

FOUNTAIN GREEN CITY AGENDA

Mayor Mark Coombs ~ Council: Rod Hansen,
Alyson Strait, Jacob Littlefield, Kim Johnson, and Kerry Farnsworth
The Fountain Green City Council will hold its Council meeting.
Thursday, September 19, 2024
Fountain Green City Hall, 375 N. State, Fountain Green, UT
The meeting will begin promptly at 7:00 p.m.

PRAYER – Alyson Strait

PLEDGE

ITEM

Public Comment

1. Approve Minutes
2. Water Issues
3. 2024 Lamb Day Report
4. R6 Discussion
 - CIB Deadline
 - GIS Announcement
 - Subdivision Updates
 - RCOG
 - RGS Mini-Training
 - CDBG, OPMA, Funding for Flooding
5. Police Report
6. Fire Department Report
7. UDOT Flags on State Street
8. Emergency Action for F.G. City
9. Appraisal of old Fire Station
10. HVAC Invoice for DUP Bldg.
11. Risk Assessment
12. Tampering w/Meter
13. Planning Commission Report
14. Subdivision Ordinance
15. City Report/Traffic Control
16. City Bills
17. Miscellaneous
18. CLOSED MEETING ONLY FOR THE SPECIFIED REASONS AND WITH A MAJORITY VOTE. UT CODE 52-4-205

PRESENTER

Mayor Coombs
Mayor Coombs
Dave Engh
Jerime Ivory
Shay Morrison

Mayor Coombs
Todd Robinson
Alyson Strait
Alyson Strait
Alyson Strait
Mayor Coombs
Mayor Coombs
Curt Nielsen/Kerry Farnsworth
Jacob Littlefield
Jacob Littlefield
Curt Nielsen
Mayor Coombs
Mayor Coombs

DATED THIS 18th DAY OF SEPTEMBER, 2024

/S/ MICHELLE WALKER, CITY RECORDER

2024 August Proposed Public Tax Hearing –

The 2024 proposed tax hearing for Fountain Green City was held at 6:00 p.m. on Thursday, August 15, 2024, in the Fountain Green City Hall, 375 N. State.

Attendance – Kerry Farnsworth, Alyson Strait, Rod Hansen, Kim Johnson, and Jacob Littlefield.

Presiding – Mayor Mark Coombs

Mayor Coombs welcomed those in attendance and thanked them for coming.

He introduced Seth Atkinson, Nephi's City Manager, for coming to help the public understand how property taxes work in Utah. Mr. Atkinson explained that each home has a market value and an assessed value. On the primary dwelling (dwelling in which you live in most of the year) you are assessed 55% of the market value (100% of a secondary dwelling) of that home. The assessed value, whatever that may be is multiplied by the property tax rates from the various taxing entities: county, special service district, school district, and/or city. When you get your property tax bill, it has all the taxing entities included in that bill. Your assessed value is multiplied by each of those tax rates which gives you your overall tax collection.

Seth explained that because of the way the tax system works in Utah, it will never keep up with inflation and if the sales tax is not growing, property taxes tend to be a city's lifeblood.

Concerns/Discussion Items from citizens were as follows:

- *Concern about the monthly increase for citizens on a fixed income.
- *Businesses such as Airbnbs being turned away by the city. They could help bring in more revenue instead of raising property taxes.
- *Why such a big increase all at once? Why not do it in increments?
- *Why a property tax increase in conjunction with the annual water/sewer increase?

City Officials reply –

- *Need to stop taking from the Enterprise Funds to help cover general fund.
- * Services Increase. Such as roads (repair & maintenance), police protection, fuel, fire protection, maintenance of buildings.

Questions for the city –

Has the city looked into other sources of revenue?

What expenditures has the city cut? Answer. The City has changed all the street lights to LED which has cut the monthly cost of the power bill. Temporary water sales. Went to the county for police protection. Changed computer IT services.

Abby Ivory, R6 Outreach coordinator for Economic Development, explained that she is available to help the city develop an economic plan for the city; the city should capitalize on the tourism already in the area (i.e. rock climbing in Maple Canyon). Abby recommended that the city let the

local businesses know that there are grants available to help them. She would be happy to help them write the grants

City Officials explain the main reason for the increase –

Have taken out of water/sewer funds to meet general fund expenditures. City needs to stop taking from those funds. Those funds need to stay to build up a reserve in cases of major water/sewer system upgrades and/or repairs.

Question on Impact Fees –

The law states that Impact Fees can only be spent on new growth. Fountain Green City has had the same fees since the sewer system was installed. In order to change those fees the city would need to pay for an engineered study. The fees are determined by the system that the city has invested in, the sewer/water system and what your actual costs are.

No one wants to raise taxes. City Officials do not take it lightly. Each month officials discuss what and where they can do to improve in all areas of city business.

Meeting adjourns at 7:10 p.m.

Michelle Walker, City Recorder

2024 August City Council

The regular meeting of the Fountain Green City Council was held at 7:18 p.m. on Thursday, August 15, 2024 in the Fountain Green City Hall, 375 N. State.

Public Comment. There was no public comment.

1. Minutes. Rod Hansen motioned to approve the minutes as written from the city council meeting held on July 11, 2024. Seconded by Alyson Strait. A roll call vote was taken – Jacob/yes, Kim/yes, Rod/yes, Alyson/yes, Kerry/absent. Motion carried.

2. Reliance Engineering Services Introduction. Adam Del Toro introduced himself as the President of Reliance Engineering Services, and his colleague, McKay Lusk, Director of Outside Plant Design.

Mr. Del Toro's explained that they provide engineering telecom services for the state of Utah (i.e. Centracom) and other states across the country.

They currently have an office in the building just north of the City Hall and are happy to be located in Fountain Green.

3. Water Issue/Dave Engh. Tabled until next month.

4A. Tax increase and FY2025 Budget Approval. The following Q/A were discussed regarding the proposed tax increase:

Question. How was the \$35,500 proposed increase determined? **Answer.** For several years that amount has been transferred from the water and sewer funds into the general fund to help cover general fund expenditures. Enterprise funds need to stay in those funds for system maintenance, upgrades, and repairs.

Question. Can City Officials promise there won't be another property tax increase. **Answer.** City Officials do not want to raise property taxes, but they cannot promise it won't happen again.

Question. What will happen to the extra revenue once the general fund doesn't need the transfer? **Answer.** City expenses such as roads, police coverage, fuel, building repair and maintenance will continue to increase.

Question. Can city officials approve increasing the proposed tax increase by half, and then half again next year? **Answer.** That is a possibility upon receiving a majority vote from officials.

Kim Johnson motioned to increase the 2024 property taxes by \$17,500. Seconded by Kerry Farnsworth. A roll call vote was taken – Kerry/yes, Alyson/no, Rod/no, Kim/yes, and Jake/yes. Motion carried.

4B. FY2025 Budget Approval. The approved tax increase needs to be added to the FY2025 Budget and voted on.

Alyson Strait motioned to add \$17,500 to the county's current property tax revenue of \$81,153 for Fountain Green City. Totaling the FY2024 property tax revenue to \$98,653. Seconded by Jacob Littlefield. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

5. Regional Growth Summit. R6 (Six County) will be scheduling various Mini Growth Summit Trainings throughout the year. There is one scheduled for September 26, 2024, from 10:00 – Noon and will be specific to budget and finance. This will be staff-only training. Lunch will be served from 10 a.m. to 1 p.m.

The Mayor asked Laura to attend since Michelle will be at a Recorder's Conference and they will ask Paula to cover the office. The registration link is in the monthly newsletter that Seth emailed at the beginning of the month.

6. CDBG "How To Apply" Workshop. Fountain Green does not need to attend because they were funded last year.

7. ULCT Annual Convention. The Convention is in Salt Lake on the 4th and 5th of September. This Convention is another training opportunity for municipalities elected officials, zoning, appointed positions, staff, etc. This is a good one to attend as an elected official.

8. UAC Annual Convention. This Convention (September 11th and 12th) is basically the same as the ULCT Convention but for counties rather than municipalities. Shay wanted to make city officials aware of it and recommended that they let county officials know about it so they can coordinate on county topics.

9. Open and Public Meetings Act. Shay explained that the R6 group are going to start doing a small training and cover a topic in each city council meeting as a friendly reminder.

This month the topic is Meeting Recordings – When a meeting is recorded, the full recording has to be there, you cannot edit the recording. It is from the time the meeting opens to the time when the meeting adjourns. Small changes can be made to your minutes, but not to the recordings.

The Mayor should open the meeting with the title of the meeting, date, and time.

Jim Beagley, Planning Commission member, asked what to do about a power outage during one of their meetings and only had about two-thirds of the meeting recorded. Shay told them to upload what they had since there was no other option. He recommended that they have a backup recorder available that doesn't rely on power.

10. Police Report. Mayor Coombs gave the following police report for July: Dog Bite, Assisting Another Agency, Death Attendance, Kidnapping of a Minor, Missing Person, Runaway Juvenile, Suspicious Activity, and Property Damage greater than \$2,500.

It also reported that 16 people were pulled over for speeding. Of those, one was a DUI, one was no proof of insurance, and two had a change of addresses but hadn't updated their driver's licenses.

11. Fire Department Report. Todd asked Officials what they wanted to do with the old Seagrave Fire Truck. They all agreed to put it up for bid and try to sell it.

Todd was asked if the fire restrictions had changed? He stated that the last storm had actually done some good and then the one that is supposed to be coming this weekend will keep the restrictions where they're at.

The Fire Department did have to attend to a fire that got out of control and investigate one that was in a constructed enclosure (Which is fine right now as long as there is water close by). Open burn season starts in November.

There is still some confusion regarding the County Fire District charge and if they are going to go ahead and have municipalities put it back on their utility billing or go through Rocky Mountain Power. Mayor Coombs stated that the city will put the charge for the County Landfill back on the city utility bill but leave the Fire District off until they make up their mind. Todd will keep Officials updated.

The Mayor and City Council all thanked Todd and the Fire Department for the great fireworks show on Lamb Day. The City will have to sign a new contract this year with Fireworks Pyrotechnics.

12. Safe Sidewalks at the Park. Mayor Coombs gave an update on the Safe Sidewalk Grant from UDOT (The money won't be available until July of 2025). The pattern of kids walking to elementary school was reviewed and most of them walk down past the park. The plan is to put sidewalks on each side of the park and crosswalks at the 4-way stop. Depending on how far the money goes, run sidewalks towards State Street. Officials are trying find the best way to protect the youth as they go to school.

Right now, UDOT will not approve sidewalks going across State Street so they are looking at trying to get approval from them to put crossing flags in so that the kids can at least grab a flag as they start going across the road. The Mayor explained that they're trying to do what they can to protect the youth, but also work under the guidelines of what UDOT will allow.

13. Review Bid on Street Mowing Tractor from Hermansen's.

The bid from Hermansen's for a street mowing tractor with a cab, heating and air conditioning came in at \$36,800. Hermansen's would give the city \$8,000 for the current tractor.

Everyone agreed that the city needs to move forward and get a safe piece of equipment that has proper protection for the city worker that's operating it.

Rod Hansen motioned to put the current street mowing tractor up for sale and use those funds towards the purchase of a new tractor with a cab to protect the operator from having to breathe in excessive dust. Seconded by Kerry Farnsworth. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

14. Re-visit/Modify Utility Policy. Mayor Coombs recommended that #4 of the Utility Policy be modified. He asked Shay to research the question as to whether it was allowed to attach a lien to a home for nonutility payment.

Rod Hansen motioned to approve the modification of #4 of the current utility policy. Seconded by Alyson Strait. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

Look for modified Utility Billing and Payment Policy Effective August 15, 2024.

15. Short-Term Rentals. Mark Woods, Planning Commission Chair, reported that Planning and Zoning has had a couple of questions come to them over the last three or four months asking about short-term rentals as in Airbnb-type situations and whether or not the city wanted to change the policy.

Right now, they're allowed in the historic business commercial zone, but they're not allowed anywhere else in the city. The members have done some research and made a list with policies that need to be put into place before they are allowed. That list has been sent to Jacob (Council person over Planning and Zoning.).

Rod added, I would support Airbnbs in there for several reasons. I think there's a revenue. It's minimal, but there is revenue. Anything is better than nothing. If they have an opportunity to make some money on their own, on their own property, and they can do it without an adverse effect on their neighbors, I'm all for it. We should not be standing in the way of our citizens putting some extra money in their pockets.

Everyone agreed that there are many angles that would have to be looked at before adopting Short-Term Rentals into the Ordinances. Shay agreed to help them find some examples that he has been working on as well as the Tax Commission's Transient tax.

Wendell Jacobson was wondering about the city allowing campers or travel trailers parked in someone's yard or driveway and people living in them. He was told that the Ordinance does not allow it. They can apply only for a Conditional Use Permit to live in one while they're building a home. Wendall was told that if knows of a violation to contact the Enforcement Officer – Amy Morgan

16. Conex @ 115 N. State/Linda Johnson

Alyson Strait motioned to accept the recommendation of the Planning Commission to allow Linda Johnson to place a Connex box at 115 N. State. Street Seconded by Jacob Littlefield. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

17. Proposed Changes Chs. 2, 7, & 11. The Planning Commission presented the Mayor and Council with a draft of the proposed changes in Chapters 2, 7, and 11.

Alyson Strait motioned to accept the changes to Chapters 2, (contingent upon the removal of the numbers on pages 12 and 13), 7, and 11 as proposed by Planning and Zoning. Seconded by Jacob Littlefield. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

City Officials thank the Planning Commission members for their hard work and their effort in making people feel welcome coming to Fountain Green.

18. Planning Commission Report. Jacob reported that the only other thing that had not been discussed by the Planning Commission was an approved building permit for Rhett and Melissa Larson.

Jacob and the rest of the Planning and Zoning were again thanked for their work.

19. City Report and Traffic Control. Curt reported the following:

*Lamb Day Discussion –

-Thanked Jacob for bringing the manlift to help with tree trimming at the ball field. There are many trees throughout the park that need trimming.

-Concession stand is still not cleaned out from last year. Mayor to contact Jerime.

-Excessive trash issues on the day of Lamb Day. Need to order more dumpsters next year.

-Better Communication between Lamb Day and City.

-Enforcement Issues with dogs at the park during Lamb Day.

*DUP – Bats have been removed.

*Theater – Paula reported that the roof was leaking. She was able to catch it with buckets. Have received a bid from A&R Roofing and are waiting for estimates from American Roofing and Clean-Cut Roofing.

Rod Hansen motioned to go forward with the replacement of the roof with a maximum cost of \$16,000 plus reasonable contingencies for sheeting replacement and rotten wood that is found in the removal of the old roof process. The City will also evaluate two additional quotes; American Roofing and Clean Cut Roofing. Seconded by Kim Johnson. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

*Ryan Yorgason has moved his chicken coop as advised.

*The water leak that Rod had noticed on State Street was just sprinklers. Will still keep an eye on it, just in case.

*Samples are done for the month.

*Met with Jones-DeMille. Water/Sewer Masterplans should be finished in a couple of weeks. They would like to present/review in October or November's council meeting.

*Sewer operating permit needs to be renewed. Meeting with DEQ on August 27th at 9:00 a.m. Kerry would like to attend.

*Hale's finished the road project. Totaled around \$350,000.

*UDOT will not be chipping SR 132 through town until 2025. Will give city officials time to reevaluate the restriping of State Street.

Traffic Control. City Officials declined a resident's request for a four-way stop on 400 N, 400 W. The resident then asked Curt if the city would agree to placing 25 mph speed limit signs in that area. There was discussion on putting 25 mph speed limit signs throughout town, or at each of the entrances into town, or a sign that blankets all roads in town as 25 mph.

There have also been several citizens who have asked about putting stop signs on 600 W. and 500 W. to stop the raceway through town in the mornings and afternoons. It was decided to have the requestors go through the proper process and fill out an application for a traffic control device.

Any requests coming from people outside city limits for a traffic control device would have to make a request through the county.

Curt posed a question regarding water shut-off and tampering fees. After the Mayor, City Council and Curt discussed some of the options, Mayor Coombs asked if Curt and Kerry would work together to come up with a policy that includes the fees in question.

Mayor Coombs asked Curt about the current situation with the meters. Curt explained that Mueller said they had fulfilled the order (which was only the antennae part, not the registers). The antennas will have to be retrofitted to the registers already in the ground. Instead of ordering and having to wait for registers, Curt will make it work.

20. City Bills. Alyson Strait motioned to pay the city bills. Seconded by Jacob Littlefield. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

21. Miscellaneous.

Kerry. Nothing at this time.

Alyson. How does the city make sure all secondary homes in Fountain Green are being counted for property tax purposes?

It was decided that Laura could look at the water usage, 1,000 gallons or less being reported on a monthly basis, put together a list of names and go from there.

Michelle, Jacob, Kim, Laura? Nothing to report.

Rod expressed concern about the safety of kids driving golf carts, and/or 4-wheelers in his neighborhood. The 4-wheeler he saw was loaded with little kids. Michelle spoke to the kids on the 4-wheeler and explained the law and the required online course.

Rod also stated that he is trying to deal with some things with the city attorney, and the attorney is not responsive. How do we fix that? Do we need to get a different one? Rod will be calling him tomorrow.

Mayor.

*Discussion on the dog pound.

*Will be getting an estimate from a firm out of Southern Utah on the old fire station.

*Request from County Landfill to put their bill back on the city's utility bill, but informed the Landfill, that the payment would not be retroactive.

*Contacted the Meredith's about the overgrown weeds on their property. He gave them names and numbers of businesses that do yard work. Will follow up.

*Roger found a grader for \$69,000. It's a John Deere with the right hours and year that the city wanted.

It's a high profile but will still fit in the maintenance shed. It has everything else the city was looking for.

The grant from CIB was for \$70,000. The City agreed to put \$15,000 into it up to \$85,000. When they get it into Salt Lake they're going to go through it and tell us what they're going to fix on it, their nickel, and then recommend what the city needs to do on it as well.

*There is still a question on whether the County Fire District is going to go through Rocky Mountain Power or have the municipalities put the fee back on their utility bills? Todd will keep the Mayor and City Council up to date.

Michelle. *Had another complaint about a property with excessive weeds. The Mayor stated that he wanted to get the Meredith's property taken care of first and then address the other properties that have had complaints.

Alyson will need to give her report of the appraisal for the fire station to someone else since she will be absent for September's city council meeting

Rod Hansen motioned to adjourn. Seconded by Alyson Strait. A roll call vote was taken- Jacob/yes, Kim/yes, Rod/yes, Alyson/yes and Kerry/yes. Motion carried.

Meeting adjourned at 10:00 p.m.

Michelle Walker, City Recorder

1. Placing a Lien for Unpaid Water Bills: According to the Office of the Property Rights Ombudsman, it is possible to place a lien on a property for unpaid water bills. However, the process can be costly and may not always be worth the effort. If you are still interested in pursuing this, I recommend reaching out to Rick at the Ombudsman's Office, as he handles this frequently.

2. Municipal Transient Room Tax: The Utah State Tax Commission's rate charts do not show that Fountain Green has implemented the Municipal Transient Room Tax as of the last quarter (July 1, 2024). If you would like assistance in implementing this tax, I am happy to help guide you through the process.

3. Determining Secondary Homes for Property Taxes: For a list of secondary homes, you can contact the County Assessor. If you need to know who is actually reporting these properties, it may only be possible through complaints or word of mouth.

4. CDBG Contract Status: I have confirmed with the CDBG team that your project is moving forward. They were waiting for final approval to use the same environmental review as last year before moving to the contracting phase. You should receive the contracting materials within a month. If you do not hear anything in the next few weeks, please let me know, and I will follow up.

5. Policies and Penalties for Cutting Water Meter Locks: I have reviewed some community ordinances and spoken with others about this issue. It seems that in most ordinances, cutting water meter locks falls under the destruction of public property and is associated with a set penalty. If your code has a section on public property or destruction of public property, you may be able to enforce penalties. If not, I suggest we work on establishing this in your code to better address such situations in the future.

STALLINGS SHEET METAL, INC.

790 SOUTH 500 WEST

MT. PLEASANT, UT 84647

PH: 435.462.3152 FAX: 435.462.3169



11

PROPOSAL

DATE

4-Sep-24

FOUNTAIN GREEN CITY

PO BOX 97

FOUNTAIN GREEN, UT 84632

mark.coombs83@gmail.com

ATTN: MAYOR MARK COOMBS

REP		PROJECT LOCATION		
CHET		FOUNTAIN GREEN DUP		
ITEM	DESCRIPTION	QTY	PRICE	AMOUNT
HVAC	Installation of a new Lennox ML180, 70,000 BTU, heating system and Lennox ML17XC1 17 SEER, 2 ton air conditioning system. Includes Constant Torque power saver fan, custom sheet metal duct system with 1" acoustical duct liner insulation. Commercial grade supply air registers and central return air grille. Honeywell T6 Pro thermostat and 24 volt control wiring. Gas piping from meter location to furnace using 3/4" domestic black iron piping. Refrigeration line piping and sheet metal covering over exposed lines on south west corner of building. High altitude conversions and system start-up adjustments, complete. *220 volt wiring by others.	1	\$ 15,291.00	\$ 15,291.00
CHIMNEY	Sealing of existing chimney to prevent weather corrosion and bat infestation. Removal of existing unused vent pipe inside chimney. Fabricate and install sheet metal chimney cap with Dark Bronze Colorclad sheet metal. Fabricate and install paintlock cover plates for existing chimney holes.		INCLUDED	
LOUVER	Remove existing louver vent in north gable. Fabricate and install a new removable screend louver vent using Dark Bronze Colorclad sheet metal. Louver vent to provide access to attic for HVAC and other equipment. New louver to be fabricated to match existing louver design and maintain building aesthetics.		INCLUDED	

TOTAL	\$ 15,291.00
PAYMENTS APPLIED	
BALANCE REMAINING	\$ 15,291.00

**This is an ESTIMATE any alterations will incur EXTRA costs and will be charged as an EXTRA charge over and above the estimate.
Prices are good for 30 days.**

PAYMENT TERMS: Invoice due upon completion of project. Material is guaranteed to be as specified and above work to be performed in accordance with the drawing and/or specifications submitted for above work and completed in a workmanlike manner. Stallings Sheet Metal, Inc. Will provide Workers Compensation Insurance, Liability Insurance and Contracting License pertaining to this project.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. I agree to remit payment in full upon completion of described work in this proposal, unless otherwise specified. A finance charge of 2% per month will be assessed to all amounts if payment is not received within 30 days of statement date. I agree that Seller retains title to the equipment/materials furnished until the final payment is made. If the payment is not made as agreed, Seller has the option to remove said equipment/materials at the Customer's expense or allow the Customer to make monthly payments on the remaining balance including interest at the rate of 2% per month. Failure to make payment may result in the removal of said equipment/materials. Any damage from said removal shall not be the responsibility of the Seller. All collection costs, attorney fees, and court fees are to be paid by the Customer.

AUTHORIZED SIGNATURE _____ **DATE** _____.

Fraud Risk Assessment

#127

Continued

*Total Points Earned: ____/395 *Risk Level: Very Low Low Moderate High Very High
> 355 316-355 276-315 200-275 < 200

	Yes	Pts
1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?		200
2. Does the entity have governing body adopted written policies in the following areas:		
a. Conflict of interest?		5
b. Procurement?		5
c. Ethical behavior?		5
d. Reporting fraud and abuse?		5
e. Travel?		5
f. Credit/Purchasing cards (where applicable)?		5
g. Personal use of entity assets?		5
h. IT and computer security?		5
i. Cash receipting and deposits?		5
3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?		20
a. Do any members of the management team have at least a bachelor's degree in accounting?		10
4. Are employees and elected officials required to annually <u>commit in writing to abide by a statement of ethical behavior?</u>		20
5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training (training.auditor.utah.gov) within four years of term appointment/election date?		20
6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?		20
7. Does the entity have or promote a fraud hotline?		20
8. Does the entity have a formal internal audit function?		20
9. Does the entity have a formal audit committee?		20

*Entity Name: _____

*Completed for Fiscal Year Ending: _____ *Completion Date: _____

*CAO Name: _____ *CFO Name: _____

*CAO Signature: _____ *CFO Signature: _____

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

	Yes	No	MC*	N/A
1. Does the entity have a board chair, clerk, and treasurer who are three separate people?	✓			
2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?	✓			
3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".	✓			
4. Are all the people who have access to blank checks different from those who are authorized signers?	✓			
5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?	✓			
6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?	✓			
7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".	✓			
8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".	✓			
9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".	✓			
10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?	✓			
11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			
12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".	✓			

* MC = Mitigating Control



OFFICE OF THE
STATE AUDITOR

Ethical Behavior Policy

Employee Code of Ethics

Prohibited Conduct

No current employee or officer, as specified, shall:

1. Disqualification from Acting on Fountain Green City Business.
 - a. Engage in any transaction or activity, which is, or would to a reasonable person appear to be, in conflict with or incompatible with the proper discharge of official duties, or which impairs, or would to a reasonable person appear to impair, the employee's independence of judgment or action in the performance of official duties and fail to disqualify him or herself from official action in those instances where conflict occurs;
 - b. Have a financial or other private interest, direct or indirect, personally or through a member of his or her immediate family, in any matter upon which the employee is required to act in the discharge of his or her official duties, and fail to disqualify him or herself from acting or participating;
 - c. Fail to disqualify him or herself from acting on any transaction which involves Fountain Green City and any person who is, or at any time within the preceding twelve (12) month period has been a private client of his or hers, or of his or her firm or partnership;
 - d. Have a financial or other private interest, direct or indirect, personally or through a member of his or her immediate family, in any contract or transaction to which Fountain Green City or any city agency may be a party, and fails to disclose such interest to the appropriate authority prior to the formation of the contract or the time Fountain Green City or city agency enters into the transaction; provided, that this paragraph shall not apply to any contract awarded through the public bid process in accordance with applicable law.
2. Improper Use of Official Position.
 - a. Use his or her official position for a purpose that is, or would to a reasonable person appear to be primarily for the private benefit of the employee, rather than primarily for the benefit of Fountain Green City; or to achieve a private gain or an exemption from duty or responsibility for the employee or any other person;
 - b. Use or permit the use of any person, funds, or property under his or her official control, direction, or custody, or of any city funds or property, for a purpose which is, or to a reasonable person would appear to be, for something other than a legitimate purpose.
 - c. Except in the course of official duties, assist any person in any transaction where the employee's assistance is, or to a reasonable person would appear to be, enhanced by that employee's position with the city; provided

that this subsection shall not apply to: any employee appearing on his or her own behalf or representing himself or herself as to any matter in which he or she has a proprietary interest, if not otherwise prohibited by ordinance;

- d. Regardless of prior disclosure thereof, have a financial interest, direct or indirect, personally or through a member of his or her immediate family, in a business entity doing or seeking to do business with Fountain Green City, and influence or attempt to influence the selection of, or the conduct of business with that business or entity.
3. Accept Gifts or Loans.
 - a. Ask for or receive, directly or indirectly, any compensation, gift, gratuity, or thing of value, or promise thereof, for performing or for omitting or deferring the performance of any official duty; except that the following shall be allowed:
 - i. Unsolicited flowers, plants, and floral arrangements;
 - ii. Unsolicited advertising or promotional items of nominal value, such as pens and notepads;
 - iii. Unsolicited token or awards of appreciation in the form of a plaque, trophy, desk item, wall memento, or similar item;
 - iv. Unsolicited food items given to a department when the contents are shared among employees and the public;
 - v. Unsolicited items received for the purpose of evaluation or review provided the officer or employee has no personal beneficial interest in the eventual use or acquisition of the item by the city;
 - vi. Information material, publications, or subscriptions related to the recipient's performance of official duties;
 - vii. Food and beverages consumed at hosted receptions where attendance is related to official duties;
 - viii. Meals, beverages, and lodging associated with retreats or other meetings where the official serves as a representative, designee or is otherwise assigned to another organization or entity from the city.
 - ix. Travel costs, lodging, and tuition costs associated with Fountain Green City sanctioned training or education when not provided by a private entity under contract with the city;
 - x. Admission to, and the cost of food and beverages consumed at, events sponsored by or in conjunction with a civic, charitable, governmental, or community organization and other officials or employees of similar agencies are in attendance;
 - xi. Unsolicited gifts from dignitaries from another entity or other jurisdiction that are intended to be personal in nature;
 - xii. Campaign contributions; and
 - xiii. Unsolicited gifts with an aggregate economic value of \$50.00 or less from a single source in a calendar year received either directly or indirectly by the official or employee.
 4. Disclose Privileged Information.

Disclose or use any privileged or proprietary information gained by reason of his or her official position for the immediate or anticipated personal gain or

benefit of the employee or any other person or entity; provided, that nothing shall prohibit the disclosure or use of information which is a matter of public knowledge, or which is available to the public on request.

5. Financial or Beneficial Interest in Transactions.

Regardless of prior disclosure an employee or officer may not participate in or benefit from (personally or through his or her family) a contract or agreement where that employee or officer acted as an agent of Fountain Green City. This includes receiving compensation, gratuity or other benefit from an interested party of an agreement or contract with Fountain Green City.

6. Nepotism.

- a. Violate *Utah Code* § 52-3, which prohibits employment of relatives, with few exceptions.

7. Misuse of Public Resources or Property.

- a. Violate *Utah Code* § 76-8-4, which delineates the unlawful use of public funds and destruction of property, including records.

8. Outside Employment.

- a. Retain secondary employment outside of Fountain Green City employment, which, as determined by the city council, and according to Utah Administrative Code R477-9-2:
 - i. Interferes with an employee's performance.
 - ii. Conflicts with the interests of Fountain Green City or the State of Utah.
 - iii. Gives reason for criticism or suspicion of conflicting interests or duties.

9. Political Activity.

- a. Except as otherwise provided by law:
 - i. The partisan political activity, political opinion, or political affiliation of an applicant for a position with Fountain Green City may not provide a basis for denying employment to the applicant.
 - ii. A Fountain Green City officer's or employee's partisan political activity, political opinion, or political affiliation may not provide the basis for the officer or employee's employment, promotion, disciplinary action, demotion, or dismissal.
 - iii. A Fountain Green City employee may not engage in political campaigning or solicit political contributions during hours of employment.
 - iv. A Fountain Green City officer or employee may not use the city equipment while engaged in campaigning or other political activity.
 - v. A Fountain Green City officer or employee may not directly or indirectly coerce, command, or advise another city officer or employee to pay, lend, or contribute part of the officer's or employee's salary or compensation, or anything else of value to a political party, committee, organization, agency, or person for political purposes.
 - vi. A Fountain Green City officer or employee may not attempt to make another officer or employee's employment status dependent on the

- officers or employee's support or lack of support of a political party, affiliation, opinion, committee, organization, agency, or person engaged in political activity.
- b. A Fountain Green City employee who has filed a declaration of candidacy may:
 - i. be given a leave of absence for the period between the primary election and the general election; and
 - ii. Use any vacation or other leave available to engage in campaign activities.
 - c. Neither the filing of a declaration of candidacy nor a leave of absence under this section may be used as the basis for an adverse employment action, including discipline and termination, against the employee.
 - d. Nothing in this chapter shall be construed to:
 - i. prohibit a Fountain Green City officer or employee's voluntary contribution to a party or candidate of the officer or employee's choice; or
 - ii. Permit a Fountain Green City officer or employee partisan political activity that is prohibited under federal law.
 - e. No Fountain Green City officer or employee shall solicit or participate in soliciting any assessment, subscription, or contribution to any political party during working hours on the premises of any [entity name] property.
 - f. No Fountain Green City officer or employee shall promise any appointment to any position with Fountain Green City as a reward for any political activity.
 - g. A Fountain Green City employee who is elected to an office with [entity name] shall terminate city employment prior to being sworn into the elected office.
10. Fair and Equal Treatment.
- a. No person shall be appointed to, removed from, or in any way favored or discriminated against with respect to any appointive public office because of such person's race, color, age, religion, sex, national origin, or functional limitation as defined by applicable state or federal laws, if otherwise qualified for the position or office.
 - b. No Fountain Green City officer or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.
11. Prohibited Conduct After Leaving Fountain Green City:
- a. No former employee shall, during the period of one (1) year after leaving Fountain Green City office or employment:
 - i. Disclose or use any privileged or proprietary information gained by reason of his/her city employment for his/her gain or anticipated gain, or for the gain or anticipated gain of any person, unless the information is a matter of public knowledge or is available to the public on request;
 - ii. Assist any person in proceedings involving an agency of Fountain Green City with which he/she was previously employed, involving a matter in which he or she was officially involved, participated or acted in the course of duty;

- iii. Represent any person as an advocate in any matter in which the former employee was officially involved while a Fountain Green City employee;
- iv. Participate as a competitor in any competitive selection process for a city contract in which he or she assisted the city in determining the project or work to be done or the process to be used.

#15

FOUNTAIN GREEN CITY

ORDINANCE NO. 2024 - 00

AN ORDINANCE AMENDING CHAPTER 10 OF THE FOUNTAIN GREEN CITY MUNICIPAL CODE AND ESTABLISHING PROCEDURES FOR APPROVAL AND DEVELOPMENT STANDARDS FOR A SUBDIVISION ORDINANCE FOR FOUNTAIN GREEN CITY

WHEREAS, Fountain Green City is a municipal corporation duly organized and existing under the laws of State of Utah;

WHEREAS, the Fountain Green City Council finds the governing body may exercise all administrative and legislative powers by resolution and ordinance, in accordance with Utah State law;

WHEREAS, the City may enact and amend ordinances regarding land use for the purposes outlined in Utah Code Ann. § 10-9a-102; and

WHEREAS, a public hearing concerning the proposed amendments to the Subdivision Ordinance was held before the City Planning Commission, after proper notice, on DATE and before the City Council, after proper notice, on DATE; and

WHEREAS, the City Council, after receiving a recommendation from the Town Planning Commission, and receiving public comment, determined that it is appropriate to amend Chapter 10 of the Fountain Green Municipal Code (the "Subdivision Ordinance") and such amendment will further the health, safety, and welfare of the Town.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FOUNTAIN GREEN, SANPETE COUNTY, UTAH, AS FOLLOWS:

Section 10-1-101 Purpose

The purposes of this chapter are:

1. To promote the health, safety, and general welfare and preserve the quality of life of the residents in the City of Fountain Green.
2. To ensure the efficient and orderly development of land within the City of Fountain Green.
3. To avoid poorly planned development that:
 - a. Does not comply with the Fountain Green General Plan or Fountain Green City Ordinances;
 - b. Cannot be adequately served by existing utilities, infrastructure, or services; and
 - c. May be dangerous or unsafe.

4. To provide for:

- a. Design standards for and construction of public improvement's, facilities, and utilities;
- b. Access to public rights-of-way, including, but not limited to, easements; and
- c. The dedication of land deemed necessary for the proper development of the subdivision;

Section 10-1-102 Definitions

The following words and phrases used in this chapter shall have the respective meanings hereinafter set forth, unless a different meaning clearly appears from the context. Unless the context clearly indicates to the contrary, words used in the plural number include the singular and vice versa.

Administrative Land Use Authority: Means an individual, board, or commission, appointed or employed by a municipality, including municipal staff or a municipal planning commission. It does not include a municipal legislative body or a member of a municipal legislative body. For a Final Plat it does not include a Planning Commission.

Applicant: An individual, group of individuals, or entity submitting an application for a subdivision. An applicant shall demonstrate either ownership or authorization to represent the owner, in writing, of all properties included in the subdivision.

Half Streets: These are proposed streets with half the required right-of-way width for its functional classification, located on the bounding edge of a parcel proposed for development, in any subdivision.

Open Space: Common Useable Open Space shall be defined as planned common outdoor improved landscaped areas suitable for relaxation and recreation. Open space does not include roads, driveways, parking areas or linear sidewalk adjacent to vehicular access roads.

Planning Commission: The term "planning commission" means the Fountain Green City Planning Commission, unless another planning commission is specifically named.

Property: The word "property" means any tract, lot, parcel, or several of the same collected together for purposes of subdividing.

"Review cycle" means the occurrence of:

- (i) the applicant's submittal of a complete subdivision land use application; (ii) the municipality's review of that subdivision land use application; (iii) the municipality's response to that subdivision land use application, in accordance with this section; and
- (iv) the applicant's reply to the municipality's response that addresses each of the municipality's required modifications or requests for additional information.

Simple Lot Subdivision: A residential metes and bounds division of land by means of a record of survey as outlined in this Title and Utah State Code 10-9a-605(1).

Subdivider: The word "subdivider" means an individual or entity having record title in any tract, lot, or parcel of land to be subdivided; or an agent of such individual or entity when such individual or entity has provided written consent and acknowledgement for such agent to act in behalf of the owner and has outlined the scope of agent authority.

Subdivision: The word "subdivision" is defined as the division of property into two or more parts for the purpose, whether immediate or future, of sale or of building development; provided, that if any one person within one calendar year divides any property into four or fewer lots, such land shall be deemed a simple lot subdivision within the meaning of this chapter. A subdivision shall not include a bona fide division or partition of agricultural land in parcels of more than one acre for other than developmental purposes, if such division or petition meets the requirements of Utah Code Ann. §10-9a-605(2), as amended.

Subdivision Improvement Plans: Means the civil engineering plans associated with required infrastructure and municipally controlled utilities required for a subdivision.

Subdivision Ordinance Review: Means review by a municipality to verify that a subdivision land use application meets the criteria of the municipality's subdivision ordinances.

Subdivision Plan Review: Means a review of the applicant's subdivision improvement plans and other aspects of the subdivision land use application to verify that the application complies with municipal ordinances and applicable standards and specifications.

Section 10-1-103 Authority to Impose Conditions

This chapter is designed to inform the subdivider and the public of the requirements for obtaining subdivision plat approval. Because each parcel of real property is unique and has its own set of circumstances, and because there are some aspects of subdivision development that cannot easily be articulated, it is not possible to cover every possible condition. Therefore, the planning commission has the authority to impose exactions upon a subdivider in addition to the standards and requirements contained herein, including but not limited to exactions regarding water.

Section 10-1-104 Considerations

1. The Fountain Green General Plan shall guide the use of all land within the boundaries of the City. The size and design of lots, the nature of utilities, the design and improvement of streets, the type and intensity of land use, and the provisions for any special facilities in any subdivision shall conform to the greatest extent possible to the land uses shown and the objectives established in the General Plan.
2. The subdivider shall make application as provided herein and prepare a plat consistent with the standards and requirements contained herein and any other

standards adopted by the City and shall pay for the design, construction, and inspection of the required public improvements. The City shall process the plat in accordance with the regulations set forth herein. The subdivider shall not alter or remove any vegetation from the proposed subdivision site or engage in any site development until they have obtained the necessary approvals contained in this Chapter. In cases where standards contained herein conflict with any other standards adopted by the City the stricter standard shall apply.

Section 10-1-105 Subdivision Standards and Procedure

Subdivision Standard:

1. Except for authorized divisions of land through a record of survey, no person shall subdivide any tract of land which is located wholly or in part within the corporate limits of Fountain Green City, nor shall any person sell, exchange or offer for sale, or purchase or offer to purchase any parcel of land which is any part of a subdivision of a large tract of land nor shall any person record any deed conveying such a parcel of land or any interest therein, unless he or she shall first obtain approval of a final plat, which shall be recorded before such sale or exchange or purchase is effected, and which shall be in accordance with all of the requirements of this chapter. Failure to follow the requirements herein will result in an illegal subdivision.

Pre-Application Meeting

1. An applicant for a subdivision may request a pre-application meeting with the City. At this meeting, the City will provide information on accessing applicable land use ordinances, a complete list of standards required for the project, preliminary and final application checklists, and feedback on the concept plan.
2. With regard to a pre-application meeting, the following shall apply:
 - a. The applicant shall submit a concept plan for staff review
 - b. The municipality shall, within fifteen (15) business days after the request, schedule the meeting to review the concept plan and give initial feedback
 - c. At the pre-application meeting, the City shall provide or have made available on the municipal website the following:
 - i. Copies of the applicable land use regulations
 - ii. A complete list of standards required for the project
 - iii. Preliminary and Final Plat checklist
 - d. Pre-application review of a concept plan does not create any vested rights and feedback on the concept plan does not grant or infer any official standing or approval. The applicant is responsible to adhere to the ordinance.
3. The Concept Plan shall include the following:
 - a. The general location of the subdivision and the property boundaries of the proposed subdivision area, showing:

- i. overall project acreage
 - ii. the general layout of the proposed subdivision and its relationship to the adjacent properties
 - iii. the location, size, width, and frontage of each proposed lot
 - iv. the location, width and general configuration of proposed roads in the subdivision
 - v. waterways located within or near the proposed subdivision
- b. Topographic contours from available data, e.g. USGS maps, if located on a slope
- c. Brief written statement or oral presentation in sufficient detail that the intent of the subdivider is clear to those who review the proposals.
 - i. Current and proposed zoning
 - ii. Proposed use of the property
 - iii. Manner for complying with the improvement guarantee, irrigation system, and any other public improvements
- d. Feasibility:
 - i. Review of available water resources and water and sewer connections
- e. Any phasing plan, if applicable

Section 10-1-106 Preliminary Plat Filing and Review

This chapter outlines the process to submit and review preliminary plans and the accompanying subdivision improvement plan. The intention is for the definitions and process for application, review, and approval to follow Utah State Code 10-9a-604, et seq.

1. **Prior Approvals:** If the application requires legislative approvals, such as a zone change, annexation, general plan amendment, right of way or easement vacation, or any other legislative action, the legislative approval shall be completed prior to submittal of the preliminary plan application.
 - a. For the legislative approval, the City Council may grant an approval contingent on completion of the subdivision process within a given time frame.
2. **Optional Pre-Application Meeting:** Prior to filing a Preliminary Plan, the applicant may request a Pre-Application Meeting to review the Concept Plan with applicable City staff or representatives, as outlined in the prior chapter.
3. **Application Provided:** The City shall provide, or have available on the City website, each of the following:
 - a. The Preliminary Plan application
 - b. The owner's affidavit
 - c. A breakdown of application fees
 - d. A copy of the applicable land use ordinance
 - e. Complete list of standards required for the project
 - f. Preliminary Plan drawings checklists

4. Submittal: To apply for Preliminary Plan approval, applicants must follow instructions on the form provided by the City and submit all required materials, including:
 - a. Complete Preliminary Plan application
 - b. Owner's affidavit
 - c. An electronic copy of all plans in a PDF format
 - d. Preliminary and Subdivision Improvement Plan drawings
 - e. Payment of all Preliminary Plan fees
 - f. All other required details, specifications, information, permits, will-serve letters, and other information as detailed in Fountain Green City Code, City development standards, and any regulations by other applicable jurisdictions.
5. Check for Completeness: The City will review the submission for completeness.
 - a. If the submittal includes all materials, the City receives the submittal and starts the first review cycle.
 - b. If the submittal is found to be incomplete, the submittal is returned to the applicant. No review shall commence until the City has made a determination that the application is complete.
6. Water Conveyance Facilities: If the location is within one hundred (100) feet of a water conveyance facility, within twenty (20) calendar days after receipt of the completed application, the City shall notify in writing the Water Conveyance Facility Owner(s) of the Application and request comments related to the following aspects of the water conveyance facility: access, maintenance, protection, safety, and any other issues related.
 - a. Any Water Conveyance Facility shall have at least twenty (20) days to respond. While the City may provide comments to the applicant before this twenty (20) day window is complete, the Administrative Land Use Authority shall not grant approval until after at least twenty (20) days after the day on which the City mailed notice to the Water Conveyance Facility.
 - b. Water Conveyance Facility: Shall mean a ditch, canal, flume, pipeline, or other watercourse used to convey water used for irrigation or stormwater drainage and any related easement for the ditch, canal, flume, pipeline, or other watercourse. See State Code 73-1-15.5-1b
7. Utilities: Fountain Green City will submit the preliminary plat to designated representatives of public utilities and/or facilities for review and verification of proposed utility locations and impacts to existing utility facilities.
8. City Review Time Frame: Within forty (40) days the City shall complete a review of the preliminary plan and subdivision improvement plan, except as follows:
 - a. Geological Hazard Areas: The review cycle dates do not apply to the review of subdivision applications affecting property within identified geological hazard areas.
 - b. Land Uses: The review cycle number of days only applies to single family, two family, and Cityhome developments. It does not apply to other land uses, such as commercial, industrial development, or other multifamily development.

9. **Determination of Corrections Required:** After review, the City will determine if the completed application meets all requirements or requires corrective actions and shall notify the applicant in a written response. This marks the end of the respective review cycle.
 - a. **Application Requires Corrections:** If the application is found to require corrections, the City must be specific and cite the ordinance, statute, or specifications that require the modification. Comments shall be logged in an index of requested modifications or additions. The required corrections are sent to the applicant to prepare a resubmittal.
 - b. **Additional Information Required:** The City may require additional information relating to the applicant's plans to ensure compliance with municipal ordinances and approved standards and specifications for construction of public improvements.
 - c. **Application Meets All Standards:** If the applicant is found to meet all codes, standards, and specifications, the application is forwarded to the Administrative Land Use Authority for review and approval.
10. **Application Expiration:** An application is expired if the applicant does not respond to a request for corrections by submitting a complete resubmittal within twelve (12) months.
11. **Resubmittal:** After receiving the list of required modifications or additions, the applicant's resubmittal shall include a written explanation in response to each of the municipality's review comments, identifying and explaining the applicant's revisions or reasons for declining to make the revisions.
12. **Check for Completeness:** The City shall review the resubmittal to ensure the applicant has responded to each item logged in the index of requested modifications or additions.
 - a. If the response does not address each item, the City shall return the submittal to the applicant.
 - b. **New Review Cycle:** An applicant's complete resubmittal shall constitute a new review cycle.
13. **City Review of Resubmittal**
 - a. **Time Frame:** The time frame to complete the review depends on how quickly the applicant was able to respond to the corrections in full and if the applicant made any material changes.
 - i. If the applicant responded within forty (40) days, the City has forty (40) days to complete the second review cycle.
 - ii. If the applicant responded after forty (40) days, the City has sixty (60) days to complete the second review cycle.
 - iii. If the applicant made a material change that merits a new review, then the review shall restart at the first review cycle as it relates to the new material.

- b. Land Uses: The review cycle number of days only applies to single family, two family, and Cityhome developments. It does not apply to other land uses, such as commercial, industrial, or other multifamily development.
 - c. New Corrections: If the City neglected to include a required change or correction in the initial review process, the modification or correction can only be imposed on subsequent reviews if it is necessary to protect public health and safety or to enforce state or federal law.
 - d. Determination of Corrections Required: At the end of the City's review, the City shall make a determination of corrections required, if any, as outlined in subsection (8).
- 14. Fourth Review Cycle: An application for Preliminary Plan and Subdivision Improvement Plan approval shall not exceed four (4) review cycles.
 - a. Fourth Review: If, after the fourth (4) review cycle the application is found to not meet all required corrections, the application shall be forwarded to the Administrative Land Use Authority for review with a recommendation that the application does not meet all codes, standards, and specification.
 - i. Appeal: The applicant may appeal this determination as outlined in Utah Code 10-9a-604.2(11), as amended.
- 15. Application Ready for Approval: If the City determines that the resubmittal is now complete and meets all codes, standards, and specifications, the resubmittal shall be forwarded to the Administrative Land Use Authority to complete the review.
 - a. If the City finds the resubmittal does not comply with all applicable codes, standards, and specifications, another review letter and index of requested modifications or additions shall be created and sent to the applicant.
 - i. This shall be provided to the applicant up until the fourth review cycle, at which point the application shall be forward or to the Administrative Land Use Authority for review with a recommendation that the application does not meet all codes, standards, and specification. The applicant may appeal this determination as outlined in Utah Code 10-9a-604.2(11), as amended.
- 16. Dispute of Determination: If, on the fourth and final review, a municipality fails to respond within forty (40) business days, the municipality shall, upon request of the property owner, and within ten (10) business days after the day on which the request is received:
 - a. Subdivision Improvement Plan Dispute: For a dispute arising from the subdivision improvement plans, assemble an appeal panel in accordance with Utah Code 10-9a-508(5)(d) to review and approve or deny the final revised set of plans; or
 - b. Preliminary Plan Dispute: For a dispute arising from the subdivision ordinance review, advise the applicant, in writing, of the deficiency in the application and of the right to appeal the determination to a designated appeal authority.
- 17. The appeal authority shall be the City Council.

Section 10-1-107 Preliminary and Subdivision Improvement Plan Contents

1. Each Preliminary Plan and Subdivision Improvement Plan shall be accompanied by:
 - a. completed application form
 - b. a filing fee in the amount established in the fee schedule by the City Council
 - c. a current title report showing clear ownership of all property within the subdivision along with any encumbrances
 - d. will-serve letters for any utility companies intended to provide services to the properties.
 - e. any site-specific requirements, such as hazard mitigation, soils reports, and UDOT approvals
2. In addition to the contents listed herein, the City Council may authorize a checklist of all submittal requirements. Each Preliminary Plan and Subdivision Improvement Plan shall contain all required items included on the checklist, which if adopted, is an appendix to the Fountain Green City Code.
3. Preliminary Plat Drawings, Minimum Contents: The preliminary plat shall be drawn to a scale not smaller than one hundred (100) feet to the inch, and shall show:
 - a. A legal description of the subdivision which shall be located in a title block in the lower right corner of the plat and shall include the subdivision name and the location including the section, Cityship and range.
 - b. Its location as forming a part of a larger tract or parcel, where the plat submitted covers only a part of the subdivider's ownership. In such case, a sketch of the prospective future street system of the un-platted parts shall be submitted; and the street system of the party submitted shall be considered in the light of adjustments and connections with the future street system of the larger area;
 - c. The names and addresses of the subdivider, the engineer or surveyor of the subdivision, and the owners of the land immediately adjoining the land to be subdivided;
 - d. Contour map at appropriate intervals;
 - e. Building setback lines and numbering sequence;
 - f. Public utility easements;
 - g. The location, widths and other dimensions of all existing or platted streets and other important features such as railroad lines, water courses, utility lines, exceptional topography and structures within the proposed subdivision and within a two hundred-foot (200') perimeter of the subdivision;
 - h. Existing storm drains, water supply mains, and culverts within the tract and immediately adjacent thereto;
 - i. The location, widths and other dimensions of proposed streets, alleys, easements, parks, and other open spaces and lots, with proper labeling of spaces to be dedicated to the public;
 - j. North point, scale and date;
 - k. Plans or written statements regarding the width and type of proposed pavement, location, size and type of proposed sanitary septic disposal facilities, proposed water mains and hydrants and other proposed utilities, proposed stormwater

drainage facilities and other proposed improvements, planting and parks, and any grading of individual lots;

- l. Verification of culinary water availability; and
- m. Vicinity map.

Section 10-1-108 Preliminary Plat and Subdivision Improvement Plan Approval

1. Administrative Land Use Authority: For approval of a Preliminary Plat and Subdivision Improvement Plan, the Administrative Land Use Authority shall be the Planning Commission.
2. Public Hearing: The Planning Commission shall conduct a public hearing. a. Public notice shall be sent to all properties within 300 feet of the proposed subdivision.
3. Approval: If the Administrative Land Use Authority finds the applicant has completed all requirements addressed during review, and the proposed plat and subdivision improvement plan comply with the requirements of this Title and all adopted standards and specifications, then it shall approve the Preliminary Plan and Subdivision Improvement Plan.
4. Corrections Required: The Administrative Land Use Authority shall remand the application back to the applicant for a new review cycle, unless the applicant has already completed four (4) review cycles, if the Administrative Land Use Authority finds that either:
 - a. The applicant has not completed all requirements as outlined in the review index, or
 - b. The application does not address all requirements, and although the item was not addressed in the first review, the requirement relates directly to public health and safety.
5. Denial: The Administrative Land Use Authority shall deny the application if either:
 - a. The applicant is unwilling to make required corrections or provide required information.
 - b. The application has completed the fourth (4) review cycle and the applicant has failed to meet the stated requirements.

Section 10-1-109 Duration of Preliminary Plat and Subdivision Improvement Plan Approval

1. Approval of the Preliminary Plan by the City shall be valid for a period of twelve (12) months after approval.
 - a. If an applicant has not submitted a complete application for Final Plat approval within twelve (12) months, the Preliminary Plan and Subdivision Improvement Plan approval is deemed to have lapsed.
 - b. For a Preliminary Plan with multiple phases, the Plan remains active provided a Final Plat is recorded at least every 24 months. If a Final Plat has not been recorded

within the 24-month period, the Preliminary Plan must again be submitted to the City for re-approval.

Section 10-1-110 Final Plat Filing and Review

1. **Time Frame:** Within twelve (12) months after approval of the Preliminary Plan and Subdivision Improvement Plan the applicant shall make a complete Final Plat submittal, otherwise the prior application approval shall lapse and the applicant will have to seek reapproval.
2. **Pre-Application Meeting:** An applicant may request a pre-application meeting. If so, the City and the applicant shall follow the provisions of Fountain Green City Code 10-1-105 before proceeding to the next step.
3. **Application Provided:** The City shall provide, or have available on the City website, each of the following:
 - a. The Final Plat application
 - b. The owner's affidavit
 - c. A breakdown of application fees
 - d. A copy of the applicable land use ordinance
 - e. Complete list of standards required for the project
 - f. An electronic copy of all plans in PDF format
4. **Application is made by following instructions on the form provided by the City and submitting all required materials, including the following:**
 - a. A (PDF) file of the plat.
 - b. All fees for the Final Plat application are due upon filing the application.
 - c. All other information required on the Final Plat Checklist and necessary to determine compliance with this code and all applicable regulations.
5. **Check for Completeness:** The City checks the submittal for completeness.
 - a. If the submittal includes all materials, the City receives the submittal and starts the review.
 - b. If the submittal is found to be incomplete, the submittal is returned to the applicant. No review shall commence until the City has made a determination that the application is complete.
6. **City Review Time Frame:** After a determination that the application submittal is complete, the City begins its review. The City has a thirty (30) day review window to conduct its review and provide comments to the applicant.
 - a. **Land Uses:** The review cycle number of days only applies to single family, two family, and Cityhome developments. It does not apply to other land uses, such as commercial, industrial, or other multifamily development.

7. **Water Conveyance Facilities:** If the location is within one hundred (100) feet of a water conveyance facility, within twenty (20) calendar days after receipt of the completed application, the City shall notify in writing the Water Conveyance Facility Owner(s) of the Application and request comments related to the following aspects of the water conveyance facility: access, maintenance, protection, safety, and any other issues related.
 - a. Any Water Conveyance Facility shall have at least twenty (20) days to respond. While the City may provide comments to the applicant before this twenty (20) day window is complete, the Administrative Land Use Authority shall not grant approval until after at least twenty (20) days after the day on which the City mailed notice to the Water Conveyance Facility.
 - b. **Water Conveyance Facility:** Shall mean a ditch, canal, flume, pipeline, or other watercourse used to convey water used for irrigation or stormwater drainage and any related easement for the ditch, canal, flume, pipeline, or other watercourse. See State Code 73-1-15.5-1b.
8. **Utilities:** Fountain Green City will submit the plat for review to designated representatives of public utilities and/or facilities for review and verification of proposed utility locations and impacts to existing utility facilities.
9. **Attorney Review:** During review, the City Attorney shall review the Final Plat and shall recommend approval if the attorney finds that:
 - a. There is a current title report from a licensed title company showing that the person or entity dedicating the property described on the Final Plat is the title owner as shown on the records of the County Recorder's Office.
 - b. The performance bond, escrow deposit, letter of credit, or trust deed with the City is in appropriate form and signed by the necessary parties.
 - c. That the subdivision does not, in the attorney's opinion, violate any ordinance of the City or the laws of the State of Utah or the rules and regulations promulgated pursuant thereto.
10. **Determination of Corrections Required:** Within the review window specified in Subsection (6) the City shall complete a review of the Final Plat and all submittal contents and provide a response to the applicant. The City shall determine whether the completed application meets all requirements or requires corrective actions and shall notify the applicant in a written response.
 - a. **Application Requires Corrections:** If the application is found to require corrections, the City must be specific and cite the ordinance, statute, or specifications that require the modification. Comments shall be logged in an index of requested modifications or additions. The required corrections are sent to the applicant to prepare a resubmittal.
 - b. **Additional Information Required:** The City may require additional information relating to the applicant's plans to ensure compliance with municipal ordinances and approved standards and specifications.

- c. **Application Meets All Standards:** If the applicant is found to meet all codes, standards, and specifications, the application is forwarded to the Administrative Land Use Authority for review and approval.
11. **Application Expiration:** An application is expired if the applicant does not respond to a request for corrections by submitting a complete resubmittal within twelve (12) months.
 12. **Resubmittal:** If corrections were required, the applicant shall provide a resubmittal. The resubmittal shall include a written explanation in response to each of the municipality's review comments, identifying and explaining the applicant's revisions or reasons for declining to make the revisions.
 13. **Check for Completeness:** The City shall check the resubmittal to ensure that the applicant has responded to each item logged in the index of requested modifications or additions. If the response does not address each item, the City shall return the submittal to the applicant.
 14. **Time Frame to Review:** If the resubmittal is complete, the City shall review the application and provide written comments within the applicable review window, as outlined in subsection (6).
 - a. **Land Uses:** The review cycle number of days only applies to single family, two family, and Cityhome developments. It does not apply to other land uses, such as commercial, industrial, or other multifamily development.
 15. **Determination of Corrections Required:** At the end of the City's review, the City shall make a determination of corrections required, if any, and take action as outlined in subsection (9).
 16. **Dispute of Determination:** If, on the fourth and final review, the City fails to respond within forty (40) business days, the City shall, upon request of the property owner, and within ten (10) business days after the day on which the request is received:
 - a. Advise the applicant, in writing, of the deficiency in the application and the right to appeal the determination to a designated appeal authority.
 - i. The appeal authority shall be the City Council.

Section 10-1-111 Final Plat Contents

1. Upon the planning commission's approval of the preliminary plat, the subdivider shall prepare and submit a final plat with dimensions of twenty-four inches by thirty-six inches (24" x 36"). The final plat shall include:
 - a. Subdivision name, approved by the planning commission and the general location of the subdivision, in bold letters at the top of the sheet;
 - b. A north point and scale of the drawing and the date;
 - c. Accurately drawn boundaries, showing the proper bearings and dimensions of all boundary lines of the subdivision properly tied to public survey monuments. These lines should be slightly heavier than street and lot lines;

- d. The names, widths, lengths, bearings and curve data on centerlines of proposed streets, alleys and easements; also, the boundaries, bearings and dimensions of all portions within the subdivision, as intended to be dedicated to the use of the public; the lines, dimensions, bearings and numbers of all lots, blocks and parts reserved for any reason within the subdivision. All lots and blocks are to be numbered consecutively under a definite system approved by the City. All proposed streets shall be named or numbered consecutively under a definite system approved by the City. All proposed streets shall be named or numbered in accordance with and conform with the adopted street naming and numbering system of the City;
- e. True angles and distances to the nearest established street lines or official monuments which shall be accurately described in the plat and shown by appropriate symbol. Basis of bearings shall be clearly stated
- f. Total dimensions of all lines including lengths, bearings, radii, chords, internal angles and location of points of curvaton.
- g. The dedication to the public of all streets included in the subdivision. Street monuments shall be installed by the surveyor as designated on the plat and as required by Sanpete County.
- h. Vicinity map.
- i. The location, names and existing widths of adjacent streets.
- j. The names and numbers of adjacent subdivisions, and the names of owners of adjacent un-platted land.
- k. The boundaries of areas subject to flooding or storm water overflow as determined by the City approved civil engineer.
- l. Location and size of septic tanks/drain fields, water mains and any other private or public utility.
- m. Indication of needed storm drain facilities with location, size and outlets of the drainage system, if applicable.
- n. The standard forms approved by the planning commission for all subdivision plats lettered for the following:
 - i. Description of land to be included in subdivision,
 - ii. Registered professional engineer and/or land surveyor's "certificate of survey,"
 - iii. Owner's dedication which shall warrant and defend and save the City harmless against any easements or other encumbrances on the dedicated streets which will interfere with the City's use, maintenance, and operation of the streets,
 - iv. Notary public's acknowledgment,
 - v. Planning Commission's certificate of approval,
 - vi. The certificate of acceptance from the engineer chosen by the City, vii. City Council's certificate of acceptance,
 - vii. City Clerk's certificate of attest;
- o. A three-inch-by-three-inch space in the lower right-hand corner of the drawing for recording information shall be provided unless a standard approved subdivision plat form is used.

2. The subdivider shall furnish a complete set of profiles of all streets existing and proposed within the subdivision at the time of submission of the final plat.
3. The subdivider shall be required to install such street improvements as the City shall require to meet standards adopted by the City and to conform with surrounding areas, including but not limited to street grading and surfacing, as well as street drainage and drainage structures, water mains, monuments, street name signs, and fire hydrants, including hydrant and valve boxes, all such improvements must comply with American Public Works Association (APWA) standards, or adopted Fountain Green City construction standards, whichever is more stringent, and be under supervision of the City water superintendent or City engineer, inclusive of street area.

Section 10-1-112 Final Plat Approval and Recordation

1. Ready for Final Approval: Once all reviewing City staff have found the Final Plat to be in conformity, the plat will be submitted to the Administrative Land Use Authority for approval.
2. Land Use Authority: For Final Plat approval, the Administrative Land Use Authority shall be a board or individual appointed by the City. The Administrative Land Use Authority may not be the City Council or Planning Commission and no public hearing shall be held.
 - a. No public hearing may be held for the subdivision Final Plat approval.
3. Approval: The Administrative Land Use Authority shall approve the Final Plat if it finds:
 - a. The proposed plat complies with the requirements of City Code, Utah State Code, and all other applicable policies and regulations,
 - b. The plat has been approved by all regulatory bodies, such as a culinary water authority, sanitary sewer authority, or County Health Department, as applicable,
4. Denial: The Administrative Land Use Authority may deny or remand the proposed Final Plat if:
 - a. The Administrative Land Use Authority finds the applicant has not provided a complete, accurate, and satisfactory response to all comments during review and any other point of non-compliance with applicable regulations.
 - b. The applicant is unwilling to make required corrections or provide required information.
5. Appeal: Any appeal shall be consistent with the provisions of Utah Code 10-9a-604.2.
6. Signing the Plat: If approved, each owner of record of land within the approved subdivision, the Planning Commission Chair, City Council Chair, and City Engineer shall sign the Final Plat. Utility providers shall be given the opportunity to sign the plat, but are not required to do so.

7. Subdivider Posts Performance Guarantee: Upon approval by the Administrative Land Use Authority, the subdivider shall proceed to post or make arrangements suitable to the City for posting a bond or other financial assurance guaranteeing construction of the required improvements. Said performance guarantee shall be in conformance with the provisions of Fountain Green City Code.
 - a. All inspection, testing and/or connection fees required by ordinance shall be paid and permits required shall be obtained prior to the recording of the Final Plat.
8. Correcting mistakes at Recordation: The City Engineer may approve minor modifications to approved Final Plats before the Final Plat is recorded if the Engineer finds the proposed modifications are in line with the intent of the approval and do not jeopardize the interest of the City or adjoining property owners.
 - a. The types of minor amendments contemplated in this section include legal description mistakes, surveyor errors—such as tie in description mistakes, typos, and items agreed to that should have been included in writing on the Final Plat. Any substantive change requires reapproval.
9. Recording: Following approval, the City shall deposit the Final Plat, bearing all official approvals, in the office of the Sanpete County Recorder for recording.
 - a. Only the City may record Final Plats.
 - b. The Final Plat must be recorded within one (1) year of approval. If the Final Plat is not recorded within one (1) year of plat approval, the approval expires and the plat must be resubmitted.
 - c. Upon the recording of the plat, the owner may thereafter proceed to convey title to the lots as described by the plat.
10. Releases Of Performance Guarantees: All partial and final releases of performance guarantees shall be approved by action of the City in accordance with Fountain Green City Code. The granting of the final release by the City Council shall constitute the acceptance of the improvements by the City.
11. Submit to Utah Geospatial Resource Center (UGRC): Within 30 days after approving a final plat under this section, a municipality shall submit to the Utah Geospatial Resource Center for inclusion in the unified statewide 911 emergency service database:
 - a. an electronic copy of the approved final plat; or
 - b. preliminary geospatial data that depict any new streets and situs addresses proposed for construction within the bounds of the approved plat.

Section 10-1-113 Subdivision Exemption—Simple Lot Subdivision

1. Purpose. Utah State Code provides an exemption from many subdivision requirements for subdivisions with ten (10) or fewer lots. The City of Fountain Green utilizes this simple lot subdivision process and has elected to allow for simple lot subdivisions with ten (10) or fewer lots. The intent is to provide a process that is as quick and simple as possible. In this process, an applicant divides property through a metes and bounds record of survey.

2. **Applicability.** A simple lot subdivision shall have ten (10) or fewer lots. An applicant may elect to forgo the simple lot subdivision process and instead proceed with the standard preliminary and Final Plat subdivision process.
3. **Required Conditions.** To qualify for simple lot subdivision approval, the proposed simple lot subdivision shall:
 - a. Be for single-family dwellings, and any associated accessory apartment,
 - b. Be located on property zoned for such use,
 - c. Contain ten (10) or fewer lots,
 - d. Not contain any legislative approval, such as a zone change or text amendment request. Any legislative approval necessary for the simple lot subdivision to meet all requirements shall be pursued separately and shall be completed before the Planning Commission may review the simple lot subdivision request,
 - e. Not be traversed by the mapped lines of a proposed street as shown in the general plan unless the City has approved the location and dedication of any public street, municipal utility easement, any other easement, or any other land for public purposes as the municipality's ordinance requires, and
 - f. Conform to all applicable land use ordinances. A property that has previously obtained a variance shall be deemed to conform as it relates to the conflict that had necessitated the variance.
4. **Filing a Simple Lot Subdivision Record of Survey.** The subdivider of a simple lot subdivision shall:
 - a. file an application with the City on a form prescribed by the City,
 - b. provide an electronic PDF of the record of survey showing the land to be subdivided, properly and accurately drawn to scale and with sufficient additional information to determine the boundaries of the proposed subdivision,
 - c. the record of survey shall be certified as to the accuracy by a licensed land surveyor.
5. **Submittal Contents.** An applicant shall submit an application to the City for a simple lot subdivision that includes, at a minimum, each of the following:
 - a. A statement containing the zone, lot size, lot width, lot depth, and amount of frontage along a public street for each proposed lot
 - b. Will serve letters from each utility provider for all required utilities. Simple lot subdivisions shall not be approved until the applicant provides utility hookups to each proposed lot
 - c. Approval by the culinary water authority
 - d. County Health Department approval for any septic system, if permitted
 - e. The name of the applicant or authorized agent and contact information
 - f. A title report showing ownership by the applicant and any and all encumbrances that may affect the property
 - g. A property address and parcel number of all properties included in the application
 - h. A metes and bounds description of the property proposed to be split

- i. A subdivision name. This needs to be reviewed by the Office of the Sanpete County Recorder to ensure that the name does not conflict with any existing subdivision and the name is acceptable to their Office.
 - j. A record of survey map, showing each new lot, which includes the following details:
 - i. the location of survey by quarter section and Cityship and range,
 - ii. the date of survey,
 - iii. the scale of drawing and north point,
 - iv. the distance and course of all lines traced or established, giving the basis of bearing and the distance and course to two or more section corners or quarter corners, including Cityship and range, or to identified monuments within a recorded subdivision,
 - v. all measured bearings, angles, and distances separately indicated from those of record,
 - vi. a written boundary description of property surveyed,
 - vii. all monuments set and their relation to older monuments found,
 - viii. a detailed description of monuments found and monuments set, indicated separately,
 - ix. the surveyor's seal or stamp,
 - x. the surveyor's business name and address, and
 - xi. a written narrative that explains and identifies:
 - 1. the purpose of the survey,
 - 2. the basis on which the lines were established; and
 - 3. the found monuments and deed elements that controlled the established or reestablished lines.
 - xii. If the narrative is a separate document, it shall contain:
 - 1. the location of the survey by quarter section and by Cityship and range,
 - 2. the date of the survey,
 - 3. the surveyor's stamp or seal, and
 - 4. the surveyor's business name and address.
 - xiii. The map and narrative shall be referenced to each other if they are separate documents.
 - xiv. The map and narrative shall be created on material of a permanent nature on stable base reproducible material in the sizes required by the county surveyor.
6. Site Specific Contents. The following documents shall accompany the Record of Survey if and when deemed necessary by the City Engineer:
- a. Soils Report. The applicant shall provide a detailed soils report addressing the following issues for the subdivision: hill stabilization, road design including CBR or existing soils, foundation design, groundwater impacts, and general soil stability. The report must be stamped and signed by a Civil Engineer licensed in the state of Utah. The report shall include a minimum groundwater height factor for a peak month in a wet year for the lowest buildable floor elevation. The lowest buildable floor elevation shall be a minimum of three (3) feet above the highest groundwater

level in a wet year. Foundation drains shall be required depending on the recommendations based on the GeoTech report.

- b. **Storm Water Plan.** The applicant shall provide a detailed storm water plan for the subdivision. This plan shall include all calculations showing that it meets all the requirements of the Construction Standards and the Drainage Design Manual. Plans and calculations shall be stamped and signed by a civil engineer licensed in the state of Utah.
- c. **Wetland Delineation Study.** If there are potential wetlands in a development the applicant may be required by the Army Corps of Engineers to submit a wetlands delineation by a qualified wetlands scientist. This delineation may need to be reviewed by a qualified wetlands scientist hired by the City. All costs for the delineation and review shall be borne by the applicant.
- d. **Other Hazard Information:** This may include FEMA floodplain information or other information to mitigate natural hazards.

Section 10-1-114 Simple Lot Subdivision Review and Approval Process

Review and Approval Process. The intent is to provide timely review and approval of all complete applications, as follows:

1. **Optional Pre-Application Meeting:** An applicant may request to meet with City staff and representatives prior to submittal to review the application and requirements.
2. **Preliminary Review:** The applicant shall submit the application and all required contents.
 - a. The City will check for completeness. If the application is found to not include all required materials, the application shall be returned to the applicant until all required contents are included.
 - b. Once the application is determined to be complete, the City shall begin an administrative review.
3. **Administrative Review:** The City will review the application to determine whether it meets all applicable requirements. Fundamental questions include:
 - a. Have all required conditions been met and are all submittal contents included and accurate?
 - b. Does the application meet all requirements of this code? Common review items include lot size and width, minimum required frontage along a public street, utility connections, and public right of way improvements.
 - c. Are any lots located in a hazard area (such as a FEMA flood plain), and if so, do the lots meet the applicable requirements of the jurisdiction regulating the hazard?
 - d. If each of the requirements are met, the project shall be forwarded to the Planning Commission for approval or denial.
4. **Planning Commission Review:**

- a. **Public hearing:** The Planning Commission shall hold a public hearing. A public notice shall be sent to all properties within 300 feet of the property, notifying the property owners of the time and place of the public hearing and the nature of the request.
 - b. **Decision:** If the proposed simple lot subdivision meets all requirements, the Planning Commission shall approve the application. If the applicant is unable or unwilling to meet all applicable requirements, the Planning Commission shall deny the application.
- 5. **Recording the Record of Survey.**
 - a. After the Planning Commission has approved the simple lot subdivision request, the City shall create a written certificate of approval to accompany the record of survey. At a minimum, the document shall be notarized by the City Recorder, specify the name of the subdivision, the number of lots, and the date of Council approval.
 - b. The applicant shall provide a check sufficient to cover the recording fees.
 - c. Within one (1) year of approval, the Record of Survey, with the accompanying written certificate of approval, shall be recorded in the Office of the Sanpete County Recorder.
- 6. **Expiration.**
 - a. **Expiration of Application:** If a record of survey application is not completed within one (1) years of submittal, the application is deemed to have lapsed and the applicant will need to submit a new application.
 - b. **Expiration of Final Approval:** If a record of survey is not filed within one (1) year from the date of approval, the approval is deemed to have lapsed and the applicant will need to obtain a new approval and meet any new regulations that may have been put in place.

Section 10-1-115 Street Requirements

- 1. The alignment and width of all extended through streets shall be preserved unless unusual topographical conditions make a modification advisable.
- 2. Where a large subdivision abuts upon a major thoroughfare, the City Council may require access streets, which are streets that are parallel to and adjacent to a major thoroughfare or highway; and which provides access to abutting properties and protection from through traffic, to be included in the street plan.
- 3. Street width is to be measured from lot line to lot line. Except for a residential street, as defined and outlined in Utah Code 10-9a-533, the minimum width of streets, unless otherwise expressly permitted by the City Council, so measured, shall be for all streets, sixty-six (66) feet. The requirement for pavement shall be at least 24 feet.
- 4. All dead-end streets must, unless otherwise expressly permitted by the City council, provide at their terminus a turnaround with a radius of at least fifty (50) feet, and shall provide adequate means of drainage.

5. Between reverse curves a tangent of at least one hundred (100) feet shall be required unless in the opinion of the City engineer such is not necessary.
6. Streets shall intersect each other as near as possible at right angles.
7. Minimum street grades of 0.3 percent will be required with the maximum grade being seven percent for secondary and major streets and ten (10) percent for all streets. Where the observance of this standard is impossible, the City council shall have the power to grant an exception when special pavement surfaces and adequate leveling areas are installed or, in the opinion of the council, the best subdivision of the land is thereby secured.
8. Where street lines within a block deflect from each other at any one point more than ten (10) degrees, there shall be a connecting curve. The radius of the curve for the inner street line should be not less than three hundred fifty (350) feet for all streets.
9. New street names shall not duplicate those already existing. A street obviously a continuation of another already in existence and named should bear the same name. Before the street is named, the proposed name must be submitted to and approved by the City council.
10. All streets within the City limits will be required to be dedicated for public use. No subdivision shall have private streets. The dedication of half streets is prohibited.
11. No subdivision for residential development shall be approved except in a residential district.

Section 10-1-116 Street and Utility Improvements Requirements

1. The subdivider shall be required to install such street and utility improvements as the City Council shall require to conform with surrounding area, including street grading and surfacing, as well as street drainage and drainage structures, water mains, monuments, street name signs, and fire hydrants including hydrant and valve boxes, all such improvements to be installed under the specifications and supervision of the City water superintendent or City engineer inclusive of street area. Such improvements shall be considered in the calculation under section 10-1-116(2).
2. Residential Subdivisions Street Lighting Requirements. This is an area within any Residential Zone, which is characterized by few pedestrians at night. Streets are designed primarily for access to residential property. The following street lighting requirements shall be required with respect to any residential subdivision:
 - a. Lighting Requirements. Each residential subdivision developed in Fountain Green City shall have adequate street lighting. The applicant, and/or developer, shall work with Garkane Energy to install street lights at intersections and other locations

shown in accordance with these standards, and other standards as determined by Garkane Energy.

- b. Streetlight. City & Country style light head on 16-foot pole, provided and installed by Garkane Energy upon receipt of a deposit by subdivider.
- c. Locations and Spacing. All residential street lights shall be installed within the utility easement street right-of-way.
- d. At least one streetlight shall be required in the bulb section of a cul-de-sac and installed at the property line between lots.
- e. One streetlight shall be required at each intersection of a street along or in a subdivision.
- f. When two streets form a "T-type" intersection, a streetlight must be placed at the center of the "T," opposite the road, and at the closest property line between lots.
- g. Streetlights shall be installed no closer than 200 feet apart in residential areas. On straight roadways, install street lights alternately on each side of the road close to the nearest property line between lots.
- h. Streetlights shall be located at each intersection and not to exceed 550 feet in distance, located in the utility easement and at the nearest property line between lots as close as possible to 550 feet, but not less than 200 feet, on alternating sides of the street.
- i. Fountain Green City shall approve the street light locations during the subdivision improvement plan review process.
- j. No exterior lighting may glare into; or upon, the neighboring properties or any residential premises. In addition, no exterior lighting may be used in any manner that could interfere with the safe movement of motor vehicles on public streets.
- k. Streetlights must have appropriate illumination at intersections; illumination intensity, electrical specifications, and code requirements as determined by Garkane Energy.
- l. Streetlights alternate sides of the street, when applicable.
- m. Streetlights are required in any curve or change of direction.

3. Residential Subdivisions Construction Standards Requirements. The following construction standards requirements shall be required with respect to any residential subdivision:

- a. All streets and culinary water system improvements will be required to meet Fountain Green City's Construction Standards and approved by the engineer chosen by the City.
- b. In cases where residential property will be in common ownership within the subdivision or a homeowner's association is necessary and advisable, the subdivider shall pay the City's cost in retaining an attorney who practices or specializes in homeowner association law to review and offer recommendation regarding the sufficiency of the subdivider's homeowner association documents on behalf of the City.

Section 10-1-117 Blocks

The length of blocks generally shall be six hundred feet. The width of blocks generally shall be sufficient to allow two tiers of lots. Blocks intended for business or industrial use shall be designated specifically for such purposes with adequate space set aside for off-street parking and delivery facilities.

Section 10-1-118 Lots

1. The lot arrangement, design and shape will be such that lots will provide satisfactory and desirable sites for buildings, and be properly related to topography, and conform to requirements set forth herein. Lots shall not contain peculiarly shaped elongations solely to provide necessary square footage which would be unusable for normal purposes.
2. All lots shown on the subdivision plat must conform to the minimum requirements of the zoning ordinance, if any, then in effect for the zone in which the subdivision is located, and to the minimum requirements of the county health department for water supply and sewage disposal. The minimum width for any residential building lot shall be as required by the zoning ordinance then in effect for zoned areas.
3. Corner lots shall have extra width, of at least ten (10) feet, sufficient for maintenance of required building lines on both streets.
4. Side lines of lots shall be approximately at right angles, or radial to the street line.
5. All remnants of lots below minimum size left over after subdividing a large tract must be added to adjacent lots rather than allowed to remain as unusable parcels.
6. Where the land covered by a subdivision includes two or more parcels in separate ownership and the lot arrangement is such that a property ownership line divides one or more lots, the land in each lot so divided shall be transferred by deed to either single ownership before approval of the final plat, and such transfer certified to the planning commission by the recorder.
7. Minimum Lot Frontage Required. Every lot shall have frontage upon a dedicated or publicly approved road or street, or right-of-way providing direct access to a dedicated or publicly approved road or street. The required lot frontage shall be not less than the minimum lot width requirement as measured at the minimum front yard setback, as required by the zoning ordinance in which the lot is located.

Section 10-1-119 Dedications of Parks, School Sites, Other Public Spaces

1. All streets within the subdivision must be dedicated to the City for public use.
2. The City may require off-street parking areas within the retail center of a new subdivision and specify requirements for maintenance of the same.

3. Where natural or scenic features and/or historic community assets exist, such locations are to be safeguarded either by dedication to a public or private agency by the subdivider.
4. Dedication of all other open space within the subdivision will be required in accordance with the plans of the City council relating to parks, recreational centers and other public uses.
5. Subdivisions with 20 residential units and larger must comply with the following requirements regarding open space:
 - a. Open space shall be provided at a minimum of ½ acre per every 20 residential units with a maximum requirement of 2 acres total. No requirement in this section shall preclude open space in excess of the minimum requirements. Open space shall be exclusive of any required setback areas.
 - b. Considerations for xeriscape, recreational open space may be considered. In the case of proposals concerning xeriscape, recreational open spaces, the subdivider is required to submit the plans to the Planning Commission for their approval. Such areas must allow for recreational opportunities, including as examples, and not by way of limitation, picnic areas, pavilions, walking/biking paths, pickleball courts, tennis courts, basketball courts, and volleyball courts. In reviewing such plans, the City will weigh the benefit of the xeriscape, recreational open space versus the maintenance costs.
 - c. The minimum amount of open space shall be provided in the preliminary plan of the development.
 - d. Open space shall be separated from streets, service and parking areas by a fence (refer to Fountain Green City Code for fencing details).
 - e. Upon consideration of the designed and fully developed open space, including but not limited to the amenities provided within the open space, the number of residences served, access, parking, and whether such is in the best interest of the City, the City may, in its discretion, after request by the subdivider, accept ownership and maintenance of the open space.
6. When tracts to be subdivided are less than forty (40) acres, public space dedicated may be combined with dedications from adjoining tracts in order to receive usable recreational areas without resulting hardships on the subdivider of a small tract.

Section 10-1-120 Easements

All utilities shall be designed and constructed within deeded street right of ways, unless otherwise approved by Fountain Green City. Where exceptions are granted to design and install utilities outside of platted street right of ways, easements shall be provided to Fountain Green City to accommodate construction and maintenance of any such utilities.

Section 10-1-121 Easements and Permits

The building inspector shall not issue any permit unless the plans for the proposed erection, construction, reconstruction, alteration or use fully conform to all provisions of this chapter. No City officer shall grant any permit, license, or certificate for the use of any building or land if such use would be in violation of this chapter.

Section 10-1-122 Completion of Improvements in Platted Subdivision

1. Completion of Improvements and Security:
 - a. Policy: In order to protect buyers against purchasing property on which the site improvement work is incomplete and may not be completed, and to protect the public at large from dangerous and undesirable conditions that result from unfinished site improvements, such as erosion, flooding and blowing dust, it is the policy of the City that no plat will be approved within the City limits unless and until the subdivider has provided adequate security for the benefit of the City and the public to ensure completion of the site improvements in full compliance with the approved plans within two (2) years from the date of plat approval.
 - b. Detailed Site Plans: A detailed site plan showing the location and nature of all on site and off-site improvements shall be submitted to the building inspector prior to final plat approval. These plans shall be examined by the City engineer and shall be approved by him or her if he or she determines them to be in accordance with the requirements of this chapter and City ordinances.
 - c. Construction According to Approved Plans: No construction shall commence until City approval of site plans, the City's receipt of adequate security, and approval of final plat.
2. Amount of Security: The amount of the security to be posted by the developer is to be determined by the City and shall be equal to one hundred percent (100%) of the amount reasonably estimated by the City Engineer as being necessary to complete remaining on and off-site improvements as shown on the approved plans. In the event that the developer disputes the cost estimate of the City Engineer, the developer may prove lower construction cost by providing binding contracts between the developer and the contractor or subcontractor appropriate to perform the required work at a stated, fixed price. A full performance bond, ensuring performance by the subcontractor or contractor, must support these contracts. Bid proposals are not satisfactory for this purpose. If the contracts submitted are acceptable in form, the amount of security required shall be one hundred percent (100%) of the total contract price of all such contracts submitted, plus the estimated reasonable cost of performing work not covered by the contracts. Specifications in such contracts shall be sufficiently clear to identify the work called for under the contract.
3. Release of bond: Such bond shall not be released until the improvements have been accepted by the City, upon recommendation of the City engineer.

Section 10-1-123 Standard Details

The Fountain Green City Standard Details is incorporated herein by reference as part of this Ordinance and shall remain on file in the City office. Development is required to meet the requirements in such details.

Section 10-1-124 Fees

Subdivision approval within the City shall be subject to the following fees established by the legislative body:

1. Preliminary Plat Application Fee: The legislative body shall by resolution from time to time prescribe the amount of such fee, which shall be for the purpose of reimbursing the City for the expense of checking and reviewing such preliminary subdivision plats.
2. Final Plat Application Fee: The legislative body shall by resolution from time to time prescribe the amount of such fee, which shall be for the purpose of reimbursing the City for the expense of checking and reviewing such final subdivision plats. As part of recording the subdivision, the developer shall also pay the normal fee for recording a subdivision in Sanpete County as established by the Sanpete County Recorder.
3. Non-Plat Subdivision Application Fee: The legislative body shall by resolution from time to time prescribe the amount of such fee, which shall be for the purpose of reimbursing the City for the review of such application.
4. Inspection Fee: At the time of filing the final plat, the developer will deposit with the City an inspection fee consisting of three percent (3%) of the estimated cost of improvements, as approved by the City. The City will draw on this deposit to pay the costs of inspection services for the subdivision. After final approval of all subdivision improvements, the City will return to the developer any unused portion of the inspection fee. In the event that inspection costs exceed the subdivision fee deposit, the developer will pay to the City the additional inspection costs.

Section 10-1-126 Appeals

1. Any party aggrieved by a decision of the Planning Commission may appeal such decision to the City Council. Such action shall be taken within 30 days from the date of the Planning Commission hearing wherein the subdivision was reviewed, or as outlined herein. The notice of the appeal shall specify the grounds of the appeal and all previous actions of the planning commission related thereto. Upon receipt of the appeal, the City Council will set a date for consideration of the appeal at a regularly scheduled meeting.
2. The decision of the City Council shall be final as to the administrative action taken by the City. Such a decision may affirm or reverse the decision of the Planning Commission in whole or in part. Appeals of any City Council decision shall be to the District Court.

Saving Clause

If any provision(s) of this ordinance shall be held or deemed to be invalid, inoperable, or unenforceable for any reason, such shall not have the effect of rendering any other provision(s) invalid, inoperable, or unenforceable to any extent. The remainder of the provisions herein shall be deemed to be separate, independent, and severable acts of Fountain Green City.

Effective Date

The provisions of this ordinance shall become effective when passed and approved by the Fountain Green City Council and after any required posting and/or publication has been accomplished according to law.

PASSED AND APPROVED by the **FOUNTAIN GREEN CITY COUNCIL**
this ____ day of _____, 2024

FOUNTAIN GREEN CITY:

Mark Coombs, Mayor

ROLL CALL VOTE:

Council Member Kim Johnson	Yes ____	No ____
Council Member Kerry Farnsworth	Yes ____	No ____
Council Member Rod Hansen	Yes ____	No ____
Council Member Jacob Littlefield	Yes ____	No ____
Council Member Alyson Strait	Yes ____	No ____

ATTEST:

Michele Walker, Recorder

Fountain Green City
Liability General Ledger - 10/17/2024

#17

Account		Vendor Name	Reference No.	Description	Amount
Date	Code				
101461 - Health Insurance prepaid					
8/20/2024	AP	PEHP Group Insurance	0124093365	Curt	680.76
8/20/2024	AP	PEHP Group Insurance	0124093365	Curt/Dental	54.02
8/20/2024	AP	PEHP Group Insurance	0124093365	Life Insurance	184.16
8/20/2024	AP	PEHP Group Insurance	0124093365	Michelle	1,409.18
8/20/2024	AP	PEHP Group Insurance	0124093365	Paula	1,906.12
8/20/2024	AP	PEHP Group Insurance	0124093365	Paula/Dental	111.86
					\$4,346.10
103520 - G PENALTIES/FINES - BAIL					
8/28/2024	AP	Drake, Derick Wood	082824	Bail/Bond Refund	110.00
					\$110.00
104140.260 - Admin BLDGS & GROUNDS - SUPPLY/MAINT					
7/11/2024	AP	Waxie Sanitary Supply	82592982	Microfiber ext handle	71.51
8/13/2024	AP	Waxie Sanitary Supply	82659082	Microfiber Duster	161.54
					\$233.05
104140.305 - Admin ATTORNEY					
8/2/2024	AP	MANGUM LAW, PLLC	08-2024	August, 2024	400.00
					\$400.00
104150.690 - NonDep COUNTY LANDFILL					
9/9/2024	AP	Sanpete Sanitary Landfill Cooperative	083124	August, 2024	1,490.40
					\$1,490.40
104150.695 - NonDep OTHER CHARGES					
8/19/2024	AP	Aagard, Roger	081924	Labor to help the city	1,064.00
8/31/2024	AP	Strand Ag Supply	091024	Finance Charge	5.00
					\$1,069.00
104220.240 - Fire VOLUNTEERS					
8/26/2024	AP	Terrels Thriftway	03-238667	Thank you dinner for volunteers	267.52
					\$267.52
104220.250 - Fire EQUIPMENT - SUPPLY/MAINT					
8/20/2024	AP	Strand Ag Supply	19800/1	Batteries	64.97
					\$64.97
104520.260 - Theatre/Dance BLDGS & GROUNDS - SUPPLY/MAINT					
8/9/2024	AP	Aagard, Roger	090824	Supplies reimbursement	87.64
8/13/2024	AP	Waxie Sanitary Supply	82659082	Finish Bucket	160.60
8/15/2024	AP	Waxie Sanitary Supply	82664773	Wood Floor Cleaner/Mop/Dish Detergent/Glass Cleaner/Cleaner	456.08
8/24/2024	AP	Peckham, Paula	082424	Cleaning end 08/24/2024	197.31
					\$901.63
516350 - W MAINTENANCE, REPAIRS, SUPPLIES					
7/26/2024	AP	Strand Ag Supply	19550/1	Pipe Strap	9.90
8/6/2024	AP	Horseshoe Mountain Hardware	2113865	Zinc Draw Hasp/ Pin Punch	15.98
8/13/2024	AP	Strand Ag Supply	19729/1	Wire Stripper/Bit Set	36.98
9/3/2024	AP	Littlefield, Jacob	108	Jelly Bean Wire Connectors for water meters	240.35
					\$303.21
Total Liability					
10 General					8,882.67
51 Water					303.21
					9,185.88

Fountain Green City
Liability General Ledger - 10/17/2024

Account		Vendor Name	Reference No.	Description	Amount
Date	Code				
103510 - G PENALTIES/FINES - COURT					
8/28/2024	AP	Utah State Treasurer	083124	August, 2024	2,285.44
					\$2,285.44
104140.240 - Admin OFFICE SUPPLIES & EXPENSE					
8/22/2024	AP	Business Solutions Group	16689	New Bank/Checks	282.21
					\$282.21
104140.260 - Admin BLDGS & GROUNDS - SUPPLY/MAINT					
9/5/2024	AP	Waxie Sanitary Supply	82709605	Carpet Cleaning	169.10
					\$169.10
104140.270 - Admin UTILITIES					
8/27/2024	AP	Rocky Mountain Power	091924	City Hall	660.98
8/27/2024	AP	Rocky Mountain Power	091924	Shop	33.34
9/3/2024	AP	Dominion Energy	090324	City Hall	23.10
9/3/2024	AP	Dominion Energy	090324	Shop	7.09
					\$724.51
104140.280 - Admin TELEPHONE					
8/27/2024	AP	Verizon	9972338711	Michelle's cell	53.76
9/1/2024	AP	CentraCom	090124	Elevator Emergency	44.95
9/1/2024	AP	CentraCom	090124	Fax	48.98
9/1/2024	AP	CentraCom	090124	Library/3206	156.38
9/1/2024	AP	CentraCom	090124	Main Line	81.13
9/1/2024	AP	CentraCom	090124	Special Circuit	99.00
					\$484.20
104140.305 - Admin ATTORNEY					
8/31/2024	AP	Hayes Godfrey Bell, P.C.	11809	Draft Property/Water, Emergency proclamation	1,267.50
					\$1,267.50
104150.620 - NonDep DUP					
8/27/2024	AP	Rocky Mountain Power	091924	DUP	15.10
9/3/2024	AP	Dominion Energy	090324	DUP	7.09
					\$22.19
104150.695 - NonDep OTHER CHARGES					
8/21/2024	AP	Beck Auto Service	468	Ice for Volunteers	15.89
					\$15.89
104150.810 - NonDep DEBT SERVICE - PRINCIPAL					
9/16/2024	AP	Utah State Division of Finance	20 - Social Hall reve	Principal - Social Hall revenue 2004	5,000.00
					\$5,000.00
104150.815 - NonDep DEBT SERVICE - INTEREST					
9/16/2024	AP	Utah State Division of Finance	20 - Social Hall reve	Interest - Social Hall revenue 2004	125.00
					\$125.00
104210.350 - Police CONTRACT SERVICES					
8/28/2024	AP	Sanpete County	2nd Qtr. 2024	2nd Quarter Law Enforcement Services	31,250.00
					\$31,250.00
104220.250 - Fire EQUIPMENT - SUPPLY/MAINT					
8/26/2024	AP	Beck Auto Service	47628	Kodiak Ambulance/diagnose repair problem w/fuel filter	217.60
					\$217.60
104220.255 - Fire FUEL & OIL					
8/20/2024	AP	Beck Auto Service	326	P.W. Truck	30.40
					\$30.40

Fountain Green City
Liability General Ledger - 10/17/2024

Account		Vendor Name	Reference No.	Description	Amount
Date	Code				
104220.270 - Fire UTILITIES					
8/27/2024	AP	Rocky Mountain Power	091924	Fire Station (Old 27.50)	126.08
9/3/2024	AP	Dominion Energy	090324	Fire Station (Old 7.09)	18.64
					\$144.72
104510.255 - Parks FUEL & OIL					
8/9/2024	AP	Beck Auto Service	230	Mower	8.40
8/20/2024	AP	Beck Auto Service	47609	Mower	45.00
8/28/2024	AP	Beck Auto Service	122	Mower	19.59
					\$72.99
104510.270 - Parks UTILITIES					
8/27/2024	AP	Rocky Mountain Power	091924	Park	252.44
					\$252.44
104520.260 - Theatre/Dance BLDGS & GROUNDS - SUPPLY/MAINT					
9/10/2024	AP	Waxie Sanitary Supply	82718969	Cleaning Supplies	226.67
					\$226.67
104520.270 - Theatre/Dance UTILITIES					
8/27/2024	AP	Rocky Mountain Power	091924	Theater	837.12
9/3/2024	AP	Dominion Energy	090324	Theater	17.09
					\$854.21
104520.280 - Theatre/Dance TELEPHONE					
9/1/2024	AP	CentraCom	090124	Special Circuit	47.67
					\$47.67
104590.255 - Cemetery FUEL & OIL					
8/20/2024	AP	Beck Auto Service	47611	Oil Service/Lawn Mower	64.02
					\$64.02
104590.260 - Cemetery BLDGS & GROUNDS - SUPPLY/MAINT					
8/20/2024	AP	Beck Auto Service	47611	Drive Tire/Sharpen	223.23
					\$223.23
104590.270 - Cemetery UTILITIES					
8/27/2024	AP	Rocky Mountain Power	091924	Cemetery	11.68
					\$11.68
214410.110 - Streets SALARIES & WAGES					
8/20/2024	AP	Beck Auto Service	47609	Mower/Drive Tire	213.30
					\$213.30
214410.250 - Streets EQUIPMENT - SUPPLY/MAINT					
8/28/2024	AP	Beck Auto Service	47631	Backhoe/Disconnect Buzzer	61.13
					\$61.13
214410.255 - Streets FUEL & OIL					
8/14/2024	AP	Beck Auto Service	636	P.W. Truck	26.53
8/16/2024	AP	Beck Auto Service	926	P.W. Truck	20.04
8/22/2024	AP	Beck Auto Service	512	Street Mower	23.00
8/22/2024	AP	Beck Auto Service	541	P.W. Truck	16.52
8/28/2024	AP	Beck Auto Service	136	P.W. Truck	26.37
9/9/2024	AP	FIRST NATIONAL BANK OMAHA	090924	Public Work Truck	38.46
					\$150.92
214410.260 - Streets STREET MAINT					
9/14/2024	AP	JW Allred Hauling	1292	Road Base	1,995.00
					\$1,995.00

Fountain Green City
Liability General Ledger - 10/17/2024

Account		Vendor Name	Reference No.	Description	Amount
Date	Code				
214410.280 - Streets TELEPHONE					
9/9/2024	AP	FIRST NATIONAL BANK OMAHA	090924	Curt's Cell	97.17
					\$97.17
214410.420 - Streets STREET LIGHTS					
8/22/2024	AP	Rocky Mountain Power	091824	State Street Walkway	36.02
8/27/2024	AP	Rocky Mountain Power	091924	Flag Pole	12.78
8/27/2024	AP	Rocky Mountain Power	091924	Street Lights	936.93
					\$985.73
478810 - BldgAuth DEBT SERVICE - Principal					
9/16/2024	AP	Utah State Division of Finance	4 - 2020 Public Safet	Principal - 2020 Public Safety Bldg	33,000.00
					\$33,000.00
478815 - Bldg Auth DEBT SERVICE - INTEREST					
9/16/2024	AP	Utah State Division of Finance	4 - 2020 Public Safet	Interest - 2020 Public Safety Bldg	10,040.00
					\$10,040.00
512450 - Customer Deposits					
9/12/2024	AP	Otten, Nick	RFD 968.091224	Deposit Refund: 968 - Otten, Nick	200.00
					\$200.00
516255.6131 - W FUEL & OIL					
8/14/2024	AP	Beck Auto Service	636	P.W. Truck	26.53
8/16/2024	AP	Beck Auto Service	926	P.W. Truck	20.04
8/22/2024	AP	Beck Auto Service	541	P.W. Truck	16.52
8/28/2024	AP	Beck Auto Service	136	P.W. Truck	26.37
					\$89.46
516280.6171 - W UTILITIES					
8/27/2024	AP	Rocky Mountain Power	091924	Water Tank	77.22
					\$77.22
516290.6171 - W TELEPHONE					
9/9/2024	AP	FIRST NATIONAL BANK OMAHA	090924	Curt's Cell	97.17
					\$97.17
516350 - W MAINTENANCE, REPAIRS, SUPPLIES					
8/23/2024	AP	Mountainland Supply Company	S106415685.001	Valve Box (2)	308.11
					\$308.11
516420.6131 - W CHEMICALS & TESTING					
7/31/2024	AP	Chemtech-Ford Laboratories	24 G2289	Colilert AP	60.00
8/25/2024	AP	Scholzen Products	1030074-00	Chlorine Gas	638.00
8/27/2024	AP	Chemtech-Ford Laboratories	24H2268	Colilert AP	60.00
					\$758.00
526255.6271 - S FUEL & OIL					
8/14/2024	AP	Beck Auto Service	636	P.W. Truck	26.53
8/16/2024	AP	Beck Auto Service	926	P.W. Truck	20.04
8/22/2024	AP	Beck Auto Service	541	P.W. Truck	16.52
8/28/2024	AP	Beck Auto Service	136	P.W. Truck	26.37
					\$89.46
526280.6271 - S UTILITIES					
8/27/2024	AP	Rocky Mountain Power	091924	Sewer	10.55
					\$10.55
526290.6271 - S TELEPHONE					
9/9/2024	AP	FIRST NATIONAL BANK OMAHA	090924	curt's Cell	97.17
					\$97.17

Fountain Green City
Liability General Ledger - 10/17/2024

Account		Vendor Name	Reference No.	Description	Amount
Date	Code				
711563 - Lamb Day Expense					
9/17/2024	AP	Mid-Utah Radio	36109-1	2024 Radio Spot	400.00
					\$400.00

MISCELLANEOUS –

#18

- Summary from Shay
- Budget Report
- Newsletter

Information due to Michelle by Sept. 23rd.

Here is a summary of the items we discussed at your City Council meeting on August 15th, along with the additional information requested:

1. Placing a Lien for Unpaid Water Bills: According to the Office of the Property Rights Ombudsman, it is possible to place a lien on a property for unpaid water bills. However, the process can be costly and may not always be worth the effort. If you are still interested in pursuing this, I recommend reaching out to Rick at the Ombudsman's Office, as he handles this frequently.

2. Municipal Transient Room Tax: The Utah State Tax Commission's rate charts do not show that Fountain Green has implemented the Municipal Transient Room Tax as of the last quarter (July 1, 2024). If you would like assistance in implementing this tax, I am happy to help guide you through the process.

3. Determining Secondary Homes for Property Taxes: For a list of secondary homes, you can contact the County Assessor. If you need to know who is actually reporting these properties, it may only be possible through complaints or word of mouth.

4. CDBG Contract Status: I have confirmed with the CDBG team that your project is moving forward. They were waiting for final approval to use the same environmental review as last year before moving to the contracting phase. You should receive the contracting materials within a month. If you do not hear anything in the next few weeks, please let me know, and I will follow up.

5. Policies and Penalties for Cutting Water Meter Locks: I have reviewed some community ordinances and spoken with others about this issue. It seems that in most ordinances, cutting water meter locks falls under the destruction of public property and is associated with a set penalty. If your code has a section on public property or destruction of public property, you may be able to enforce penalties. If not, I suggest we work on establishing this in your code to better address such situations in the future.

Fountain Green City
Operational Budget Report
10 General - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Revenue:					
Taxes					
3110 G PROPERTY TAXES	79,119.20	0.00	905.29	98,653.00	0.92%
3120 G PROPERTY TAXES DELINQUENT	3,321.57	0.00	1,706.19	2,000.00	85.31%
3130 G SALES & USE TAX	223,496.22	0.00	17,490.59	225,000.00	7.77%
3140 G FRANCHISE TAX	53,771.15	0.00	7,219.37	55,000.00	13.13%
3170 G FEE IN LIEU OF TAXES	11,106.05	0.00	2,915.90	9,000.00	32.40%
3171 CIRCUIT BREAKER TAX	765.83	0.00	0.00	0.00	0.00%
Total Taxes	371,580.02	0.00	30,237.34	389,653.00	7.76%
Licenses and permits					
3210 G BUSINESS LICENSE	1,725.00	0.00	225.00	2,400.00	9.38%
3212 FOOD TRUCK PERMIT	120.00	0.00	0.00	100.00	0.00%
3225 G ANIMAL LICENSE	2,940.00	0.00	85.00	3,000.00	2.83%
3226 ANIMAL CONTROL FEES/FINES	595.00	0.00	55.00	500.00	11.00%
Total Licenses and permits	5,380.00	0.00	365.00	6,000.00	6.08%
Intergovernmental revenue					
3310 G FEDERAL GRANTS	0.00	0.00	0.00	127,000.00	0.00%
3340 G STATE GRANT	125,251.87	0.00	0.00	0.00	0.00%
3380 G FIRE CONTRACTS	5,682.17	0.00	0.00	4,576.00	0.00%
Total Intergovernmental revenue	130,934.04	0.00	0.00	131,576.00	0.00%
Charges for services					
3445 G LANDFILL REVENUE	24,526.60	0.00	2,075.00	0.00	0.00%
3465 G FIRE DISTRICT REVENUE	29,103.07	0.00	0.00	0.00	0.00%
3470 G PARK FEES	300.00	0.00	100.00	600.00	16.67%
3481 OPENING & CLOSING CEMETERY	7,750.00	0.00	0.00	6,000.00	0.00%
3482 P&Z SUNDRY REVENUE	625.00	0.00	150.00	600.00	25.00%
3490 G CEMETERY- PERPETUAL CARE	3,262.50	0.00	50.00	2,000.00	2.50%
Total Charges for services	65,567.17	0.00	2,375.00	9,200.00	25.82%
Fines and forfeitures					
3510 G PENALTIES/FINES - COURT	26,907.20	0.00	4,511.38	20,000.00	22.56%
3520 G PENALTIES/FINES - BAIL	3,255.00	0.00	(395.00)	0.00	0.00%
Total Fines and forfeitures	30,162.20	0.00	4,116.38	20,000.00	20.58%
Interest					
3610 G INTEREST EARNINGS	107,065.01	0.00	9,121.74	62,243.00	14.66%
Total Interest	107,065.01	0.00	9,121.74	62,243.00	14.66%
Miscellaneous revenue					
3615 G HISTORY BOOK	321.00	0.00	36.00	300.00	12.00%
3621 G CITY HALL RENT	2,107.00	0.00	325.00	2,500.00	13.00%
3622 G THEATER AND DANCE HALL	3,062.50	0.00	400.00	3,500.00	11.43%
3627 LAMB DAY FIREWORKS	2,000.00	0.00	0.00	2,000.00	0.00%
3690 G MISCELLANEOUS REVENUE	6,614.16	0.00	171.56	6,000.00	2.86%
3872 G THEATER PLAY FEES DONATIONS	0.00	0.00	1,663.10	0.00	0.00%
Total Miscellaneous revenue	14,104.66	0.00	2,595.66	14,300.00	18.15%
Contributions and transfers					
3811 G TRANSFER FROM WATER	21,500.00	0.00	0.00	14,000.00	0.00%
3812 G TRANSFER FROM SEWER	6,000.00	0.00	0.00	4,000.00	0.00%
3850 G LOAN FOR THEATRE	1,000.00	0.00	0.00	1,000.00	0.00%
3870 G CONTRIBUTIONS	619.03	0.00	0.00	0.00	0.00%
Total Contributions and transfers	29,119.03	0.00	0.00	19,000.00	0.00%
Total Revenue:	753,912.13	0.00	48,811.12	651,972.00	7.49%
Expenditures:					
General government					
Council					
4110.110 Council SALARIES & WAGES	1,325.00	0.00	0.00	1,600.00	0.00%
4110.130 Council EMPLOYEE BENEFITS	3.44	0.00	0.00	0.00	0.00%
4110.230 Council TRAVEL & TRAINING	0.00	0.00	0.00	300.00	0.00%
4110.290 Council CITY PARTY	2,427.36	0.00	0.00	2,600.00	0.00%
4110.630 Council CONTRIBUTIONS/SPONSORSHIP	5,448.25	0.00	160.00	5,000.00	3.20%
Total Council	9,204.05	0.00	160.00	9,500.00	1.68%
Court					
4120.110 Court CLERK SALARIES, WAGES	3,600.00	0.00	600.00	3,600.00	16.67%

Fountain Green City
Operational Budget Report
10 General - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
4120.111 Court JUDGE'S SALARY	5,941.70	0.00	623.92	7,487.00	8.33%
4120.130 Court EMPLOYEE BENEFITS	275.40	0.00	45.90	500.00	9.18%
4120.230 Court TRAVEL & TRAINING	25.92	0.00	0.00	74.00	0.00%
4120.240 Court OFFICE SUPPLIES & EXPENSE	325.04	0.00	0.00	300.00	0.00%
4120.350 Court CONTRACT SERVICES	23.00	0.00	0.00	0.00	0.00%
4120.620 Court MISCELLANEOUS SERVICES	126.50	0.00	32.81	125.00	26.25%
Total Court	10,317.56	0.00	1,302.63	12,086.00	10.78%
Administrative					
4140.110 Admin SALARIES & WAGES	28,765.95	0.00	9,600.30	28,440.00	33.76%
4140.111 Admin CLERK SALARIES & WAGES	14,556.75	0.00	0.00	14,138.00	0.00%
4140.130 Admin EMPLOYEE BENEFITS	26,817.44	0.00	5,615.55	25,000.00	22.46%
4140.131 Admin CLERK EMPLOYEE BENEFITS	1,113.64	0.00	0.00	1,050.00	0.00%
4140.210 Admin BOOKS, MEMBERSHIPS & DUES	1,695.46	0.00	744.79	2,000.00	37.24%
4140.220 Admin PUBLIC NOTICES	1,195.00	0.00	342.00	1,500.00	22.80%
4140.230 Admin TRAVEL & TRAINING	1,952.17	0.00	600.00	2,400.00	25.00%
4140.240 Admin OFFICE SUPPLIES & EXPENSE	6,783.08	0.00	608.64	6,000.00	10.14%
4140.250 Admin TECH SUPPORT/SOFTWARE	18,882.19	0.00	602.08	13,000.00	4.63%
4140.255 Admin FUEL & OIL	711.57	0.00	0.00	900.00	0.00%
4140.260 Admin BLDGS & GROUNDS - SUPPLY/MAINT	15,758.27	0.00	1,790.59	14,800.00	12.10%
4140.270 Admin UTILITIES	8,811.89	0.00	1,493.63	10,000.00	14.94%
4140.280 Admin TELEPHONE	5,561.35	0.00	1,404.28	6,000.00	23.40%
4140.305 Admin ATTORNEY	9,024.67	0.00	3,042.42	8,500.00	35.79%
4140.315 Admin LEGAL, AUDITING	1,875.00	0.00	0.00	1,900.00	0.00%
4140.540 Admin BANK CHARGES, PENALTIES	7,595.18	0.00	796.37	6,000.00	13.27%
4140.740 Admin CAPITAL OUTLAY	(176.15)	0.00	0.00	0.00	0.00%
Total Administrative	150,923.46	0.00	26,640.65	141,628.00	18.81%
Non-Departmental					
4150.260 NonDep BLDGS & GROUNDS - SUPPLY/MAI	443.93	0.00	126.09	1,700.00	7.42%
4150.340 NonDep ELECTIONS	108.00	0.00	0.00	500.00	0.00%
4150.510 NonDep INSURANCE, PROPERTY, LIABILITY	24,836.99	0.00	25,708.30	25,300.00	101.61%
4150.620 NonDep DUP	92,426.80	0.00	10,551.99	5,000.00	211.04%
4150.630 NonDep COUNTY SERVICES (RESOURCE, B	562.50	0.00	0.00	1,200.00	0.00%
4150.640 NonDep LIBRARY STORY HOUR	605.09	0.00	0.00	2,450.00	0.00%
4150.660 NonDep MISS FOUNTAIN GREEN	3,646.98	0.00	51.50	6,500.00	0.79%
4150.665 NonDep LION'S CLUB	500.00	0.00	0.00	500.00	0.00%
4150.680 NonDep FIRE DISTRICT	23,265.50	0.00	0.00	0.00	0.00%
4150.690 NonDep COUNTY LANDFILL	17,636.40	0.00	1,490.40	0.00	0.00%
4150.695 NonDep OTHER CHARGES	32,805.47	0.00	2,375.62	12,000.00	19.80%
Total Non-Departmental	196,837.66	0.00	40,303.90	55,150.00	73.08%
Planning and zoning					
4180.110 P&Z WAGES AND SALARIES	4,432.70	0.00	0.00	4,320.00	0.00%
4180.130 P&Z EMPLOYEE BENEFITS	339.09	0.00	0.00	250.00	0.00%
4180.250 P&Z OTHER EXPENSES	1,438.40	0.00	0.00	2,700.00	0.00%
Total Planning and zoning	6,210.19	0.00	0.00	7,270.00	0.00%
Total General government	373,492.92	0.00	68,407.18	225,634.00	30.32%
Public safety					
Police					
4210.110 Police Salaries	2,008.50	0.00	1,171.16	0.00	0.00%
4210.130 Police Employee Benefits	153.66	0.00	89.59	0.00	0.00%
4210.350 Police CONTRACT SERVICES	93,750.00	0.00	31,250.00	114,258.00	27.35%
4210.450 Police ANIMAL CONTROL EXPENSES	12,611.24	0.00	2,421.34	10,000.00	24.21%
Total Police	108,523.40	0.00	34,932.09	124,258.00	28.11%
Fire					
4220.110 Fire SALARIES & WAGES	2,400.00	0.00	500.00	3,000.00	16.67%
4220.230 Fire TRAVEL & TRAINING	155.16	0.00	0.00	1,500.00	0.00%
4220.240 Fire VOLUNTEERS	25.50	0.00	267.52	200.00	133.76%
4220.241 Fire WILDLAND VOLUNTEERS	1,050.00	0.00	0.00	1,050.00	0.00%
4220.250 Fire EQUIPMENT - SUPPLY/MAINT	14,880.69	0.00	1,356.26	10,000.00	13.56%
4220.255 Fire FUEL & OIL	1,724.71	0.00	386.83	3,000.00	12.89%
4220.260 Fire FIREWORKS	6,468.76	0.00	45.14	4,000.00	1.13%
4220.270 Fire UTILITIES	4,237.71	0.00	339.31	6,000.00	5.66%
4220.400 Fire EMT'S	0.00	0.00	0.00	1,796.00	0.00%
4220.410 Fire WILDFIRE PREPAREDNESS	0.00	0.00	0.00	500.00	0.00%
4220.610 Fire UNIFORM ALLOWANCE	6,153.83	0.00	300.00	7,000.00	4.29%

Fountain Green City
Operational Budget Report
10 General - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Total Fire	37,096.36	0.00	3,195.06	38,046.00	8.40%
Total Public safety	145,619.76	0.00	38,127.15	162,304.00	23.49%
Parks, recreation, and public property					
Parks & Recreation					
4510.110 Parks SALARIES & WAGES	2,433.18	0.00	1,132.97	5,552.00	20.41%
4510.130 Parks EMPLOYEE BENEFITS	186.16	0.00	86.68	300.00	28.89%
4510.255 Parks FUEL & OIL	204.76	0.00	81.59	500.00	16.32%
4510.260 Parks BLDGS & GROUNDS - SUPPLY/MAINT	6,947.93	0.00	660.82	5,000.00	13.22%
4510.270 Parks UTILITIES	1,823.89	0.00	537.64	1,850.00	29.06%
4510.740 Parks CAPITAL OUTLAY	0.00	0.00	0.00	10,000.00	0.00%
4515.690 Recreation NATIVITY	1,048.92	0.00	0.00	0.00	0.00%
Total Parks & Recreation	12,644.84	0.00	2,499.70	23,202.00	10.77%
Theatre					
4520.250 Theatre/Dance EQUIPMENT - SUPPLY/MAINT	229.98	0.00	929.60	1,700.00	54.68%
4520.260 Theatre/Dance BLDGS & GROUNDS - SUPPL	2,920.38	0.00	2,440.56	10,000.00	24.41%
4520.270 Theatre/Dance UTILITIES	6,818.31	0.00	2,239.01	6,000.00	37.32%
4520.280 Theatre/Dance TELEPHONE	497.18	0.00	137.57	600.00	22.93%
Total Theatre	10,465.85	0.00	5,746.74	18,300.00	31.40%
Cemetery					
4590.110 Cemetery SALARIES & WAGES	2,260.50	0.00	299.16	4,000.00	7.48%
4590.111 Cemetery SEXTON WAGES	4,453.20	0.00	473.69	4,100.00	11.55%
4590.130 Cemetery EMPLOYEE BENEFITS	172.93	0.00	22.89	200.00	11.45%
4590.255 Cemetery FUEL & OIL	786.34	0.00	64.02	1,100.00	5.82%
4590.260 Cemetery BLDGS & GROUNDS - SUPPLY/MA	4,646.60	0.00	246.22	6,000.00	4.10%
4590.270 Cemetery UTILITIES	150.41	0.00	23.50	0.00	0.00%
Total Cemetery	12,469.98	0.00	1,129.48	15,400.00	7.33%
Total Parks, recreation, and public property	35,580.67	0.00	9,375.92	56,902.00	16.48%
Debt service					
4150.810 NonDep DEBT SERVICE - PRINCIPAL	5,000.00	0.00	5,000.00	5,000.00	100.00%
4150.815 NonDep DEBT SERVICE - INTEREST	250.01	0.00	125.00	624.00	20.03%
4520.815 Theatre/Dance DEBT SERVICE - INTEREST	(0.12)	0.00	0.00	0.00	0.00%
Total Debt service	5,249.89	0.00	5,125.00	5,624.00	91.13%
Transfers					
4810.910 Transfer to MBA	43,000.00	0.00	0.00	43,000.00	0.00%
4810.941 Transfer to Capital Projects	330,000.00	0.00	0.00	158,508.00	0.00%
Total Transfers	373,000.00	0.00	0.00	201,508.00	0.00%
Total Expenditures:	932,943.24	0.00	121,035.25	651,972.00	18.56%
Total Change In Net Position	(179,031.11)	0.00	(72,224.13)	0.00	0.00%

Fountain Green City
Operational Budget Report
21 Roads - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Revenue:					
Taxes					
3135 R TRANSPORTATION TAX	8,744.31	0.00	1,693.39	0.00	0.00%
Total Taxes	<u>8,744.31</u>	<u>0.00</u>	<u>1,693.39</u>	<u>0.00</u>	<u>0.00%</u>
Intergovernmental revenue					
3356 R STATE ROAD FUND ALLOTMENT	185,084.81	0.00	0.00	0.00	0.00%
Total Intergovernmental revenue	<u>185,084.81</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Contributions and transfers					
3851 Transfer from Water Fund	3,825.00	0.00	0.00	0.00	0.00%
3852 Transfer from Sewer Fund	3,492.00	0.00	0.00	0.00	0.00%
Total Contributions and transfers	<u>7,317.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue:	<u>201,146.12</u>	<u>0.00</u>	<u>1,693.39</u>	<u>0.00</u>	<u>0.00%</u>
Expenditures:					
Highways and public improvements					
Highways					
4410.110 Streets SALARIES & WAGES	1,959.06	0.00	213.30	0.00	0.00%
4410.130 Streets EMPLOYEE BENEFITS	149.88	0.00	0.00	0.00	0.00%
4410.250 Streets EQUIPMENT - SUPPLY/MAINT	19,042.11	0.00	299.43	0.00	0.00%
4410.255 Streets FUEL & OIL	2,808.52	0.00	267.93	0.00	0.00%
4410.260 Streets STREET MAINT	176,734.63	0.00	176,896.50	0.00	0.00%
4410.280 Streets TELEPHONE	158.67	0.00	153.84	0.00	0.00%
4410.420 Streets STREET LIGHTS	29,566.06	0.00	1,942.22	0.00	0.00%
4410.740 Streets CAPITAL OUTLAY	29,250.00	0.00	0.00	0.00	0.00%
4410.809 Streets PW TRUCK LEASE	1,106.33	0.00	0.00	0.00	0.00%
4410.810 Streets PRINCIPAL	11,374.29	0.00	0.00	0.00	0.00%
4410.820 Streets INTEREST	341.45	0.00	0.00	0.00	0.00%
Total Highways	<u>272,491.00</u>	<u>0.00</u>	<u>179,773.22</u>	<u>0.00</u>	<u>0.00%</u>
Total Highways and public improvements	<u>272,491.00</u>	<u>0.00</u>	<u>179,773.22</u>	<u>0.00</u>	<u>0.00%</u>
Total Expenditures:	<u>272,491.00</u>	<u>0.00</u>	<u>179,773.22</u>	<u>0.00</u>	<u>0.00%</u>
Total Change In Net Position	<u>(71,344.88)</u>	<u>0.00</u>	<u>(178,079.83)</u>	<u>0.00</u>	<u>0.00%</u>

Fountain Green City
Operational Budget Report
41 Capital Projects - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Percent Used</u>
Change In Net Position					
Revenue:					
Contributions and transfers					
3810 Transfer from General Fund	330,000.00	0.00	0.00	0.00	0.00%
Total Contributions and transfers	<u>330,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue:	<u>330,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Change In Net Position	<u>330,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>

Fountain Green City
Operational Budget Report
47 Building Authority - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Change In Net Position					
Revenue:					
Miscellaneous revenue					
3610 Bldg Auth interest income	13,507.27	0.00	1,180.69	0.00	0.00%
Total Miscellaneous revenue	<u>13,507.27</u>	<u>0.00</u>	<u>1,180.69</u>	<u>0.00</u>	<u>0.00%</u>
Contributions and transfers					
3910 Transfer from General Fund	43,000.00	0.00	0.00	0.00	0.00%
Total Contributions and transfers	<u>43,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue:	<u>56,507.27</u>	<u>0.00</u>	<u>1,180.69</u>	<u>0.00</u>	<u>0.00%</u>
Expenditures:					
General government					
Administrative					
4140 Bldg Auth administration	17.16	0.00	0.00	0.00	0.00%
8810 BldgAuth DEBT SERVICE - Principal	32,000.00	0.00	33,000.00	0.00	0.00%
8815 Bldg Auth DEBT SERVICE - INTEREST	10,360.00	0.00	10,040.00	0.00	0.00%
Total Administrative	<u>42,377.16</u>	<u>0.00</u>	<u>43,040.00</u>	<u>0.00</u>	<u>0.00%</u>
Total General government	<u>42,377.16</u>	<u>0.00</u>	<u>43,040.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expenditures:	<u>42,377.16</u>	<u>0.00</u>	<u>43,040.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Change In Net Position	<u>14,130.11</u>	<u>0.00</u>	<u>(41,859.31)</u>	<u>0.00</u>	<u>0.00%</u>

Fountain Green City
Operational Budget Report
51 Water - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Percent Used
Income or Expense					
Income From Operations:					
Operating income					
5111 W WATER SALES	306,127.88	0.00	57,884.58	225,000.00	25.73%
5121 W PENALTY & FEES	4,465.30	0.00	722.60	4,000.00	18.07%
5141 W NEW METER FEE	4,067.00	0.00	203.00	3,500.00	5.80%
5151 W GRANT	19,300.00	0.00	0.00	0.00	0.00%
Total Operating income	333,960.18	0.00	58,810.18	232,500.00	25.29%
Operating expense					
6110.6171 W SALARIES & WAGES - SUPERVISOR	49,219.67	0.00	9,407.95	45,000.00	20.91%
6111.6171 W SALARIES & WAGES - BILLING	15,101.94	0.00	301.75	16,868.00	1.79%
6130.6171 W EMPLOYEE BENEFITS - SUPERVISOR	19,140.40	0.00	3,588.05	22,000.00	16.31%
6131.6171 W EMPLOYEE BENEFITS - BILLING	1,492.90	0.00	20.49	1,400.00	1.46%
6210.6171 W DUES, MEMBERSHIPS	11,635.83	0.00	250.00	11,500.00	2.17%
6240.6171 W OFFICE SUPPLIES & EXPENSE	2,669.39	0.00	168.00	2,700.00	6.22%
6255.6131 W FUEL & OIL	1,859.75	0.00	299.95	2,000.00	15.00%
6280.6171 W UTILITIES	2,050.35	0.00	154.47	2,500.00	6.18%
6290.6171 W TELEPHONE	158.67	0.00	153.84	100.00	153.84%
6310.6171 W PROFESSIONAL SERVICES	4,107.99	0.00	533.33	5,100.00	10.46%
6330.6171 W TRAVEL, TRAINING	100.00	0.00	0.00	500.00	0.00%
6350 W MAINTENANCE, REPAIRS, SUPPLIES	14,450.82	0.00	1,817.95	6,000.00	30.30%
6420.6131 W CHEMICALS & TESTING	1,300.00	0.00	1,396.00	2,500.00	55.84%
6450.6141 W PW TRUCK LEASE	1,106.33	0.00	0.00	1,021.00	0.00%
6710.6131 W DEPRECIATION	51,910.16	0.00	0.00	79,200.00	0.00%
Total Operating expense	176,304.20	0.00	18,091.78	198,389.00	9.12%
Total Income From Operations:	157,655.98	0.00	40,718.40	34,111.00	119.37%
Non-Operating Items:					
Non-operating income					
5152 W WATER IMPACT FEES	15,771.50	0.00	2,000.00	15,000.00	13.33%
Total Non-operating income	15,771.50	0.00	2,000.00	15,000.00	13.33%
Non-operating expense					
6820.6100 W INTEREST EXPENSE	17,093.10	0.00	4,107.18	16,000.00	25.67%
Total Non-operating expense	17,093.10	0.00	4,107.18	16,000.00	25.67%
Transfers out					
6910.6100 W TRANSFER TO General FUND	21,500.00	0.00	0.00	21,500.00	0.00%
6910.6310 W TRANSFER to Road Fund	3,825.00	0.00	0.00	3,825.00	0.00%
Total Transfers out	25,325.00	0.00	0.00	25,325.00	0.00%
Total Non-Operating Items:	(26,646.60)	0.00	(2,107.18)	(26,325.00)	8.00%
Total Income or Expense	131,009.38	0.00	38,611.22	7,786.00	495.91%

Fountain Green City
Operational Budget Report
52 Sewer - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Percent Used</u>
Income or Expense					
Income From Operations:					
Operating income					
5201 S SEWER SERVICES	151,170.65	0.00	25,730.00	150,000.00	17.15%
Total Operating income	<u>151,170.65</u>	<u>0.00</u>	<u>25,730.00</u>	<u>150,000.00</u>	<u>17.15%</u>
Operating expense					
6110.6271 S SALARIES & WAGES - SUPERVISOR	16,495.89	0.00	3,303.95	16,868.00	19.59%
6111.6271 S SALARIES & WAGES - BILLING	5,033.96	0.00	123.25	5,623.00	2.19%
6130.6271 S EMPLOYEE BENEFITS - SUPERVISOR	6,380.40	0.00	1,195.90	5,198.00	23.01%
6131.6271 S EMPLOYEE BENEFITS - BILLING	497.53	0.00	6.82	300.00	2.27%
6210.6271 S BOOKS & MEMBERSHIPS	287.93	0.00	0.00	200.00	0.00%
6230.6271 S TRAVEL & TRAINING	100.00	0.00	0.00	0.00	0.00%
6240.6271 S OFFICE SUPPLIES & EXPENSE	2,561.83	0.00	0.00	2,500.00	0.00%
6251.6271 S CLOTHING ALLOWANCE	346.96	0.00	244.96	350.00	69.99%
6255.6271 S FUEL & OIL	1,887.34	0.00	299.96	2,500.00	12.00%
6280.6271 S UTILITIES	784.82	0.00	21.25	900.00	2.36%
6290.6271 S TELEPHONE	158.66	0.00	153.83	800.00	19.23%
6310.6271 S PROFESSIONAL SERVICES	4,009.02	0.00	533.34	4,500.00	11.85%
6350 S CURRENT MAINTENANCE, REPAIR, MATERIAL	6,873.49	0.00	29.97	8,500.00	0.35%
6450.6241 S PW TRUCK LEASE	1,106.32	0.00	0.00	1,021.00	0.00%
6710.6201 S DEPRECIATION	0.00	0.00	0.00	80,876.00	0.00%
Total Operating expense	<u>46,524.15</u>	<u>0.00</u>	<u>5,913.23</u>	<u>130,136.00</u>	<u>4.54%</u>
Total Income From Operations:	<u>104,646.50</u>	<u>0.00</u>	<u>19,816.77</u>	<u>19,864.00</u>	<u>99.76%</u>
Non-Operating Items:					
Non-operating income					
5252 S SEWER IMPACT FEES	8,857.50	0.00	1,771.50	9,000.00	19.68%
Total Non-operating income	<u>8,857.50</u>	<u>0.00</u>	<u>1,771.50</u>	<u>9,000.00</u>	<u>19.68%</u>
Non-operating expense					
6820.6200 S DEBT SERVICE - INTEREST	10,397.26	0.00	2,493.68	10,000.00	24.94%
Total Non-operating expense	<u>10,397.26</u>	<u>0.00</u>	<u>2,493.68</u>	<u>10,000.00</u>	<u>24.94%</u>
Transfers out					
6910.6200 S TRANSFER TO GENERAL FUND	6,000.00	0.00	0.00	6,000.00	0.00%
6910.6310 S Transfer to Road Fund	3,492.00	0.00	0.00	4,677.00	0.00%
Total Transfers out	<u>9,492.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,677.00</u>	<u>0.00%</u>
Total Non-Operating Items:	<u>(11,031.76)</u>	<u>0.00</u>	<u>(722.18)</u>	<u>(11,677.00)</u>	<u>6.18%</u>
Total Income or Expense	<u>93,614.74</u>	<u>0.00</u>	<u>19,094.59</u>	<u>8,187.00</u>	<u>233.23%</u>

Fountain Green City
Operational Budget Report
79 Cemetery - 07/01/2024 to 06/30/2025
100.00% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Percent Used</u>
Change In Net Position					
Revenue:					
Charges for services					
3410 Cemetery SALE OF LOTS	4,000.00	0.00	50.00	0.00	0.00%
Total Charges for services	<u>4,000.00</u>	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Revenue:	<u>4,000.00</u>	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Change In Net Position	<u>4,000.00</u>	<u>0.00</u>	<u>50.00</u>	<u>0.00</u>	<u>0.00%</u>