188.31		\$0.00	

MOAB CITY CORPORATION
Disbursement Listing
Checking WFB - 01/11/2024 to 01/17/2024

Payee Name	Reference Number	Payment Date	Payment Amount	Void Date	Void Amount	Source
4 RIVERS EQUIPMENT, LLC	274429	01/17/2024	\$106.24			Purchasing
AFFEKTIVE SOFTWARE LLC	274430	01/17/2024	\$222.50			Purchasing
AMAZON CAPITAL SERVICES	274431	01/17/2024	\$1,982.44			Purchasing
AT&T MOBILITY II, LLC	274432	01/17/2024	\$2,272.86			Purchasing
BOWEN COLLINS & ASSOCIATES INC.	274433	01/17/2024	\$7,941.25			Purchasing
CHEMTECH-FORD INC.	274434	01/17/2024	\$175.00			Purchasing
CLEARGOV INC.	274435	01/17/2024	\$6,768.12			Purchasing
DESERT WEST OFFICE SUPPLY	274436	01/17/2024	\$79.11			Purchasing
GRAINGER	274437	01/17/2024	\$82.84			Purchasing
GRAND JUNCTION WINWATER WORK	274438	01/17/2024	\$3,223.07			Purchasing
GRAND TIRE PROS	274439	01/17/2024	\$84.75			Purchasing
GUEST GUIDE PUBLICATIONS LLC	274440	01/17/2024	\$3,091.06			Purchasing
Hazleton, Calvin	274441	01/17/2024	\$226.00			Purchasing
JACKSON EXCAVATION, INC.	274442	01/17/2024	\$76,497.33			Purchasing
JOHNSTONE SUPPLY	274443	01/17/2024	\$319.83			Purchasing
KILGORE COMPANIES LLC	274444	01/17/2024	\$998.27			Purchasing
Lory, Richard	274445	01/17/2024	\$50.00			Purchasing
MID-AMERICAN RESEARCH CHEMICA	274446	01/17/2024	\$478.45			Purchasing
MOAB AUTO PARTS INC.	274447	01/17/2024	\$79.01			Purchasing
MOUNTAINLAND SUPPLY	274448	01/17/2024	\$1,402.06			Purchasing
OFFICE EQUIPMENT CO.	274449	01/17/2024	\$145.00			Purchasing
PREMIER VEHICLE INSTALLATION	274450	01/17/2024	\$942.44			Purchasing
PROFESSIONAL DOCUMENT SOLUTI	274451	01/17/2024	\$22.28			Purchasing
REVCO LEASING COMPANY	274452	01/17/2024	\$248.84			Purchasing
RIVERSIDE PLUMBING & HEATING	274453	01/17/2024	\$442.21			Purchasing
ROYCE'S ELECTRONICS SITE MANAG	274454	01/17/2024	\$200.00			Purchasing
SKAGGS	274455	01/17/2024	\$205.99			Purchasing
SKYLER CURRIE	274456	01/17/2024	\$695.00			Purchasing
SMITH HARTVIGSEN PLLC	274457	01/17/2024	\$12,789.50			Purchasing
STANDARD PLUMBING SUPPLY CO.	274458	01/17/2024	\$22.91			Purchasing
THE BRENDLE GROUP, INC	274459	01/17/2024	\$4,193.50			Purchasing
THE MOAB TIMES-INDEPENDENT	274460	01/17/2024	\$200.00			Purchasing
THE PAINT CENTER	274461	01/17/2024	\$50.43			Purchasing
TURNER LUMBER OF MOAB	274462	01/17/2024	\$137.46			Purchasing
UTAH YAMAS CONTROLS	274463	01/17/2024	\$210.00			Purchasing
WALKER DRUG	274464	01/17/2024	\$31.67			Purchasing
WALKER'S TRUE VALUE HARDWARE	274465	01/17/2024	\$312.07			Purchasing
ZUNICH BROS. MECHANICAL LLC	274466	01/17/2024	\$95.00			Purchasing
			\$127,024.49		\$0.00	

Training 2023-2024

Firearms

1 shoot per calendar quarter.

Domestic Violence Training: Taught by Moab PD investigators and Victim Advocates. Review of LAP, Legal update with regard to protective orders, no contact orders, voluntary weapon removal, etc.

2023 Sep 25-29. CIT, 40 Hour Class. The course emphasizes understanding of mental illness and incorporates the development of communication skills, practical experiences, and role-playing.

October 12th. Taser recertification. Recertify users on the Taser device and update them on any new information put out by Axon for Taser devices.

2023 Nov 8th. Autism Awareness. Two members of our community, an autistic young man and his mother, along with an instructor from HMK, taught a four-hour class with regard to how to approach or talk to people on the autism spectrum. The young man gave us firsthand experiences and advice.

Nov 15th Court room testimony put on by federal prosecutors out of the St George office. Guidance on how to prepare a case for federal prosecution and how to testify at that level.

Nov 22nd EMT/Advanced Medical Training: This was put on by an EMT that wanted us to have better training. This was his first class, and many more will follow. He was going over TCCC and other life saving techniques officers could use to possibly save their lives along with others.

Legal Update: 1500 hours. Chief Bell presented all updates and changes by legislative session going into effect Jan. 1, 2024. All policies and practices were updated to the new requirements.

Nov 29th Wet lab. This was training for the detection of impaired driving, especially alcohol related. It went over proper reporting of the clues along with practicing FSTS.

Dec 6th. Sexual assault training. This is a new training that POST required starting July 2023. We had Seek Haven and SANE nurses go over what resources are available and how to recognize what has happened and the proper response. Trauma informed response.

Dec 7th Force on force live scenarios: Scenarios were based on real incidents from our community during 2023, and how to recognize when force is needed over/or with de-escalation or CIT. Several scenario outcomes were possible based on the response of the officer, whether right or wrong, and then all would review the scenario, debrief it, and do them again.

Jan 17th Report writing Scheduled with attorneys: This class will be taught by Grand County District Attorney's Office and will be held jointly with the GCSO. Actual examples of good and bad reports will be reviewed, and then done correctly when necessary. The training will concentrate on telling the story properly, and including, chronologically, all events and people and parts of the crimes alleged.

Suicide Prevention and NARCAN training will be coordinated with the Mental health/critical incident response training. This teaches officers how to recognize and communicate with potential suicidal people and what resources are possible for help. The NARCAN training helps officers determine when to use NARCAN and how. Amanda McIntosh Southeastern Utah Health Department amcintosh@utah.gov

Jan 31th. De-escalation. Clint Peterson Paradigm police training. 8 HOURS. This is minimizing force whenever feasible and to preserve life. I will also add the flyer to this email.

Feb 14th. Mental health/ critical incident response: 4 corners. The course emphasizes understanding of mental illness and incorporates the development of communication skills. This is similar to CIT just a shorter refresher class.

The above classes have been scheduled to be completed before the end of June 2024, when our training hours reset. Starting in October when the tourist season starts to drop off, we will be scheduling a lot of the same training to satisfy our mandatory training hours for POST to

keep our peace officers certified. The trainings starting in the fall will be to fulfill the training requirements for officers in the 2024-2025 year.

Firearms:

There will be a firearm shoot every calendar quarter. This will be to ensure that officers are competent with regard to all lethal and less lethal options.

Legal Update: At the end of the Legislative Session, Chief Bell and/or DA's office will teach a legal update class.

Domestic Violence Update: Training to cover LAP, changes in laws, report writing, PO's, etc. This will be at least an annual training event going forward.

Taser October

Will be our Taser recertification class. Axon requires every officer to recertify every year on the less than lethal Taser system. This is a tool we pack as officers to give us more options when we have to detain suspects and hopefully prevent a lethal encounter.

Autism training (POST Mandated)

This was how to approach and deal with people that are on the autism spectrum. We will try to have the same mother and adult son teach, along with the instructor from HMK.

Medical training

This was put on by an EMT that wanted us to have better training. The instructor is a local EMT and also a medic in the National Guard. He was going over TCCC and other life saving techniques officers could use to possibly save their lives along with others.

Sexual Assault training (POST Mandated)

This is a new training that POST required starting July 2023. We had Seek Haven and SANE nurses go over what resources are available and how to recognize what has happened and the proper response. Trauma Informed Response.

ARIDE

We are working on getting an ARIDE training set up for officers. This is something that could benefit ours and county officers in the detection of DUI's that are not alcohol related. We are seeing more impairment from drugs and our officers are not trained on doing tests on them. This will be for winter time when the tourist season is slower, we could open it up to other agencies and get a larger class.

DUI wet lab

Wet lab. This was training for the detection of impaired driving detection, especially alcohol related. It went over proper reporting of the charge along with practicing FSTS.

Scenario

This was going over possible scenarios that could very possibly happen in our community and how to recognize when force is needed over/or with de-escalation or CIT. It covered an incident that had happened within our county and other scenarios, making officers make a choice on what action they can and should possibly take.

Report writing

Report writing Schedule with attorneys. This is involving the county attorneys on what they want to see in reports from officer and where out strengths and weaknesses currently are. This is a good class to have at least once a year to keep everybody on the same page.

De-escalation (POST Mandated) \$125 per person

De-escalation. Clint Peterson Paradigm police training. De-escalation training teaches officers to slow down, create space, and use communication techniques to defuse a potentially dangerous situation. De-escalation training provides officers with strategies to calmly deal with people who are experiencing mental and emotional crises.

Mental health/critical incident (POST Mandated) with Suicide prevention and NARCAN

Mental health/ critical incident response. 4 corners. The course emphasizes understanding of mental illness and incorporates the development of communication skills. This is similar to CIT just a shorter refresher class.

Suicide prevention and NARCAN training will be coordinated with the Mental health/critical incident response training. This teaches officers on how to recognize and communicate with potential suicidal people and what resources are possible for help. The NARCAN training helps officers determine when to use NARCAN and how.

Defensive Tactics: Annual

I don't have dates for the above trainings because we may change schedules I will start contacting instructors and scheduling training around July when we decide on a schedule. I will try and schedule them from October to mid-March. We will do Taser in October every year.

Moab City Council Agenda Item

Meeting Date: January 23, 2024

Title: Amendment of Fiscal Year 2023-2024 Annual Budget

Presenter: David Everitt

Attachment(s):

- Attachment 1: Resolution 03-2024, A Resolution Amending the Fiscal Year 2023-2024 Budget
- Attachment 2: Budget Amendment Supplemental Information
- Attachment 3: Line-item Proposed Fiscal Year 2021-2022 Budget Amendment

Possible Motion:

I move to approve Resolution 03-2024 amending the Fiscal Year 2023-2024 budget.

Summary:

The City typically opens its annual budget once a year to address significant unanticipated expenses and revenues, correct major omissions or errors, and align anticipated actual expenses and revenues above a certain threshold.

Attachment 2 spells out specific proposed changes.

CITY OF MOAB RESOLUTION NO. 03-2024

A RESOLUTION AMENDING THE FISCAL YEAR 2023-2024 BUDGET

WHEREAS, the City Council of the City of Moab adopted the fiscal year 2023-2024 budget by Resolution 16-2023; and

WHEREAS, the City may amend the adopted budget as needed prior to the last day of the fiscal year as outlined by UCA 10-6-127; and

WHEREAS, at a meeting duly noticed and held on January 23rd, 2024, a public hearing was held for the purpose of receiving public input for the budget amendment; and

WHEREAS, the City of Moab has proposed to amend the 2023-2024 fiscal year budget for the various funds as summarized below and included in Exhibits A and B;

NOW, THEREFORE BE IT RESOLVED THAT THE 2023-2024 FISCAL YEAR BUDGET SHALL BE AMENDED AS FOLLOWS:

<u>Fund</u>	<u>Amended Revenue</u>	<u>Amended Expenditures</u>
10 General Fund	\$19,646,193	\$19,646,193
30 Housing Fund	\$243,198	\$243,198
41 Capital Projects Fund	\$10,733,983	\$10,733,983

Enterprise Fund Capital Expenditures

Sewer Fund: -\$1,700,000

Water Fund: -\$1,784,000

PASSED AND APPROVED by a majority of the City Council, this 23rd day of January, 2024.

By: _____
Joette Langianese, Mayor

Date

Attest:

By: _____
Sommar Johnson, Recorder

Date

Fiscal Year 2023-2024 Budget Amendment #1 Supplemental Information

This document summarizes the substantive changes proposed in Budget Amendment #1.

General Fund Revenue:

- Adding interest income from PTIF account: +\$500,000
- Adding one-time grant revenues (Police): +\$50,000
- Increasing transfer from General Fund fund balance into General Fund: +\$1,114,774

General Fund Expenses:

- HR: increase for extra costs for executive level recruitments: +60,000
- City Engineer temporary contracted services in lieu of FTE: +80,000
- Police subscriptions increase (omitted in original FY24 budget): +\$70,000
- Moved Police vehicle lease payments to one line item in operational budget (moved from Capital Fund): +80,000
- Police Machinery & Equipment for upfitting vehicles (moved from Capital Fund): +\$65,000
- Code Enforcement Other increased for abatement needs (Mountain View home): +\$120,000
- Information Tech software subscriptions increased (omitted in original FY24 budget): +\$130,000
- Transfer out to Capital Fund increased - dispersed parking costs and broom vehicle: +\$1,224,774

Housing Fund:

- Decrease in revenue: paying back grant to state for Walnut Lane and partial refund of WAHO fee for Element: -\$1,012,287
- Transfer from Housing Fund fund balance to balance the Fund: +\$901,108
- Zero out salary and benefits expense (no housing director): -\$111,179

Capital Fund:

- Adjusted revenues to reflect remuneration process for CIB for Kane Creek Reconstruction: $-\$2,666,224 - \$809,681 = -\$3,475,905$
- Adjusted revenue expected from reimbursements for Dispersed Parking: $-\$766,687$
- Adjusted transfer in from General Fund for Dispersed Parking and broom vehicle: +\$1,797,574
- Zeroed out transfer in from Capital Fund fund balance
- Adjusted expenses to reflect expectations for Kane Creek Boulevard Reconstruction: $-\$2,666,224$
- Zeroed out projects to be deferred to future years
- Adjusted expenses to reflect expectations for Dispersed Parking: $-\$250,000 - \$1,426,081 = -\$1,676,081$
- Added expense for new broom vehicle: +\$80,000

Enterprise Funds:

- Adjusted capital budget items to reflect anticipated actual expenditures

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
10 General Fund - 07/01/2023 to 12/31/2023						
Revenue:						
Taxes						
310-300 SALES & USE TAXES	1,723,082.60	3,039,000	1,315,917	57%	\$0	\$3,039,000
310-314 FRANCHISE TAXES	57,775.67	134,000	76,224	43%	\$0	\$134,000
310-315 HIGHWAY TAXES	723,807.26	1,236,000	512,193	59%	\$0	\$1,236,000
310-316 TRANSIENT ROOM TAXES	1,158,042.93	1,957,000	798,957	59%	\$0	\$1,957,000
310-317 RESORT COMMUNITY TAXES	3,797,347.12	6,386,000	2,588,653	59%	\$0	\$6,386,000
310-318 ENERGY TAXES	148,973.02	186,000	37,027	80%	\$0	\$186,000
310-350 RAP TAXES	241,202.31	412,000	170,798	59%	\$0	\$412,000
Total Taxes	7,850,231	13,350,000	5,499,769	59%	\$0	\$13,350,000
Licenses and permits						
Licenses						
320-326 FLAT BUSINESS LICENSES	10,736.00	20,000	9,264	54%	\$0	\$20,000
320-327 SPECIAL EVENT LICENSES	11,570.34	10,000	-1,234	112%	\$0	\$10,000
Total Licenses	22,306.34	30,000	7,693.66	74%	\$0	\$30,000
Planning/Zoning						
325-300 SIGN PERMITS	25	100	75	25%	\$0	\$100
325-301 BUILDING PERMITS - CITY	19,789.88	70,000.00	50,210.12	28%	\$0	\$70,000
325-302 BUILDING PERMITS - COMMERCIAL	13,345.40	200,000.00	186,654.60	7%	\$0	\$200,000
325-303 1% BLDG PERMIT CHARGE	20	100	80	20%	\$0	\$100
325-304 PLAN CHECK FEES	59,401.22	70,000.00	10,598.78	85%	\$0	\$70,000
325-306 CODE ENFORCEMENT FINES	22,151.50	0	-22,151.50	0%	\$0	\$0
325-307 PLANNING & ZONING ALL OTHER FE	34,294.37	100,000.00	65,705.63	34%	\$0	\$100,000
325-309 OTHER LICENSES & PERMITS	25	0	-25	0%	\$0	\$0
Total Planning/Zoning	149,052.45	440,200.00	291,147.55	34%	\$0	\$440,200

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Total Licenses and permits	171,358.79	470,200.00	298,841.21	36%	\$0	\$470,200
Intergovernmental revenue						
335-380 PSafety - STATE LIQUOR FUND AL	0	28,000	28,000	0%	\$0	\$28,000
Total Intergovernmental revenue	0	28,000	28,000	0%	\$0	\$28,000
Charges for services						
340-303 SPECIAL SERVICES BY ENGINEERIN	0	10,000.00	10,000.00	0%	\$0	\$10,000
340-306 TRANSITIONAL HOUSING RENT	2,000.00	15,000.00	13,000.00	13%	\$0	\$15,000
345-320 GARBAGE BILLING / COLLECTION	38,678.92	75,000.00	36,321.08	52%	\$0	\$75,000
345-330 REFUSE COLLECTION CHARGES	709,832.71	1,380,000.00	670,167.29	51%	\$0	\$1,380,000
345-340 RECYLING COLLECTION CHARGES	56,066.68	100,000.00	43,933.32	56%	\$0	\$100,000
	806,578.31	1,580,000.00	773,421.69	51%	\$0	\$1,580,000
Public safety						
350-330 PSafety - ANIMAL SHELTER FEES	3,040.00	6,000.00	2,960.00	51%	\$0	\$6,000
350-340 PSafety - ANIMAL SHELTER INTER	5,541.36	1,000.00	-4,541.36	554%	\$0	\$1,000
350-351 PSafety - SECURITY SERVICES	7,300.00	3,000.00	-4,300.00	243%	\$0	\$3,000
350-353 PSafety - RECORDS FEES	2,435.50	1,000.00	-1,435.50	244%	\$0	\$1,000
350-354 PSafety - WITNESS FEES	194	0	-194	0%	\$0	\$0
350-355 PSafety - MISC STATE GRANTS	40,129.68	25,000.00	-15,129.68	161%	\$50,000	\$75,000
350-358 PSafety - VICTIM ADVOCATE GRAN	4,815.65	50,000.00	45,184.35	10%	\$0	\$50,000
350-360 PSafety - FINES & PENALTIES	22,563.66	25,000.00	2,436.34	90%	\$0	\$25,000
Total Public safety	86,019.85	111,000.00	24,980.15	78%	\$50,000	\$161,000
Interest						
361-360 INTEREST INCOME	354,081.84	0	-354,081.84	0%	\$500,000	\$500,000
361-361 INTEREST PTIF	0	50,000.00	50,000.00	0%	\$0	\$50,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Total Interest	354,081.84	50,000.00	-304,081.84	708%	\$500,000	\$550,000
Film comm						
362-320 Park and Facility Rentals	69,374.50	12,000.00	-57,374.50	578%	\$0	\$12,000
362-321 PARK DEPOSITS	-450	0	450	0%	\$0	\$0
Total Film comm	68,924.50	12,000.00	-56,924.50	574%	\$0	\$12,000
Miscellaneous revenue						
364-341 INSURANCE REBATE	5,428.00	0	-5,428.00	0%	\$0	\$0
369-300 OTHER	14,575.00	0	-14,575.00	0%	\$0	\$0
369-302 REBATES	7,279.79	0	-7,279.79	0%	\$0	\$0
369-304 SUSTAINABILITY GRANTS AND DONA	10,000.00	0	-10,000.00	0%	\$0	\$0
369-370 INSURANCE CLAIM PROCEEDS	152,956.33	0	-152,956.33	0%	\$0	\$0
369-374 SAN JUAN CO. CONTRIBUTION	0	5,000.00	5,000.00	0%	\$0	\$5,000
Total Miscellaneous revenue	190,239.12	5,000.00	-185,239.12	3805%	\$0	\$5,000
Contributions						
371-373 PSafety - ANIMAL DEPOSITS NON-	425	0	-425	0%	\$0	\$0
Total Contributions	425	0	-425	0%	\$0	\$0
Transfers in						
390-320 OVERHEAD PAID FROM STORM WATER	0	90,000	90,000	0%	\$0	\$90,000
390-330 OVERHEAD PAID FROM SEWER FUND	0	430,000	430,000	0%	\$0	\$430,000
390-335 OVERHEAD PAID FROM CUL WATER F	0	430,000	430,000	0%	\$0	\$430,000
390-336 OVERHEAD PAID FROM TRANSIT	0	50,000	50,000	0%	\$0	\$50,000
390-340 GENERAL FUND BEG. BALANCE	0	885,219	885,219	0%	\$1,224,774	\$2,109,993
390-341 TRANSFER FROM GF RESTRICTED	0	380,000	380,000	0%	\$0	\$380,000
Total Transfers in	0	2,265,219	2,265,219	0%	\$1,224,774	\$3,489,993

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Total Revenue:	7,963,578	17,871,419	9,907,841	45%	\$1,774,774	\$19,646,193
Expenditures:						
General government						
Human resources						
411-510 Human Resources SALARIES	120,867.35	221,809.00	100,941.65	54%	\$0	\$221,809
411-513 Human Resources BENEFITS	63,252.86	114,976.00	51,723.14	55%	\$0	\$114,976
411-515 Human Resources OVERTIME	0	500	500	0%	\$0	\$500
411-521 Human Resources SUBSCRIPTIONS	487	1,280.00	793	38%	\$0	\$1,280
411-522 Human Resources PUBLIC NOTICES	311	7,500.00	7,189.50	4%	\$0	\$7,500
411-523 Human Resources TRAVEL\FOOD	0	0	0	0%	\$0	\$0
411-524 Human Resources OFFICE SUPPLIES	584	2,000.00	1,415.75	29%	\$0	\$2,000
411-528 Human Resources TELEPHONE	566	1,200.00	634	47%	\$0	\$1,200
411-529 Human Resources EQUIPMENT RENTAL	1,409.64	2,880.00	1,470.36	49%	\$0	\$2,880
411-531 Human Resources PROFESSIONAL & TECH	15,785.73	19,750.00	3,964.27	80%	\$60,000	\$79,750
411-533 Human Resources EDUCATION	1,990.00	4,000.00	2,010.00	50%	\$0	\$4,000
411-535 Human Resources OTHER	106	1,500.00	1,394.40	7%	\$0	\$1,500
411-546 Human Resources SPECIAL DEPT SUPPLIES	798	1,000.00	202	80%	\$0	\$1,000
411-550 Human Resources COPIER SUPPLIES	210	2,000.00	1,789.94	11%	\$0	\$2,000
Total Human resources	206,366.39	380,395.00	174,028.61	54%	\$60,000	\$440,395
Executive						
413-510 Elected SALARIES	111,200.63	222,238.00	111,037.37	50%	\$0	\$222,238
413-513 Elected BENEFITS	13,724.30	34,950.00	21,225.70	39%	\$0	\$34,950
413-521 Elected SUBSCRIPTIONS/MEMBERSHIP	0	8,500.00	8,500.00	0%	\$0	\$8,500
413-523 Elected TRAVEL\FOOD	3,800.08	10,000.00	6,199.92	38%	\$0	\$10,000
413-524 Elected OFFICE SUPPLIES	119	500	381	24%	\$0	\$500
413-528 Elected TELEPHONE	254	1,500.00	1,246.13	17%	\$0	\$1,500
413-530 Elected FUEL	0	500	500	0%	\$0	\$500

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
413-531 Elected PROFESSIONAL & TECHNICAL	20,110.20	60,000.00	39,889.80	34%	\$0	\$60,000
413-533 Elected EDUCATION	49	1,000.00	951	5%	\$0	\$1,000
413-546 Elected SPECIAL DEPT SUPPLIES	417	2,000.00	1,583.40	21%	\$0	\$2,000
Total Executive	149,672.95	341,188.00	191,515.05	44%	\$0	\$341,188
Administration						
414-510 Admin SALARIES	211,853.31	328,997.00	117,143.69	64%	\$0	\$328,997
414-513 Admin BENEFITS	78,713.14	163,420.00	84,706.86	48%	\$0	\$163,420
414-515 Admin OVERTIME	365	500	135	73%	\$0	\$500
414-521 Admin SUBSCRIPTIONS/MEMBERSHIP	2,433.00	1,500.00	-933	162%	\$0	\$1,500
414-522 Admin PUBLIC NOTICES	7,056.00	35,300.00	28,244.00	20%	\$0	\$35,300
414-523 Admin TRAVEL\FOOD	14,917.45	5,800.00	-9,117.45	257%	\$0	\$5,800
414-524 Admin OFFICE SUPPLIES	900	3,000.00	2,100.26	30%	\$0	\$3,000
414-525 Admin EQUIPMENT SUPPLIES/MAINT	2,648.83	500	-2,148.83	530%	\$0	\$500
414-528 Admin TELEPHONE	847	2,000.00	1,153.01	42%	\$0	\$2,000
414-530 Admin FUEL	237	0	-237	0%	\$0	\$0
414-531 Admin PROFESSIONAL & TECHNICAL	75,005.77	35,000.00	-40,005.77	214%	\$0	\$35,000
414-533 Admin EDUCATION	0	3,000.00	3,000.00	0%	\$0	\$3,000
414-535 Admin OTHER	13,824.63	9,500.00	-4,324.63	146%	\$0	\$9,500
414-546 Admin SPECIAL DEPT SUPPLIES	3,849.37	4,500.00	651	86%	\$0	\$4,500
Total Administration	412,650.19	593,017.00	180,366.81	70%	\$0	\$593,017
Recorder						
415-510 Recorder SALARIES	90,976.74	204,441.00	113,464.26	45%	\$0	\$204,441
415-513 Recorder EMPLOYEE BENEFITS	60,740.84	95,302.00	34,561.16	64%	\$0	\$95,302
415-515 Recorder OVERTIME	0	500	500	0%	\$0	\$500
415-521 Recorder SUBSCRIPTIONS/MEMBERSHIPS	676	1,200.00	524	56%	\$0	\$1,200
415-522 Recorder PUBLIC NOTICES	3,356.80	7,500.00	4,143.20	45%	\$0	\$7,500
415-523 Recorder TRAVEL\FOOD	116	1,000.00	884	12%	\$0	\$1,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
415-524 Recorder OFFICE EXPENSE & SUPPLIES	2,092.70	4,000.00	1,907.30	52%	\$0	\$4,000
415-525 Recorder EQUIPMENT SUPPLIES/MAINT	0	500	500	0%	\$0	\$500
415-528 Recorder TELEPHONE	284	800	516	35%	\$0	\$800
415-531 Recorder PROFESSIONAL & TECHNICAL	25,248.30	25,000.00	-248	101%	\$0	\$25,000
415-533 Recorder EDUCATION	95	3,250.00	3,155.00	3%	\$0	\$3,250
415-546 Recorder SPECIAL DEPT SUPPLIES	0	2,000.00	2,000.00	0%	\$0	\$2,000
415-550 Recorder COPIER SUPPLIES	1,545.99	5,300.00	3,754.01	29%	\$0	\$5,300
Total Recorder	185,131.66	350,793.00	165,661.34	53%	\$0	\$350,793
General						
416-524 General OFFICE EXPENSE & SUPPLY	2,039.32	3,000.00	961	68%	\$0	\$3,000
416-527 General UTILITIES	23,712.58	40,000.00	16,287.42	59%	\$0	\$40,000
416-528 General TELEPHONE/INTERNET	25,676.40	54,000.00	28,323.60	48%	\$0	\$54,000
416-529 General RENT OF PROPERTY OR EQ	1,445.28	3,000.00	1,554.72	48%	\$0	\$3,000
416-536 General EMPLOYEE HOUSING EXPEN	1,826.20	10,000.00	8,173.80	18%	\$0	\$10,000
416-551 General INSURANCE	1,451.10	250,000.00	248,548.90	1%	\$0	\$250,000
Total General	56,150.88	360,000.00	303,849.12	16%	\$0	\$360,000
Election						
417-532 Election PROFESSIONAL/TECH GENERAL	13,494.02	15,000.00	1,505.98	90%	\$0	\$15,000
Total Election	13,494.02	15,000.00	1,505.98	90%	\$0	\$15,000
Planning						
418-510 Planning SALARIES	171,870.69	366,855.00	194,984.31	47%	\$0	\$366,855
418-513 Planning BENEFITS	87,725.00	195,008.00	107,283.00	45%	\$0	\$195,008
418-515 Planning OVERTIME	258	1,000.00	742	26%	\$0	\$1,000
418-521 Planning SUBSCRIPTION/MEMBERSHIP	3,144.89	5,000.00	1,855.11	63%	\$0	\$5,000
418-522 Planning PUBLIC NOTICES	0	0	0	0%	\$0	\$0
418-523 Planning TRAVEL	0	5,000.00	5,000.00	0%	\$0	\$5,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
418-524 Planning OFFICE SUPPLIES	3,100.72	6,500.00	3,399.28	48%	\$0	\$6,500
418-528 Planning TELEPHONE	428	1,000.00	572	43%	\$0	\$1,000
418-529 Planning RENTAL	0	1,000.00	1,000.00	0%	\$0	\$1,000
418-531 Planning PROFESSIONAL & TECHNICAL	0	130,000.00	130,000.00	0%	\$0	\$130,000
418-533 Planning EDUCATION	0	4,000.00	4,000.00	0%	\$0	\$4,000
418-535 Planning OTHER	0	1,000.00	1,000.00	0%	\$0	\$1,000
418-546 Planning SPECIAL DEPARTMENTAL	344	1,000.00	656	34%	\$0	\$1,000
Total Planning	266,872.08	717,363.00	450,490.92	37%	\$0	\$717,363
Engineering						
419-510 Engineer SALARIES	248,823.37	464,021.00	215,197.63	54%	\$0	\$464,021
419-513 Engineer BENEFITS	108,500.12	172,245.00	63,744.88	63%	\$0	\$172,245
419-515 Engineer OVERTIME	1,712.46	500	-1,212.46	342%	\$0	\$500
419-521 Engineer SUBSCRIPTION/MEMBERSHIP	11,135.90	13,350.00	2,214.10	83%	\$0	\$13,350
419-523 Engineer TRAVEL	982	3,000.00	2,017.69	33%	\$0	\$3,000
419-524 Engineer OFFICE SUPPLIES	2,121.02	6,000.00	3,878.98	35%	\$0	\$6,000
419-525 Engineer EQUIPMENT SUPPLIES/MAINT	132	0	-132	0%	\$0	\$0
419-528 Engineer TELEPHONE	866	1,000.00	134	87%	\$0	\$1,000
419-530 Engineer FUEL	1,255.90	4,000.00	2,744.10	31%	\$0	\$4,000
419-531 Engineer PROFESSIONAL & TECHNICAL	14,573.25	30,000.00	15,426.75	49%	\$80,000	\$110,000
419-532 Engineer PLAN REVIEW SERVICES	0	10,000.00	10,000.00	0%	\$0	\$10,000
419-533 Engineer EDUCATION	-98	2,000.00	2,098.30	-5%	\$0	\$2,000
419-546 Engineer SPECIAL DEPT SUPPLIES	4,906.56	7,000.00	2,093.44	70%	\$0	\$7,000
Total Engineering	394,910.32	713,116.00	318,205.68	55%	\$80,000	\$793,116
Finance						
420-510 Finance SALARIES	130,814.05	365,952.00	235,137.95	36%	\$0	\$365,952
420-513 Finance BENEFITS	76,455.23	207,220.00	130,764.77	37%	\$0	\$207,220
420-515 Finance OVERTIME	0	500	500	0%	\$0	\$500

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
420-521 Finance SUBSCRIPTIONS/MEMBERSHIP	16,672.12	17,920.00	1,247.88	93%	\$0	\$17,920
420-524 Finance OFFICE SUPPLIES	4,471.68	13,500.00	9,028.32	33%	\$0	\$13,500
420-525 Finance EQUIPMENT SUPPLIES/MAINT	386	3,276.00	2,890.02	12%	\$0	\$3,276
420-528 Finance TELEPHONE	537	1,300.00	763	41%	\$0	\$1,300
420-531 Finance PROFESSIONAL & TECHNICAL	6,881.60	7,500.00	618	92%	\$0	\$7,500
420-533 Finance EDUCATION	1,505.37	2,000.00	495	75%	\$0	\$2,000
420-536 Finance BANK HANDLING CHARGES	27,186.87	48,300.00	21,113.13	56%	\$0	\$48,300
420-546 Finance SPECIAL DEPT SUPPLIES	0	3,000.00	3,000.00	0%	\$0	\$3,000
420-563 Finance CASH OVER/SHORT	11	0	-11	0%	\$0	\$0
Total Finance	264,920.97	670,468.00	405,547.03	40%	\$0	\$670,468
Total General government	1,950,169	4,141,340	2,191,171	47%	\$140,000	\$4,281,340
Public safety						
Police						
421-510 Police SALARIES	1,122,628.93	1,932,426.00	809,797.07	58%	\$0	\$1,932,426
421-513 Police BENEFITS	551,610.56	1,393,442.00	841,831.44	40%	\$0	\$1,393,442
421-514 Police UNIFORM ALLOWANCE	8,280.00	19,200.00	10,920.00	43%	\$0	\$19,200
421-515 Police OVERTIME	53,785.57	24,000.00	-29,785.57	224%	\$0	\$24,000
421-519 Police HOUSING ALLOWANCE	51,000.00	120,000.00	69,000.00	43%	\$0	\$120,000
421-521 Police SUBSCRIPTIONS	15,389.51	36,724.00	21,334.49	42%	\$70,000	\$106,724
421-523 Police TRAVEL\FOOD	11,742.51	25,000.00	13,257.49	47%	\$0	\$25,000
421-524 Police OFFICE SUPPLIES	5,729.65	10,000.00	4,270.35	57%	\$0	\$10,000
421-525 Police EQUIPMENT SUPPLIES/MAINT	22,763.60	38,000.00	15,236.40	60%	\$0	\$38,000
421-526 Police BLDG/GRDS-SUPPL. & MAIN	0	0	0	0%	\$0	\$0
421-528 Police TELEPHONE	5,593.83	20,400.00	14,806.17	27%	\$0	\$20,400
421-529 Police EQUIPMENT RENTAL	7,928.05	10,000.00	2,071.95	79%	\$0	\$10,000
421-530 Police FUEL	46,163.64	65,000.00	18,836.36	71%	\$0	\$65,000
421-531 Police PROFESSIONAL & TECHNICAL	30,852.70	211,500.00	180,647.30	15%	\$0	\$211,500

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
421-533 Police EDUCATION	2,430.69	10,000.00	7,569.31	24%	\$0	\$10,000
421-535 Police OTHER	7,346.61	25,000.00	17,653.39	29%	\$0	\$25,000
421-536 Police DISPATCH SERVICES	0	229,406.00	229,406.00	0%	\$0	\$229,406
421-546 Police SPECIAL DEPT SUPPLIES	15,802.38	18,080.00	2,277.62	87%	\$0	\$18,080
421-547 Police COMMUNITY OUTREACH	1,599.06	1,000.00	-599	160%	\$0	\$1,000
421-548 Police VEST REPLACEMENT	0	10,000.00	10,000.00	0%	\$0	\$10,000
421-549 Police INITIAL UNIFORM GEAR	10,164.69	21,600.00	11,435.31	47%	\$0	\$21,600
421-569 Police VEHICLE LEASE PAYMENTS	79,939.38	0	-79,939.38	0%	\$80,000	\$80,000
421-572 Police SPECIAL EVENTS	0	10,000.00	10,000.00	0%	\$0	\$10,000
421-574 Police MACHINERY & EQUIPMENT	1,010.68	35,000.00	33,989.32	3%	\$65,000	\$100,000
Total Police	2,051,762	4,265,778	2,214,016	44%	\$215,000	\$4,480,778
Attorney						
422-530 Attorney PROFESSIONAL & TECHNICAL	119,259.25	260,000.00	140,740.75	46%	\$0	\$260,000
422-531 Attorney PUBLIC DEFENDER	18,000.00	48,000.00	30,000.00	38%	\$0	\$48,000
422-532 Attorney PROSECUTION SERVICES	20,193.00	37,000.00	16,807.00	55%	\$0	\$37,000
Total Attorney	157,452.25	345,000.00	187,547.75	46%	\$0	\$345,000
Victims advocate						
423-510 Victim Advocate SALARIES	70,136.03	116,276.00	46,139.97	60%	\$0	\$116,276
423-513 Victim Advocate BENEFITS	26,586.08	85,531.00	58,944.92	31%	\$0	\$85,531
423-515 Victim Advocate OVERTIME	0	500	500	0%	\$0	\$500
423-521 Victim Advocate SUBSCRIPTIONS/MEMBER	0	1,500.00	1,500.00	0%	\$0	\$1,500
423-523 Victim Advocate TRAVEL	0	1,500.00	1,500.00	0%	\$0	\$1,500
423-524 Victim Advocate OFFICE SUPPLIES	436	1,000.00	564	44%	\$0	\$1,000
423-525 Victim Advocate EQUIPMENT SUPPLIES/MA	34	500	466	7%	\$0	\$500
423-528 Victim Advocate TELEPHONE	0	600	600	0%	\$0	\$600
423-530 Victim Advocate FUEL	149	500	351	30%	\$0	\$500
423-533 Victim Advocate EDUCATION	0	2,000.00	2,000.00	0%	\$0	\$2,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
423-535 Victim Advocate OTHER	669	3,500.00	2,831.00	19%	\$0	\$3,500
423-546 Victim Advocate SPECIAL DEPT SUPPLIES	1,361.12	0	-1,361.12	0%	\$0	\$0
Total Victims advocate	99,372.04	213,407.00	114,034.96	47%	\$0	\$213,407
Inspection						
424-510 Inspection SALARIES	99,585.74	152,396.00	52,810.26	65%	\$0	\$152,396
424-513 Inspection BENEFITS	59,168.64	101,990.00	42,821.36	58%	\$0	\$101,990
424-515 Inspection OVERTIME	6,593.67	13,000.00	6,406.33	51%	\$0	\$13,000
424-521 Inspection SUBSCRIPTIONS/MEMBERSHIPS	2,600.00	1,500.00	-1,100.00	173%	\$0	\$1,500
424-523 Inspection TRAVEL	0	2,000.00	2,000.00	0%	\$0	\$2,000
424-524 Inspection OFFICE SUPPLIES	420	1,500.00	1,080.22	28%	\$0	\$1,500
424-528 Inspection TELEPHONE	945	1,500.00	555	63%	\$0	\$1,500
424-530 Inspection FUEL	505	2,000.00	1,495.03	25%	\$0	\$2,000
424-531 Inspection PROFESSIONAL & TECHNICAL	53,131.80	85,000.00	31,868.20	63%	\$0	\$85,000
424-533 Inspection EDUCATION	357	2,000.00	1,643.00	18%	\$0	\$2,000
424-546 Inspection SPECIAL DEPT SUPPLIES	217	4,000.00	3,783.46	5%	\$0	\$4,000
Total Inspection	223,523.28	366,886.00	143,362.72	61%	\$0	\$366,886
Beer tax						
425-574 Beer Tax EQUIPMENT	8,921.45	28,000.00	19,078.55	32%	\$0	\$28,000
Total Beer tax	8,921.45	28,000.00	19,078.55	32%	\$0	\$28,000
Animal control						
426-510 Code Enforcement SALARIES	89,476.43	151,482.00	62,005.57	59%	\$0	\$151,482
426-513 Code Enforcement BENEFITS	48,818.91	112,080.00	63,261.09	44%	\$0	\$112,080
426-514 Code Enforcement UNIFORM ALLOWANCE	920	2,000.00	1,080.00	46%	\$0	\$2,000
426-515 Code Enforcement OVERTIME	6,119.18	5,000.00	-1,119.18	122%	\$0	\$5,000
426-521 Code Enforcement SUBSCRIPTION/MEMBERSHIPS	181	735	554	25%	\$0	\$735
426-523 Code Enforcement TRAVEL/FOOD	2,712.00	2,000.00	-712	136%	\$0	\$2,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
426-524 Code Enforcement OFFICE SUPPLIES	0	500	500	0%	\$0	\$500
426-525 Code Enforcement EQUIPMENT SUPPLIES/M	240	3,800.00	3,560.01	6%	\$0	\$3,800
426-527 Code Enforcement UTILITIES	2,857.78	10,000.00	7,142.22	29%	\$0	\$10,000
426-528 Code Enforcement TELEPHONE	570	5,000.00	4,430.18	11%	\$0	\$5,000
426-530 Code Enforcement FUEL	4,847.45	8,000.00	3,152.55	61%	\$0	\$8,000
426-531 Code Enforcement PROFESSIONAL & TECH	205	2,700.00	2,495.00	8%	\$0	\$2,700
426-533 Code Enforcement EDUCATION	0	2,000.00	2,000.00	0%	\$0	\$2,000
426-535 Code Enforcement OTHER	0	500	500	0%	\$150,000	\$150,500
426-546 Code Enforcement SPECIAL DEPT SUPPLIE	58	3,000.00	2,942.00	2%	\$0	\$3,000
Total Animal control	157,005.56	308,797.00	151,791.44	51%	\$150,000	\$458,797
Animal shelter						
427-510 Animal Shelter SALARIES	30,516.80	71,472.00	40,955.20	43%	\$0	\$71,472
427-513 Animal Shelter BENEFITS	12,365.14	30,011.00	17,645.86	41%	\$0	\$30,011
427-515 Animal Shelter OVERTIME	336	1,000.00	664	34%	\$0	\$1,000
427-524 Animal Shelter OFFICE EXPENSE &	53	0	-53	0%	\$0	\$0
427-526 Animal Shelter BLDG/GRDS-SUPPLIES	86	0	-86	0%	\$0	\$0
427-527 Animal Shelter UTILITIES	1,424.52	0	-1,424.52	0%	\$0	\$0
427-531 Animal Shelter PROFESSIONAL & TECHNIC	372	0	-372	0%	\$0	\$0
427-546 Animal Shelter SPECIAL DEPT SUPPLIES	2,142.27	0	-2,142.27	0%	\$0	\$0
Total Animal shelter	47,295.78	102,483.00	55,187.22	46%	\$0	\$102,483
Total Public safety	2,745,332	5,630,351	2,885,019	49%	\$365,000	\$5,995,351
Info tech						
430-524 Info Tech OFFICE SUPPLIES	210	500	290	42%	\$0	\$500
430-531 Info Tech PROFESSIONAL & TECHNICAL	103,155.00	199,600.00	96,445.00	52%	\$0	\$199,600
430-532 Info Tech WEBSITE	10,721.44	23,650.00	12,928.56	45%	\$0	\$23,650
430-533 Info Tech SOFTWARE SUBSCRIPTION	72,717.15	0	-72,717.15	0%	\$130,000	\$130,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
430-536 Info Tech ANTIVIRUS	0	16,000.00	16,000.00	0%	\$0	\$16,000
430-537 Info Tech DNS MONITORING	2,250.00	0	-2,250.00	0%	\$0	\$0
Total Info tech	189,054	239,750	50,696	79%	\$130,000	\$369,750
Highways and public improvements						
Streets						
440-510 Streets SALARIES	221,187.85	379,142.00	157,954.15	58%	\$0	\$379,142
440-513 Streets BENEFITS	111,369.22	208,827.00	97,457.78	53%	\$0	\$208,827
440-515 Streets OVERTIME	109	10,000.00	9,891.40	1%	\$0	\$10,000
440-521 Streets SUBSCRIPTION/MEMBERSHIP	0	1,000.00	1,000.00	0%	\$0	\$1,000
440-523 Streets TRAVEL	1,054.75	4,000.00	2,945.25	26%	\$0	\$4,000
440-524 Streets OFFICE SUPPLIES	0	500	500	0%	\$0	\$500
440-525 Streets EQUIPMENT SUPPLIES/MAINT	73	4,000.00	3,927.42	2%	\$0	\$4,000
440-526 Streets BLDG/GRDS SUPPLIES/MAINT	1,858.13	2,000.00	142	93%	\$0	\$2,000
440-527 Streets UTILITIES	13,785.07	18,000.00	4,214.93	77%	\$0	\$18,000
440-528 Streets TELEPHONE	1,481.96	3,300.00	1,818.04	45%	\$0	\$3,300
440-529 Streets EQUIPMENT RENTAL	0	600	600	0%	\$0	\$600
440-530 Streets FUEL	12,951.69	0	-12,951.69	0%	\$0	\$0
440-531 Streets PROFESSIONAL & TECHNICAL	3,168.65	44,500.00	41,331.35	7%	\$0	\$44,500
440-533 Streets EDUCATION	1,330.00	10,000.00	8,670.00	13%	\$0	\$10,000
440-535 Streets OTHER	78	500	422	16%	\$0	\$500
440-542 Streets STREET LIGHTS	39,228.63	65,000.00	25,771.37	60%	\$0	\$65,000
440-546 Streets SPECIAL DEPT SUPPLIES	6,206.39	10,900.00	4,693.61	57%	\$0	\$10,900
Total Streets	413,881.41	762,269.00	348,387.59	54%	\$0	\$762,269
Safety						
441-524 Safety OFFICE SUPPLIES	0	0	0	0%	\$0	\$0
441-525 Safety EQUIPMENT SUPPLIES/MAINT	0	3,500.00	3,500.00	0%	\$0	\$3,500
441-531 Safety PROFESSIONAL & TECHNICAL	2,107.00	10,000.00	7,893.00	21%	\$0	\$10,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
441-533 Safety EDUCATION	0	9,500.00	9,500.00	0%	\$0	\$9,500
441-535 Safety OTHER	2,877.14	13,000.00	10,122.86	22%	\$0	\$13,000
441-546 Safety SPECIAL DEPT SUPPLIES	-401	13,500.00	13,900.89	-3%	\$0	\$13,500
441-575 Safety SAFETY EQUIPMENT	0	0	0	0%	\$0	\$0
Total Safety	4,583.25	49,500.00	44,916.75	9%	\$0	\$49,500
Sanitation						
442-531 Sanitation PROFESSIONAL & TECHNICAL G	477,629.92	1,380,000.00	902,370.08	35%	\$0	\$1,380,000
442-532 Sanitation PROFESSIONAL & TECHNICAL R	167,018.66	100,000.00	-67,018.66	167%	\$0	\$100,000
Total Sanitation	644,648.58	1,480,000.00	835,351.42	44%	\$0	\$1,480,000
Facilities						
443-510 Facilities SALARIES	324,299.21	524,649.00	200,349.79	62%	\$0	\$524,649
443-513 Facilities BENEFITS	187,341.22	328,629.00	141,287.78	57%	\$0	\$328,629
443-515 Facilities OVERTIME	0	5,000.00	5,000.00	0%	\$0	\$5,000
443-523 Facilities TRAVEL	0	2,100.00	2,100.00	0%	\$0	\$2,100
443-524 Facilities OFFICE SUPPLIES	0	500	500	0%	\$0	\$500
443-525 Facilities EQUIPMENT SUPPLIES/MAINT	35	5,300.00	5,265.43	1%	\$0	\$5,300
443-526 Facilities BLDG/GRDS SUPPLIES/MAINT	18,735.21	28,900.00	10,164.79	65%	\$0	\$28,900
443-527 Facilities UTILITIES	3,582.00	6,400.00	2,818.00	56%	\$0	\$6,400
443-528 Facilities TELEPHONE	2,028.28	4,000.00	1,971.72	51%	\$0	\$4,000
443-529 Facilities EQUIPMENT RENTAL	0	800	800	0%	\$0	\$800
443-530 Facilities FUEL	2,673.46	7,000.00	4,326.54	38%	\$0	\$7,000
443-531 Facilities PROFESSIONAL & TECHNICAL	31,383.16	72,900.00	41,516.84	43%	\$0	\$72,900
443-533 Facilities EDUCATION	374	3,000.00	2,626.00	12%	\$0	\$3,000
443-537 Facilities - MARC	987	0	-987	0%	\$0	\$0
443-538 Facilities - CENTER STREET GYM	23	0	-23	0%	\$0	\$0
443-546 Facilities SPECIAL DEPARTMENTAL	5,361.58	10,000.00	4,638.42	54%	\$0	\$10,000
Total Facilities	576,823.11	999,178.00	422,354.89	58%	\$0	\$999,178

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Vehicle maintenance						
444-510 Fleet SALARIES	100,540.43	182,420.00	81,879.57	55%	\$0	\$182,420
444-513 Fleet BENEFITS	55,638.21	112,555.00	56,916.79	49%	\$0	\$112,555
444-515 Fleet OVERTIME	255	500	245	51%	\$0	\$500
444-521 Fleet SUPSCRIPTION/MEMBERSHIP	0	2,300.00	2,300.00	0%	\$0	\$2,300
444-523 Fleet TRAVEL	0	4,000.00	4,000.00	0%	\$0	\$4,000
444-525 Fleet EQUIPMENT SUPPLIES/MAINT	9,770.41	20,000.00	10,229.59	49%	\$0	\$20,000
444-526 Fleet BLDG/GRDS SUPPLIES/MAINT	1,365.12	6,000.00	4,634.88	23%	\$0	\$6,000
444-528 Fleet TELEPHONE	572	1,620.00	1,047.95	35%	\$0	\$1,620
444-529 Fleet EQUIPMENT RENTAL	0	500	500	0%	\$0	\$500
444-530 Fleet FUEL	1,636.71	2,500.00	863	65%	\$0	\$2,500
444-531 Fleet PROFESSIONAL & TECHNICAL	5,100.01	10,000.00	4,899.99	51%	\$0	\$10,000
444-533 Fleet EDUCATION	135	2,500.00	2,365.00	5%	\$0	\$2,500
444-535 Fleet OTHER	1,164.50	500	-665	233%	\$0	\$500
444-546 Fleet SPECIAL DEPT SUPPLIES	3,727.04	20,000.00	16,272.96	19%	\$0	\$20,000
444-551 Fleet EQUIPMENT MAINT GENERAL	4,902.98	3,000.00	-1,902.98	163%	\$0	\$3,000
444-552 Fleet EQUIPMENT MAINT STREETS	10,823.92	10,000.00	-824	108%	\$0	\$10,000
444-553 Fleet EQUIPMENT MAINT FACILITIES	44	2,000.00	1,956.44	2%	\$0	\$2,000
Total Vehicle maintenance	195,675.02	380,395.00	184,719.98	51%	\$0	\$380,395
PW Administration						
445-510 PW Admin SALARIES	35,707.24	66,546.00	30,838.76	54%	\$0	\$66,546
445-513 PW Admin BENEFITS	14,212.67	28,395.00	14,182.33	50%	\$0	\$28,395
445-521 PW Admin SUBSCRIPTION/MEMBERSHIP	150	500	350	30%	\$0	\$500
445-523 PW Admin TRAVEL	539	2,600.00	2,061.09	21%	\$0	\$2,600
445-524 PW Admin OFFICE SUPPLIES	1,812.45	5,000.00	3,187.55	36%	\$0	\$5,000
445-525 PW Admin EQUIPMENT SUPPLIES/MAINT	61	0	-61	0%	\$0	\$0
445-526 PW Admin BLDG/GRDS SUPPLIES/MAINT	1,442.44	10,000.00	8,557.56	14%	\$0	\$10,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
445-527 PW Admin UTILITIES	2,605.34	18,000.00	15,394.66	14%	\$0	\$18,000
445-528 PW Admin TELEPHONE	956	2,000.00	1,044.19	48%	\$0	\$2,000
445-529 PW Admin EQUIPMENT RENTAL	1,200.00	3,200.00	2,000.00	38%	\$0	\$3,200
445-530 PW Admin FUEL	586	0	-586	0%	\$0	\$0
445-533 PW Admin EDUCATION	0	1,500.00	1,500.00	0%	\$0	\$1,500
445-535 PW Admin OTHER	521	3,000.00	2,479.27	17%	\$0	\$3,000
445-546 PW Admin SPECIAL DEPT SUPPLIES	462	3,120.00	2,658.09	15%	\$0	\$3,120
Total PW Administration	60,254.38	143,861.00	83,606.62	42%	\$0	\$143,861
Total Highways and public improvements	1,895,866	3,815,203	1,919,337	48%	\$0	\$3,815,203
Parks and public property						
Parks O&M						
450-524 Parks Admin OFFICE SUPPLIES	204	0	-204	0%	\$0	\$0
451-510 Parks SALARIES	228,064.39	422,729.00	194,664.61	54%	\$0	\$422,729
451-513 Parks BENEFITS	121,435.20	268,321.00	146,885.80	45%	\$0	\$268,321
451-515 Parks OVERTIME	4,509.41	15,000.00	10,490.59	30%	\$0	\$15,000
451-521 Parks SUBSCRIPTION/MEMBERSHIP	0	500	500	0%	\$0	\$500
451-523 Parks TRAVEL	696	2,000.00	1,303.82	35%	\$0	\$2,000
451-524 Parks OFFICE SUPPLIES	0	250	250	0%	\$0	\$250
451-525 Parks EQUIPMENT SUPPLIES/MAINT	47	1,000.00	953	5%	\$0	\$1,000
451-526 Parks BLDG/GRDS SUPPLIES/MAINT	19,957.39	30,000.00	10,042.61	67%	\$0	\$30,000
451-527 Parks UTILITIES	47,417.34	105,000.00	57,582.66	45%	\$0	\$105,000
451-528 Parks TELEPHONE	1,991.93	5,000.00	3,008.07	40%	\$0	\$5,000
451-529 Parks EQUIPMENT RENTALS	0	3,500.00	3,500.00	0%	\$0	\$3,500
451-530 Parks FUEL	13,524.12	30,000.00	16,475.88	45%	\$0	\$30,000
451-531 Parks PROFESSIONAL & TECHNICAL	89,221.19	133,000.00	43,778.81	67%	\$0	\$133,000
451-533 Parks EDUCATION	1,685.00	2,000.00	315	84%	\$0	\$2,000
451-535 Parks OTHER	0	750	750	0%	\$0	\$750

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
451-546 Parks SPECIAL DEPARTMENTAL	10,069.62	25,000.00	14,930.38	40%	\$0	\$25,000
451-571 Park GARBAGE & RECYCLING	5,004.00	22,000.00	16,996.00	23%	\$0	\$22,000
Total Parks O&M	543,826.36	1,066,050.00	522,223.64	51%	\$0	\$1,066,050
Sustainability						
454-510 Sustainability SALARIES & WAGE	49,768.32	92,080.00	42,311.68	54%	\$0	\$92,080
454-513 Sustainability EMPLOYEE BENEFIT	17,816.03	33,773.00	15,956.97	53%	\$0	\$33,773
454-515 Sustainability OVERTIME	0	0	0	0%	\$0	\$0
454-521 Sustainability SUBSCRIPTIONS	3,070.00	4,100.00	1,030.00	75%	\$0	\$4,100
454-523 Sustainability TRAVEL/FOOD	2,116.56	1,800.00	-317	118%	\$0	\$1,800
454-524 Sustainability OFFICE EXPENSE	205	1,000.00	795	20%	\$0	\$1,000
454-528 Sustainability TELEPHONE	254	600	346	42%	\$0	\$600
454-531 Sustain PROF/TECH. SERVICE	44,867.27	56,000.00	11,132.73	80%	\$0	\$56,000
454-533 Sustainability EDUCATION	0	1,000.00	1,000.00	0%	\$0	\$1,000
454-570 Sustainability PROJECTS	1,206.10	5,860.00	4,653.90	21%	\$0	\$5,860
Total Sustainability	119,302.52	196,213.00	76,910.48	61%	\$0	\$196,213
Community contribution						
460-502 Community Contribution SEEKHAVEN	15,000.00	15,000.00	0	100%	\$0	\$15,000
460-503 Community Contribution MULTICULTURAL C	0	20,000.00	20,000.00	0%	\$0	\$20,000
460-504 Community Contribution MOAB FREE HEALT	15,000.00	15,000.00	0	100%	\$0	\$15,000
460-505 Community Contribution MOAB INFORMATIO	10,000.00	10,000.00	0	100%	\$0	\$10,000
460-506 Community Contribution MOAB SOLUTIONS	10,000.00	10,000.00	0	100%	\$0	\$10,000
460-510 Community Contribution RAP DISTRIBUTION	9,000.00	80,000.00	71,000.00	11%	\$0	\$80,000
460-515 Community Contribution SOCIAL SERVICE	0	60,000.00	60,000.00	0%	\$0	\$60,000
460-575 Community Contribution SHELTER SERVICE	10,000.00	10,000.00	0	100%	\$0	\$10,000
460-584 Community Contribution GRAND COUNTY 7	8,975.05	13,000.00	4,024.95	69%	\$0	\$13,000
Total Community contribution	77,975.05	233,000.00	155,024.95	33%	\$0	\$233,000

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Total Parks and public property	\$741,104	\$1,495,263	\$754,159	47%	\$0	\$1,495,263
Transfers out						
480-831 TRANSFER TO DEBT SERVICE FUND	0	106,735	106,735	0%	\$0	\$106,735
480-861 TRANSFER TO CAPITAL PROJ. FUND	0	737,800	737,800	0%	\$1,139,774	\$1,877,574
480-871 TRANSFER TO TRAILS FUND	0	30,000	30,000	0%	\$0	\$30,000
480-886 TRANSFER - RECREATION FUND	0	1,243,698	1,243,698	0%	\$0	\$1,243,698
480-895 TRANSFER TO TRANSIT AND PARKIN	0	19,279	19,279	0%	\$0	\$19,279
480-896 TRANSFER TO GF ASSIGNED/RESTRI	0	412,000	412,000	0%	\$0	\$412,000
Total Transfers out	0	\$2,549,512	\$2,549,512	0%	\$1,139,774	\$3,689,286
Total Expenditures:	\$7,095,723	\$17,871,419	\$10,349,894	40%	\$1,774,774	\$19,646,193
Total Change In Net Position						\$0
<u>21 Roads Fund - 07/01/2023 to 12/31/2023</u>						
Revenue:						
Intergovernmental revenue						
335-360 Class C ROAD FUND	152,073.72	260,000.00	107,926.28	58%		
335-370 Class C TRANSPORTATION TAX	156,910.13	270,000.00	113,089.87	58%		
Total Intergovernmental revenue	308,983.85	530,000.00	221,016.15	58%		
Transfers in						
395-361 Class C TRANS. FROM EQUITY-B.O	0	664,500	664,500	0%		
Total Transfers in	0	664,500	664,500	0%		
Total Revenue:	308,983.85	1,194,500.00	885,516.15	26%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Expenditures:						
Highways and public improvements						
Streets						
400-525 Class C EQUIP SUPPLIES & MAINT	19	0	-19	0%		
400-526 Class C BLDG/GRDS SUPPLIES & M	829	0	-829	0%		
400-530 Class C FUEL	133	32,000.00	31,867.36	0%		
400-541 Class C SPECIAL DEPARTMENTAL SUPPLIE	15,830.34	60,000.00	44,169.66	26%		
400-558 Class C ROADBASE - PATCHING	1,308.80	15,000.00	13,691.20	9%		
400-570 Class C ASPHALT	4,146.48	12,500.00	8,353.52	33%		
400-571 Class C OVERLAY	18	400,000.00	399,982.02	0%		
400-572 Class C CRACK SEALING	0	5,000.00	5,000.00	0%		
400-573 Class C SPECIAL PROJECTS	0	330,000.00	330,000.00	0%		
400-574 Class C MACHINERY & EQUIPMENT	0	340,000.00	340,000.00	0%		
Total Streets	22,284.56	1,194,500.00	1,172,215.44	2%		
Total Highways and public improvements	22,284.56	1,194,500.00	1,172,215.44	2%		
Total Expenditures:	22,284.56	1,194,500.00	1,172,215.44	2%		
Total Change In Net Position	286,699.29					
<u>23 Recreation Fund - 07/01/2023 to 12/31/2023</u>						
Revenue:						
Intergovernmental revenue						
335-361 GRAND COUNTY - RSSD	0	75,000.00	75,000.00	0%		
335-362 CITY OF MOAB	0	1,243,698.00	1,243,698.00	0%		
335-363 SCHOOL DISTRICT	0	15,000.00	15,000.00	0%		
Total Intergovernmental revenue	0	1,333,698.00	1,333,698.00	0%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Recreation						
345-336 SUMMER CAMP	-10	4,800.00	4,810.30	0%		
345-355 BEVERAGE SALES - MOVIE NIGHT	32	0	-32	0%		
345-363 ADULT COED SOFTBALL	1,375.00	0	-1,375.00	0%		
345-366 YOUTH/BASEBALL/SOFTBALL	440	5,000.00	4,560.10	9%		
345-368 YOUTH FOOTBALL	1,745.05	2,000.00	255	87%		
345-369 SPRING YOUTH SOCCER	0	5,500.00	5,500.00	0%		
345-370 FALL YOUTH SOCCER	5,850.00	4,000.00	-1,850.00	146%		
345-372 FOOT RACES	2,000.48	1,500.00	-500	133%		
345-374 INDOOR SOCCER - YOUTH	660	1,000.00	340	66%		
345-376 JR JAZZ BASKETBALL	5,967.50	4,000.00	-1,967.50	149%		
345-377 FLAG FOOTBALL	1,705.00	1,000.00	-705	171%		
345-380 YOUTH VOLLEYBALL	2,240.00	2,000.00	-240	112%		
345-383 RECREATION SPONSORSHIPS	800	3,500.00	2,700.00	23%		
Total Recreation	22,804.53	34,300.00	11,495.47	66%		
MRAC recreation						
347-310 MRAC -PREPAID SERVICES	153	0	-153	0%		
347-311 MRAC - FITNESS ADMISSIONS	10,149.90	10,500.00	350	97%		
347-312 MRAC - FITNESS MEMBERSHIPS	20,722.08	30,000.00	9,277.92	69%		
347-314 MRAC - SILVER SNEAKERS MEMBERS	4,258.00	6,000.00	1,742.00	71%		
347-315 MRAC - SWIM TEAM	2,280.00	1,500.00	-780	152%		
347-317 MRAC - SHOWERS	16,113.37	50,000.00	33,886.63	32%		
347-318 MRAC - CASH OVER/SHORT	-17	0	17	0%		
347-320 MRAC - ADMISSIONS/AQUATIC	42,128.84	85,000.00	42,871.16	50%		
347-321 MRAC - ADMISSIONS/AQUAT & FITN	761	0	-761	0%		
347-322 MRAC - RETAIL	1,884.78	5,000.00	3,115.22	38%		
347-323 MRAC - PROGRAM FEES/ AQUATIC	814	10,000.00	9,186.04	8%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
347-324 MRAC - PROGRAM FEES/FITNESS	6,377.33	9,000.00	2,622.67	71%		
347-326 MRAC - MEMBERSHIPS/AQUATIC	12,512.84	30,000.00	17,487.16	42%		
347-327 MRAC - MEMBERSHIPS/AQUAT & FIT	34,617.94	75,000.00	40,382.06	46%		
347-328 MRAC - RENTAL FEES	-66	4,000.00	4,065.89	-2%		
347-329 MRAC - SPECIAL EVENT FEES	0	0	0	0%		
347-330 MRAC - CONCESSIONS	4,526.43	10,000.00	5,473.57	45%		
347-331 MRAC PRIVATE SWIM LESSONS	2,560.25	0	-2,560.25	0%		
347-332 MRAC - REDUCED ADMISSION FEE	0	1,000.00	1,000.00	0%		
Total MRAC recreation	159,776.47	327,000.00	167,223.53	49%		
MARC						
348-300 MARC Coworking Space	15	0	-15	0%		
348-310 PROGRAM FEES	785	2,000.00	1,214.61	39%		
348-330 GRANTS AND DONATIONS	9,000.00	20,000.00	11,000.00	45%		
348-340 RENTAL FEES	23,603.25	35,000.00	11,396.75	67%		
348-350 SPECIAL EVENTS FEES	4,276.46	5,000.00	724	86%		
348-351 SPECIAL EVENTS FEES - RED ROCK	2,186.66	5,000.00	2,813.34	44%		
348-360 MARC - Art Retail	-65	2,000.00	2,065.44	-3%		
Total MARC	39,801.32	69,000.00	29,198.68	58%		
Miscellaneous revenue						
365-300 CENTER STREET GYM RENTALS	2,246.65	3,000.00	753	75%		
365-302 SUN COURT RENTALS	193	0	-193	0%		
Total Miscellaneous revenue	2,440.01	3,000.00	560	81%		
Total Revenue:	224,822.33	1,766,998.00	1,542,175.67	13%		
Expenditures:						
Recreation						

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
MRAC expenses						
452-508 MRAC MAINTENANCE SALARIES	12,331.16	20,381.00	8,049.84	61%		
452-509 MRAC LIFEGUARD SALARIES	139,140.73	215,000.00	75,859.27	65%		
452-510 MRAC SALARIES	96,519.38	279,249.00	182,729.62	35%		
452-511 MRAC AQUATIC PROGRAM SALARIES	3,500.00	0	-3,500.00	0%		
452-512 MRAC FITNESS PROGRAM SALARIES	14,228.38	22,500.00	8,271.62	63%		
452-513 MRAC BENEFITS	41,226.64	138,853.00	97,626.36	30%		
452-515 MRAC OVERTIME	2,433.00	5,000.00	2,567.00	49%		
452-521 MRAC SUBSCRIPTIONS	5,566.80	500	-5,066.80	1113%		
452-522 MRAC ADVERTISING	1,833.50	5,000.00	3,166.50	37%		
452-523 MRAC TRAVEL	738	1,000.00	262	74%		
452-524 MRAC OFFICE SUPPLIES	3,579.91	5,000.00	1,420.09	72%		
452-525 MRAC EQUIPMENT SUPPLIES/MAINT	4,098.63	15,000.00	10,901.37	27%		
452-526 MRAC BLDG/GRDS SUPPLIES/MAINT	13,175.79	30,000.00	16,824.21	44%		
452-527 MRAC UTILITIES	63,323.33	110,000.00	46,676.67	58%		
452-528 MRAC TELEPHONE	3,646.55	8,000.00	4,353.45	46%		
452-529 MRAC RENT	0	0	0	0%		
452-531 MRAC PROFESSIONAL & TECHNICAL	3,157.44	12,000.00	8,842.56	26%		
452-533 MRAC EDUCATION	397	3,500.00	3,103.00	11%		
452-534 MRAC INSTRUCTIONAL SUPPLIES	0	1,500.00	1,500.00	0%		
452-535 MRAC OTHER	12	500	488	2%		
452-546 MRAC SPECIAL DEPARTMENTAL	20,053.49	45,000.00	24,946.51	45%		
452-547 MRAC CONCESSIONS	1,082.04	0	-1,082.04	0%		
452-561 MRAC SUNDRY EXPENSES	381	2,000.00	1,619.07	19%		
452-571 MRAC FITNESS PROGRAMS	18	0	-18	0%		
452-573 MRAC AQUATIC PROGRAMS	138	0	-138	0%		
Total MRAC expenses	430,580.26	919,983.00	489,402.74	47%		
Recreation						

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
640-510 Recreation SALARIES	98,154.90	194,135.00	95,980.10	51%		
640-513 Recreation BENEFITS	44,471.25	93,865.00	49,393.75	47%		
640-515 Recreation OVERTIME	0	5,000.00	5,000.00	0%		
640-521 Recreation SUBSCRIPTIONS	2,299.52	1,000.00	-1,299.52	230%		
640-522 Recreation ADVERTISING	2,414.20	3,000.00	586	80%		
640-523 Recreation TRAVEL	0	500	500	0%		
640-524 Recreation OFFICE SUPPLIES	532	2,000.00	1,467.52	27%		
640-525 Recreation - EQUIP SUPPLIES/MAINT	434	1,000.00	566	43%		
640-528 Recreation TELEPHONE	537	1,500.00	963	36%		
640-530 Recreation FUEL	86	0	-86	0%		
640-531 Recreation PROFESSIONAL & TECHNICAL	440	2,500.00	2,060.00	18%		
640-533 Recreation EDUCATION	-780	1,500.00	2,280.00	-52%		
640-535 Recreation OTHER	0	200	200	0%		
640-546 Recreation SPECIAL DEPARTMENTAL	0	5,000.00	5,000.00	0%		
640-592 Recreation EASTER EGG HUNT	0	1,500.00	1,500.00	0%		
640-593 Recreation TURKEY TROT	1,710.88	1,500.00	-211	114%		
Total Recreation	150,301.18	314,200.00	163,898.82	48%		
Soccer						
642-501 Soccer YOUTH SOCCER	698	7,000.00	6,301.63	10%		
642-502 Soccer FALL SOCCER	1,615.57	1,500.00	-116	108%		
642-505 Soccer ADULT SOCCER	0	800	800	0%		
642-509 Soccer INDOOR - YOUTH SOCCER	75	1,200.00	1,124.60	6%		
642-510 Soccer WAGES SOCCER	0	2,826.00	2,826.00	0%		
642-513 Soccer SOCCER REFEREE - WAGES	885	255	-630	347%		
Total Soccer	3,274.61	13,581.00	10,306.39	24%		
Summer camp						
643-510 Summer Camp WAGES	2,556.00	10,000.00	7,444.00	26%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
643-513 Summer Camp BENEFITS	196	0	-196	0%		
643-573 Summer Camp SUPPLIES	86	600	514	14%		
Total Summer camp	2,837.16	10,600.00	7,762.84	27%		
Softball						
644-527 Sports COED SOFTBALL	798	2,000.00	1,201.63	40%		
Total Softball	798	2,000.00	1,201.63	40%		
Volleyball						
646-501 Sports CO-ED VOLLEYBALL	0	400	400	0%		
Total Volleyball	0	400	400	0%		
Special events						
647-501 Special Events FREE MOVIE NIGH	1,150.87	5,000.00	3,849.13	23%		
648-502 Special Events MOVIE SUPPLIES	32	4,000.00	3,968.05	1%		
Total Special events	1,182.82	9,000.00	7,817.18	13%		
Basketball						
648-503 Sports ADULT BASKETBALL	0	800	800	0%		
648-504 Sports JR JAZZ BASKETBALL	363	4,000.00	3,637.37	9%		
648-505 Sports JR. JAZZ REFEREE SERVICES	2,455.37	3,040.00	585	81%		
648-507 Sports MS BASKETBALL REFEREES	0	2,060.00	2,060.00	0%		
648-510 Sports REFEREE SALARIES & WAGES	0	5,260.00	5,260.00	0%		
648-513 Sports BASKETBALL BENEFITS	204	475	271	43%		
Total Basketball	3,021.99	15,635.00	12,613.01	19%		
Youth volleyball						
649-501 Sports YOUTH VOLLEYBALL	1,469.39	1,700.00	231	86%		
649-505 Sports YOUTH SPRING VOLLEYBALL	0	3,000.00	3,000.00	0%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Total Youth volleyball	1,469.39	4,700.00	3,230.61	31%		
Youth baseball/softball						
651-511 Sports Youth BB/SB WAGES- MAINTENANCE	3,345.94	3,000.00	-346	112%		
651-512 Sports Youth BB/SB WAGES- UMP&SCORE	815	5,000.00	4,184.57	16%		
651-513 Sports Youth BB/SB BENEFITS	344	900	556	38%		
651-525 Sports Youth BB/SB EQUIPMENT-SUPPLIES	0	2,000.00	2,000.00	0%		
651-526 Sports Youth BB/SB BASEBALL FIELD MAI	11	1,000.00	989	1%		
651-573 Sports FIELD MAINTENANCE EQUIPMENT	546	2,500.00	1,954.20	22%		
651-574 Sports YOUTH BASEBALL/SOFTBALL	600	15,000.00	14,399.78	4%		
651-580 Sports PICKLEBALL	0	300	300	0%		
Total Youth baseball/softball	5,662.70	29,700.00	24,037.30	19%		
Football						
652-575 Sports YOUTH FOOTBALL	2,424.11	6,170.00	3,745.89	39%		
652-580 Sports FLAG FOOTBALL	1,589.68	2,000.00	410	79%		
652-586 Sports YOUTH FOOTBALL REFEREES	0	900	900	0%		
Total Football	4,013.79	9,070.00	5,056.21	44%		
MARC expenses						
800-510 MARC SALARIES	107,696.56	198,481.00	90,784.44	54%		
800-513 MARC BENEFITS	46,987.78	129,948.00	82,960.22	36%		
800-514 MARC INSTRUCTOR SALARIES	2,406.94	11,000.00	8,593.06	22%		
800-515 MARC OVERTIME	1,868.25	2,000.00	132	93%		
800-521 MARC SUBSCRIPTIONS	453	2,000.00	1,546.81	23%		
800-522 MARC ADVERTISING	2,438.00	10,000.00	7,562.00	24%		
800-523 MARC TRAVEL	0	500	500	0%		
800-524 MARC OFFICE SUPPLIES	1,762.52	4,000.00	2,237.48	44%		
800-525 MARC EQUIPMENT SUPPLIES/MAINT	561	2,000.00	1,438.99	28%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
800-526 MARC BLDG GROUNDS SUPPLIES/MAINT	664	3,000.00	2,336.33	22%		
800-527 MARC UTILITIES	3,652.39	8,000.00	4,347.61	46%		
800-528 MARC TELEPHONE	2,097.93	5,000.00	2,902.07	42%		
800-531 MARC PROFESSIONAL & TECHNICAL	1,008.00	2,800.00	1,792.00	36%		
800-533 MARC EDUCATION	44	1,200.00	1,156.38	4%		
800-534 MARC ART SALES	143	0	-143	0%		
800-535 MARC OTHER	0	500	500	0%		
800-546 MARC SPECIAL DEPARTMENTAL	3,683.25	15,000.00	11,316.75	25%		
800-574 MARC MACHINERY & EQUIPMENT	0	2,500.00	2,500.00	0%		
800-577 MARC SPECIAL EVENTS	3,151.05	8,000.00	4,848.95	39%		
800-578 MARC SPECIAL PROJECTS	0	200	200	0%		
800-579 MARC- RED ROCK ARTS FEST	28,740.66	30,000.00	1,259.34	96%		
Total MARC expenses	207,357.67	436,129.00	228,771.33	48%		
Total Recreation	810,499.94	1,764,998.00	954,498.06	46%		
Total Expenditures:	810,499.94	1,764,998.00	954,498.06	46%		
Total Change In Net Position	-585,677.61	2,000.00	587,677.61	-29284%		
<u>28 Utah Trails - 07/01/2023 to 12/31/2023</u>						
Revenue:						
Transfers in						
332-310 CONTRIBUTION FROM GENERAL FUND	0	30,000	30,000	0%		
Total Transfers in	0	30,000	30,000	0%		
Total Revenue:	0	30,000	30,000	0%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Expenditures:						
Miscellaneous						
400-531 PROFESSIONAL/TECHNICAL	30,000	30,000	0	100%		
Total Miscellaneous	30,000	30,000	0	100%		
Total Expenditures:	30,000	30,000	0	100%		
Total Change In Net Position	-30,000	0	30,000	0%		
<u>30 Housing Fund - 07/01/2023 to 12/31/2023</u>						
Revenue:						
Intergovernmental revenue						
334-300 Workforce Affordable Housing F	-429,879.00	0	429,879.00	0%	-\$429,879	-\$429,879
334-310 Grants	-582,407.95	0	582,407.95	0%	-\$582,408	-\$582,408
Total Intergovernmental revenue	-1,012,286.95	0	1,012,286.95	0%	-\$1,012,287	-\$1,012,287
Miscellaneous revenue						
361-300 INTEREST INCOME	44,396.49	10,000.00	-34,396.49	444%	\$0	\$10,000
362-301 Rent/Lease Income	0	120,000.00	120,000.00	0%	\$0	\$120,000
Total Miscellaneous revenue	44,396.49	130,000.00	85,603.51	34%	\$0	\$130,000
Transfers in						
395-350 Transfer from Housing Fund Beg	0	224,377.00	224,377.00	0%	\$901,108	\$1,125,485
Total Transfers in	0	224,377.00	224,377.00	0%	\$901,108	\$1,125,485

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Total Revenue:	-967,890.46	354,377.00	1,322,267.46	-273%	-\$111,179	\$243,198
Expenditures:						
Miscellaneous						
464-510 Salaries and Wages	0	65,520.00	65,520.00	0%	-\$65,520	\$0
464-513 Benefits	0	45,659.00	45,659.00	0%	-\$45,659	\$0
464-522 Development Costs	-3,000.00	0	3,000.00	0%	\$0	\$0
464-525 Operation & Maintenance Costs	8,930.95	30,000.00	21,069.05	30%	\$0	\$30,000
464-527 O&M UTILITIES	14,318.48	45,000.00	30,681.52	32%	\$0	\$45,000
464-531 Professional & Technical	4,237.50	20,000.00	15,762.50	21%	\$0	\$20,000
Total Miscellaneous	24,486.93	206,179.00	181,692.07	12%	-\$111,179	\$95,000
Transfers out						
464-560 Transfer to Debt Service Fund	0	148,198.00	148,198.00	0%	\$0	\$148,198
Total Transfers out	0	148,198.00	148,198.00	0%	\$0	\$148,198
Total Expenditures:	24,486.93	354,377.00	329,890.07	7%	-\$111,179	\$243,198
Total Change In Net Position					\$0	\$0
31 Debt Service Fund - 07/01/2023 to 12/31/2023						
Revenue:						
Miscellaneous revenue						
362-301 Lease Revenue	5,737	28,500	22,763	20%		
Total Miscellaneous revenue	5,737	28,500	22,763	20%		
Contributions						
362-360 Contribution from GC Rec Distr	0	191,000	191,000	0%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
362-370 Contribution from Grand County	23,493	23,610	117	100%		
Total Contributions	23,493	214,610	191,117	11%		
Transfers in						
391-310 Transfer from general fund	0	106,735	106,735	0%		
391-315 Transfer from housing fund	0	148,198	148,198	0%		
Total Transfers in	0	254,933	254,933	0%		
Total Revenue:	29,231	498,043	468,812	6%		
Expenditures:						
Debt service						
471-611 2003 Sales Tax Rev - Principal	94,000	94,000	0	100%		
471-612 2003 Sales Tax Rev - Interest	17,625	17,625	0	100%		
471-613 2009 Sales Tax Rev - Principal	191,000	191,000	0	100%		
471-615 2018 CIB Bond - Principal	32,000	32,000	0	100%		
471-616 2018 CIB Bond - Interest	15,225	15,220	-5	100%		
471-617 2019 Walnut Lane Lease - Princ	71,000	68,000	-3,000	104%		
471-618 2019 Walnut Lane Lease - Inter	63,301	80,198	16,897	79%		
Total Debt service	484,151	498,043	13,892	97%		
Total Expenditures:	484,151	498,043	13,892	97%		
Total Change In Net Position	-454,920	0	454,920	0%		
41 Capital Projects Fund - 07/01/2023 to 12/31/2023						

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended		
Revenue:						
Intergovernmental revenue						
361-365 PROCEEDS FROM LONG TERM DEBT	4,208,000.00	4,208,000.00	0	100%	-2,666,224	\$1,541,777
362-302 UDOT FUNDING - HOTSPOT	1,195,657.87	3,750,000.00	2,554,342.13	32%	-\$766,687	\$2,983,313
362-303 GRANT PROCEEDS	3,731,000.00	5,131,000.00	1,400,000.00	73%	-\$809,681	\$4,321,319
Total Intergovernmental revenue	9,134,657.87	13,089,000.00	3,954,342.13	70%	-\$4,242,592	\$8,846,409
Interest						
361-300 INTEREST INCOME	26,500.23	0	-26,500.23	0%		\$0
Total Interest	26,500.23	0	-26,500.23	0%		\$0
Miscellaneous revenue						
362-305 SALE OF PROPERTY/EQUIPMENT	0	10,000.00	10,000.00	0%		\$10,000
Total Miscellaneous revenue	0	10,000.00	10,000.00	0%		\$10,000
Contributions						
362-300 DONATIONS	75	0	-75	0%		\$0
Total Contributions	75	0	-75	0%		\$0
Transfers in						
391-310 TRANSFER FROM GENERAL FUND	0	737,800.00	737,800.00	0%	\$1,139,774	\$1,877,574
395-361 CAPITAL PROJECTS FUND BEG. BAL	0	2,665,000.00	2,665,000.00	0%	-\$2,665,000	\$0
Total Transfers in	0	3,402,800.00	3,402,800.00	0%	-\$1,525,226	\$1,877,574
Total Revenue:	9,161,233.10	16,501,800.00	7,340,566.90	56%	-\$5,767,818	\$10,733,983

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Expenditures:						
Info tech						
740-696 IT - COMPUTER REPLACEMENT	30,222.93	50,000.00	19,777.07	60%		\$50,000
740-697 IT - OTHER EQUIPMENT	17,280.00	12,800.00	-4,480.00	135%		\$12,800
Total Info tech	47,502.93	62,800.00	15,297.07	76%	\$0	\$62,800
Highways and public improvements						
Streets						
440-665 PARKING IMPROVEMENTS - DESIGN	0	250,000.00	250,000.00	0%	-\$250,000	\$0
440-666 PARKING IMPROVEMENTS - DISPERS	-241,974.04	4,500,000.00	4,741,974.04	-5%	-\$1,426,081	\$3,073,919
440-686 400 EAST ROAD IMPROVEMENTS	6,000.00	740,000.00	734,000.00	1%	-\$740,000	\$0
440-691 VEHICLES	49,487.00	35,000.00	-14,487.00	141%	\$94,487	\$129,487
440-697 500 WEST/KANE CREEK IMPROVE	331,986.96	7,939,000.00	7,607,013.04	4%	-\$2,666,224	\$5,272,777
440-699 Flood Damage Repair	222,595.50	1,820,000.00	1,597,404.50	12%		\$1,820,000
Total Streets	368,095.42	15,284,000.00	14,915,904.58	2%	-\$4,987,818	\$10,296,183
Total Highways and public improvements	368,095.42	15,284,000.00	14,915,904.58	2%	-\$4,987,818	\$10,296,183
Municipal						
770-657 DARK SKY CAPITAL IMPROVEMENT	4,713.00	150,000.00	145,287.00	3%	-\$150,000	\$0
Total Municipal	4,713.00	150,000.00	145,287.00	3%	-\$150,000	\$0
Parks expenses						
780-625 TRAIL & BRIDGE IMPROVEMENTS	6,906.50	425,000.00	418,093.50	2%	-\$415,000	\$10,000
780-630 ART IN PUBLIC PLACES 1%	12,090.55	20,000.00	7,909.45	60%		\$20,000
780-644 PARK IMPROVEMENTS	0	325,000.00	325,000.00	0%		\$325,000
780-646 PARKS EQUIPMENT & VEHICLES	0	20,000.00	20,000.00	0%		\$20,000
Total Parks expenses	18,997.05	790,000.00	771,002.95	2%	-\$415,000	\$375,000

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Animal shelter						
791-655 POLICE VEHICLES	0	215,000.00	215,000.00	0%	-\$215,000	\$0
Total Animal shelter	0	215,000.00	215,000.00	0%	-\$215,000	\$0
Total Expenditures:	439,308.40	16,501,800.00	16,062,491.60	3%	-\$5,767,818	\$10,733,983
Total Change In Net Position	8,721,924.70	0	-8,721,924.70	0%	\$0	\$0
<u>51 Water Fund - 07/01/2023 to 12/31/2023</u>						
	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended		
Income or Expense						
Income From Operations:						
Operating income						
363-330 WATER PENALTIES	6,078.92	15,000.00	8,921.08	41%		
369-300 Water SUNDRY REVENUES	18,134.04	40,000.00	21,865.96	45%		
369-302 Water SHOP WATER	-11,082.59	30,000.00	41,082.59	-37%		
371-300 WATER SALES	1,057,287.46	2,000,000.00	942,712.54	53%		
372-360 WATER CONNECTION	6,977.00	20,000.00	13,023.00	35%		
Total Operating income	1,077,394.83	2,105,000.00	1,027,605.17	51%		
Operating expense						
Operating						
500-509 Water GENERAL FUND O/H	50	430,000.00	429,950.01	0%		
500-510 Water SALARIES	221,425.21	388,229.00	166,803.79	57%		
500-513 Water BENEFITS	123,426.05	232,155.00	108,728.95	53%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
500-515 Water OVERTIME	7,903.94	15,000.00	7,096.06	53%		
500-521 Water SUBSCRIPTIONS	3,080.00	10,700.00	7,620.00	29%		
500-523 Water TRAVEL	0	3,000.00	3,000.00	0%		
500-524 Water OFFICE SUPPLIES	120	400	280	30%		
500-525 Water EQUIPMENT SUPPLIES/MAINT	22,979.62	32,500.00	9,520.38	71%		
500-526 Water BUILDING SUPPLIES/MAINT	155	20,900.00	20,745.01	1%		
500-527 Water UTILITIES	40,043.95	108,500.00	68,456.05	37%		
500-528 Water TELEPHONE	1,913.32	4,000.00	2,086.68	48%		
500-530 Water FUEL	10,755.44	28,000.00	17,244.56	38%		
500-531 Water PROFESSIONAL & TECHNICAL	51,345.92	280,500.00	229,154.08	18%		
500-533 Water EDUCATION	3,457.49	5,350.00	1,892.51	65%		
500-535 Water OTHER	2,408.13	6,000.00	3,591.87	40%		
500-546 Water SPECIAL DEPARTMENTAL	65,986.39	100,300.00	34,313.61	66%		
500-551 Water INSURANCE	1,560.00	3,000.00	1,440.00	52%		
500-552 Water SUSTAINABILITY	0	2,000.00	2,000.00	0%		
500-691 Water RENT OF PROPERTY & EQUIP	0	8,500.00	8,500.00	0%		
Total Operating	556,609.95	1,679,034.00	1,122,424.05	33%		
Depreciation expense						
410-800 Depn expense Water	166	0	-166	0%		
500-669 Water DEPRECIATION	0	250,000.00	250,000.00	0%		
Total Depreciation expense	166	250,000.00	249,834.06	0%		
Total Operating expense	556,775.89	1,929,034.00	1,372,258.11	29%		
Total Income From Operations:	520,618.94	175,966.00	-344,652.94	296%		
Non-Operating Items:						
Non-operating income						

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
361-300 INTEREST INCOME	329,647.09	100,000.00	-229,647.09	330%		
361-310 WATER IMPACT FEE INTEREST INCO	106	10,000.00	9,894.40	1%		
361-311 WATER IMPACT FEES	17,412.70	70,000.00	52,587.30	25%		
Total Non-operating income	347,165.39	180,000.00	-167,165.39	193%		
Non-operating expense						
500-682 Water INTEREST ON BONDS/DEBT S	294,982.06	164,550.00	-130,432.06	179%		
Total Non-operating expense	294,982.06	164,550.00	-130,432.06	179%		
Total Non-Operating Items:	52,183.33	15,450.00	-36,733.33	338%		
Total Income or Expense	572,802.27	191,416.00	-381,386.27	299%		
<u>52 Sewer Fund - 07/01/2023 to 12/31/2023</u>						
	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended		
Income or Expense						
Income From Operations:						
Operating income						
362-390 Sewer SEPTAGE PROCESSING FEES	55,150.56	50,000.00	-5,150.56	110%		
372-300 SEWER EXISTING FACILITY FEE	6,532.72	50,000.00	43,467.28	13%		
372-310 SEWER STUDIES FEE	1,101.81	4,000.00	2,898.19	28%		
372-320 SEWER SERVICES CHARGES	1,054,224.57	2,200,000.00	1,145,775.43	48%		
372-325 Sewer SPECIAL SERVICES BY CITY	0	2,000.00	2,000.00	0%		
372-326 Sewer GREASE TRAP SERVICES/FIN	829	1,000.00	171	83%		
372-350 Sewer SPANISH VALLEY SEWER	363,721.09	500,000.00	136,278.91	73%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
372-360 Sewer SJSPSSD SEWER	14,917.27	15,000.00	83	99%		
372-370 SEWER CONNECTION	680	10,000.00	9,320.00	7%		
Total Operating income	1,497,157.02	2,832,000.00	1,334,842.98	53%		
Operating expense						
Sewer WRF						
600-509 Sewer GENERAL FUND O/H	0	430,000.00	430,000.00	0%		
600-510 Sewer WRF SALARIES	104,782.49	204,845.00	100,062.51	51%		
600-513 Sewer WRF BENEFITS	66,021.11	149,544.00	83,522.89	44%		
600-515 Sewer WRF OVERTIME	2,700.50	16,700.00	13,999.50	16%		
600-521 Sewer WRF SUBSCRIPTIONS	327	8,880.00	8,553.22	4%		
600-523 Sewer WRF TRAVEL	0	1,700.00	1,700.00	0%		
600-524 Sewer WRF OFFICE EXPENSE	829	500	-329	166%		
600-525 Sewer WRF EQUIPMENT SUPPLIES/MAINT	37,447.36	52,000.00	14,552.64	72%		
600-526 Sewer WRF BUILDING SUPPLIES/MAINT	1,427.49	15,650.00	14,222.51	9%		
600-527 Sewer WRF UTILITIES	99,810.65	185,000.00	85,189.35	54%		
600-528 Sewer WRF TELEPHONE	2,674.45	7,000.00	4,325.55	38%		
600-529 Sewer WRF RENT	163	2,000.00	1,836.61	8%		
600-530 Sewer WRF FUEL	4,307.47	2,000.00	-2,307.47	215%		
600-531 Sewer WRF PROFESSIONAL & TECHNICAL	76,111.07	227,000.00	150,888.93	34%		
600-533 Sewer WRF EDUCATION	430	3,300.00	2,870.00	13%		
600-535 Sewer WRF SHIPPING\FREIGHT	10,733.66	14,250.00	3,516.34	75%		
600-546 Sewer WRF SPECIAL DEPARTMENTAL	59,723.06	108,150.00	48,426.94	55%		
Total Sewer WRF	467,488.44	1,428,519.00	961,030.56	33%		
Sewer Collection						
610-510 Sewer COLLECTION SALARIES	104,561.95	164,446.00	59,884.05	64%		
610-513 Sewer COLLECTION BENE	46,369.27	90,313.00	43,943.73	51%		
610-515 Sewer COLLECTION OVERTIME	654	12,000.00	11,345.90	5%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
610-521 Sewer COLLECTION SUBSCRIPTIONS	0	7,280.00	7,280.00	0%		
610-523 Sewer COLLECTION TRAVEL	580	3,500.00	2,919.74	17%		
610-524 Sewer COLLECTION OFFICE SUPPLIES	71	700	629	10%		
610-525 Sewer COLLECTION EQUIP SUPPLIES/MAINT	15,232.35	23,000.00	7,767.65	66%		
610-526 Sewer BLDG/GRDS SUPPLIES/MAINT	54	500	446	11%		
610-527 Sewer COLLECTION UTILITIES	1,175.56	5,500.00	4,324.44	21%		
610-528 Sewer COLLECTION TELEPHONE	1,018.00	2,000.00	982	51%		
610-529 Sewer COLLECTION RENTALS	0	6,000.00	6,000.00	0%		
610-530 Sewer COLLECTION FUEL	4,471.06	11,000.00	6,528.94	41%		
610-531 Sewer COLLECTION PROFESSIONAL & TECHNICAL	958	26,850.00	25,892.00	4%		
610-533 Sewer COLLECTION EDUCATION	758	3,700.00	2,942.44	20%		
610-535 Sewer COLLECTION OTHER	713	2,350.00	1,636.92	30%		
610-546 Sewer COLLECTION SPEC DEPT SUP	7,024.86	52,150.00	45,125.14	13%		
Total Sewer Collection	183,640.87	411,289.00	227,648.13	45%		
Depreciation expense						
600-669 Sewer DEPRECIATION	0	620,000.00	620,000.00	0%		
Total Depreciation expense	0	620,000.00	620,000.00	0%		
Total Operating expense	651,129.31	2,459,808.00	1,808,678.69	26%		
Total Income From Operations:	846,027.71	372,192.00	-473,835.71	227%		
Non-Operating Items:						
Non-operating income						
361-300 Sewer INTEREST INCOME	11,073.64	30,000.00	18,926.36	37%		
361-305 SJSPSSD SEWER IMPACT FEES	57,765.15	40,000.00	-17,765.15	144%		
361-308 GWSSA SEWER IMPACT FEES - OFFS	0	15,000.00	15,000.00	0%		
361-309 GWSSA SEWER IMPACT FEES	115,916.86	120,000.00	4,083.14	97%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
361-310 SEWER IMPACT FEE INTEREST	13,818.32	1,000.00	-12,818.32	1382%		
361-311 SEWER IMPACT FEES	12,456.62	65,000.00	52,543.38	19%		
361-313 SEWER IMPACT FEE FINANCE INTER	1,313.84	0	-1,313.84	0%		
361-315 SVWSID CAPITAL ANNUAL CONTRIBU	102,207.00	102,000.00	-207	100%		
Total Non-operating income	314,551.43	373,000.00	58,448.57	84%		
Non-operating expense						
600-682 Sewer INTEREST ON SEWER BONDS	165,165.01	440,000.00	274,834.99	38%		
Total Non-operating expense	165,165.01	440,000.00	274,834.99	38%		
Total Non-Operating Items:	149,386.42	-67,000.00	-216,386.42	-223%		
Total Income or Expense	995,414.13	305,192.00	-690,222.13	326%		
<u>53 Stormwater Fund - 07/01/2023 to 12/31/2023</u>						
	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended		
Income or Expense						
Income From Operations:						
Operating income						
364-350 STORM WATER DRAINAGE FEE	350,181.01	680,000.00	329,818.99	52%		
Total Operating income	350,181.01	680,000.00	329,818.99	52%		
Operating expense						
Operating						
400-509 Storm wtr GENERAL FUND O/H	0	90,000.00	90,000.00	0%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
400-510 Storm wtr SALARIES & WAGES	11,737.72	21,607.00	9,869.28	54%		
400-513 Storm wtr EMPLOYEE BENEFITS	5,443.99	11,317.00	5,873.01	48%		
400-530 Storm wtr FUEL	0	5,000.00	5,000.00	0%		
400-531 Storm wtr PROFESSIONAL & TECH.	20,942.75	5,000.00	-15,942.75	419%		
400-675 Storm wtr SPECIAL PROJECTS	0	500	500	0%		
Total Operating	38,124.46	133,424.00	95,299.54	29%		
Depreciation expense						
400-669 Storm wtr DEPRECIATION	0	72,000.00	72,000.00	0%		
Total Depreciation expense	0	72,000.00	72,000.00	0%		
Total Operating expense	38,124.46	205,424.00	167,299.54	19%		
Total Income From Operations:	312,056.55	474,576.00	162,519.45	66%		
Total Income or Expense	312,056.55	474,576.00	162,519.45	66%		
55 Parking and Transit Fund - 07/01/2023 to 12/31/2023						
	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended		
Change In Net Position						
Revenue:						
Intergovernmental revenue						
362-310 UDOT Hotspot Contribution	264,594.00	388,787.00	124,193.00	68%		
362-320 Grand County Contribution	50,000.00	50,000.00	0	100%		
362-330 Federal Transit Authority Cont	0	259,191.00	259,191.00	0%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Total Intergovernmental revenue	314,594.00	697,978.00	383,384.00	45%		
Transfers in						
332-310 CONTRIBUTION FROM GENERAL FUND	0	19,279.00	19,279.00	0%		
Total Transfers in	0	19,279.00	19,279.00	0%		
Total Revenue:	314,594.00	717,257.00	402,663.00	44%		
Expenditures:						
Miscellaneous						
400-510 Transit SALARIES & WAGES	14,883.41	27,799.00	12,915.59	54%		
400-513 Transit EMPLOYEE BENEFITS	6,281.23	18,113.00	11,831.77	35%		
400-515 Transit OVERTIME	0	250	250	0%		
400-531 Transit Professional & Tech	0	1,000.00	1,000.00	0%		
400-532 Transit Operator Contract	329,047.62	658,095.00	329,047.38	50%		
400-534 Marketing and Branding	0	2,000.00	2,000.00	0%		
400-675 Transit Special Projects	0	10,000.00	10,000.00	0%		
Total Miscellaneous	350,212.26	717,257.00	367,044.74	49%		
Total Expenditures:	350,212.26	717,257.00	367,044.74	49%		
Total Change In Net Position	-35,618.26	0	35,618.26	0%		
61 Health/Life Fund - 07/01/2023 to 12/31/2023						
	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended		
Change In Net Position						

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Revenue:						
Charges for services						
341-310 Health Reimb Arrgmt Premiums	434,058.70	359,211.00	-74,847.70	121%		
341-311 Dental Premiums	24,515.01	79,942.00	55,426.99	31%		
341-312 Health Savings Account Premium	146,218.50	120,000.00	-26,218.50	122%		
341-313 Medical Insurance Premiums	426,556.38	1,300,000.00	873,443.62	33%		
341-314 Life Insurance Premiums	28,574.24	14,000.00	-14,574.24	204%		
341-315 Vision Insurance Premiums	7,569.99	14,500.00	6,930.01	52%		
341-316 Employee Health Savings Accoun	0	240,000.00	240,000.00	0%		
341-319 Employee Life Insurance Premiu	0	11,500.00	11,500.00	0%		
341-320 Short Term Disability Premiums	0	15,600.00	15,600.00	0%		
Total Charges for services	1,067,492.82	2,154,753.00	1,087,260.18	50%		
Total Revenue:	1,067,492.82	2,154,753.00	1,087,260.18	50%		
Expenditures:						
Miscellaneous						
415-652 Health Reimbursement Arrangeme	313,944.87	323,290.00	9,345.13	97%		
415-653 Dental Expenses	24,088.97	63,953.00	39,864.03	38%		
415-654 Health Savings Account Funding	146,218.50	120,000.00	-26,218.50	122%		
415-655 Medical Insurance premiums	479,257.30	1,200,000.00	720,742.70	40%		
415-656 Vision Insurance premiums	7,437.83	14,500.00	7,062.17	51%		
415-657 Life Insurance premiums	29,294.82	14,000.00	-15,294.82	209%		
415-658 Assistance Program (EAP)	1,973.82	5,000.00	3,026.18	39%		
415-659 TeleMedicine	918	6,000.00	5,082.00	15%		
416-661 Wellness Program	3,442.00	20,000.00	16,558.00	17%		
416-662 Employee Health Savings Accoun	0	240,000.00	240,000.00	0%		
416-663 Employee Supplemental Insuranc	0	24,000.00	24,000.00	0%		
416-664 Employee Life Insurance premiu	0	11,500.00	11,500.00	0%		

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
416-665 Short Term Disability	10,104.70	15,600.00	5,495.30	65%		
Total Miscellaneous	1,016,680.81	2,057,843.00	1,041,162.19	49%		
Transfers out						
426-665 Transfer to Fund Balance	0	96,910.00	96,910.00	0%		
Total Transfers out	0	96,910.00	96,910.00	0%		
Total Expenditures:	1,016,680.81	2,154,753.00	1,138,072.19	47%		
Total Change In Net Position	50,812.01	0	-50,812.01	0%		
Enterprise Capital Funds						
Sewer						
Replace Sewer in Pack Creek behind Episcopal Church						
Crit. Cond. 500 West Sewer Project						
Outfall Pipe		\$2,000,000			-\$1,900,000	\$100,000
Main Street and 200 North Sewer project						
South Trunk Line Phase 1						
South Trunk Line Phase 2						
WRF Garage		\$500,000				
SCADA Upgrades						
Tusher Sewer Replacement		\$2,750,000				
Kane Creek Blvd Reconstruction						
GWSSA interconnect (??)						
100N sewer line upgrade (do w/ Dispersed Parking)					\$200,000	\$200,000
Total		\$5,250,000			-\$1,700,000	\$300,000

January 2024 Budget Amendment Line Items

	2024 YTD Actual	2024 Budget	Unearned/ Unexpended	% Earned/ Expended	Proposed Change	Proposed revised amount
Storm Water						
100 South/East Green Infrastructure Improvements Project (same as sustainability's nature based stormwater initiative?)		\$0				\$0
Stream Bank Stabilization		\$152,500				\$152,500
Walnut Lane Stormwater Connection		\$0			\$0	\$0
Mill Creek Streambank Stabilization (Woodys)		\$850,000			\$0	\$850,000
Total		\$1,002,500			\$0	\$1,002,500
Water						
Spanish Valley Water Tank (new)		\$1,714,000			-\$1,714,000	\$0
Tank Maintenance (existing)		\$0				
Spring 2 Rebuild - to be done this FY		\$150,000			\$0	\$150,000
Source Generators (5) - DONE		\$350,000			-\$350,000	\$0
Existing Supply Line Upgrades		\$0			\$100,000	\$100,000
Desert Rose Water Line		\$75,000			\$0	\$75,000
Emma Blvd Water Line		\$45,000			\$0	\$45,000
Well 12 - To be done FY24		\$0			\$180,000	\$180,000
Well 10 - Done in FY24		\$0				\$0
Total		\$2,334,000			-\$1,784,000	\$550,000

Moab City Council Agenda Item
South Place Minor Subdivision
Meeting Date: January 23, 2024

Title: Consideration and Possible Action of Moab City Resolution 02-2024, A Resolution Approving the South Place Minor Subdivision for the Property Located at 943 South Main Street Moab, Utah 84532.

Disposition: Discussion and Possible Action

Staff Presenter: Anna Anglin, Zoning Administrator
Cory P. Shurtleff, Planning Director

Attachment(s):

- Exhibit 1: Draft Moab City Resolution 02-2024
- Exhibit 2: Vicinity Maps
 - o Exhibit 2a: Relative Location
 - o Exhibit 2b: Relative Location– Zoom Out
- Exhibit 3: South Place Subdivision Matrix
- Exhibit 4: Draft South Place Subdivision Plat
- Exhibit 5: Record of Recommendation to CC

Options:

1. Approve with or without modifications; or
2. Continue or table item and give specific direction to the applicant and staff as to additional information needed to make a decision; or
3. Deny application giving specific findings for the decision.

Motion as Recommend by Staff: I move that Moab City Council Approve Moab City Resolution 02-2024, A Resolution Approving the South Place Minor Subdivision of property located at 943 South Main Street Moab, Utah 84532.

Applicant: Tiffany Herh, Representing Property Owner

Background:

Applicant, Tiffany Herh, on behalf of the property owner, Wang Organization LTD, submitted the City of Moab Minor Subdivision Application on October 30, 2023, for a two-lot subdivision of property located at 943 South Main Street, Moab, Utah 84532; (parcel #01-0012-0036). The subdivision would divide the current 2-acre lot from a single lot into two standard lots that are .5-acres (21,781 sq ft) and 1.5 acres (65,314 sq ft). The Moab Planning Commission forwarded a positive recommendation with conditions on December 14, 2023 to City Council. On January 17, 2024, the petition was officially submitted for review at the City Council Meeting held on January 23, 2024.

Project Summary:

Location: 943 South Main Street, Moab, Utah 84532
Property Owner: Wang Organization LTD
Parcel Size: 87,120 sf (2-acres)

Proposed Lot (1): 21,781 sf (0.5 acres)
Proposed Lot (2): 65,314 sf (1.5 acres)
Zoning: C-4 General Commercial

Narrative Summary:

The property owner is proposing to subdivide the existing property, which is currently vacant, into two separate lots for future development.

Process:

MMC Section 16.08.020 allows for exceptions to the final plat hearing process for minor subdivisions of five lots or less. These applications must be reviewed by the Planning Commission and referred to Council with a recommendation, as noted below.

“MMC Section 16.08.020, *Exceptions--Final plat*, discusses the process and required documents

In subdivisions of less than five lots, land may be sold after recording of a plat, if all the following conditions are met:

- A. The subdivision plan shall have been approved by the planning commission, the planning coordinator, the city engineer, the city attorney, other agencies the zoning administrator deems necessary, and the city council;
- B. The subdivision is not traversed by lines of a proposed street, and does not require the dedication of any land for street or other purposes;
- C. Each lot within the subdivision meets the frontage width and area requirements of the zoning title or has been granted a variance from such requirements by the appeal authority;
- D. All final plat requirements shall be complied with;
- E. All provisions of Chapter 16.20 of this title shall be complied with; and
- F. The water supply and sewage disposal shall have been approved by the utility supervisor

CITY OF MOAB RESOLUTION NO. 02-2024

**A RESOLUTION APPROVING THE MINOR SUBDIVISION OF PROPERTY LOCATED AT 943 SOUTH MAIN STREET,
MOAB, UT 84532**

WHEREAS, The following describes the intent and purpose of this resolution:

Applicant, Tiffany Hehr, on behalf of Wang Organization LTD, has applied for a Minor Subdivision of the property located at 943 South Main Street, Moab, Utah 84532, and wishes to subdivide a single parcel into two parcels; and

- a. The Applicant submitted to the City of Moab the appropriate application and documents for review and approval of the minor subdivision as required in MMC Chapter 16; and
- b. The property is located in the C-4 General Commercial Zone, and is currently vacant; and
- c. Owner, Tiffany Hehr, desires to subdivide one parcel into two separate parcels. The existing parcel, (01-0012-0036) is 87,120 sf (2-acres), and the proposed subdivision would create two lots, one with 21,781 sf (0.5 acres) and one with 65,314 sf (1.5 acres); and
- d. The proposed lots satisfy the dimensional requirements of the C-4 Zone; and
- e. The Moab Planning Commission reviewed the application for the South Place Minor Subdivision in a regularly scheduled meeting held on December 14, 2023, and subsequently recommended conditional approval to the Moab City Council in accordance with MMC Chapter 16.08.020 that allows a minor subdivision of less than five (5) lots to be reviewed without a public hearing; and
- f. The Moab City Council reviewed the application and considered the Planning Commission and Staff recommendations in a public meeting held on January 23, 2024; and
- g. Following the consideration of the technical aspects of the pertinent code sections, the Moab City Council, pursuant to Resolution 02-2024, hereby finds that the minor subdivision can meet or exceed the pertinent code requirements.

NOW, THEREFORE, BE IT RESOLVED BY THE MOAB CITY COUNCIL, the application for the South Place Minor Subdivision is hereby APPROVED.

PASSED AND APPROVED in open City Council by a majority vote of the Governing Body of Moab City Council on January 23, 2024.

SIGNED: _____
Joette Langianese, Mayor

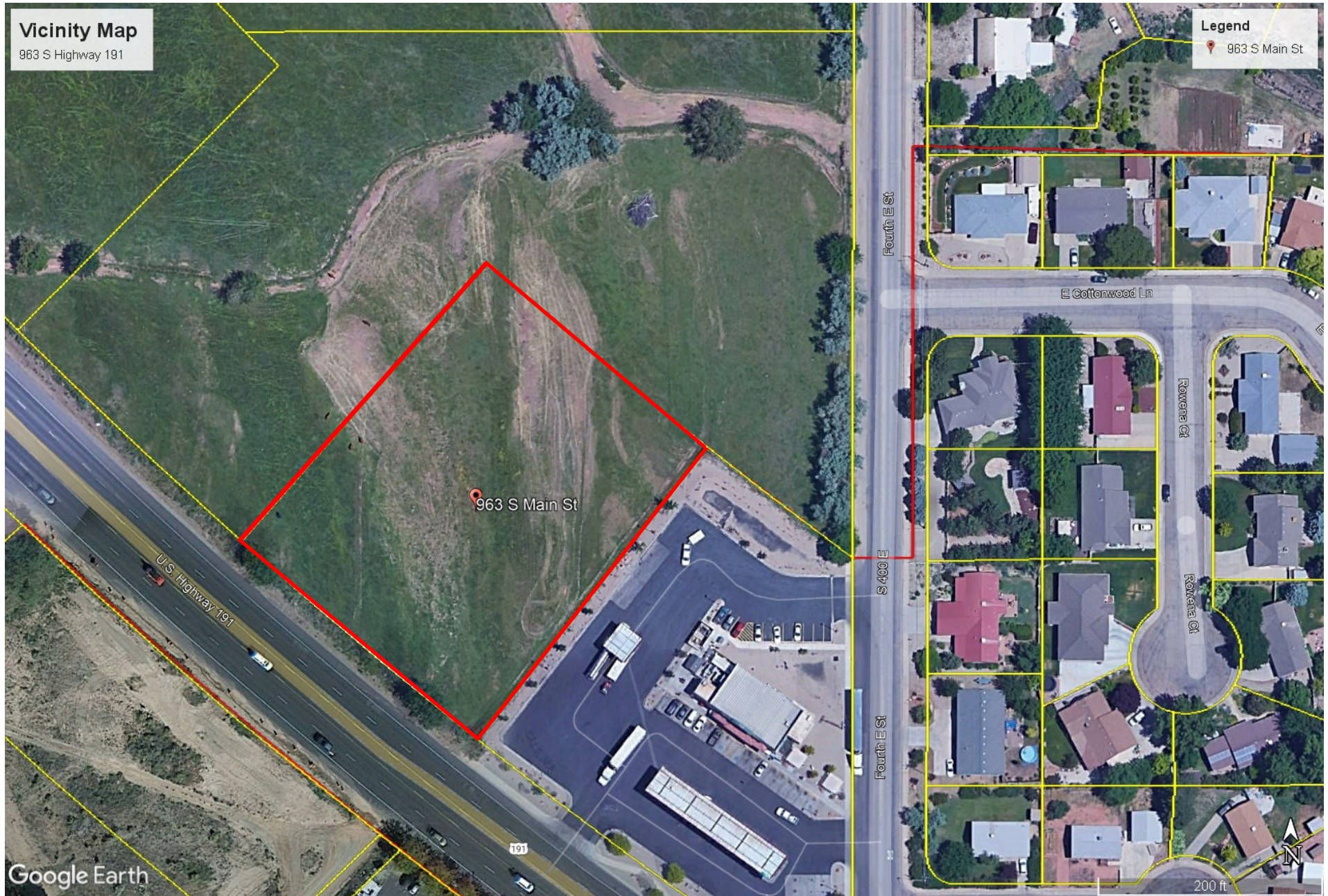
ATTEST: _____
Sommar Johnson, Recorder

Vicinity Map

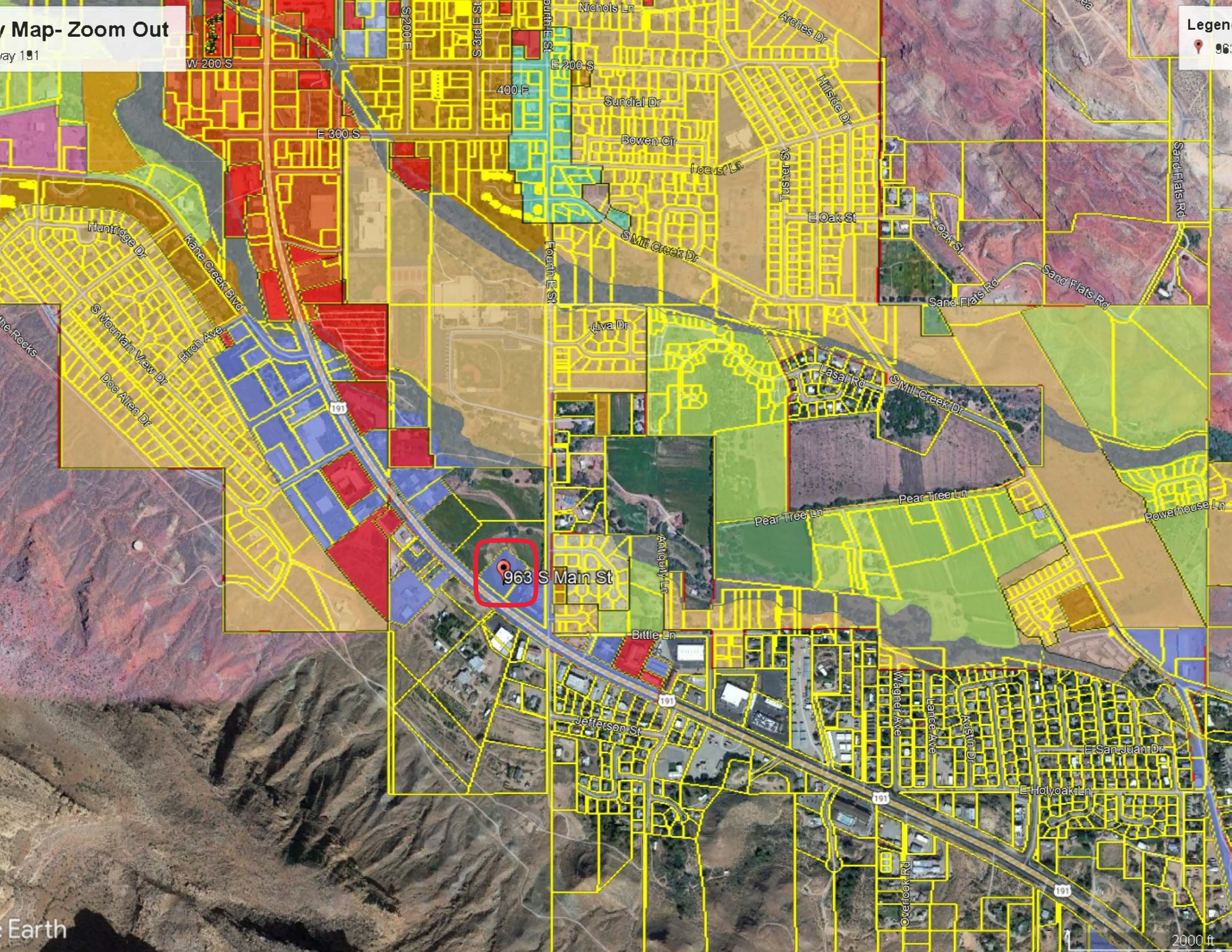
963 S Highway 191

Legend

963 S Main St



Google Earth



THE CITY OF
MOAB



EST. 1902

Subdivision Matrix Table for South Place Subdivision 963 S Main St, Moab, Utah

Municipal Code Analysis for the Subdivision Process

Section 16.12

Section	Code Provision	Compliance	Rationale
16.12	Preliminary Plat		
16.12.020	Description and Delineation		
A.	In a title block located in the lower right-hand corner the following shall appear: A. The proposed name of the subdivision;	Complies	Name of Subdivision is located on top of page and satisfies this requirement.
B.	The location of the subdivision, including: 1. Address, 2. Section, township and range;	Complies	Required information is on plat under name of subdivision
C.	The names and addresses of the owner, the subdivider, if different than the owner, and of the designer of the subdivision;	Needs Additional information	The plat needs the address of the property owner.
D.	The date of preparation, scale (no less than one inch to equal one hundred feet) and the north point.	complies	Scale 1" = 30' Date: 10/25/2023
16.12.030	Existing Conditions		
A.	The location of and dimensions to the nearest benchmark or monument;	Complies	
B.	The boundary line of the proposed subdivision indicated by a solid heavy line and the total acreage encompassed thereby;	Complies	
C.	All property under the control of the subdivider, even though only a portion is being subdivided. Where the plat submitted covers only a part of the subdivider's tract, a sketch of the prospective street system of the unplatted parts of the subdivider's land shall be submitted, and the street system shall be considered in the light of existing master street plans or other Planning Commission studies;	NA	There is no portion of the property that is not included in the proposed subdivision
D.	The location, width and names of all existing streets within two hundred feet of the subdivision and of all prior platted streets or other public ways, utility rights-of-way, parks, and other public open spaces, permanent buildings and structures, houses or permanent easements, within and adjacent to the tract;	NA	There are no proposed streets
E.	The location of all wells, proposed or active and abandoned within the tract and to a distance of at least one hundred feet beyond the tract boundaries;	NA	The proposed subdivision indicates there are no wells on the property.
F.	Existing sewers, water mains, culverts or other underground facilities within the tract and the distance of at least one hundred feet beyond the tract boundaries including pipe sizes, grades, manholes and their exact location;	Complies	All requirements are indicated on Subdivision Plat.
G.	Existing ditches, canals, natural drainage channels and open waterways and proposed realignments;	Complies	There is a waterway easement listed on the plat.
H.	Boundary lines of adjacent tracts or unsubdivided land, showing ownership where possible;	Complies	
I	Contours at vertical intervals of not more than two feet, high water levels of all watercourses, if any, shall be indicated in the same datum for contour elevations and, without exception, shall be shown in the most current North American Vertical Datum (NAVD) available.	Complies	Contours are present

Section	Code Provision	Compliance	Rationale
16.16.020	Description and Delineation		
	<p>The final plat shall show the following:</p> <p>A. The name of the subdivision;</p> <p>B. Accurate angular and linear dimensions for all lines, angles and curves used to describe boundaries, streets, alleys, easements, areas to be reserved for public use and any other important features;</p> <p>C. An identification system for all lots and blocks and names of streets. Lot lines shall show dimensions in feet and hundredths. Actual house numbers, as assigned by the City Engineer, shall be shown;</p> <p>D. True angles and distances to the nearest established street lines or official monuments, which shall be accurately described on the final plat and shown by appropriate symbols;</p> <p>E. Radii, internal angles, points and curvatures, tangent bearings and the length of all curves;</p> <p>F. The accurate location of all monuments and fire hydrants to be installed shown by the appropriate symbol. All United States, state, city or other official benchmarks, monuments or triangulation stations in or adjacent to the property, shall be preserved in precise position;</p> <p>G. Dedicate to the City all streets, highways, and other public lands included in the proposed subdivision;</p> <p>H. Pipes or other such physical monuments as shall be placed at each lot corner;</p> <p>I. Where it is proposed that streets be constructed on property controlled by a public agent or utility company, approval for the location, improvement and maintenance of such streets be obtained from the public agency or utility company and entered on the final plat in a form approved by the City Attorney.</p>	Complies	All requirements are present.
16.16.030	Standard Forms to be Included		
	<p>The final plat shall contain the following:</p> <p>A. A registered professional engineer or land surveyors' "Certificate of Survey";</p> <p>B. The owners' "Certificate of Dedication";</p> <p>C. A notary public's "Acknowledgement";</p> <p>D. The City Planning Commission's "Certificate of Approval";</p> <p>E. The City Engineers' "Certificate of Approval";</p> <p>F. The utility supervisors' "Certificate of Approval";</p> <p>G. The City Attorney's "Certificate of Approval";</p> <p>H. The City Council's "Certificate of Approval";</p> <p>I. Certificate of filing to be completed by county recorder;</p> <p>J. The planning coordinator's "Certificate of Approval."</p>	Complies	There is not a box for the Planning Coordinators signature, however, Moab City recognizes the Planning Commissions Chair persons signature as sufficient for this requirement.
17.27.030	Area, width, and location requirements (C-4 Zone)		
	<p>All buildings shall have a minimum front yard setback of twenty-five feet and may be constructed to a zero side and rear lot line setback in accordance with the adopted building code. Convenience stores with gasoline pumps shall be set back at least twenty-five feet from any public street or side or rear lot line. No area and width requirements shall apply to residential uses located above the ground floor when said ground floor is devoted exclusively to a commercial use permitted in this zone. Lot coverage of the principal use shall not exceed fifty percent of the total lot area.</p>	Complies	No minimum lot width or size are listed for the C-4 zoning district

217 East Center Street
Moab, Utah 84532-2534
Phone: (435) 259-5129



Cory Shurtleff
Planner

December 18, 2023

Tiffany Herh
% Wang Organization LTD
168 East Center Street
Moab, Utah 84532

Record of Recommendation for Resolution #02-2024:

Name of Project: South Place Minor Subdivision
Location: 943 South Main Street Moab, Utah 84532

Dear Mrs. Herh,

On December 14, 2023, the **Moab Planning Commission forwarded a positive recommendation to Moab City Council** for Moab City Resolution 02-2024, A Resolution Approving the South Place Minor Subdivision of property located at 943 South Main Street Moab, Utah 84532 with the following conditions:

- 1) All DRT comments shall be addressed to the satisfaction of the Moab City Engineer and Planning Director, prior to final recording.

Project Description:

Tiffany Herh, submitted the City of Moab Minor Subdivision Application on October 30, 2023, for the two-lot subdivision of vacant property located at 943 South Main Street, Moab, Utah 84532 (parcel #01-0012-0036); the subdivision would divide the current 2-acre lot from a single lot into two standard lots that are .5-acres (21,781 sq ft) and 1.5 acres (65,314 sq ft).

Next Steps:

The receipt of this record of decision is authorization to proceed to City Council Approval of the final plat. No construction related to the subdivision can be started until final approval is given and the plat recorded with the Grand County Recorder's Office. You will need to submit documentation addressing the conditions of approval.

30- Day Appeal Process:

The Planning Commission action can be appealed to the appeal authority within thirty days of written notice to the subdivider.

If you have any questions, please contact me at aanglin@moabcity.org or 435-259-5129.

Sincerely,

A handwritten signature in blue ink that reads 'Anna Anglin'.

Anna Anglin
Zoning Administrator

CC:
Cory Shurtleff, Planning Director

Moab City Council Agenda Item

Meeting Date: January 23, 2024

Title: City of Moab On-Call Engineering Services
Disposition: Discussion and Action
Staff Presenter: Michael Black, Community Development Director
Attachment(s): Attachment 1 – Task Order for On-Call Engineering Services
Requested Action: Approve Task Order for On-Call Engineering Services
Recommended Motion:

“I move to approve the Task Order with Civil Science, Inc. for On-Call Engineering Services in the amount of \$132,300 and authorize the Mayor to sign the Agreement.”

Background/Summary:

This Task Order is being initiated in alignment with the Agreement established on May 28, 2019, between the City of Moab and Civil Science, Inc. (CS). CS has a productive history of collaboration with the City of Moab. CS is a trusted provider of a wide range of engineering and consulting services that benefit the City. Under Professional Engineer Cody Howick, CS's team provides expertise in design, construction, planning, development review, and the capability to serve as the City Engineer when required.

The scope of work outlined for CS encompasses diverse engineering and advisory services to meet the unique requirements of the City. These services include reviewing development plans for compliance with municipal regulations, conducting engineering studies, providing construction administration, offering surveying and observation services, conducting inspections, assisting with drafting, conducting funding research, and providing expert consulting and advisory support. CS is also committed to participating in City meetings, including council and planning commission as needed.

CS's fee proposal amounts to \$132,300 and is structured on a time and materials basis rather than a flat rate. The total Task Order Fee represents a "not to exceed" amount and covers engineering services for a 12-month duration. We have specifically asked CS to grant access to multiple levels of engineering services, enabling us to allocate tasks in accordance with the necessary technical expertise, which will help to control expenses.

In summary, CS can provide the City of Moab with a comprehensive set of engineering and advisory services to address the city's distinct needs and requirements.

Budget Impact

The task order being considered will provide needed services to cover the City by providing a licensed professional engineer in Utah who will act as the Moab City Engineer as needed and provide backup engineering services to assist the engineering division as needed. The Engineering Division will cover the costs of the project through its operations budget.

TASK ORDER
{Consulting Services Agreement}

Task Order No. 2024-3
Date January 4, 2024
Project Name Moab City On-Call Engineering Services

This Task Order No. **2024-3** is issued pursuant to our Agreement dated **May 28, 2019** and unless otherwise specified herein, the performance of services hereunder and the payment therefore shall be subject to the terms and conditions of said Agreement. The services authorized hereunder are described below.

Task Order Fee \$132,300
Task Order Fee Type: ☐ Fixed Price (Lump Sum) ☒ Hourly (T&M)
Task Order Estimate of Time: From 1/4/2024 to Completion

This Task Order incorporates the Exhibits noted below:

- ☒ Exhibit A – Description of Services
- ☒ Exhibit B – CS Standard Unit Rate and Fee Schedules
- ☒ Exhibit C – Work Breakdown Structure

ACCEPTANCE OF TASK ORDER:

CIVIL SCIENCE, INC. (Consultant)	CITY OF MOAB (Department)
Civil Science, Inc. Attn: Cody Howick, PE 1453 S Dixie Dr., Suite 150 St. George, UT 84770 (435) 986-0100 chowick@civilscience.com	City of Moab Attn: Michael Black 217 E Center St. Moab, UT 84532 (435) 259-4941 mblack@moabcity.org
BY:	BY:
TITLE: Office Manager	TITLE: Community Development Director
DATE:	DATE:
REPRESENTATIVE: Cody Howick	REPRESENTATIVE: Michael Black

EXHIBIT A

Description of Services

PROJECT UNDERSTANDING

Over the years Civil Science (CS) and their team members have worked with the City of Moab (City) on several successful projects that have given them a great knowledge of the community, its surroundings, and the way of life for the citizens of the City. This experience has also given us a thorough understanding of the stakeholders, utilities, developments and other components critical to working in the Moab area. Some current or completed projects by CS in the past few years include:

1. Downtown Dispersed Parking Project
2. Emma Boulevard Dispersed Parking Project
3. Kane Creek Boulevard Project
4. Mill Creek Flood Rehabilitation
5. Aggie Boulevard Project
6. US-191 Highway Widening; Colorado River Bridge to Downtown Moab
7. 100 West Roadway & Shared Use Path Project
8. Mill Creek Waterline Replacement Project
9. Pack Creek Bridge Rehabilitation Project

Cody Howick, our main point of contact, and multiple staff members have the ability to provide design, construction, planning, development review, and serve in a role as the City Engineer. Cody, currently sits on the Utah City Engineer's Board (UCEA) as the Kanab City Engineer and his team serves multiple cities and counties as their engineer-of-record. It is our intent to serve in this role temporarily or as the City sees fit.

SCOPE OF WORK

Based on the Project Understanding outlined above, CS will provide miscellaneous engineering services as hereinafter described, as requested by the City, and which are necessary and associated with the requests of the City, within generally accepted standards. These services may include:

1. Review development plans, specifications, studies, calculations, etc. for compliance with the City's development standards, municipal ordinances, master plan studies, land use plans, etc. and make recommendations to the City regarding the viability and level of completeness of said development plans, specifications, studies, calculations, etc.
2. Provide miscellaneous engineering or development studies, designs, calculations, analyses, evaluations, estimates, etc. pertaining to the municipal infrastructure, or otherwise, as requested by the City.
3. Provide miscellaneous construction administration services as requested by the City.
4. Provide miscellaneous survey, staking, etc. services as requested by the City.
5. Provide miscellaneous observation services as requested by the City.
6. Provide building and safety services, including building inspection services and plan review services as requested by the City.
7. Provide miscellaneous drafting, planning, mapping, etc. services as requested by the City.
8. Provide miscellaneous funding research and funding application work as requested by the City.

9. Act in consulting and/or advisory roles to the City on subjects which fall within the CS's area of expertise and as requested by the City.
10. Attend council, planning and zoning, and other city meetings as requested by the City.
11. Provide other miscellaneous services as requested by the City.

It is generally intended that large budget projects will be completed by CS for the City under separate, additional Task Orders.

FEE PROPOSAL

The City has asked CS to provide an initial budget based on an Engineer I performing a large portion of the work. Where this Labor Category is not typically a licensed professional it is anticipated there is a need to have some oversight and quality control on documents. The following has been assumed for the cost:

Engineer I - \$109 x 20 hours per week x 52 weeks =	\$113,360 (includes travel time)
Engineer IV - \$160 x 2 hours per week x 52 weeks =	\$16,640
Engineer VI - \$192 x 1 hour per month x 12 months =	\$2,304
Total	\$132,304*

*This cost does not include direct reimbursables as it is assumed they will be covered by other project Task Orders

CS proposes to complete the Scope of Work outlined above for all professional services requested by the City at the **hourly rates and fees** shown in the attached Exhibit B. These rates and fees will change at the beginning of each year to accommodate changes in personnel, career advancements, IRS standards, etc. and may change on other occasions.

CIVIL SCIENCE INFRASTRUCTURE, INC.
Short Form Consulting Services Contract
 Client/Engineer Form

Exhibit A – CS Standard Hourly Rates and Fee Schedule (UT01/2023)

LABOR RATES – Services provided by CS personnel will be invoiced at the hourly rates identified below:

Labor Category	Hourly Labor Rate ¹	Labor Category	Hourly Labor Rate ¹
Technician I	\$85.00	Survey I	\$84.00
Technician II	\$95.00	Survey II	\$99.00
Technician III	\$109.00	Survey III	\$115.00
Technician IV	\$123.00	Survey IV	\$137.00
Technician V	\$136.00	Survey V	\$159.00
Technician VI	\$171.00	Survey VI	\$169.00
Engineer I	\$109.00	Sr. Survey	\$215.00
Engineer II	\$129.00	Survey Crew – 1-Man	\$134.00
Engineer III	\$146.00	Survey Crew – 2-Man	\$204.00
Engineer IV	\$160.00	Landscape Architect I	\$89.00
Engineer V	\$171.00	Landscape Architect II	\$107.00
Engineer VI	\$192.00	Landscape Architect III	\$124.00
Sr. Engineer	\$229.00	Landscape Architect IV	\$141.00
Admin I	\$70.00	Sr. Landscape Architect	\$159.00
Admin II	\$87.00	Visual Designer	\$136.00
Admin III	\$106.00	Project Manager I	\$141.00
Admin IV	\$134.00	Project Manager II	\$159.00
Admin V	\$156.00	Project Manager III	\$178.00
Admin VI	\$219.00		

DIRECT REIMBURSABLE RATES:

Mileage	\$ 0.655 /mile (IRS std.)
Full Day Per-Diem (as necessary and agreed upon)	\$ 59 /person/day (IRS std.)
Partial Day Per-Diem (as necessary and agreed upon)	\$ 44.25 /person/day (IRS std.)
Lodging (as necessary and agreed upon)	\$ Cost/Night + 15% Mark Up
Outside Consultants / Subconsultants	\$ Cost + 15% Mark Up
Other Expenses or Direct Costs Occurred	\$ Cost + 15% Mark Up

TIME CHARGES: Time reporting for all office personnel is based upon actual time in office. Time reporting for all field work is based upon actual field work plus travel time to and from assigned office location. Time billed in 15 minutes increments.

AUDIT PRIVILEGES: All job audit privileges of CLIENT will extend only to review, and approval of monthly invoices submitted by CS to CLIENT. Invoices prepared and submitted by CS will include copies of source documents of all expenditures including: time, travel, subcontracts, supplies, equipment, materials, or premiums. The CLIENT may review, debate, or qualify items for payment at the time of invoice review and approval and payment of invoice. CLIENT waves post job audit privileges beyond invoice approval. CS will not retain job related support documents or any other billing documents beyond the periodic period, review period, and collection by CS of invoices submitted.

ESTIMATES: Estimates are provided to the CLIENT for budgeting purposes only and are not an agreement by CS to perform the services for a lump-sum, fixed fee, or not to exceed price unless otherwise provided for in the contract. CS reserves the right to change rates used on rate-based reimbursable contracts.

¹ Rates change annually at beginning of year and may change on other occasions

Moab City Council Agenda Item

Meeting Date: January 23, 2024

Title: Moab Downtown Dispersed Parking Task Order for Construction Phase Engineering and Inspection Services

Disposition: Discussion and Action

Staff Presenter: Michael Black, Community Development Director

Attachment(s): Attachment 1 – Task Order for Construction Phase Engineering Services

Requested Action: Approve Task Order

Recommended Motion:

“I move to approve the Task Order for the Downtown Dispersed Parking Construction Phase Engineering and Inspection Services in the amount of \$329,000 and authorize the Mayor to sign the Agreement.”

Background/Summary:

Civil Science (CS) designed the necessary documents for the Downtown Dispersed Parking project, which was awarded to Legrand Johnson for construction. CS is now set to provide construction administration and part-time inspection services during the construction phase.

CS's scope of work encompasses various tasks during the construction phase, including general administration of the construction contract, conducting progress meetings, site visits, review of schedules and materials, addressing issues and change orders, and ensuring compliance with the construction contract documents and design concept. Additionally, CS will provide construction observer/inspector services, acting as a liaison with the contractor, reporting on work progress, and ensuring adherence to safety practices and procedures.

The project was originally expected to require approximately 1900 person-hours over a 16-month construction timeline, with various team members contributing their time accordingly. However, after receiving the contract schedule from Legrand Johnson, the timeline has been reduced to less than half of the original. This will result in a significant reduction in the actual cost of the work performed by CS.

The fee proposal for CS's services is set at a not to exceed amount of \$329,000, with hourly fees specified in attached Exhibit A,. Moab will only pay for the actual costs incurred during the life of the project. The proposal also considers potential savings in lodging costs during the project's duration by utilizing available long term rental properties as opposed to overnight accommodations.

In summary, CS is ready to assist the City of Moab in overseeing and ensuring the successful completion of the construction project through comprehensive administration, inspection, and coordination services.

Budget Impact

This project will be paid for with resources dedicated to the overall DDP project from the CIP.

TASK ORDER
{Consulting Services Agreement}

Task Order No. 2024-2
Date January 4, 2024
Project Name Dispersed Parking Project – Construction Phase Services

This Task Order No. **2024-2** is issued pursuant to our Agreement dated **May 28, 2019** and unless otherwise specified herein, the performance of services hereunder and the payment therefore shall be subject to the terms and conditions of said Agreement. The services authorized hereunder are described below.

Task Order Fee \$329,000
Task Order Fee Type: ☐ Fixed Price (Lump Sum) ☒ Hourly (T&M)
Task Order Estimate of Time: From 1/4/2024 to Completion

This Task Order incorporates the Exhibits noted below:

- ☒ Exhibit A – Description of Services
- ☒ Exhibit B – CS Standard Unit Rate and Fee Schedules
- ☒ Exhibit C – Work Breakdown Structure

ACCEPTANCE OF TASK ORDER:

CIVIL SCIENCE, INC. (Consultant)	CITY OF MOAB (Department)
Civil Science, Inc. Attn: Cody Howick, PE 1453 S Dixie Dr., Suite 150 St. George, UT 84770 (435) 986-0100 chowick@civilscience.com	City of Moab Attn: Michael Black 217 E Center St. Moab, UT 84532 (435) 259-4941 mblack@moabcity.org
BY:	BY:
TITLE: Office Manager	TITLE: Community Development Director
DATE:	DATE:
REPRESENTATIVE: Cody Howick	REPRESENTATIVE: Michael Black

EXHIBIT A

Description of Services

PROJECT UNDERSTANDING

Civil Science (CS) has completed the design and construction documents for the Project. The Project has been publicly bid and the City of Moab (City) is currently looking to award the contract to the successful Bidder in the upcoming months. Once awarded, the City and Contractor are looking to move forward with construction of the Project. The City is seeking assistance from CS to provide construction administration and part-time inspection services for the project during the construction period.

SCOPE OF WORK

Based on the Project Understanding outlined above, CS will provide the following services where tasks will include:

Construction Phase Services

1. Provide general administration of the construction contract. Consult with the City and act as the City's representative as provided in the Construction Contract.
2. Conduct a pre-construction conference prior to commencement of work at the site. Answer questions relative to expectations of the Contractor, clarify drawings and specifications, etc.
3. Conduct bi-monthly (on-site & virtual) progress meetings with the City and Contractor. Provide meeting minutes documenting discussion items from these meetings.
4. Make a monthly site visit after progress meetings to observe as the Engineer and an experienced and qualified design professional the progress of Contractor's executed work. Such visits and observations by Engineer, if any, are not intended to be exhaustive or to extend to every aspect of the Work but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment.
5. Receive, review and determine the acceptability of any and all schedules that the Contractor is required to submit to CS, including the progress schedule, schedule of submittals, etc.
6. Ensure the work completed is compatible with the design concept. If CS believes any part of the completed Project is incompatible with the design, then inform the City and provide recommendations for addressing such work.
7. Accept from the Contractor and City a submittal of all matters in question concerning the requirement of the Construction Contract Documents (sometimes referred to as requests for information – RFIs). Render a written clarification, interpretation, or decision of the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents
8. Prepare and issue Change Orders and Work Change Directives as required.
9. Respond to any notice from the Contractor of differing site conditions including: conditions relating to utilities, hazardous environmental conditions, etc. Promptly conduct reviews and prepare findings, conclusions, and recommendations for City's use.
10. Review and take appropriate action with respect to shop drawings, samples, and other required contractor submittals to ensure compliance with Construction Contract Documents and design concept.
11. Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by the Contractor.

12. Receive from the Contractor, review and transmit to the City maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Construction Contract Documents.
13. Receive notice from the Contractor that the entire work is ready for use and provide a site visit to review the work and determine the status of completion. Provide a punch list of items to be completed and issue a final certificate of substantial completion.
14. Conduct a final visit by Engineer to the Project to determine if the work is complete and acceptable so that CS may issue a recommendation for final payment.
15. Provide a construction observer / inspector at the site during the construction of the Project.

Additional duties and responsibilities of the inspector include:

- a. Serve as Engineer's liaison with Contractor. Work principally through contractor's authorized representative and assist in providing information regarding the provision and intent of the Construction Contract Documents.
- b. Assist Engineer in serving as Owner's liaison with Contractor when Contractor's operations affect Owner's on-site operations and assist in obtaining from Owner additional details or information, when required for proper execution of the work.
- c. Report to Engineer whenever belief that any part of the work is defective under the terms and standards set forth in the Construction Contract Documents and provide recommendation as to whether such work should be corrected, removed and replaced or accepted as provided in the Construction Contract Documents.
- d. Consult, verify and observe tests, equipment and system start-ups are scheduled and completed in accordance with the Construction Contract Documents or agency having jurisdiction over the work.
- e. Prepare daily report or keep log, recording Contractors daily work and observations in detail for documentation to the Engineer and Owner.
- f. The construction observer / inspector shall not:
 - Authorize any deviation from the Construction Contract Documents or substitution of materials or equipment (including "or-equal" items).
 - Exceed limitations of Engineer's authority as set forth in this Agreement.
 - Undertake any of the responsibilities of Contractor, Subcontractors, or Suppliers, or any Constructor.
 - Advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences or procedures of the Work, by Contractor or any other Constructor.
 - Advise on, issue directions regarding, or assume control over security or safety practices, precautions, and programs in connection with the activities or operations of Owner or Contractor.
 - Participate in specialized field or laboratory tests or inspections conducted off-site by others except as specifically authorized by Engineer.
 - Accept Shop Drawing or Sample submittals from anyone other than Contractor.
 - Authorize Owner to occupy the Project in whole or in part.

Assumptions

- Anticipated effort of 1900 man-hours for a construction timeline of 16 months.
 - Project Manager ~ 1.8 hours per week
 - Project Engineer/Designer ~ 5.6 hours per week
 - Construction Observer ~ 20 hours per week

- 12-month period of part time inspection services approximately 20 hours per week (including travel time)
- 4-month period of part time inspection services approximately 9 hours per week (including travel time)
- Up to 18 on-site meetings as follows:
 - Preconstruction Meeting (PM, PE, Inspector)
 - Monthly Progress Meeting (PM - 4, PE - 12, Inspector – All)
 - Substantial Completion Meeting (PM, PE, Inspector)
- Other monthly progress meeting will be held virtually by team but attended in-person by the inspector.
- Assumes a lodging cost of approximately \$250 per night on average over the project, there may be potential savings in renting or leasing housing for the duration of the project.

FEE PROPOSAL

CS proposes to complete the Scope of Work outlined above as follows:

Task Description	Total Fee	Fee Type	Comments
Construction Phase Services	\$329,000	Hourly	Fee given as budgetary amount based on anticipated level of effort

Professional fees shown are not to exceed unless upon written authorization from the Client. Professional services rendered for the Hourly Fee Type will be completed by CS at the rates and fees given in the attached Exhibit A.

CIVIL SCIENCE INFRASTRUCTURE, INC.
Short Form Consulting Services Contract
 Client/Engineer Form

Exhibit A – CS Standard Hourly Rates and Fee Schedule (UT01/2023)

LABOR RATES – Services provided by CS personnel will be invoiced at the hourly rates identified below:

Labor Category	Hourly Labor Rate ¹	Labor Category	Hourly Labor Rate ¹
Technician I	\$85.00	Survey I	\$84.00
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Engineer IV	\$160.00	Landscape Architect I	\$89.00
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Engineer VI	\$192.00	Landscape Architect III	\$124.00
Sr. Engineer	\$229.00	Landscape Architect IV	\$141.00
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Admin II	\$87.00	Visual Designer	\$136.00
Admin III	\$106.00	Project Manager I	\$141.00
Admin IV	\$134.00	Project Manager II	\$159.00
Admin V	\$156.00	Project Manager III	\$178.00
Admin VI	\$219.00		

DIRECT REIMBURSABLE RATES:

Mileage	\$ 0.655 /mile (IRS std.)
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Partial Day Per-Diem (as necessary and agreed upon)	\$ 44.25 /person/day (IRS std.)
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Outside Consultants / Subconsultants	\$ Cost + 15% Mark Up
Other Expenses or Direct Costs Occurred	\$ Cost + 15% Mark Up

TIME CHARGES: Time reporting for all office personnel is based upon actual time in office. Time reporting for all field work is based upon actual field work plus travel time to and from assigned office location. Time billed in 15 minutes increments.

AUDIT PRIVILEGES: All job audit privileges of CLIENT will extend only to review, and approval of monthly invoices submitted by CS to CLIENT. Invoices prepared and submitted by CS will include copies of source documents of all expenditures including: time, travel, subcontracts, supplies, equipment, materials, or premiums. The CLIENT may review, debate, or qualify items for payment at the time of invoice review and approval and payment of invoice. CLIENT waves post job audit privileges beyond invoice approval. CS will not retain job related support documents or any other billing documents beyond the periodic period, review period, and collection by CS of invoices submitted.

ESTIMATES: Estimates are provided to the CLIENT for budgeting purposes only and are not an agreement by CS to perform the services for a lump-sum, fixed fee, or not to exceed price unless otherwise provided for in the contract. CS reserves the right to change rates used on rate-based reimbursable contracts.

¹ Rates change annually at beginning of year and may change on other occasions

Moab City Dispersed Parking Project - CA & Inspection Hour Derivation & Cost		BUDGET / FEE SUMMARY					LABOR AMOUNT								REIMBURSABLE EXPENSE											
		Hours	Total	Labor	Expenses	Subconsultant	Cody Howick	Jacob Howell	Ryker Jensen	Jeff Peay	Greg Perkins	Jodi Bennett	Mileage (per mile)	Lodging (per night)	Full Per-Diem (per person per day)	Partial Per-Diem (per person per day)										
							Engineer VI	Engineer III	Engineer I	Sr. Landscape Architect	Technician IV	Admin II														
							\$ 192.00	\$ 146.00	\$ 109.00	\$ 159.00	\$ 123.00	\$ 87.00					\$ 0.66	\$ 250.00	\$ 59.00	\$ 44.25						
Task No.	Task Description					HR	\$	HR	\$	HR	\$	HR	\$	HR	\$	Miles	\$	Nights	\$	Days	\$	Days	\$			
001	Project Management - Setup, Invoicing, Tracking, Re	80	\$ 11,200	\$ 11,160	\$ -	\$ -	40	\$ 7,680	\$ -	\$ -	\$ -	\$ -	\$ -	40	\$ 3,480	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
002	Pre-Construction Meeting	6	\$ 900	\$ 894	\$ -	\$ -	2	\$ 384	2	\$ 292	2	\$ 218	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
003	Construction Progress Meetings	160	\$ 31,100	\$ 25,200	\$ 5,910	\$ -	40	\$ 7,680	120	\$ 17,520	\$ -	\$ -	\$ -	\$ -	\$ -	7,200	\$ 4,716	1	\$ 250	16	\$ 944	\$ -				
004	Issue & Administer Contract Documents	40	\$ 6,200	\$ 6,208	\$ -	\$ -	8	\$ 1,536	32	\$ 4,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
005	Review & Return Submittals	52	\$ 7,500	\$ 7,454	\$ -	\$ -	2	\$ 384	40	\$ 5,840	\$ -	\$ -	\$ -	10	\$ 1,230	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
006	Answer Questions & Oversight	110	\$ 16,300	\$ 16,320	\$ -	\$ -	10	\$ 1,920	60	\$ 8,760	\$ -	20	\$ 3,180	20	\$ 2,460	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
007	Issue Clarifications via Field Order	62	\$ 9,100	\$ 9,144	\$ -	\$ -	2	\$ 384	60	\$ 8,760	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
008	Project Inspection	1258	\$ 228,500	\$ 137,402	\$ 91,136	\$ -	\$ -	\$ -	\$ -	1238	\$ 134,942	\$ -	20	\$ 2,460	\$ -	53,900	\$ 35,305	174	\$ 43,500	104	\$ 6,136	140	\$ 6,195			
009	Review & Submit Partial Pay Requests	32	\$ 4,700	\$ 4,672	\$ -	\$ -	\$ -	\$ -	32	\$ 4,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
010	Issue Change Orders	34	\$ 5,100	\$ 5,056	\$ -	\$ -	2	\$ 384	32	\$ 4,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
011	Issue Punchlists	26	\$ 5,100	\$ 3,904	\$ 1,180	\$ -	12	\$ 2,304	2	\$ 292	12	\$ 1,308	\$ -	\$ -	\$ -	\$ -	1,150	\$ 753	1	\$ 250	3	\$ 177	\$ -			
012	Project Closeout Documents	28	\$ 3,300	\$ 3,292	\$ -	\$ -	2	\$ 384	2	\$ 292	24	\$ 2,616	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Total		1888	\$ 329,000	\$ 230,706	\$ 98,226	\$ -	120	\$ 23,040	382	\$ 55,772	1276	\$ 139,084	20	\$ 3,180	50	\$ 6,150	40	\$ 3,480	62,250	\$ 40,774	176	\$ 44,000	123	\$ 7,257	140	\$ 6,195

Moab City Council Agenda Item

Meeting Date: January 23, 2024

Title: City of Moab Zoning Title Update – Professional Services Agreement with Kendig Keast Collaborative for Consulting Services

Disposition: Discussion and Action

Staff Presenter(s): Michael Black, Community Development Director

Attachment(s): Attachment 1 – Professional Services Agreement
Attachment 2 – Exhibit A, Scope of Work
Attachment 3 – Bid Results

Requested Action: Approve Professional Services Agreement Approval for Zoning Title Update Consulting Services with Kendig Keast Collaborative

Possible Motion:

"I move to approve the professional services agreement with Kendig Keast Collaborative, for the Zoning Title Update for a total of \$109,859 and to grant authorization to the Mayor to sign the Contract."

Background/Summary:

Background

The City of Moab recently issued a Request for Proposals (RFP) to seek qualified firms for the revision and update of its zoning ordinances, as outlined in the Moab Municipal Code (Title 17). This significant undertaking necessitated the engagement of a consultant well-versed in planning and zoning ordinance development and implementation. Proposals were accepted until Friday, November 17, 2023. Notably, the City received a sole response to this RFP, which came from Kendig Keast Collaborative (KKC). Their bid for the scope of work stands at a total price of \$109,859 and contract negotiations.

Scope of Work

Kendig Keast Collaborative (KKC) is partnering with the City of Moab in this project to update the Zoning Title. The scope of work encompasses tasks such as project administration, reviewing the current title, conducting public outreach, evaluating potential for small area plans, drafting the document, and integrating it into a user-friendly online format. KKC will coordinate with City staff to establish a project schedule, oversee cost control and quality assurance, and collaborate with the community. They will conduct field reconnaissance, policy analysis, and gather input through meetings and focus group sessions.

The primary goal is to deliver an updated Zoning Title that aligns with the City's objectives for sustainable development, ensuring accessibility through an online platform, and maintaining consistency with local and state codes, ordinances, and statutes.

Overall, this project aims to modernize zoning regulations, involve the community, and provide user-friendly access to the updated Zoning Title.

Timeline

The project is scheduled to commence during the week of February 1st, with the involvement of consultants and the planning team. It is expected to continue throughout the entirety of the calendar year 2024.

Budget Impact

The Zoning Title Update project was prioritized by the City Council in 2023, leading to the creation of a dedicated budget line item to fund this project. The Planning Division Budget includes a line item for "professional and technical services" that is sufficient to cover the contract amount of \$109,859.

PROFESSIONAL SERVICES AGREEMENT

ZONING TITLE UPDATE for CITY OF MOAB

STATE OF UTAH §
 §
COUNTY OF GRAND §

KNOW BY THESE PRESENTS:

This Agreement made this ____ day of _____, 2024, by and between the Moab, Utah, acting by and through Carly Castle, City Manager, hereinafter referred to as the "CLIENT," and Kendig Keast Collaborative, an Illinois Corporation, acting by and through its Chief Executive Officer, Mr. Bret C. Keast, with an office located at 1415 Highway 6 South, Suite A-300, Sugar Land, Texas, 77478, hereinafter referred to as the "CONSULTANT," do hereby make and enter into the following Agreement.

ARTICLE I CONSULTANT

- 1.1 The CONSULTANT, as an independent contractor, covenants and agrees to perform the professional planning services related to the Zoning Title Update as described in Article II, Scope of Services. Such services shall be performed by the CONSULTANT in strict accordance with the terms of this Agreement and for the consideration stated. Subject to the provisions of Article VI below, CONSULTANT covenants and agrees to perform the specific services identified in Exhibit "A" – Scope of Services. The CONSULTANT shall complete the Scope of Services and shall submit deliverables to the CLIENT as identified in Exhibit "A" – Scope of Services.
- 1.2 The CONSULTANT shall provide its services under this Agreement with the same degree of care, skill, and diligence as is ordinarily provided by a professional planner under similar circumstances for the preparation of a Zoning Title Update and to which the Agreement applies.

ARTICLE II SCOPE OF SERVICES

- 2.1 The CONSULTANT will perform the professional planning services related to the development of the Zoning Title Update as set forth in Exhibit "A" – Scope of Services, which is attached and made a part of this Agreement.
- 2.2 Pursuant to this Agreement, the CLIENT shall have the option to obtain the services of the CONSULTANT to perform Additional Services. All such Additional Services shall be described in a written Amendment to this Agreement, as provided by Article X, Changes or Termination, including description of the additional work, associated compensation, and time schedule as applicable. By way of illustration, matters which may constitute Additional Services shall include, but are not limited to, the following:
 - (a) Requested additional workshops or meetings other than the number identified in the Scope of Services and project schedule that require added preparation or follow-up or displace other planned trip activities;

- (b) Requested additional trips other than the number identified in the Scope of Services and Project schedule;
- (c) Requested additional days or nights added to a scheduled trip that require additional time and direct expenses (e.g., meals, hotel nights, extended car rental and gasoline use, airline change fees, extended airport parking, etc.);
- (d) Other requested work tasks, study activities, or documentation not foreseen or specifically identified in the Scope of Services;
- (e) Requested additional deliverables or additional physical copies of deliverables, including the submission at key milestones of draft and final written reports or maps other than those specified, or in a quantity greater than the number identified, in the Scope of Services;
- (f) Requested additional revisions (individual or cumulative) to draft and final deliverables that are beyond the single comprehensive round of revisions that are to be collected, consolidated, and annotated by the CLIENT as specified in the Scope of Services;
- (g) Requested review and provision of recommendations relating to other planning or development related issues and matters other than those for which such findings and recommendations are specified in the Scope of Services;
- (h) Further requested changes to a deliverable which the CONSULTANT has already revised based on review comments and which the CLIENT has already accepted as revised, and which the CONSULTANT determines to be significant and substantive changes to a deliverable already at a point of substantial completion in accordance with the Scope of Services and available budget; and
- (i) Other related or unrelated professional planning services that may be requested by the CLIENT which are not specified in the Scope of Services.

ARTICLE III

CONSULTANT PERSONNEL

- 3.1 The CONSULTANT represents that it has or will secure at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the CLIENT.
- 3.2 The CONSULTANT may contract with subconsultants for portions of the work or services under this Agreement with the prior written approval of the CLIENT. The subconsultant to be utilized only on an "as-needed" basis includes the law firm of Hayes, Godfrey Bell. Any work or services subcontracted hereunder shall be specified by a written agreement and shall be subject to the provisions of this Agreement.

ARTICLE IV

SUPPORT SERVICES

- 4.1 The CLIENT agrees to provide the CONSULTANT with support services during conduct of the services listed in Article II, Scope of Services. Support services will include the services described in Exhibit "B" – Staff Support Services, which is attached and made a part of this Agreement.
- 4.2 To the extent authorized by law, the readily available existing data and documentation obtained by the CLIENT that are relevant to the accomplishment of the Scope of Services specified in Article II shall be made available by the CLIENT for use by the CONSULTANT.

- 4.3 The CLIENT shall consider and act on all documents and project work items submitted by the CONSULTANT that require review, comments or approval by the CLIENT within a timeframe specified in Exhibit "A" Scope of Services and/or in the project schedule so as to enable the CONSULTANT to complete the work on schedule as provided in Article V of this Agreement.
- 4.4 The CLIENT agrees to provide the CONSULTANT with support services needed to organize, schedule, notify, provide meeting locations, conduct meetings, and prepare minutes of meetings including committees, workshops, public meetings, and public hearings as described in Exhibit "B" – Staff Support Services. The CONSULTANT will advise and coordinate with the CLIENT to accomplish these support services.
- 4.5 In the event CLIENT fails to provide any of the needed Support Services in a timely or adequate manner, as documented in a progress report, any additional time or expenses incurred or required by CONSULTANT as a result of such failure shall be compensated on a basis of reimbursement of Actual Costs Incurred ("ACI") by CLIENT in the same manner as, and shall be considered to be, Additional Services.

ARTICLE V **TIME OF PERFORMANCE**

- 5.1 The CONSULTANT shall commence services upon execution of this Agreement and receipt of written Notice-to-Proceed from the CLIENT.
- 5.2 The CONSULTANT shall complete the services described in Article II, Scope of Services within twelve (12) months from receipt of written Authorization to Proceed by the CLIENT, unless one or more of the following occur:
- (a) This Agreement is terminated in accordance with Article X, Changes or Termination;
 - (b) The Scope of Services and/or Time of Performance are changed in accordance with Article II, Scope of Services or Article X, Changes or Termination; or
 - (c) Matters documented by CONSULTANT in progress reports render such completion schedule impossible or impractical.
- 5.3 The completion schedule set forth in Section 5.2 may be subject to causes that result in delay over which neither the CONSULTANT nor the CLIENT has any control. Notification and justification for any such delays identified by the CONSULTANT must be included in progress reports. The schedule of work will be extended to include any such delays pursuant to Article X, Changes or Termination.
- 5.4 This Agreement shall terminate upon the CLIENT's final acceptance of work completed by the CONSULTANT, unless otherwise terminated or modified as hereinafter provided.

ARTICLE VI **COMPENSATION TO CONSULTANT**

- 6.1 The CLIENT shall compensate the CONSULTANT for the professional services performed under this Agreement. For the Basic Services described in Article II and Exhibit "A," Scope of Services, the CLIENT shall pay to the CONSULTANT on a basis of reimbursement of Actual Costs Incurred ("ACI") under "Exhibit A," Project Budget, in an amount not to exceed one hundred nine eight

hundred fifty-nine dollars (\$109,859.00). ACI includes salary costs, overhead, direct expenses, and profit. The above ACI amount may be modified pursuant to Article X, Changes or Termination, in the event of increased cost, change in the Scope of Services, an extension of time beyond that specified in Section 5.2, or an increase or decrease in the complexity or character of the work. In addition to ACI, CLIENT agrees to compensate CONSULTANT on a basis of reimbursement of Actual Costs Incurred ("ACI") for any Additional Services as provided by Article II, Scope of Services, provided that such Additional Services are agreed upon in writing prior to their being undertaken. The cost of such Additional Services shall be invoiced separately by CONSULTANT and paid by CLIENT upon receipt of billing for such services. Such payments shall be in addition to and have no bearing on the above ACI amount. Payment later than 30 days shall include interest at 1-1/2 percent per month from the date the CONSULTANT receives confirmation of CLIENT receipt of the invoice until the date CONSULTANT receives payment. Such interest is due and payable when the overdue payment is made and is in addition to the above stated total contract amount.

- 6.2 The parties will follow the dispute resolution process in Section 14 to resolve disputes involving CONSULTANT'S invoices. To dispute an invoice, CLIENT will submit a written notice pursuant to Section 14.4 before payment on the invoice is due. Such notice, if timely filed, will prevent the accrual of any interest during the dispute resolution process.
- 6.3 Each invoice from the CONSULTANT shall be due and payable by the CLIENT upon receipt by the CLIENT, subject to the terms of Section 6.1. The billing statement, certified true and correct by CONSULTANT, shall show the total amount paid and the amount due and payable as of the date of the current statement. Amounts paid and due for Additional Services shall be identified on a separate invoice.
- 6.4 The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the CLIENT for the performance of this Agreement. If at any time during the period of performance under this Agreement, sufficient appropriations and authorization are not made by the CLIENT, either party may terminate this Agreement by giving written notice to the other Party. In such event, the parties shall comply with the provisions of Section 10.4 below. The CLIENT's decision as to whether sufficient appropriations are available shall be accepted by the CONSULTANT and shall be final.

ARTICLE VII

PRODUCT OF SERVICES, COPYRIGHT

- 7.1 The CONSULTANT and the CLIENT mutually agree that reports, maps and materials prepared or developed under the terms of this Agreement shall be delivered to and become the property of the CLIENT. The CONSULTANT shall have the right to retain copies and to utilize the product of services for marketing purposes, except for any confidential information, as defined in Article XI, hereof.
- 7.2 The CONSULTANT shall furnish the CLIENT with the number of copies of reports as shown in Exhibit "A" – Scope of Services.

- 7.3 Nothing produced in whole or in part by the CONSULTANT under this Agreement shall be the subject of an application for copyright by or for the CONSULTANT. The CONSULTANT will use existing proprietary software as required.

ARTICLE VIII
PRIVATE INTERESTS OF PUBLIC OFFICIALS AND CONSULTANT

- 8.1 No official, employee, agent, or member of the local public body of the CLIENT shall have any financial interest, direct or indirect in this Agreement or the proceeds thereof.

ARTICLE IX
CERTIFICATIONS OF CONSULTANT

- 9.1 The CONSULTANT has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Agreement, and it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, any commission, percentage, brokerage fee, or any other consideration, contingent upon or resulting from the award or making of this Agreement.
- 9.2 The CONSULTANT presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services under this Agreement.

ARTICLE X
CHANGES OR TERMINATION

- 10.1 This Agreement may not be altered, changed or amended except by instrument in writing executed by the parties hereto.
- 10.2 The CLIENT may, from time to time, request changes in the Scope of Services and/or time of performance for the services of the CONSULTANT to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONSULTANT'S compensation, which are mutually agreed upon by and between the CLIENT and the CONSULTANT, shall be incorporated in written amendments to this Agreement.
- 10.3 This Agreement may be terminated before the termination date stated in Article V, Time of Performance, by any of the following conditions:
- (a) Right of Either Party to Terminate for Cause - This Agreement may be terminated by either of the parties hereto for failure by the other party to perform in a timely and proper manner its obligations under this Agreement. A signed, written notice of such termination shall be delivered to the other party by express mail with point-by-point tracking and such termination shall take effect twenty (20) days after the notice is deposited in the express mail, provided that the failure to perform has not been remedied by that time. By such termination, neither party may nullify obligations already incurred for performance or failure to perform before the date of termination.

(b) Right of the CLIENT to Terminate for Convenience - This Agreement may also be terminated by the CLIENT for reasons other than failure by the CONSULTANT to perform in a timely manner and proper manner its obligations under this Agreement. A signed, written notice of such termination shall be delivered to CONSULTANT pursuant to Section 14.6 and such termination shall take effect not less than seven (7) days following the date the notice is received by the CONSULTANT.

10.4 Upon receipt of a notice of termination under any of the conditions under Sections 6.3 or 10.3 above, the CONSULTANT shall, unless the notice otherwise directs, immediately discontinue all services in connection with the performance of this Agreement. Within thirty (30) days after receipt of the notice of termination, the CONSULTANT shall submit a Final Statement, showing the services performed under this Agreement prior to the effective date of termination. Such Final Statement shall also include any unpaid amounts or unreimbursed expenses, as well as any financial obligations incurred by CONSULTANT on behalf of CLIENT and which cannot reasonably be refunded to CONSULTANT, all of which CLIENT agrees to pay upon receipt of said Final Statement. Data and study products prepared by the CONSULTANT and paid for by CLIENT under this Agreement shall be delivered to the CLIENT if requested.

10.5 Notwithstanding the provisions of this Article X, the CONSULTANT shall not be relieved of liability to the CLIENT for damages sustained by the CLIENT by virtue of any negligent act or omission or any breach of this Agreement by the CONSULTANT.

ARTICLE XI

CONFIDENTIALITY

11.1 Any information marked by CLIENT as "confidential" that is provided to the CONSULTANT by the CLIENT or obtained or developed by the CONSULTANT for the benefit of the CLIENT in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the CONSULTANT without prior written approval of the CLIENT. Because CLIENT is a government entity subject to the Utah Government Records Access Management Act, UTAH CODE § 63G-2-101, et seq. ("GRAMA"), confidential information in CLIENT's possession may be subject to disclosure under GRAMA.

ARTICLE XII

INSPECTION OF RECORDS

12.1 The CONSULTANT shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to this Agreement and such other records as may be deemed necessary by the CLIENT to assure proper accounting for all project funds. These records will be retained for three years after the expiration of this Agreement.

12.2 Any time during normal business hours and as requested by the CLIENT, the CONSULTANT shall make available to the CLIENT for examination all of its project records with respect to all matters covered by this Agreement and will allow the CLIENT to review, examine, and make excerpts from such records, and to make copies of all contracts, invoices, materials, payrolls, records of personnel conditions of employment, and other data relating to all matters covered by this Agreement. The financial records of the CONSULTANT are maintained in its corporate office located in Sugar

Land, Texas, and copies will be available upon request in a timely manner in this office for audit purposes to the CLIENT or its authorized representative.

ARTICLE XIII

INSURANCE

13.1 Insurance

- A. The CONSULTANT agrees to maintain Worker's Compensation Insurance to cover all of its own personnel engaged in performing services for the CLIENT under this contract in the following amounts:

Worker's Compensation: Statutory

- B. The CONSULTANT also agrees to maintain Commercial General Liability, Business Automobile Liability, Umbrella Liability, and Errors and Omissions Insurance, covering claims against the CONSULTANT for any incidents arising in the course of work performed under this Agreement, in the following amounts:

Commercial General Liability Insurance: Personal injury and property damage -- \$1,000,000.00 combined single each occurrence and \$2,000,000.00 general aggregate

Business Automobile Liability for all vehicles: Bodily injury and property damage -- \$1,000,000.00 combined single limit each occurrence

Umbrella Liability: \$2,000,000.00

Errors and Omissions: \$1,000,000.00

ARTICLE XIV

MISCELLANEOUS PROVISIONS

- 14.1 Force Majeure. Neither the CLIENT nor the CONSULTANT shall be required to perform any term, condition, or covenant of this Agreement while such performance is delayed or prevented by acts of God, material or labor restriction by any governmental authority, terrorism, civil riot, floods, hurricanes, or other natural disasters, any other cause not within the control of the CLIENT or the CONSULTANT that by the exercise of due diligence the CLIENT or the CONSULTANT is unable, wholly or in part, to prevent or overcome and supersedes all prior agreements and understanding between CLIENT and CONSULTANT concerning the subject matter of this Agreement.
- 14.2 Entire Agreement. This Agreement and its exhibits and recitals, which are incorporated as part of the Agreement, constitutes the entire agreement between the CLIENT and the CONSULTANT. No other agreements, amendments, modifications, implied or otherwise, shall be binding on any of the parties unless set forth in writing and signed by both parties.
- 14.3 Choice of Law. The CLIENT and the CONSULTANT agree that this Agreement shall be construed in accordance with the laws of the State of Utah.

- 14.4 Dispute Resolution. Any dispute, controversy or claim between the parties shall be resolved in the following manner:

The parties will attempt in good faith to resolve any dispute, controversy or claim arising out of or relating to this Agreement promptly by negotiation between designated executives or other representatives of the parties who have the authority to settle the controversy. No terms of resolving the dispute, controversy or claim discussed or offered shall be binding on either party or otherwise detrimental to the interest of either party in the event it is not resolved by negotiation.

The disputing party shall give the other party written notice of the dispute pursuant to Section 14.6. Within ten (10) days after receipt of said notice, the receiving party shall submit to the disputing party a written response. Unless shown otherwise, receipt will be presumed to have occurred three (3) days following the mailing. The notice and response shall include: (a) a statement of each party's position and a summary of the evidence and arguments supporting its position; and (b) the name and title of the designated executive or other representative who will represent the party in negotiations. The negotiators so designated shall meet at a mutually acceptable time and place within twenty (20) days of the date of receipt by the receiving party of the disputing party's notice and thereafter as often as they reasonably deem necessary to exchange relevant information and to attempt to resolve the dispute.

If the controversy or claim has not been resolved within thirty (30) days of the meeting of the designated executives or representatives, the parties shall endeavor to settle the dispute by non-binding mediation.

If the matter has not been resolved pursuant to the aforesaid non-binding mediation procedures within ninety (90) days of the commencement of such procedure, parties are free to bring their claim in a court of law. Venue for all actions brought pursuant to this Agreement is in the Third Salt Lake County, Utah; and all parties consent to Salt Lake County, Utah, being the exclusive jurisdiction to resolve said claims or controversies arising pursuant to this Agreement.

- 14.5 Severability. If one or more of the provisions of this Agreement, or the application of any provision to any party or circumstance, is held invalid, unenforceable, or illegal in any respect, the remainder of this Agreement and the application of the provision to other parties or circumstances shall remain valid and in full force and effect.
- 14.6 Notice. Any notice required to be given pursuant to the terms and provisions of this Agreement shall be in writing and shall be emailed or mailed by certified or registered mail addressed as set forth below or at such other address as may be specified by written notice. Notice shall be deemed to be given on the date issued to the following addresses, which the parties may update from time to time in writing in accordance with the provisions of this Section:

CLIENT: Carly Castle, City Manager
City of Moab
217 East Center Street
Moab, UT 84532
ccastle@moabcity.org

CONSULTANT: Bret C. Keast, Chief Executive Officer
Kendig Keast Collaborative
77 Sugar Creek Center Boulevard, Suite 600
Sugar Land, Texas 77478
bret@kendigkeast.com

- 14.7 Assignment. The CONSULTANT shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or novation), without the prior written consent of the CLIENT thereto. Provided however, that claims for money by the CONSULTANT from the CLIENT under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the CLIENT.
- 14.8 Successors and Assigns. The CLIENT and the CONSULTANT each binds itself and its successors, executors, administrators and assigns to the other parties of the Contract and to the successors, executors, administrators and assigns of such other parties, in respect to all covenants of this Agreement. Nothing herein shall be construed as creating any personal liability on the part of any officer, board member, commissioner, employee or agent of any public body, which is a party hereto.
- 14.9 Reports and Information. The CONSULTANT, at such times and in such forms as the CLIENT may require, shall furnish the CLIENT such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the cost and obligations incurred or to be in connection therewith, and any other matter covered by this Agreement.
- 14.10 Incorporation of Provisions Required by Law. Each provision and clause required by law to be inserted into the Agreement shall be deemed to be enacted herein and this Agreement shall be read and enforced as though each were included herein. If through mistake or otherwise any such provision is not inserted or is not correctly inserted, the Agreement shall be amended to make such insertion on application by either party.
- 14.11 Waiver. The failure on the part of any party herein at any time to require the performance by any other party of any portion of this Agreement shall not be deemed a waiver of, or in any way affect that party's rights to enforce such provision or any other provision. Any waiver by any party herein of any provision hereof shall not be taken or held to be a waiver of any other provision hereof or any other breach hereof.
- 14.12 Survival. Any and all representations and conditions made by the CONSULTANT under this Agreement are of the essence of this Agreement and shall survive the execution, delivery and termination of it, and all statements contained in any documents required by the CLIENT, whether delivered at the time of the execution or at a later date, shall constitute representations hereunder.
- 14.13 Cumulative Remedies. In the event of default by any party herein, all other parties shall have all rights and remedies afforded to it at law or in equity to recover damages and to interpret or enforce the terms of this Agreement. The exercise of any one right or remedy shall be without prejudice to the enforcement of any other right or remedy allowed at law or in equity.

- 14.14 State or Federal Laws. This Agreement is performed in Moab, Utah, and is subject to all applicable federal and state laws, statutes, codes, any and applicable permits, ordinances, rules, orders, and regulations of any local, state, or federal government authority having or asserting jurisdiction.
- 14.15 Equal Employment Opportunity. In the performance of this Agreement, the CONSULTANT will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, or national origin. The CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of it, state that it is an Equal Opportunity Employer.
- 14.16 Multiple Originals. Two (2) copies of this Agreement are executed; each shall be deemed an original.
- 14.17 Governmental Immunity. CLIENT is a governmental entity entitled to the protections and safeguards of the Governmental Immunity Act of Utah, UTAH CODE § 63G-7-101 et. seq. Except as may be provided in UTAH CODE § 63G-7-301(1)(a) (i.e., waiver as to CLIENT's contractual obligations under this Agreement), CLIENT neither waives nor relinquishes any applicable provision or protection of that Act.

* * * * *

The parties have executed this Agreement in duplicate originals.

This _____ day of _____, 2024.

FOR MOAB:

FOR KENDIG KEAST COLLABORATIVE:

By: _____

Carly Castle
City Manager

By: 

Bret C. Keast, AICP
Chief Executive Officer

ATTEST:

EXHIBIT “A”, SCOPE OF WORK

Under contract to the City of Moab, Kendig Keast Collaborative (KKC) will provide professional ordinance writing services to assist the City in creating an update to the Zoning Title. This work effort will be centered on updating and rewriting the regulations, streamlining procedures, and establishing good standards to achieve quality, sustainable development outcomes.

Project Administration

KKC will coordinate with City staff to develop a project schedule. The schedule will include the dates of deliverables, periods of review, and meetings for the duration of the project. The schedule will be coordinated so that the City’s Project Director can provide status reports to the Planning Commission, City Council and other boards and commissions at regular milestones in the ordinance development process.

KKC will complete project management activities to ensure schedule adherence, cost control, and quality assurance. These activities will include:

- Preparation and maintenance of the project schedule.
- Frequent communication and coordination with the City’s Project Director.
- Submittal of written progress reports in conjunction with each monthly invoice.

Task 1. Current Title Review and Analysis

1.1 Project Orientation. This subtask will initiate work with the Community Development Director and members of planning and administrative staff, including the City Manager, Planning Director, and City Attorney. These individuals will serve as the Staff Technical Team (STT) who will collaborate with the KKC Project Team in our research and background studies, field reconnaissance and ground truthing, policy analysis and collection of data and mapping.

We will meet with the STT to:

- Establish the project logistics, methods and timing of communications, schedule adherence, and the respective roles of the STT and KKC Project Team.
- Discuss the structure, membership and roles of an Zoning Advisory Committee (ZAC) made up of members of boards and commissions and other community representatives.
- Identify needed data and information, such as:
 - Five-year history of variance requests and decisions;
 - Five-year history of rezoning cases;
 - Existing land use (as available); and
 - List of staff comments and changes noted to date.

Trip(s): None

Meeting(s): Staff teleconference

Deliverable(s): Project schedule

1.2 Field Reconnaissance. We will observe built conditions and forms in the context of the current zoning regulations and standards.

- Acquire and review all existing conditions data, case information and GIS mapping.
- Attend a tour lead by the planning staff to observe older and more recent development examples.
- Visit development projects sites that represent good zoning outcomes and pending project sites for discussion of how the updated Zoning Title may achieve better outcomes.
- Develop a photographic inventory to capture development types, forms, and patterns.

Trip(s): No. 1

Meeting(s): Staff-led tour
Self-guided reconnaissance

Deliverable(s): None for this task

1.3 Plan and Policy Review. This task includes a review of applicable plan documents to identify the policies, strategies and recommendations that may be implemented through the Zoning Title update.

- Identify warranted amendments from these and other applicable plans:
 - 2020 Vision: A Sustainable Moab Plan
 - Unified Transportation Master Plan
 - Moab Tomorrow Together Think Tank Report
 - Moab Parks and Recreation Master Plan
 - Downtown Dispersed Parking Street Design
- Review the Municipal Code to identify related provisions that may warrant amendment to ensure consistency.

Trip(s): None

Meeting(s): Teleconference to discuss observations and questions.

Deliverable(s): None for this task

Task 2. Public Outreach

2.1. Introductory Meetings. These meetings will initiate the kick-off of the update process.

- Attend an STT meeting to hear their experiences in administering and enforcing the current Zoning Title, solicit recommendations for needed improvements, and review the processes for application intake, review, commenting, problems encountered and the timeline for each step for each application type.
- Meet with an Zoning Advisory Committee (ZAC) to confirm their review and meeting commitments and to facilitate their preliminary input.

Trip(s): No. 1

Meeting(s): STT meeting
ZAC meeting

Deliverable(s): PowerPoint presentation(s)

2.2. Focus Group Listening Sessions.

- Coordinate with staff to identify groups of persons to participate in a series of four, 45-minute listening sessions, which may include representatives of:

- Neighborhood associations and leaders;
- Civic groups and organizations;
- Landowners, developers and builders;
- Design professionals, e.g., engineers, architects and planners;
- Business owners and operators; and Brokers and realtors.
- Take notes of issues and solutions, identified good and bad examples of development, and other suggestions.

Trip(s): No. 1

Meeting(s): Four, 45-minute listening sessions

Deliverable(s): None for this task

Task 3. Evaluation of Existing Neighborhoods, Corridors and Districts

3.1. Character Evaluation. Special areas within the community may exhibit unique characteristics that set them apart from other neighborhoods, corridors or districts. The purpose of this task is to identify these special places and determine what zoning scheme is warranted.

- In preparation for Trip No. 1, perform aerial analyses of the community to identify areas with building and use types and lot and street patterns that warrant further examination.
- As part of the field reconnaissance conducted in Task 1, visit each identified area to document the physical characteristics that warrant consideration in coding these areas.
- Evaluate the neighborhoods, corridors and districts that stand out as having a unique character and which may warrant special regulations. Observe:
 - lot and block patterns, sizes and orientations;
 - building type, form, massing and placement;
 - environmental conditions, constraints and sensitivities;
 - number and width of drive, parking, and turn-lanes; and
 - other site characteristics, e.g., signs, lights, canopy cover, etc.

3.2. Document Findings. The experience and findings discovered through analysis and on-the-ground exploration will be documented for use in determining the appropriate district(s) and standards.

- Recommend the district(s) within which each area would fall and the use types, dimensional and site and building standards needed to retain the character.
- Model the current districts to determine the proposed lot areas and densities, building heights and setbacks, permeable areas and open spaces needed to conserve the value and integrity of these special areas.

Task 4. Drafting the Document

4.1. Zoning Title Drafts. The Zoning Title will be delivered in two modules.

- Review the zoning text to determine provisions that may be carried through as-is along with those warranting modified or new text, tables or graphics to clearly articulate the regulations and requirements.
- Perform research of related provisions in the Code of Ordinance to identify needed cross

referencing or provisions that may warrant amendment or repeal and replacement.

- Review the existing and newly drafted regulations for consistency with applicable statutes.
- Build tables and matrices to organize and improve the readability of standards and embed graphics to illustrate application of the regulations.
- Prepare the drafts to include:
 - An Annotated Outline;
 - Applicable definitions and acronyms; and
 - Editor notes, as applicable.

Trip(s): Nos. 2 (in-person) and 3 (virtual)

Meeting(s): Refer to Subtask 4.3, Facilitated Discussions

Deliverable(s): Two modules

4.2. Illustration. The Zoning Title will be illustrated to visually communicate and convey the meaning and application of certain terms and standards. All graphics will be uploaded to the cloud library, organized by chapter and section and placed in the online document.

- Generate custom graphics, where needed, to illustrate the application of standards.
- Modify “stock” graphics for common provisions, e.g., measurements, lot and building dimensioning, definitions, etc.
- Organize all graphics in a library file tree format for storing in the enCodePlus cloud platform.
- Link each graphic to the applicable section number and add a text label to meet Web Content Accessibility Guidelines (WCAG 2.0).

Trip(s): None

Meeting(s): None for this task

Deliverable(s): Embedded code graphics

4.3. Facilitated Discussions. As each deliverable is submitted for review and discussion, a series of meetings will occur to gain the input of the STT, ZAC and members of the public. This process will be repeated for each deliverable.

- Conduct regular calls with the STT to discuss technical topics, options and alternatives, and recommended approaches.
- Present each module to the ZAC and solicit their feedback.
- Facilitate face-to-face meetings with the STT to discuss the outcome of each ZAC meeting and the recommended changes and revisions.
- Provide a briefing to the City Council concurrent with Trip No. 2.

Trip(s): Nos. 2 (in-person) and 3 (virtual)

Meeting(s):

STT meetings after each ZAC meeting (2)

ZAC meetings to present the modules (2)

City Council briefing (1)

Deliverable(s): ZAC PowerPoint presentations

City Council briefing presentation

4.4. Public Hearing. Consistent with Utah Code 10-9a-502, *Preparation and adoption of land use regulation*, one public hearing will be held with the Planning Commission at which time the public may be heard and may enter their comments into the record.

- Present the Public Hearing Draft of the Zoning Title to the Planning Commission prior to a public hearing, at which time the Commission may recommend appropriate changes. Upon completion, deliver a Revised Public Hearing Draft of the Zoning Title to the City Council, together with the recommended amendments of the Planning Commission.
- Make appropriate changes and corrections directed by the City Council and publish the final adopted version of the updated Zoning Title.

Trip(s): Nos. 4

Meeting(s): Planning Commission public hearing

Deliverable(s): Zoning Title public hearing draft (prior to Planning Commission)
Final adopted Zoning Title (published online)
PowerPoint presentation

Task 5. Integration in User-Friendly Format

5.1. Online Platform. Use an online platform to draft and edit, document internal comments and responses, and publish interim drafts and the final adopted Zoning Title in a web-based format.

- Build and brand the public-facing site in coordination with city staff.
- Create a stylesheet to standardize the font, format and numbering systems.
- Migrate the existing Zoning Title into the software platform for use during the drafting process and as an archive record upon adoption.
- Build the interactive functionality including tags of all definitions and cross references for the purpose of internal/external hyperlinking.
- Train staff on the use of the password-protected editor to provide comments and to edit text.

Meeting(s): Staff training for enCodePlus use (virtual)

Deliverable(s): Public website linked to the City's website

5.2. Build Premium Features (OPTIONAL). The following features may be built concurrent with drafting so upon adoption, the online Zoning Title is complete and ready to go live:

- Calculators (landscaping, parking and signage)
- Custom indexing
- 3D Interactive Zoning Map including parcel and zoning summaries (tied into ArcGIS Web AppBuilder)
- Land use lookup
- eReader
- Zoning Navigator

Meeting(s): None for this task

Deliverable(s): Above-listed premium features

Task 6. Implementation Assistance - OPTIONAL

6.1. Start-Up Period Assistance. KKC will provide gentle assistance to city staff during the first months following adoption of the Zoning Title. The time associated with this task and any encumbered direct expenses may be on an hourly basis or determined through scope and budget amendments. This assistance is expected to include:

- Cursory (or greater) review of select development applications;
- Participation in video-conferences with city staff to express our comments on reviewed applications and to respond to staff questions;
- Provision of verbal or written interpretations for application of the regulations to specific developments;
- Interactions with city staff and upon request, virtual meetings with applicants and other boards and commissions; and
- Observe and advise on the city's administrative procedures.

Trip(s): As needed, on per meeting basis

Meetings: Video-conference(s)
Interdepartmental project review meeting(s)
Application meetings
Board and commission meetings

Deliverables: To be determined

6.2. Training. Formal training would supplement the informal interactions that transpired across the months of developing the Zoning Title. Training would be designed for backoffice functions including application intake, distribution, departmental review and comment, reporting and applicant coordination, together with facilitated training sessions with applicable boards and commissions. Time associated with this task would be on an hourly rate basis as the needs and level of effort vary widely.

- Interview those responsible for application intake and front counter interactions to identify standard practices and discuss means for improve effectiveness and efficiencies.
- Observe inter- and intra-departmental review functions and meetings and issue a technical memorandum with recommended improvements.
- Review inter-departmental documentation, written correspondence with applicants, and reports for board or commission consideration, and issue a technical memorandum noting best practices and recommended changes.
- Arrange mock meetings with selected boards and commissions to review the materials provided, methods of case review and comment/question documentation, staff presentation, board/commission discussion, hearing procedures, and criteria and issuance of decisions.
- Provide layperson guides for use of the Zoning Title, which can be assembled into a booklet upon adoption.

PROJECT BUDGET

Task 1:	\$9,240
Task 2:	\$23,040
Task 3:	\$75,080
Task 4:	\$2,500

TOTAL: **\$109,859**

Optional Task 4:

One-Time Build \$24,500 (subject to selected features)

Annual \$2,500 (without GIS)

\$11,000 (with GIS)

Moab, Utah Zoning Ordinance Update						
Key Personnel	Principal	Project Manager	Senior Associate	Associate	HGB Law	TOTAL
Title						
Scope Tasks						
Task 1. Current Title Review and Analysis						
1.1 Project Orientation						\$1,300
1.2 Field Reconnaissance						\$2,280
1.3 Plan and Policy Review						\$1,820
Subtotal	\$200	\$2,170	\$1,450	\$1,080	\$500	\$5,400
Direct Expenses						\$3,840
TOTAL FOR TASK 1	\$200	\$2,170	\$1,450	\$1,080	\$500	\$9,240
Task 2. Public Outreach						
2.1 Introductory Meetings						\$13,600
2.2 Focus Group Listening Sessions						\$5,600
Subtotal	\$0	\$6,400	\$8,000	\$3,200	\$1,600	\$19,200
Direct Expenses						\$3,840
TOTAL FOR TASK 2	\$0	\$6,400	\$8,000	\$3,200	\$1,600	\$23,040
Task 3. Evaluation of Neighborhoods, Corridor & Districts + Drafting the Document						
3.1 Ordinance Drafts						\$53,700
3.2 Illustrations						\$3,200
3.3 Facilitated Discussions						\$16,000
Subtotal	\$13,600	\$29,140	\$30,160	\$21,060	\$10,000	\$72,900
Direct Expenses						\$2,180
TOTAL FOR TASK 3	\$13,600	\$29,140	\$30,160	\$21,060	\$10,000	\$75,080
Task 4. User-Friendly Format						
4.1 Online Ordinance Platform						\$2,500
TOTAL For All Tasks (exlcuding Optional Task 4)						\$109,859
4.2 Build Premium Features (OPTIONAL)						
- Landscaping Calculator						\$2,750
- Parking Calculator						\$2,750
- Sign Calculator						\$2,750
- Custom Indexing						\$3,500
- GIS Interactive Zoning Map						\$7,500
- eReader						\$750
- Zoning Navigator						\$4,500
Subtotal						\$24,500
Annual Hosting and Support						\$2,500
GIS Annual License and Maintenance (OPTIONAL)						\$8,500
TOTAL FOR OPTIONAL TASK 4						\$35,500

Zoning Title Update

November 16, 2023, 2:00 p.m.

	Name	Amount
1	Hendig Heast Collaborative	138,989.00 - optional task 4
2		33,000.00
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Present at Bid Opening:

Name:

Kelsi Garcia
SOMMAR JOHNSON
Don J. Chish

Kelsi Garcia
Sommer Johnson
Lisa Church