



SUMMIT COUNTY COUNCIL WORK SESSION -SOLID WASTE FUNDING-

Jaren Scott
Solid Waste Department

SOLID WASTE CONSISTS OF TWO BUDGETS

Budget1- Collection

- Household and Recycling collection for the entire county – Contract with Republic Services
- Paid from the General Fund (Taxes)
 - 2010 - \$3,899,719 (Pre-Contract)
 - 2011 - \$4,196,807 (Pre-Contract)
 - 2012 - \$2,590,000
 - 2013 - \$2,423,740
 - 2014 - \$2,489,780
 - 2015 - \$2,617,410 (requested)

SOLID WASTE CONSISTS OF TWO BUDGETS

Budget 2-Landfill

- Operates 3-Mile landfill, Henefer landfill, roll-off duties, education, Recycle Utah etc
- Enterprise Fund (Tipping Fees)

- 2012 - \$1,461,760 (General Fund)
- 2013 - \$1,247,720 (Enterprise Fund)
- 2014 - \$1,478,693 (Enterprise Fund)
- 2015 - \$2,184,250 (Enterprise Fund/Requested)



LANDFILL ENTERPRISE FUND

Currently We are Only Breaking Even for the Operating Expenses of the Landfill Budget (No funding for necessary projects or Closure/Post Closure)

Since Enterprise Fund Established	2013	2014
Landfill Operating Budget	\$1,247,720	\$1,478,693
Landfill Operational Expenditures	\$1,257,987	\$1,348,000*
Landfill Revenue (Collected From Scale Charges)	\$1,306,623	\$1,350,000*
Shortfall	\$48,636	\$2,000*

*2014 Estimate



MAJOR PROJECTS NEEDING FUNDING

New Cell Development at 3-mile

- 7 Year Expected Life
- \$1,200,000 total cost
 - 2015 - \$150,000 New Road and Start Excavation
 - 2016 - \$270,000 Engineering/Design, Finish Excavation
 - 2017 - \$780,000 Finish Permitting, Liner Install, QC

Green Waste Program

- \$139,000 Annual Operating Cost
- **Break-Even Analysis from Compost Sales/Tipping Fees**
- \$1,560,000 Total Capital Cost
 - 2015 - \$560,000 Henefer land Purchase
 - 2016 - \$450,000 Equipment Cost/Site Development
 - 2018 - \$550,000 Equipment Cost/Site Development

MAJOR PROJECTS NEEDING FUNDING

Closure and Post Closure Care Costs

- 3-Mile 40 Year Life
 - \$158,240 Annual Cost
- Henefer 20 Year Life
 - \$50,200 Annual Cost
- **Total Annual Cost for Both landfills \$208,440**

GREENWASTE

Item	Total Cost	Annual Cost
Land purchase 280 acres @ \$2,000/acre for 30 year payment plan	\$560,000	\$18,700
Equipment @10 year replacement plan		
• Grinder	\$350,000	\$35,000
• Rubber tire Loader with windrow turner	\$300,000	\$30,000
• Screener	\$150,000	\$15,000
Site improvement	\$200,000	\$20,000
• 20 years replacement plan		
Total Capital Cost	\$1,560,000	\$118,700
Annual operating cost		
• Personnel		90,000
• Fuel		30,000
• Equipment maintenance		19,000
Total Operating Cost		\$139,000
Total annual cost		\$257,700
Revenues		
• Biosolids @ \$20.00/ton		\$72,000
• Sales of final product 6,585yards @ \$20/Yard		\$131,700
• Charge yard waste \$15/ton		\$54,000
Total Revenue		\$247,700



LANDFILL CLOSURE AND POST CLOSURE COSTS

Landfill Closure and Post Closure Cost	
3 Mile Landfill	
3 Mile landfill total closure cost	\$4,222,440
3 Mile landfill expected life in years	40
3 Mile landfill post closure annual care cost	\$48,240
The annual reserve required for 3 Mile landfill closure cost	\$110,000
Total annual cost for closure and post closure care	\$158,240
Henefer Landfill	
Henefer landfill total closing cost	\$315,268
Henefer landfill expected life in years	20
The annual reserve required for Henefer landfill closure cost	\$16,000
Post Closure care cost for Henefer landfill	\$34,200
Total annual cost for closure and post closure care	\$50,200
Total annual cost for closure and post closure care for both landfills	\$208,440



MAJOR PROJECTS BY YEAR

- 2015
 - New Cell Development @3-Mile \$150,000
 - Purchase 280 acres @Henefer \$560,000
 - TOTAL = \$710,000
 - 2016
 - New Cell Development @3-Mile \$270,000
 - Green Waste Site Development/Equipment \$450,000
 - TOTAL = \$720,000
 - 2017
 - New Cell Development @3-Mile (liner, final grade and install) \$780,000
 - 2018
 - Green Waste Site Development \$550,000
 - Transfer Station Development \$300,000
 - TOTAL = \$850,000
- 

SHORTFALL FUNDING SCENARIOS

Raise Tipping Fees on “Non-Contract” Waste to \$44.75

- This simply would not work. Average UT tipping fee is \$28 (Wasatch=\$33, Trans-Jordan=\$28, Salt Lake County=\$31.35, Iron County \$22, Wasatch Integrated=\$26)
 - This would force the waste generated in the county to the surrounding counties and wouldn't therefore raise any additional revenue.
- 

SHORTFALL FUNDING SCENARIOS

Increase Tipping Fees to \$28/ton and institute Waste Management Fee of \$3/household/month (Total of \$36/year/household)

- 22,000 households x \$3 x 12 months totals \$792,000
- Fee Billing allows future opportunities for opt out/in (green-waste/more recycling)
- Establish Solid Waste Billing Program
 - Bill Quarterly or Annually (combining with tax bill)
 - Administrative Fees (postage, etc) of Approximately \$15,000/quarter = \$60,000 annually
- Other Counties/Cities Bill Through Monthly Fee:
 - Wasatch County \$16/month (collection/landfill together)
 - Iron County \$4/month landfill fee, \$8/month collection fee
 - Salt Lake County \$14.75/month – billed quarterly
 - Wasatch Front (Kearns, Taylorsville, Cottonwood Heights) \$14.75/month
 - Orem City \$10.50/month Garbage, \$5.55/month Greenwaste, \$3.05/month Recycling
 - Tooele County \$15/month- billed quarterly
 - Ogden City \$19.01/month – billed monthly

SHORTFALL FUNDING SCENARIOS

Increase Tipping Fees to \$28/ton and fund Solid Waste projects through General Fund Surplus.

- Requires a Diversion of at least \$710,000 from the General Fund Surplus to the Solid Waste Enterprise Fund starting in 2015 and continuing on.
- Funded more by second/third home homeowners

**QUESTIONS AND
DISCUSSION**



Summit County Public Art Program Financial Planning Document

	2014	2015	2016	
Revenue				
County Annual Allocation	\$ 15,000.00	\$ 78,500.00	\$ 90,000.00	
RAP Tax Grant for SC Fine Art Collection Catalog & Exhibit	\$ 2,314.00			
Utah Community Grant for Artscape Sculptures		\$ 1,000.00	\$ 2,000.00	
Total Revenue	\$ 17,314.00	\$ 79,500.00	\$ 92,000.00	
Account Balance	\$ 27,616.86	\$ 30,222.17	\$ 2,872.17	
Cash on Hand	\$ 44,930.86	\$ 109,722.17	\$ 94,872.17	

Art Project Expenses

County Fine Art Collection Catalog & Exhibit	\$ 2,400.00	\$ 500.00	\$ 250.00
Art Pianos for All		\$ 1,800.00	\$ 1,800.00
Artscape Marketing & Photography	\$ 390.00	\$ 400.00	\$ 400.00
SC Artscape Flying Objects Proposal: Infrastructure	\$ 6,000.00		
SC Artscape Flying Objects Proposal: Art Lease		\$ 2,000.00	\$ 2,000.00
Art in Kimball Junction	\$ -	\$ 90,000.00	\$ 81,000.00
Maintenance Fund	\$ 1,500.00	\$ 4,500.00	\$ 3,000.00
Contingency Fund	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Subtotal Art Project Expenses	\$ 14,290.00	\$ 103,200.00	\$ 92,450.00

Kimball Junction Project - Possible Elements & Cost Estimates

Planning/fundraising (partnerships, grant writing)	\$ 6,000.00
Transit Center (substantive piece e.g. sculpture w/ lighting or mural)	\$ 50,000.00
Themed bus shelter art (3 @ \$8000 each)	\$ 24,000.00
Artistic benches (3 @ \$2,000 each)	\$ 6,000.00
Art on trails, sidewalks (possibly interactive)	\$ 10,000.00
Roundabout art (4 @ \$20,000 each)	\$ 80,000.00
Artistic wayfinding	\$ 20,000.00
Total	\$ 196,000.00

Administrative Expenses

Volunteer Mileage/Art Supplies	\$ 200.00	\$ 200.00	\$ 200.00
Mountain West Arts Conference	\$ 114.04	\$ 300.00	\$ 300.00
Board Vacancy Advertising	\$ 104.65	\$ 150.00	\$ 150.00
Project Management		\$ 3,000.00	\$ 3,000.00
Subtotal Administrative Expenses	\$ 418.69	\$ 3,650.00	\$ 650.00
Total Expenses	\$ 14,708.69	\$ 106,850.00	\$ 93,100.00

NET (Cash on Hand - Total Expenses) \$ 30,222.17 \$ 2,872.17 \$ 1,772.17

Account Balance **\$ 30,222.17** **\$ 2,872.17** **\$ 1,772.17**

EXAMPLES AND COSTS – PUBLIC ART



Park City Transit Center Mural \$10,000



7 Muses PC Transit Center \$40,000



Bus Wraps \$10,000 est



Bus Shelters \$8,000 est



Sheltering Aspens, Marsac Entrance \$65,000



Banners \$8,000 est



Art Pianos for All \$1,000



MARC "Air" Artwork \$84,000



Sound Garden \$20,000



Bronze Sculptures \$30,000-60,000

2015 Recommended Budget

Presented to
Summit County Council
December 10th, 2014



What We Do



- Public Works
- Auditor
- Assessor
- Treasurer
- Clerk
- Recorder
- County Attorney
- Health Department
- Libraries
- Senior Services
- Search & Rescue
- Ambulance
- Animal Control
- Engineering
- Waste Disposal
- Recycling
- Television Translator Stations
- Motor Vehicle
- Justice Court
- Land Use Planning
- Building Inspection
- Sheriff
- Dispatch Call Center
- Law Enforcement
- Jail
- Fire Protection
- Wildland Fire Protection
- Road Maintenance
- Building Safety
- Business Licensing
- Protection Services
- Parks and Open Space
- Information Technology
- Personnel
- Facilities & Maintenance

2014: Service Demand



Building Inspections as of November 2013 = 7,031
 Building Inspections as of November 2014 = 13,053

Valuations as of November 2013 = \$126,907,465
 Valuations as of November 2014 = \$157,264,933

Building Permits Issued as of November 2013 = 534
 Building Permits Issued as of November 2014 = 930

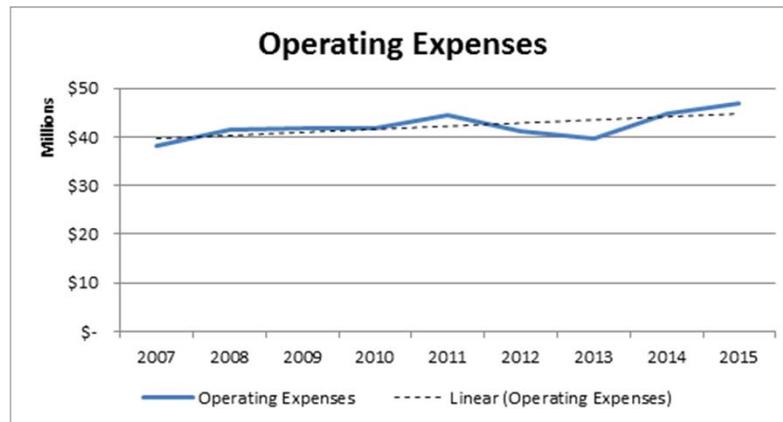
Engineering-related permits as of November 2013 = 1,874
 Engineering-related permits as of November 2014 = 2,445

Population in 2013 = 38,693
 Population in 2014 = 39,323

Total jobs in 2013 = 36,649
 Total jobs in 2014 = 38,157

Sources: SC Planning Dept., SC Engineering Dept., Census Bureau, and Utah Dept. of Workforce Services

Operating Budget Past 7 Years



Budget Changes 2015 vs. 2014



Recommended increase of **\$4.2 million**, including capital projects.

- Capital Projects: \$2.1 million increase
49.7% of total increase
- Additional Pay Period: \$583 thousand
13.8% of total increase
- New Employees: \$473 thousand
11.2% of total increase

Summary of Capital Projects



Project	Amount	Description
Roads		
<i>Pinebrook</i>	\$ 1,101,000.00	Road reconstruction and overlay
<i>Wanship</i>	\$ 1,355,000.00	Road reconstruction and bridge work
<i>Jeremy Ranch</i>	\$ 580,000.00	Road reconstruction and overlay
<i>Others</i>	\$ 1,205,000.00	Includes overlays, construction, expansion
ROADS SUB-TOTAL	\$ 4,241,000.00	
Facilities		
<i>Kamas Building</i>	\$ 1,750,000.00	First phase of new Library/Health/DMV Center
<i>Fairgrounds</i>	\$ 2,400,000.00	First phase of new Fairground development
<i>Justice Center Solar</i>	\$ 425,000.00	Sustainability - Solar PV Cells
<i>Courthouse Lighting</i>	\$ 65,000.00	Sustainability - Retrofit lighting
FACILITIES SUB-TOTAL	\$ 4,640,000.00	
TOTAL CAPITAL PROJECTS	\$ 8,881,000.00	

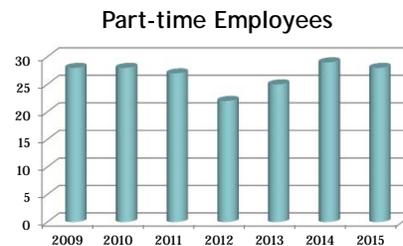
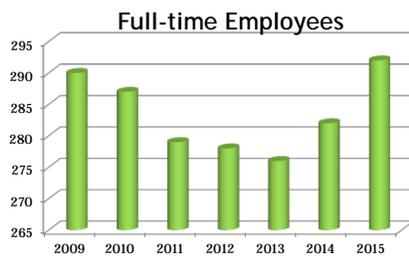
Position Requests



Bringing Staff Back On-line to Address Growth.
Proposed Full-Time Positions:

- Animal Control Director (*Position vacant since 2011*)
 - Animal Control Officer
 - Kennel Tech
 - Attorney (*three/fifths to full*)
 - Assistant Plans Examiner
- Fair Coordinator (*contract to employee - TRT funded*)
 - Engineer Tech (*half to full*)
 - Transit District Tech
 - Court Security Officer

Historical Staff Levels



	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
FTE's	290	287	279	278	276	283	292

Estimated Changes in Fund Balances



If adopted as is:

- General Fund balance decreases \$350,000 to \$6.7 million
- Municipal Services fund decreases \$662,000 to \$9.9 million
- Assessing & collecting fund decreases \$12,000 to \$4.1 million

However, would need to adjust for other Council Considerations.....

Council Considerations



- Landfill Cell Development
- Insurance Deductible/Risk Level
- Assessor Position
- Building Inspector Position
- Public Art
- Animal Control Building
- Be Wise, Energize Program*



Recommended Budget
Provides Summit County Citizens with:

- ✓ **BALANCED BUDGET**
- ✓ **RESTORED SERVICE LEVELS and**
- ✓ **CAPITAL INVESTMENT**



Annette Singleton

From: Steve Martin
Sent: Monday, December 01, 2014 2:35 PM
To: Annette Singleton
Subject: FW: Errors & Omissions
Attachments: King Ridge Estates1.pdf; Errors & Omissions0001.pdf; Errors & Omissions0002.pdf; Errors & Omissions0003.pdf

The following "Errors and Omissions" was brought to me by Mary Anne Trussell, the County Recorder. Since it involves back taxes and values, this office will be presenting. My recommendation is to refund the taxes paid by this owner up to 5 years back or purchase, whichever is least. It was the County's error and should be corrected.

STEVE MARTIN

SUMMIT COUNTY ASSESSOR

smartin@summitcounty.org

435.336.3251

From: MaryAnn Trussell
Sent: Tuesday, November 18, 2014 1:58 PM
To: Steve Martin
Subject: Errors & Omissions

It has been brought to my attention by Mr. Damon Navarro the managing member of Thaynes Capital Park City LLC, that parcel A of the King Ridge Estates Subdivision should be owned by Park City Municipal Corp. Mr. Navarro pointed out that Note # 5 on King Ridge Estates Subdivision Plat Parcel A reads "PARCEL A IS HEREBY DEDICATED TO PARK CITY AS A PUBLIC STREET AND RIGHT OR WAY." and should be tax exempt. The error occurred when the plat was setup for taxation. The language of dedication is normally found on the parcel or the owner's dedication and not in the notes. We overlooked Note # 5 where Parcel A was dedicated to Park City as a public street. Mr. Navarro was deeded the property in December of 2011 and has paid the taxes in full since then. The ownership has been corrected for the year 2014 and the taxes dead headed for said year.

Thaynes Capital Park City LLC, therefore is asking for a refund of taxes paid in 2012 & 2013.

Attached you will find a copy of the deed to Thaynes Capital Park City LLC, the plat map, as well as the receipt from the Treasurers showing the amount paid.

The amounts are:

2012- \$1,180.00

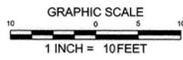
2013- \$1,137.00

Total =\$2317.00

Thank you!

KING RIDGE ESTATES

A PORTION OF BLOCK 75, MILLSITE RESERVATION TO PARK CITY,
LYING WITHIN THE NORTHEAST QUARTER OF
SECTION 21, TOWNSHIP 2 SOUTH, RANGE 4 EAST
SALT LAKE BASE & MERIDIAN
SUMMIT COUNTY, UTAH



RIDGE AVENUE

PARCEL A

PARCEL A
2,104± SF

LOT 1

166 RIDGE AVENUE
5,899± SF
MAX FOOTPRINT=2,118 SF

LOT 2

162 RIDGE AVENUE
5,898± SF
MAX FOOTPRINT=2,117 SF

LOT 3

158 RIDGE AVENUE
7,209± SF
MAX FOOTPRINT=2,120 SF

LOT 3

ANCHOR DEVELOPMENT
SECOND AMENDED PLAT
MILLSITE RESERVATION
SUBDIVISION NO. 1

LOT 2

ANCHOR DEVELOPMENT
AMENDED PLAT
MILLSITE RESERVATION
SUBDIVISION NO. 1

PLAT NOTES:

- ALL LOTS WITHIN THIS SUBDIVISION ARE BUILDABLE. ANY FURTHER SUBDIVISION OF SUCH LOTS, WHETHER BY DEED BEQUEST, DIVORCE DECREE, OR OTHER RECORDED INSTRUMENT SHALL NOT RESULT IN A BUILDABLE LOT UNTIL THE SAME HAS BEEN APPROVED IN ACCORDANCE WITH THE PARK CITY LAND USE ORDINANCE.
- UTILITIES SHALL HAVE THE RIGHT TO INSTALL, MAINTAIN, AND OPERATE THEIR EQUIPMENT ABOVE AND BELOW GROUND AND ALL OTHER RELATED FACILITIES WITHIN THE PUBLIC UTILITY EASEMENTS (PUE) IDENTIFIED ON THIS PLAT AS MAY BE NECESSARY OR DESIRABLE IN PROVIDING UTILITY SERVICE WITHIN AND WITHOUT THE LOTS IDENTIFIED HEREON. SAID RIGHTS INCLUDES THE RIGHT OF ACCESS TO SUCH FACILITIES AND THE RIGHT TO REQUIRE REMOVAL OF ANY OBSTRUCTIONS INCLUDING STRUCTURES, TREES, AND VEGETATION THAT MAY HAVE BEEN PLACED WITHIN THE PUE. THE UTILITY MAY REQUIRE THE LOT OWNER TO REMOVE ALL STRUCTURES WITHIN THE PUE AT THE LOT OWNERS EXPENSE, OR THE UTILITY MAY REMOVE SUCH STRUCTURES AT THE LOT OWNERS EXPENSE. AT NO TIME MAY ANY PERMANENT STRUCTURES OR ANY OTHER OBSTRUCTION WHICH INTERFERES WITH THE USE OF THE PUE BE PLACED WITHIN THE PUE WITHOUT PRIOR WRITTEN APPROVAL OF ALL THE UTILITIES WITH FACILITIES WITHIN THE AFFECTED PUE.
- DESIGN OF ACCESS TO AND FIRE PROTECTION FOR ALL PROPOSED BUILDINGS MUST MEET THE REQUIREMENTS OF THE PARK CITY FIRE SERVICE DISTRICT. MODIFIED 13-D SPRINKLERS ARE REQUIRED IN EACH HOUSE.
- LOTS ARE NUMBERED 1-3.
- PARCEL A IS HEREBY DEDICATED TO PARK CITY AS A PUBLIC STREET AND RIGHT-OF-WAY.
- NO REMNANT PARCEL CREATED HEREBY IS SEPARATELY DEVELOPABLE.
- THE 30-FOOT WIDE NO-DISTURB AREA ALONG THE REAR OF LOTS 1-3 IS INTENDED TO PRESERVE EXISTING VEGETATION BOTH DURING AND AFTER CONSTRUCTION. DISTURBANCE WITHIN 30 FEET OF THE REAR LINE WILL BE REQUIRED ONLY IN THE VICINITY OF POWER AND STORM DRAIN CONSTRUCTION.
- THE MAXIMUM FLOOR AREA, AS DEFINED BY THE PARK CITY LAND MANAGEMENT CODE, CANNOT EXCEED 3,030 SQUARE FEET FOR ANY STRUCTURE ON LOT 1, 2, OR 3.
- CONSTRUCTION ON LOTS 1, 2, AND 3 IS RESTRICTED BY SPECIFIC CONDITIONS OF THE SUBDIVISION APPROVAL, ORDINANCE 07-74.
- LOTS DESIGNATED AS LOW PRESSURE SEWER SYSTEM LOTS SHALL BE REQUIRED TO INSTALL A LOW PRESSURE GRINDER PUMP STATION AND APPURTENANCES CONSISTENT WITH THE SBWRD PUBLIC LOW PRESSURE SEWER SYSTEM INSTALLED FOR THE DEVELOPMENT. THE KING RIDGE HOMEOWNERS ASSOCIATION SHALL BE RESPONSIBLE FOR OPERATION, MAINTENANCE AND REPAIR OF THE LOW PRESSURE GRINDER PUMP STATION AND APPURTENANCES.

LEGAL DESCRIPTION:

ALL OF LOTS 35 TO 40, INCLUSIVE; LOTS 66 TO 71, INCLUSIVE, AND THE WESTERLY ONE-HALF OF LOTS 33 AND 34, BLOCK 75, MILLSITE RESERVATION TO PARK CITY, ACCORDING TO THE OFFICIAL PLAT THEREOF, ON FILE AND OF RECORD IN SUMMIT COUNTY RECORDER'S OFFICE.

TOGETHER WITH ONE-HALF OF THE VACATED ANCHOR AVENUE ABUTTING SAID LOTS 66 THROUGH 71, INCLUSIVE ON THE EAST.

LESS AND EXCEPTING THEREFROM THE WESTERLY ONE-HALF OF LOT 34 ANY PORTION LYING EASTERLY OF RIDGE AVENUE WITHIN THE BOUNDS OF THE FOLLOWING DESCRIBED PARCEL:

BEGINNING AT A POINT ON THE PLATTED CENTERLINE OF ANCHOR AVENUE, SAID POINT BEING SOUTH 68°27'00" EAST 12.77 FEET FROM THE NORTHEAST CORNER OF LOT 72, BLOCK 75 OF THE MILLSITE RESERVATION TO PARK CITY, ACCORDING TO THE OFFICIAL PLAT THEREOF, ON FILE AND OF RECORD IN THE SUMMIT COUNTY RECORDER'S OFFICE; THENCE ALONG SAID PLATTED CENTERLINE SOUTH 21°33'00" WEST 37.50 FEET; THENCE LEAVING SAID CENTERLINE NORTH 68°27'00" WEST 95.31 FEET TO THE EASTERLY EDGE OF ASPHALT OF THE EXISTING PAVED RIDGE AVENUE; THENCE ALONG SAID EASTERLY ASPHALT EDGE THE FOLLOWING FIVE CALLS: 1) NORTH 11°25'02" EAST 0.44 FEET; 2) NORTH 08°09'06" EAST 5.47 FEET; 3) NORTH 05°21'47" EAST 19.77 FEET; 4) NORTH 09°58'22" EAST 7.94 FEET; 5) NORTH 02°55'45" WEST 5.46 FEET TO A POINT ON THE NORTHEASTERLY LINE OF LOT 34 OF SAID MILLSITE RESERVATION; THENCE LEAVING SAID EASTERLY EDGE OF ASPHALT AND ALONG THE NORTHERLY LINE OF LOT 34 AND 72 OF SAID MILLSITE RESERVATION SOUTH 68°27'00" EAST 106.02 FEET TO THE POINT OF BEGINNING.

OWNER'S DEDICATION AND CONSENT TO RECORD

KNOW ALL MEN BY THESE PRESENTS THAT, THE UNDERSIGNED OWNER(S) OF THE HEREIN DESCRIBED TRACT OF LAND, TO BE KNOWN HEREINAFTER AS THE KING RIDGE ESTATES, DO HEREBY CERTIFY THAT I HAVE CAUSED THIS PLAT TO BE PREPARED, AND I/WE, Wesley Lee Scott OF KING RIDGE RESOURCES, LLC, HEREBY CONSENT(S) TO THE RECORDATION OF THIS PLAT.

ALSO, THE OWNER(S), OR HIS/HER REPRESENTATIVES, HEREBY IRREVOCABLY OFFERS FOR DEDICATION TO THE CITY OF PARK CITY ALL THE STREETS, LAND FOR LOCAL GOVERNMENT USES, EASEMENTS, PARKS, AND REQUIRED UTILITIES AND EASEMENTS SHOWN ON THE PLAT AND CONSTRUCTION DRAWINGS IN ACCORDANCE WITH AN IRREVOCABLE OFFER OF DEDICATION.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND THIS 12th DAY OF May, 2008.

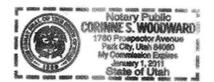
[Signature]
KING RIDGE RESOURCES, LLC

ACKNOWLEDGEMENT

STATE OF UTAH:
COUNTY OF SUMMIT:

ON THIS 12th DAY OF May, 2008, PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR SAID COUNTY OF SUMMIT, IN SAID STATE OF UTAH, KING RIDGE RESOURCES, LLC, THE PERSON THAT EXECUTED THE WITHIN INSTRUMENT AND KNOWN TO ME TO BE (OR PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE) THE PERSON WHO EXECUTED THE WITHIN INSTRUMENT ON BEHALF OF SAID PERSON, BEING DULY SWORN ACKNOWLEDGED TO ME THAT THEY ARE THE OWNER OF THE HEREIN DESCRIBED TRACT OF LAND AND THEY SIGNED THE ABOVE OWNER'S DEDICATION AND CONSENT TO RECORD FREELY AND VOLUNTARILY.

[Signature]
NOTARY PUBLIC
MY COMMISSION EXPIRES 11/11



SURVEYOR'S CERTIFICATE

I, CHRISTOPHER R. BRAUN, CERTIFY THAT I AM A REGISTERED LAND SURVEYOR AND THAT I HOLD CERTIFICATE NO. 5152604, AS PRESCRIBED BY THE LAWS OF THE STATE OF UTAH, AND THIS PLAT WAS PREPARED UNDER MY DIRECTION IN ACCORDANCE WITH THE REQUIREMENTS OF PARK CITY MUNICIPAL CORPORATION. I FURTHER CERTIFY THAT THE PROPERTY BOUNDARIES AS SHOWN ARE CORRECT.

LEGEND

- FOUND STREET MONUMENT
- FOUND REBAR W/ CAP OR NAIL (AS DESCRIBED)
- SET 5/8" REBAR W/ ORANGE PLASTIC CAP STAMPED: "C.BRAUN PLS 5152604"
- LOW PRESSURE SEE PLAT NOTE #10

[Signature]
CHRISTOPHER R. BRAUN
PLS 5152604
5/9/08

5/9/08
DATE

Park City Surveying

P.O. Box 682993
Park City, UT 84068
(435) 649-2918
(435) 649-4637 fax

MAY 2008 PAGE 1 of 1

<p>PARK CITY PLANNING COMMISSION REVIEWED BY THE PARK CITY PLANNING COMMISSION ON THIS 12th DAY OF SEPTEMBER, 2007 A.D. <i>[Signature]</i> CHAIRMAN</p>	<p>CERTIFICATE OF ATTEST I CERTIFY THIS RECORD OF SURVEY MAP WAS APPROVED BY PARK CITY COUNCIL THIS 25TH DAY OF OCTOBER, 2007 A.D. <i>[Signature]</i> PARK CITY RECORDER</p>	<p>SNYDERVILLE BASIN WATER RECLAMATION DISTRICT REVIEWED FOR CONFORMANCE TO SNYDERVILLE BASIN WATER RECLAMATION DISTRICT STANDARDS ON THIS 14th DAY OF May, 2008 A.D. <i>[Signature]</i> S.B.W.R.D.</p>	<p>ENGINEERS CERTIFICATE I FIND THIS PLAT TO BE IN ACCORDANCE WITH INFORMATION ON FILE IN MY OFFICE THIS 21st DAY OF May, 2008 A.D. <i>[Signature]</i> PARK CITY ENGINEER</p>	<p>APPROVAL AS TO FORM APPROVED AS TO FORM THIS 5th DAY OF June, 2008 A.D. <i>[Signature]</i> PARK CITY ATTORNEY</p>	<p>COUNCIL APPROVAL AND ACCEPTANCE APPROVAL AND ACCEPTANCE BY THE PARK CITY COUNCIL THIS ___ DAY OF ___, 2008 A.D. <i>[Signature]</i> MAYOR</p>	<p>RECORDED # 847041 STATE OF UTAH COUNTY OF SUMMIT AND FILED AT THE REQUEST OF <u>U.S. Title</u> DATE <u>6-13-08</u> TIME <u>2:20pm</u> BOOK ___ PAGE ___ \$34.00 FEE <i>[Signature]</i> RECORDER</p>
--	---	--	--	---	--	---

Summit County Treasurer

Corrie Forsling

Account	Parcel Number	Receipt Date	Receipt Number
0463105	KRDGE-A	Dec 2, 2013	2013-018282

THAYNES CAPITAL PARK CITY LLC
 PO BOX 681849
 PARK CITY, UT 84068-1849

Situs Address

Payor

THAYNES CAPITAL PARK CITY LLC
 PO BOX 681849
 PARK CITY, UT 84068-1849

Legal Description

PARCEL A KING RIDGE ESTATES SUBDIVISION; ACCORDING TO THE OFFICIAL PLAT ON FILE IN THE
 SUMMIT COUNTY RECORDERS OFFICE CONT 2104 SQ FT OR 0.05 AC 2081-1365 2082-105 2107-1938

Property Code	Actual	Assessed	Year	Area	Tax Rate
RESIDENTIAL UNIMPROVED - 02B	125,000	125,000	2013	07	0.009096

Payments Received

Check

Check Number 101
 Payor OWNER

Multi-Account Payment

Payments Applied

Year	Charges	Billed	Prior Payments	New Payments	Balance
2013	Tax Charge	\$1,137.00	\$0.00	\$1,137.00	\$0.00
				\$1,137.00	\$0.00
			Balance Due as of Dec 2, 2013		\$0.00

PO Box 128
 Coalville, UT 84017
 (435) 336-3267

Summit County Treasurer

Corrie Forsling

Account 0463105	Parcel Number KRDGE-A	Receipt Date Nov 29, 2012	Receipt Number 2012-020608
--------------------	--------------------------	------------------------------	-------------------------------

THAYNES CAPITAL PARK CITY LLC
 PO BOX 1047
 NIAN TIC, CT 06357

Situs Address	Payor				
Legal Description					
PARCEL A KING RIDGE ESTATES SUBDIVISION; ACCORDING TO THE OFFICIAL PLAT ON FILE IN THE SUMMIT COUNTY RECORDERS OFFICE CONT 2104 SQ FT OR 0.05 AC 208I-1365 2082-105 2107-1938					
Property Code	Actual	Assessed	Year	Area	Tax Rate
RESIDENTIAL UNIMPROVED - 02B	125,000	125,000	2012	07	0.01

Payments Received
 net vantage Multi-Account Payment
 Check Number 1013

Payments Applied		Billed	Prior Payments	New Payments	Balance
Year	Charges				
2012	Tax Charge	\$1,193.25	\$13.25	\$1,180.00	\$0.00
				\$1,180.00	\$0.00
		Balance Due as of Nov 29, 2012			\$0.00

PO Box 128
 Coalville, UT 84017
 (435) 336-3267

STAFF REPORT

TO: Robert Jasper – County Manager
FROM: Matt Jensen – Management Analyst
DATE: December 5, 2014
SUBJECT: SUPPLEMENT - Consideration of Self-Insured Initiative



This report supplements information presented to the County Council on Wednesday, December 3, 2014. Particularly, this report provides additional rationalization for the \$250,000 High-Deductible Program and provides the Council a list of the ‘best options’ for varying levels of insurability.

WHY \$250,000 – ROAD TO SELF-INSURED

In 2012, the County first contracted with Bickmore Risk Services to review self-insurance options. Bickmore reported that \$250,000 was a common level of risk retention for most cities and counties. This analysis corresponded with what the County reported as an acceptable level of risk tolerance at that time. Bickmore concluded that a move to a self-insured program would be based on the County’s risk appetite and commitment to control claims and prevent losses.

This coverage level was used as a starting point for Moreton & Company’s recent market analysis. It represents a level of investment on the County’s part and reemphasizes the importance of the County’s need to actively manage insurance issues, i.e. having some skin in the game. When the Utah Local Government Trust submitted deductible programs that were below SIR market levels, County staff and consultants weighed the merits of such programs and determined that maximizing the initial premium savings while balancing the County’s historic risk exposure justified the \$250,000 deductible as an appropriate initial step. This would also allow the County to objectively adjust to the risk levels of a standard self-insured retention model without immediate exposure. Based on the discussion with staff and consultants, this level represents an acceptable level of risk and savings for the County.

MORETON & COMPANY EXPANDED OPTIONS

The attached spreadsheet details the ‘best options’ for varying levels of deductible and SIR retention for general liability coverage that Moreton received during their market analysis. Each option includes figures for expected losses and claims processing costs; as well as a recommended level for a reserve fund. One addition that was not part of the original consideration is the \$50,000 deductible plan through ULGT – this was received after discussions with the Council on December 3rd.

RECOMMENDATION

The initial recommendation of a \$250,000 High Deductible Program with a \$1,000,000 reserve fund remains worthy. It does not provide the level of control a Self-Insured Retention Program features but would capitalize on ULGT’s below market offer as the County prepares to control more of its risk exposure. Other levels would still realize savings but would not affect the same transitional preparation to a self-insured mentality that the \$250,000 level does. Staff and consultants are prepared to move forward according to the level of risk tolerance the Council establishes as acceptable.

Attachments – Moreton Option Spreadsheets, 2012 Bickmore Report, Portion of Summit County Council Work Session Minutes from October 3rd, 2012, and Letter from Bickmore dated August 6, 2014.

Best Options at different levels of deductible/SIR

Current Program – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$305,723	Travelers
	Expected Losses	\$0	Travelers
	Claims Cost	\$0	Travelers
Property	Premium	\$45,393	Travelers
Auto Physical Damage	Premium	\$9,221	Travelers
Workers Compensation	Premium	\$200,318	Travelers
Total		\$560,655	Reserve = \$0

\$50,000 SIR – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$230,463	Berkley/Ironshore
	Expected Losses	\$75,663	Summit
	Claims Cost	\$20,000	Summit
Property	Premium	\$61,015	QBE
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$211,946	Trust
Total		\$608,015	Reserve = \$226K

\$50,000 Deductible – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$155,635	Trust
	Expected Losses	\$75,663	Summit
	Claims Cost	\$0	Summit
Property	Premium	\$54,790	Trust
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$184,301	Trust
Total		\$479,317	Reserve = \$226K

\$100,000 Deductible – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$129,933	Trust
	Expected Losses	\$99,139	Summit
	Claims Cost	\$0	Summit
Property	Premium	\$54,790	Trust
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$184,301	Trust
Total		\$477,091	Reserve = \$400K

\$100,000 SIR – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$194,250	States
	Expected Losses	\$99,139	Summit
	Claims Cost	\$20,000	Summit
Property	Premium	\$61,015	QBE
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$211,946	Trust
Total		\$595,278	Reserve = \$400K

\$250,000 Deductible – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$118,511	Trust
	Expected Losses	\$133,000	Summit
	Claims Cost	\$0	Summit
Property	Premium	\$54,790	Trust
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$184,301	Trust
Total		\$499,530	Reserve = \$883K

\$250,000 SIR – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$145,150	States
	Expected Losses	\$133,000	Summit
	Claims Cost	\$20,000	Summit
Property	Premium	\$61,015	QBE
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$211,946	Trust
Total		\$580,039	Reserve = \$883K

\$500,000 SIR – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$133,062	States
	Expected Losses	\$169,866	Summit
	Claims Cost	\$20,000	Summit
Property	Premium	\$61,015	QBE
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$211,946	Trust
Total		\$604,817	Reserve = \$1.6M

\$750,000 SIR – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$101,790	CVStarr
	Expected Losses	\$185,588	Summit
	Claims Cost	\$20,000	Summit
Property	Premium	\$61,015	QBE
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$211,946	Trust
Total		\$589,267	Reserve = \$2M

\$1,000,000 SIR – Best Option			
Coverage	Cost Source	Cost Amount	Carrier
Liability	Premium	\$81,900	CVStarr
	Expected Losses	\$195,088	Summit
	Claims Cost	\$20,000	Summit
Property	Premium	\$61,015	QBE
Auto Physical Damage	Premium	\$8,928	Trust
Workers Compensation	Premium	\$211,946	Trust
Total		\$578,877	Reserve = \$2M

Summit County Risk Finance Program Evaluation

October 3, 2012

David M. Luke, JD, ARM
Bickmore
dluke@brsrisk.com
714-426-8505

Bryce McEuen, JD
McEuen Risk Services
mceuenriskservices@gmail.com
801-809-0840

Project Scope

- Evaluate the County's appetite and ability to retain risk.
- Recommend appropriate self-insured retentions (SIRs) or deductibles to reduce risk costs.
- Evaluate the County's existing coverage program to:
 - Identify and compare alternative coverage programs; and
 - Consider whether a combined insurance program with Snyderville Basin Recreation District, Mountain Regional Water District, Park City Fire Service District, and North Summit Fire Protection District could produce significant savings.
- Evaluate the County's current risk management protocols and make recommendations for improvement.

Work Steps

We interviewed:

- County Manager, Auditor, Accountant, and Chief Civil Attorney;
- Representatives from the four Districts; and
- Representatives from:
 - Utah Local Governments Trust (ULGT);
 - Utah Counties Indemnity Pool (UCIP);
 - States Self-Insurers Risk Retention Group (States);
 - Workers' Compensation Fund of Utah (WCF); and
 - Contacts in the commercial insurance market.

Work Steps

- Reviewed numerous County/Districts documents, including:
 - Property and casualty claims history;
 - Payroll, employee count, and property/vehicle schedules; and
 - Financial statements.

Reviewed ULGT and UCIP documents, including:

- Trust documents;
- Coverage documents; and
- Financial statements.

Work Steps

- Obtained pricing indications.
- Evaluated options, including self-insurance and a combined insurance program with County and Districts.
- Prepared this presentation.

Overall Findings

- County and Districts spend approximately \$1 million annually on property/casualty insurance.
- County spends approximately \$655,000 annually.
- County and Districts transfer risk of loss to their insurers essentially from “first dollar.”
- County and most Districts do not have well developed risk management programs and do not consistently avail themselves of the services offered by their coverage providers.

Risk Management

- While risk costs are not substantial, a risk management resource is needed to assist the County with:
 - Identifying training needs and accessing existing resources;
 - Communicating with ULGT personnel on large claims;
 - Handling the annual insurance renewals;
 - Report program results to senior management/Council; and
 - Periodically testing the insurance market.
- An FTE resource of 0.25 to 0.50 is appropriate, depending on the risk financing program selected.
- A combined program and/or a self-insured program would require closer to a 0.50 FTE.

Self-Insurance

- County reports \$1 million is the most it could incur in a single year without negatively impacting operations.
- No more than 10-25% of that amount should be exposed to any one loss.
- We therefore evaluated insurance pricing with self-insured retentions up to \$250,000 per loss.

Comparison of Pool/Risk Retention Group Options

	ULGT	UCIP	States
Per Occurrence Liability Limits	\$20MM available	\$20MM available	\$20MM available
Defense Costs In Addition to Liability Limits?	No	Yes	No
Liability Deductibles Offered	\$0 to \$250,000 for County \$0 to \$100,000 for Districts	\$0	\$250,000 (may start with \$100,000)
Pool Liability Retention	\$500,000	\$250,000	Not applicable
Net Assets (all programs)	\$38,474,401	\$5,643,171	\$8,939,417
Liability Coverage includes GL, AL, POL, LEL, EPL?	Yes	Yes	Yes
Occurrence Based Liability Coverage?	Yes	Yes, except POL and EBL are claims made	Yes
Property Coverage Option	Yes	Property program not optional	No
Workers' Compensation Coverage Option	Yes	Yes, through WCF	No
Offer Combined County/District Program - Liability, Property & WC?	Yes	County and Snyderville Basin Recreation District Only	Yes

Comparison of Pool/Risk Retention Group Options

	ULGT	UCIP	States
Liability Program Features:			
Claims Administration Included	Yes	Yes	No
Select own Liability TPA	No	No	Yes
Select own Defense Counsel	Must be approved	Must be approved	Yes – approval not required
Minimum Period of Participation	No	1 year	No
Notice of Withdraw	No	120 days (rescindable at 90 days)	“advance written notice”
Withdrawal Penalty	Leave equity	No	No
Assessable	No	No	No
Dividends	Yes	None paid historically	No
Total Membership	496	35	50

Findings - Liability Exposures

- Sovereign immunity for liability arising from governmental functions.
 - No immunity for proprietary functions such as water distribution or recreational activities.
- Statutory tort caps established biennially by the State risk manager.
- Current caps for personal injury: \$674,000 for one person in any one occurrence, and \$2,308,400 aggregate.
- Current caps for property damage (excluding damages awarded as compensation when a government has taken/damaged private property for public use without just compensation): \$269,700 in any one occurrence.
- Exposure to loss may exceed cap where liability arises from federal causes of action or out-of-state occurrences.

Conclusions - Liability Coverage

- Liability coverage is broad.
- Limits should be increased.
 - The County should purchase coverage for extra territorial claims with limits of \$10 million.
- Current coverage does not address County/District exposure to cyber liability, or fiduciary liability of Snyderville Basin Recreation District. Consider purchasing insurance for these risks.
- No coverage provider will insure “land use.” However:
 - ULGT reports it will provide a defense in a land use claim where at least one cause of action in a complaint is covered.
 - UCIP provides \$35,000/occurrence defense cost sublimit on land use claims.

County-Only Liability Program - Guaranteed Cost

	Proposed Program as of 1/1/13 (ULGT)	Proposed Program as of 1/1/13 (UCIP)	Proposed Program as of 1/1/13 (Commercial)
Limits	\$10,000,000	\$10,000,000	\$10,000,000
Deductible / SIR	0	0	0 GL, AL, POL 2,500 EPL, LEL
Risk Management Staff	20,000	20,000	20,000
Premium	328,500	368,322	316,719
Total	\$348,500	\$388,322	\$336,719

RM Staffing assumes contracted (non-benefitted) professional at an annualized cost of \$80,000.
Proposed program assumes 0.25 FTE.

County-Only Liability Program - Guaranteed Cost

- Program Change Not Indicated.
 - Alternatives do not provide substantial premium savings.
 - Coverage with ULGT comparable to alternative programs.
 - ULGT and alternative pool have strong net asset positions.
 - ULGT service offerings competitive.

Combined Liability Program - Guaranteed Cost

	Current Program as of 1/1/12	Proposed Combined Program as of 1/1/13 (ULGT)	Proposed Combined Program as of 1/1/13 (Commercial)
Per Occurrence Limits	\$2,000,000 to \$11,000,000	\$10,000,000	\$10,000,000
Deductible / SIR	0 to 1,000	1,000	0 GL & AL 2,500 EPL, POL, LEL
Risk Management Staffing	20,000	26,400	26,400
Premium	484,840	473,300	427,327
Total Cost	\$504,840	\$499,700	\$453,727

Note: UCIP declined to provide indications for a combined program. RM Staffing assumes contracted (non-benefitted) professional at an annualized cost of \$80,000. Current program assumes 0.25 FTE; Proposed combined program assumes 0.33 FTE.

Combined Liability Program - Guaranteed Cost

Change to combined guaranteed cost program not indicated.

- Savings not substantial.
- Lowest cost estimate offset by higher deductibles.
- Additional resources required to administer a group program.
- Group purchase removes the fire districts from a program well-suited to their unique risks.

County-Only Liability Program - Guaranteed Cost vs. Self-Insurance

	Proposed Guaranteed Cost Program as of 1/1/13 (ULGT)	Lowest Cost Self-Insurance Alternative as of 1/1/13 (Commercial)
Limits	\$10,000,000	\$10,000,000
Deductible / SIR	1,000	250,000
Self-Insured Losses	0	80,000
Claims Administration	0	16,000
Risk Management Staff	20,000	32,000
Actuarial Services	0	5,000
Premium	311,500	98,183
Total	\$331,500	\$231,183

RM Staffing assumes contracted (non-benefitted) professional at an annualized cost of \$80,000. Current program assumes 0.25 FTE. County-only self-insurance program assumes 0.40 FTE.

Combined Liability Program - Guaranteed Cost vs. Self-Insurance

	Current Program as of 1/1/12	Lowest Cost Alternative as of 1/1/13 (Commercial)
Limits	\$2,000,000 to \$11,000,000	\$10,000,000
Deductible / SIR	0 to \$1,000	250,000
Self-Insured Losses	0	120,000
Claims Administration	0	24,000
Risk Management Staff	20,000	40,000
Actuarial Services	0	5,000
Premium	484,840	132,471
Total	\$504,840	\$321,471

Note: ULGT and UCIP declined to provide indications for a combined program at a high SIR. RM Staff costs assumes a contract professional (non-benefitted) at an annualized cost of \$80,000. Current program assumes 0.25 FTE; Combined self-insurance program assumes 0.50 FTE.

Self-Insured Program

- Advantages:
 - Approximate savings: \$100,000 to 180,000;
 - Extended cash flow - losses paid out over period of years;
and
 - Greater control over claims decisions and loss prevention program.

Self-Insured Program

- Disadvantages:
 - A single loss in one year could negate savings or worse;
 - Need to contribute more in early years of program to ensure funding stability for the long term;
 - One-time costs associated with formation of a self-insurance program; and
 - Additional resources to administer (e.g. actuarial, claims handling, loss prevention, cost allocation).

Self-Insured Liability Program Conclusions

- No right or wrong answer.
- Long-term savings.
- Year-to-year fluctuation.
- County's decision should be based on:
 - Risk Appetite; and
 - Commitment to control claims and prevent losses.
- If opt for self-insurance, retain services of a risk management professional for January 1, 2014 implementation.

Findings - Property Exposures

- County Property values are just under \$59 million.
- Combined County/District Property values are approximately \$129 million.
- Values are exposed to fire, flood, and earthquake, among other perils.

Findings - Property Coverage

- Coverage is broad, addressing the major risks of loss.
- Limits equal total values and apply on a blanket basis.

Exception:

- Park City Fire Service District; and
- North Summit Fire Protection District.

County-Only Property Program - Guaranteed Cost

	ULGT (Current Program)	UCIP	Commercial
Limits	\$58,700,000	\$58,700,000	\$58,700,000
EQ Limit	100,000,000 (Shared Among Members)	1,000,000	58,700,000
Flood Limit	100,000,000 (Shared among members)	5,870,000	58,700,000
Deductible	1,000	500	5,000
EQ Deductible	1,000	500	25,000 to 100,000
Flood Deductible	1,000 to 100,000	500	25,000
Premium	\$80,000	\$61,641	\$46,965

Combined Property Program - Guaranteed Cost

- Experience suggests that combining the risks will yield additional savings.
- Commercial indications suggest potential annual savings of approximately 30%, or \$50,000

Conclusions - Property Coverage

- Due to premium size, self-insurance not advised.
- Since property represents the smallest placement, decision where to place should be influenced by the liability program decision.
- If they remain in current program, Fire Districts should obtain blanket property coverage.

Findings - Workers' Compensation Exposures

- Total County/District Payroll = \$14,672,229.
- Largest concentration of employees located in the Justice Center.

Findings - Workers' Compensation Coverage

- Coverage is provided to County, Snyderville Basin Recreation District, and North Summit Fire Protection District by ULGT.
- Coverage is provided to Mountain Regional Water District and Park City Fire Service District by WCF.
- All policies provide “first dollar” coverage with statutory limits.

Conclusions - Workers' Compensation Coverage

- At current premium levels, self-insurance does not appear to be warranted.
- Indications suggest savings may be achieved by placing the County and all Districts with a single coverage provider.
- Obtain workers' compensation quotations from commercial markets, the Workers' Compensation Fund of Utah, and ULGT.
- Marketing should begin as early as September 2012.

Next Steps

- Add risk management resource of 0.25 FTE.
- Fully market group purchase of workers' compensation coverage.
- Decide whether or not to establish a liability self-insurance program (group or County only).
- Implement coverage recommendations as appropriate.

David Ure, *Council Chair*
Claudia McMullin, *Council Vice Chair*
Sally Elliott, *Council Member*
John Hanrahan, *Council Member*
Chris Robinson, *Council Member*

Anita Lewis, *Assistant Manager*
David Brickey, *Attorney*
Dave Thomas, *Deputy Attorney*
Helen Strachan, *Deputy Attorney*

Council Member Hanrahan made a motion to dismiss from closed session to discuss litigation and to convene in closed session for the purpose of discussing personnel. The motion was seconded by Council Member Elliott and passed unanimously, 5 to 0.

The Summit County Council met in closed session from 1:40 p.m. to 2:20 p.m. to discuss personnel. Those in attendance were:

David Ure, *Council Chair*
Claudia McMullin, *Council Vice Chair*
Sally Elliott, *Council Member*
John Hanrahan, *Council Member*
Chris Robinson, *Council Member*

Bob Jasper, *Manager*
Anita Lewis, *Assistant Manager*

Council Member Hanrahan made a motion to dismiss from closed session and to convene in work session. The motion was seconded by Council Member Robinson and passed unanimously, 5 to 0.

WORK SESSION

Chair Ure called the work session to order at 2:20 p.m. and announced that the Red Hawk HOA appeal has been removed from the agenda at the appellant's request.

- **Discussion regarding Summit County Risk Finance Program Evaluation; David Luke & Bryce McEuen, Bickmore Risk Services**

County Manager Bob Jasper explained that the County has been with the Utah Local Government Trust for many years, and he believed it was time to take a fresh look at the County's risk finance program.

David Luke with Bickmore Risk Services, an independent risk management consulting firm, explained that they are consultants and not insurance brokers. He introduced Bryce McEuen, Risk Manager for the City of Logan, and explained that Mr. McEuen has been in this industry for many years. He explained that they were asked to evaluate the County's risk financing program, which is how the County pays for its property, liability, and workers' compensation losses. They evaluated the County's ability to retain risk and the various coverage programs that are available. They looked at whether the County could benefit from combining its risk management with several of the special service districts and the County's risk management practices and have provided some recommendations. He described the work steps taken to complete the analysis as shown in their report. He explained that there are three categories of risk management tools: Loss prevention and risk control, claims management or loss reduction, and risk financing treatments through insurance or self-insurance.

Mr. Luke reported that the County and special service districts spend about \$1 million a year on property/casualty insurance, with the County spending about two-thirds of that amount, and the County transfers all the risk to the insurer. He commented that the County and the districts do not have a well-developed risk management program and are not availing themselves of the services as often as they could. He believed additional resources should be dedicated to risk management, because there are tasks that need more attention, and discussed the responsibilities of that additional resource. He suggested a .25 to .5 full-time employee, depending on the risk financing program selected. He discussed the options available for risk financing and explained that, if the County were to self-insure, the maximum risk they could incur in a year would be \$1 million, and only 10% to 25% of that amount should be exposed to any one loss. Mr. Luke provided a comparison of options for liability, property, and workers' compensation as shown in his report.

Mr. Jasper explained that many of the County's lawsuits are related to land use issues and asked if insurance is available to help cover that. Mr. Luke explained that "land use" is a broad term that covers many types of claims. He stated that the County would not be covered for inverse condemnation, but if the cause of action alleges a civil rights violation, the County should be covered by that through the ULGT. He explained that it depends on the cause of action in the land use claim, but UCIP will cover up to \$35,000 in defense costs, regardless of whether it is a land use claim or not.

Mr. Luke explained that they look at whether liability coverage includes a broad range of risks, and all the entities they looked at provide that broad coverage in a single-coverage document. He explained that their cost estimates assumed that the County would ask for \$10 million in limits and that the County would add a .25 FTE risk manager resource. They found that a substantial savings would not be achieved by switching to any one program. After preparing his report, he received a call from UCIP indicating that they are considering adding land use coverage. Several of their members are asking to go up to the \$10 million limits, and they are confident that they can offer significantly reduced pricing. However, he has not seen the pricing or the coverage wording.

Council Member Robinson observed that, as they get closer to the end of the year, all of the entities should be able to give the County firm quotes. Mr. Luke explained that it will take some leg work to do a full underwriting submission, and there would be time to get full underwriting quotes before the end of the year if the County decides to do so. He reviewed the combined program including the four special service districts shown in his report. He noted that ULGT was not excited about doing a combined program, and the Fire District is in a program they like very much that is tailored to fire districts. He also reviewed the County-only program comparing a guaranteed cost program with self-insurance and guaranteed cost vs. self-insurance program with the combined entities.

Council Member Hanrahan noted that the County moved to self-insurance for health coverage this year and removed itself from the State fire insurance pool. He asked if that information would change the analysis of adding risk to the County. Mr. Luke replied that it probably would not, but without knowing the details of those situations, he would not know what risk they are taking on. Mr. Jasper explained that Mr. Luke knew about the County self-insuring for health insurance.

Mr. Luke explained that the approximate savings with either a County only or combined program would be approximately \$100,000 to \$180,000 annually. When they buy insurance, they turn over the premium, and the money is gone. With self-insurance, the County sets aside an amount of money, and they may pay out all of those losses and more, or they may pay out significantly less. One advantage is cash flow, because claims take time to develop. The loss would not be paid out at the beginning, and general liability claims can take as long as seven or eight years to develop.

Council Member Robinson confirmed with Mr. Thomas that, if the County were self-insured, they would be more likely to use in-house attorneys to defend cases.

Mr. Luke addressed the advantages and disadvantages of a self-insured program and suggested that the County build up a fund with what they would normally pay in premiums.

Council Member Hanrahan asked how the districts feel about moving to a self-insurance program and whether they feel that the County is forcing this on them like they did with the health insurance program. Mr. Jasper replied that the Fire District would be very reluctant to participate, because they are very pleased with their plan. The other districts might be open to it, but he did not believe there was a compelling reason to force this on the districts. Council Member Hanrahan recalled that the health insurance was an all-or-nothing scenario and asked if this would be the same. Mr. Luke explained that it would be more cost advantageous to do a self-insurance program as a group. He explained that Mr. McEuen has taken more than one entity from guaranteed cost to self-insurance, and he knows how it needs to be done.

Mr. McEuen stated that he wished he had an analysis like this when he had to make critical decisions as he has done in several cities. He suggested that the Council look at the long-term stability and services provided by Summit County to its residents, visitors, and employees. He stated that the key to every governmental entity in the State is a good, comprehensive risk management program where the emphasis changes from how much it costs to what they can and should prevent. Employees can sense whether the County cares for them and makes the workplace safe, and they begin to care and understand. Then when an employee is disciplined for violation of safety rules, they are talking about their safety, not just the public. First they need buy-in from the top, and what the Council says and does publicly is reflected in how employees perceive them and how they act. Employees want to know they are working for a county that has integrity and wants to protect them the best they can. The department heads have to feel the same way. It also takes commitment to loss prevention, and risk can and must be managed. All of the departments need to be involved; there cannot be any holdouts. There should be a safety committee in each department that makes recommendations regarding discipline and corrective measures and communicates information within the department. The risk management resources the County retains would need to put in the proper incentives and risk management methods. He explained that when they start trading dollars with an insurance company, they never trade dollar for dollar. The great advantage of self-insurance is that people say this is their money, and it is at risk, so they care, which creates an entirely different perspective. In the long run, the County cannot afford full coverage insurance, because they will pay too much money. Mr. McEuen explained that self-insurance is not new in the State of Utah, and a number of entities are self-insured. He stated that the County should put the emphasis on the prevention of loss and using the resulting gains for productive purposes. He stated that employees in Logan have not had a raise in three years, except for the safety awards they receive

at the end of the year that are based on the savings achieved by implementing good risk management programs. These are taxpayer dollars, and they have a moral and ethical responsibility to use them appropriately, and the risk can be contained.

Council Member Robinson asked how they could reduce claims in land-use actions. Mr. McEuen explained that they try to identify the risk and how to control those very expensive cases. In Sandy City they identified the risk, conducted specialized training, brought in Jody Burnett to keep them current on the law, and made sure Staff was well educated. As soon as there was a hint that there might be a claim, they immediately started to work on it. They need to be sure they have the right attorneys and that there are not conflicts. Council Member Robinson asked how they could do all this with .25 to .5 FTE. Mr. McEuen explained that it is a cooperative effort. Mr. Luke clarified that they would recommend a .5 FTE with a self-insured program. Mr. McEuen explained that person would have to be tactful and create a relationship with the department heads so they get cooperation and help when they have to make a tough call. They just have to make a commitment and make it happen.

Chair Ure asked how long it would take to recoup the costs of bringing in a .5 FTE and a safety person. Mr. Luke explained that is already built into the program costs. The \$250,000 limit loss is the actual risk the County would take on. The role of an actuary in the process would be to project what they think the County's losses would be. If they follow the actuary's funding model to build up reserves, there should be a surplus when a loss year occurs. Mr. McEuen commented that people worry about experiencing a loss right away, but they never have a claim that they pay right away. They are usually in litigation for several years, and during that time the savings should more than adequately cover even a catastrophic loss. It is a cash flow issue.

Council Member Hanrahan asked if they could raise or lower the \$250,000 amount. Mr. Luke replied that they could, but he would recommend that they stay at \$250,000, because raising the amount would not decrease the premiums much. Mr. McEuen explained that most cities that have adopted self-insurance programs started at \$250,000 and then went to \$500,000 or \$1 million. He recommended a gradual approach to see how the risk management efforts work and if they can change the culture and save more money.

Council Member Robinson noted that Mr. Luke had suggested that they not include the Fire District in the program. Mr. Luke clarified that he did not believe they should include the Fire District in the guaranteed cost program, but they should seriously look at a combined program for self-insurance. Council Member Robinson observed that self-insurance for risk management would not affect individual employees the same way that health insurance did.

Council Member Hanrahan asked about a realistic implementation date. Mr. Luke replied that if they want a guaranteed cost program for 2013, they should get firm quotes, because the insurance renews on January 1, 2013. Because the self-insured program is such a big change, they would probably not want to do it before January 1, 2013. He suggested that they bring on a risk management resource, let them get familiar with County operations, and then look at self-insurance for 2014.

Mr. Jasper commented that he believes Mr. Luke and Mr. McEuen made a compelling case for self-insuring, but he does not have a clear recommendation at this time.

Chair Ure stated that he believes there is room for improvement in the County to do things more efficiently, to make people more accountable, and to save money for the taxpayer. He suggested that they discuss this again soon.

Council Member Hanrahan stated that he believed the reasons for self-insuring are compelling, because they represent a significant cost savings. This would also enable the County to pull together and change the culture to manage risk and look out for the safety of the employees in a more focused manner. Mr. Jasper commented that he would probably not want a full-time safety officer, but would agree with having committees in each department. Based on experience, he is aware that some will function well and others will not function at all. If they want to focus on safety, they will need someone to work with the safety committees. Council Member Hanrahan stated that they need to include the .5 FTE if they want to pursue this next year.

Chair Ure requested that they put this item back on the agenda in 30 days to discuss it further.

Mr. Luke explained that self-insurance is not advised with a property program or for workers' compensation. He suggested that they market the workers' compensation coverage as a group.

CONVENE AS THE BOARD OF EQUALIZATION

Council Member Robinson made a motion to convene as the Summit County Board of Equalization. The motion was seconded by Council Member Elliott and passed unanimously, 5 to 0.

The meeting of the Summit County Board of Equalization was called to order at 3:50 p.m.

CONSIDERATION OF APPROVAL OF 2012 STIPULATIONS

Board Member Hanrahan made a motion to approve the stipulations as presented. The motion was seconded by Board Member Elliott and passed unanimously, 5 to 0.

DISMISS AS THE BOARD OF EQUALIZATION AND RECONVENE AS THE SUMMIT COUNTY COUNCIL

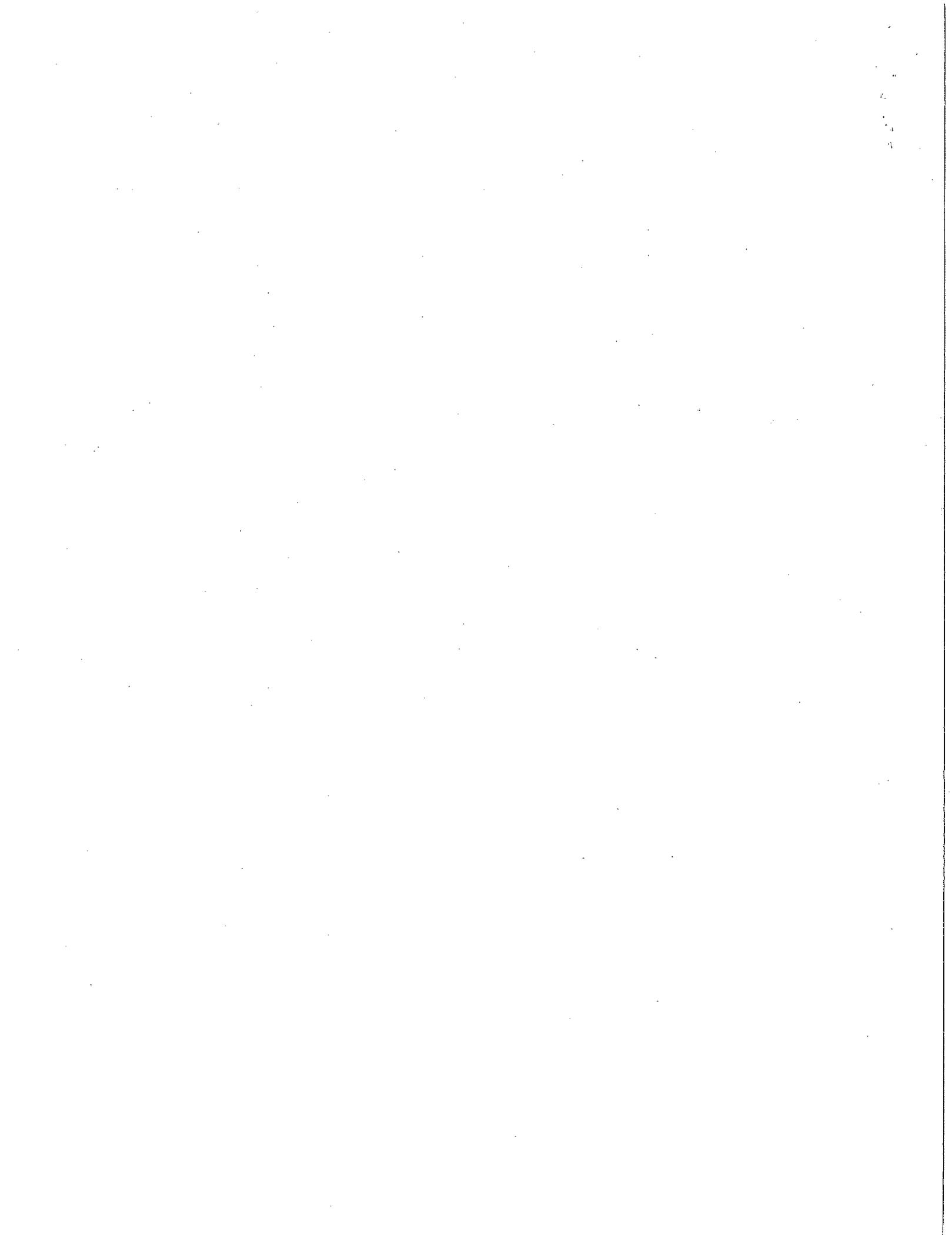
Board Member Hanrahan made a motion to dismiss as the Board of Equalization and to reconvene as the Summit County Council. The motion was seconded by Board Member McMullin and passed unanimously, 4 to 0. Board Member Elliott was not present for the vote.

The meeting of the Summit County Board of Equalization adjourned at 3:51 p.m.

REGULAR MEETING

Chair Ure called the regular meeting to order at 3:51 p.m.

- **Pledge of Allegiance**



Bickmore

August 6, 2014

Mr. Brian Bellamy
Summit County
60 N. Main Street
PO Box 128
Coalville, Utah 84017

Proposal for Liability Self-Insurance Program Analysis

Dear Mr. Bellamy:

Based on our recent telephone discussion, this letter sets forth our approach to evaluating a potential liability self-insurance program for Summit County.

In 2012, Bickmore conducted a study of alternative risk finance programs for the County. The major alternatives evaluated on a conceptual basis were:

- Participating in one of the Utah local government pools
- Commercial insurance from a traditional insurance company
- Self-Insurance of the first \$250,000 per claim, with commercial insurance protecting for losses that exceeded the self-insured level.

While the costs of self-insurance appeared attractive versus the other risk finance options, we concluded the County would need to add to staff to properly manage a self-insurance program. Action on implementing a self-insurance program was deferred.

Following this study, formal proposals for low or no-deductible insurance were secured from Utah Counties Indemnity Pool (UCIP), Utah Local Governments Trust (ULGT) and Olympus Insurance. The program offering the best value for the County was the ULGT program which offered superior coverage, a robust level of risk-related services and a three-year guarantee that premiums would not be increased. Effective January 1, 2013, the County placed its coverage with ULGT.

Recently, the County added to its staff to, in-part, address the need for a staff resource, as Bickmore had recommended in 2012, to manage a liability self-insurance program. Management wants to update the 2012 analysis with respect to liability self-insurance and consider implementing such a program effective January 1, 2015.

Project Objectives

Develop an updated analysis of self-insurance for the liability exposures of Summit County to include:

- A recommendation on which, if any, affiliated districts should be included in the self-insurance program.
- The level of self-insured claims the County should retain.
- The expected annual costs of the self-insurance program.
- The financial provision for contingencies the County should make in relation to its self-insurance program.
- The recommended approach to handling other coverages (i.e. property, crime & workers' compensation).
- The steps and timeline the County should follow to implement self-insurance.

Approach

To perform the analysis, we anticipate the following work steps:

1. Participate in a telephone meeting with County stakeholders in the analysis to review the assignment scope, timeline and logistical details and learn about any significant changes to County operations since our 2012 projects.
2. Receive up to date information on County liability losses, ULGT liability costs, exposure data (payrolls, vehicle counts, property values, etc.) and a list of all property, liability, crime and workers' compensation insurance policies.
3. Design a framework for a County liability self-insurance program, estimate costs for each element of the program and compare the program to the current arrangement with ULGT.
4. Conduct research and analysis pertaining to the infrastructure of the self-insurance program, the contract services required to support it and the implementation steps.
5. Prepare a report addressing all of the bullets listed under Project Objectives above.
6. Present the report to County management.

Timing

From the time we receive the information discussed in step number 2, above until report delivery will take about 45 days.

Project Cost

To perform the work as outline above, we propose a fee of \$10,000, including all professional time and non-travel expenses. If the meeting in step number 6 is in Utah, our travel expenses will be added at cost. We will invoice for our fee and any travel expenses following presentation of our report.

If the County elects to proceed with implementing self-insurance, we can assist in soliciting excess insurance bids, securing a contractor to provide claims administration services and otherwise assisting the County with transition from ULGT to self-insurance. Our fees for these services will be approximately \$20,000. We can develop a more precise estimate upon the completion of the work described above.

* * * * *

Working with other Bickmore professionals, I will direct the work on the assignment and be involved in all meetings and presentations with the County.

We look forward to this opportunity to again work with the County. Please contact me with any questions you may have on this proposal.

Respectfully submitted,



Michael M. Kaddatz, SPCU, ARM
Director, Risk Management Consulting

cc: Matt Leavitt

Marcia Arnhold

From: Brian Bellamy
Sent: Monday, August 11, 2014 10:49 AM
To: Marcia Arnhold
Subject: FW: Self Insurance Analysis Proposal
Attachments: Prop for Self Ins Anal 080614.pdf

From: Michael Kaddatz [<mailto:mkaddatz@bickmore.net>]
Sent: Wednesday, August 06, 2014 5:41 PM
To: Brian Bellamy; Matt Leavitt
Cc: Mollie Alene
Subject: Self Insurance Analysis Proposal

Dear Brian & Matt,

Please look over the attached proposal and see if it meets the direction Mr. Jasper wants to go. We can easily make changes to clarify or change the scope of services offered. Thank you for this opportunity.

Michael

Michael Kaddatz, CPCU, ARM
Director, Risk Consulting Solutions

1100 W. Town and Country Road, Suite 1550
Orange, CA 92868
d. 714.426.8511 | p. 800.541.4591 x 8511 | f. 916.244.1199
mkaddatz@bickmore.net
bickmore.net | [linkedin](#) | [facebook](#)

Bickmore

Confidentiality Notice: Information contained within or attached to this email is confidential and may be legally privileged. If you are not the intended recipient, please immediately notify me by email or telephone and destroy the original transmission and its attachments without reading or saving them.

MANAGER'S REPORT
December 10, 2014

To: Council Members
From: Robert Jasper

<u>Department</u>	<u>Description of Updates</u>
Administration	<p><u>Submitted by Robert Jasper, County Manager:</u> Documents and transactions are listed on the Manager Approval lists dated 11/14/14 and 11/20/14, 11/26/14, and 12/04/14, posted on the website at: www.summitcounty.org/manager/approvals</p> <p><u>Submitted by Lisa Yoder, Sustainability Coordinator:</u> The primary endeavors currently underway include, but are not limited to, the following:</p> <p style="padding-left: 40px;">Lighting upgrades to the Justice Center are nearing completion. Re-commissioning of HVAC system in Justice Center revealed required system repairs that are being made to ensure optimal system performance.</p> <p style="padding-left: 40px;">Research continues into funding mechanisms for the residential energy efficiency loan program, Be Wise, Energize. A Qualified Energy Conservation Bond through the State's Private Activity Bond Authority is being explored. Funding options will be presented to Council shortly.</p> <p style="padding-left: 40px;">Summit Community Power Works (the program designed to win the Georgetown University Energy Prize of \$5M) is preparing to launch its website and LED lighting initiative January 1, 2015. Presentations to partnering organizations, municipalities, school districts, utilities and businesses are ongoing.</p> <p style="padding-left: 40px;">Coordination of the Public Lands/Wilderness Advisory Group meetings is underway to advise Council on level of participation in the Public Lands Initiative. Conducting research and providing background information to members.</p> <p style="padding-left: 40px;">Sifting through County Code, Basin Open Space Advisory Committee's by-laws, the General Plan, and working with County Attorney to ensure that open space policies and sustainable land management strategies are consistent throughout agencies and corresponding governing policies.</p> <p style="padding-left: 40px;">Soliciting stakeholders to help develop strategies to reduce greenhouse gas emissions countywide (Phase II of the County's Climate Action Plan)</p>
Auditor	
Assessor	
Attorney	
Clerk	
Community Development	<p><u>Submitted by Pat Putt, Community Development Director:</u> See attached report</p>
Engineering	<p><u>Submitted by Leslie Crawford, Engineer:</u></p> <ul style="list-style-type: none"> • Vintage on the Strand Phase 2 Grading Application • The Canyons Temporary Use Permit • Formulation of new DIA template • Pipeline Ordinance – Met with Planning, Dave Thomas, Chris Robinson, and David Ure Monday to discuss concerns. We are headed in the direction of using less definitive language, and giving more discretion to the County Engineer. This way, we can assess each pipeline application on a case by case basis. The ordinances are set to go back to Planning Commission in two weeks at this point. • Buckboard Drive Joint Letter Agreement for Pinebrook Reconstruction Work in 2015 • Road and Bridge Design Standards • Roundabout Discussion with UDOT for the Jeremy Ranch interchange and frontage roads • Council of Governments Meeting • Meeting with Canyons RVMA to discuss transportation plan and transit issues

Department	Description of Updates
	<ul style="list-style-type: none"> • Site Visit to Tanger Outlet Center • Colony Updates with Greg Lawson • Budget Presentation to Council • Stoneridge Trailhead meeting • Right of Way Permit Activity <ul style="list-style-type: none"> ○ 13 permits issued ○ Hoytsville Pressurized Irrigation Line Inspections ○ Utility Inspections • Residential Permit Activity <ul style="list-style-type: none"> ○ 27 plans reviewed ○ 25 driveway inspections ○ 25 erosion control inspections ○ 2 Over the Counter ○ 4 Code Enforcement Inspections • Public Works Activity <ul style="list-style-type: none"> ○ 3 Blue Sky Inspections ○ 3 Colony Inspections ○ 10 Summit Park Inspections
Facilities	
Health Department	<p>Submitted by Rich Bullough, Health Director:</p> <p>Safe Driving Programs: The Summit County Health Department has been conducting community based programs related to safe driving. These trainings and activities include the following:</p> <p>Impaired Driving activities: Many of the impaired driving activities we held were aimed at our teen population. Four separate activities were held this contract year, reaching about 625 teen drivers. In addition to carrying out activities aimed at reducing impaired driving, we used earned and paid media outlets to reach community members. Safe driving messages were put on AllWest (local cable provider), in the Kamas Theater, and in the Park Record (local newspaper). These media messages were put out to correspond with the Christmas holiday and graduation. We estimate that nearly 2,000 community members viewed these media messages. Seat Belt activities: Several activities were done at South Summit Middle and High Schools as well as North Summit Middle and High Schools reaching over 1200 teens. Programs focused on increasing seatbelt use among teens have resulted in improved use in much of the county. Distracted Driving activities: Activities included cell phone use observations, activities at area schools, and media opportunities. Teens were educated about the new laws concerning cell phone use while driving, and educational materials were distributed. Alive at 25: 25 classes were held in locations around the county. In addition, Alive at 25 is taught at South Summit High School as part of their driver's education program. In all 119 teens completed the class. Each class was taught by local law enforcement personnel.</p> <p>Suicide Prevention: The Summit County Health Department has initiated a community partnership to, hopefully, begin to address the high rate of suicide in Summit County. The first Summit County Suicide Prevention Coalition meeting was held November 19th in an effort to gather community agencies as well as community members interested in suicide prevention. The purpose of this meeting was to identify programs and resources throughout Summit County, interested partners and identify any gaps in services or knowledge in the community. Participants shared concerns, programs that have been started and completed surveys to give us direction for next steps, and additional partners to engage. The next meeting will be held Monday, Dec. 8th to develop a strategic plan, and form workgroups.</p> <p>Attendance was strong for the first meeting, with 33 individual participants, representing nearly 20</p>

Department	Description of Updates
	organizations. We have already received requests from many other hoping to participate. We are very excited and hopeful about these efforts
Information Technology	
Justice Center	
Library	<p><u>Submitted by Dan Compton, Library Director:</u> There will be a free Puppet Show and Workshop sponsored by the Summit County Library at North Summit Elementary School in Coalville this Saturday, December 6th at 11:00 a.m.</p> <p>Know Before You Go – The Kamas Branch will be hosting an Avalanche Awareness presentation by the Utah Avalanche Center on Thursday, December 11th at 6:00 p.m.</p> <p>There are a multitude of other programs at all of our branches this month. All of the information is contained in our monthly newsletter at: http://www1.youseemore.com/summitcounty/uploads/december%20newsletter.pdf</p>
Mountain Regional Water	
Park City Fire Service District	<p><u>Submitted by Paul Hewitt, Fire Chief:</u> See attached Monthly Operations Report</p>
Personnel	
Public Works	
Recorder	
Treasurer	
Sheriff	
Snyderville Basin Recreation	
USU Extension	

COMMUNITY DEVELOPMENT

- The department received 10 new planning applications and 17 new building applications the past week as follows:

NEW PLANNING APPLICATIONS November 20 – December 3, 2014

Project Number	Description
14-299	Talisker Equipment Staging Area TUP Temporary Use Permit 3800 N. Willow Draw Road PP-74-G
14-300	Neff Forever Fun Special Event Special Event Gorgoza Tubing 3863 Kilby SS-8-C-1
14-301	Ridge @ Red Hawk Spear Barn CUP Conditional Use Permit 1495 Red Hawk Trail RRH-28
14-302	Wanship Cottage Belnap LOR Lot of Record Wanship Cottage NS-238-E
14-303	Sundance 2015 Road to Park City Special Event Special Event 1794 Olympic Parkway PCTC-4
14-304	VKJ Pure Barre Sign Permit Sign Permit 1708 West Uinta Way, #2 VKJ-SPA
14-305	Taylor's Way Whitaker/Lewis PA Plat Amendment 2059 North 450 West TW-7-AM
14-306	Canyons SPA DA Amendment DA Amendment 4000 Canyons Resort Dr.
14-307	Mecham SPA DA Amendment DA Amendment 2700 Rasmussen Road PP-47
14-308	LV4 Mobile Trailer TUP Temporary Use Permit Lower Village Rd LV4

**NEW BUILDING PERMITS
November 20 – December 2, 2014**

Name	Address	Description
Kirk Benson	2100 W Canyons Drive Bldg 14 Unit D1	Interior Remodel
Fred Dressel	8041 Gambel Drive Bldg S #3	Window Replacement
Kevin Schwartz	3816 North Two Creeks Lane	Swimming Pool
Michael Montgomery	8830 Highfield Road	Plumbing And Electrical
Nevis at New Park	1370 Center Drive Unit 10	4 Unit Town Home
Michael Sonzini	3815 N Village Round DR #13	Plumbing Repair
David Teasley	5760 Mountain Ranch Drive	Interior Remodel
Lauren Mead	140 Crestview Lane	Basement Finish
Steve Pollard	8475 Weber Drive	Roof Mount Solar PV System
Scott Call	6055 N Fairview Drive	Garage
Foster Construction LLC	4535 Balsam Drive	Single Family Dwelling
Michael Sommer	3947 West Viewpointe Drive	Electrical and Plumbing
Big Canyon Homes	2612 W Lower Lando Lane	Single Family Dwelling
Park City Towing	3844 North Old Hwy 40	Plumbing
Tom & Stephanie Atherton	2073 Mahre Drive	Interior Remodel
Utah 7000 Cabins LLC	6390 Golden Bear Loop	Single Family Dwelling
Canyons Ski Resort	Willow Drew Road	Electrical

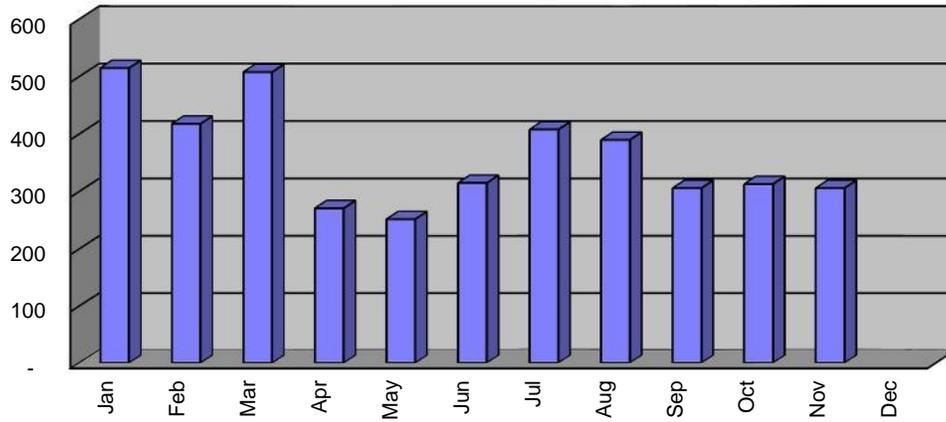
Monthly Operations Report - November 2014 Park City Fire District



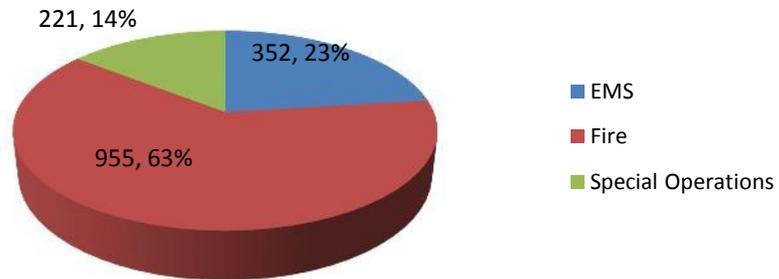
November 24, 2014

Monthly Operations Report November - 2014

Monthly Calls - 2014



Total Training Hours by Category - NOV 2014 Park City Fire District



Monthly Operations Report November - 2014

Fire Summary

Crews completed a dual company evolution involving the immediate entry, location, and removal of a victim in a hazardous, smoke filled environment. Crews were reminded of and practiced techniques to decrease time to entry, saving valuable seconds in the event of an actual emergency. They also practiced radio communication and rapid extrication of a victim, emphasizing clear, concise fire ground dialogue and efficient teamwork (figure 3).

Other November fire training focused on National Incident Management System (NIMS) for the Incident Commander. The objectives for this training were emphasis on incident priorities, size-up, resource management and safety officer duties and responsibilities throughout the incident. NIMS is an all-hazards, nationwide system for use in managing emergency incidents. PCFD members have obtained multiple NIMS certifications, ranging from single-alarm structure fire management to wild fires, multi-casualty incidents, and complex, multi-jurisdiction incidents.

Crews also trained on a ladder, rescue, and rope obstacle course set up at the training tower. Crews, acting as a team, performed a series of skills in rapid succession (figure 2,3). The skills included rescuing a firefighter from a burning basement, removing a victim from a third story window, and a roof top bail out drill. Crews needed to work together, but divide up individual tasks in an effort to be successful. The training was well-received and even considered to be "fun" by some members.

New Radios and a new radio load were put into service this month. PCFD, North and South Summit now share a common dispatch channel and will be responding a assigned monitored TAC or operations channels. The new load is very similar to the dispatch/radio traffic used in the SLC.

Battalion Chiefs reviewed and updated existing SOP's and SOG's in an ongoing effort to keep them current, appropriate, and complete.

EMS Summary

November CME consisted of a class on the common drugs used by EMS personnel and also the common drugs encountered when responding on medical emergencies. Paramedic Zach Smith presented for all shifts. Members took turns figuring out what specific medications were used for, by quickly looking them up on the PCFD Medical Guidebook or through recognition of common medical prefixes and suffixes.

All members participated in International Trauma Life Support (ITLS) certification. ITLS is one of the trauma care certifications recommended by the Utah Bureau of EMS for all AEMTs and PMs. This certification is the final element required to replace the state sponsored recertification test for all PCFD EMTs and PMs. The training consisted of classroom lecture and small group practical stations where teams reinforced what they had learned in the class through practical hands-on application.

Medical Control with our medical control director was a review of pharmacology, with an emphasis on pain management medications. Paramedics and EMTs discussed the indications, contraindications, and specific protocols for

Monthly Operations Report November - 2014

the narcotics we carry. Dr. McIntosh followed up with a review of EMS cases from PCFD for the previous month.

BC Evans participated in the National Registry for EMT-P practical test as a proctor.

Special Operations

Tech stations practiced a full complement of basic rope rescue operations that are utilized in all the technical rescue disciplines. Individual proficiency and team competency were both points of emphasis.

Structure Collapse training was scheduled, but was cancelled due to winter storm. The training is being rescheduled.

All UT-TF1 members participated in the annual Member Readiness Training. All required certifications were submitted to the UT-TF1 office to maintain our 100% deployable status.

All personnel were fit-tested for N95 masks to be OSHA compliant for the prevention of particulate/droplet contamination. Paramedic Anderson uses a specially designed hood and atomizer to identify if the mask is fitting the rescuer securely and completely protecting them from inhaled exposure. (figure 1)

Vehicle Highlights:

All units were configured for winter operations. Snow plows are in service and the Back Country Rescue portion of Special Operations now has snowmobiles ready for response.

Additional Highlights

11/9-15 The Utah Olympic Park hosted the Bobsled World Cup event Nov 9-15. Crews were required to standby during the event. There were several crashes, but there were no significant incidents to report.

11/15 PCFD crews stood by for the Park City Ski Swap

11/17 PCFD crews stood by at the UOP for Nordic Jumping competition.

11/26 E35 hosted two separate large groups of 7th grade students from Ecker Hill Middle School. The students were given a tour of the fire station and equipment. In addition, crews initiated a discussion on seasonal safety for the students.

Significant Incidents:

11/3 St 31, BC3, and HazMat 33 responded to a large natural gas leak on Poison Creek Dr. Construction crews inadvertently broke a large, high pressure main in the Prospector area. Local hotels and businesses were evacuated while Questar responded to secure the leak. No injuries were reported.

Monthly Operations Report November - 2014

11/7 A boulder fell out of the bucket of a loader, landed in the loader cab, and pinned the driver. The special operations team utilized ropes with mechanical advantage to extricate the boulder and unpin the driver. The victim was transported with apparently minor injuries to PKMC.

11/18 E 37 and A35 responded to a report of a female in full cardiac arrest to (address withheld). Crews arrived to find an unresponsive patient. She was initially discovered by her father in full arrest in her bedroom. The victim had a syncopal episode earlier that morning at home and suffered some facial trauma and a possible closed head injury. She then returned to her room and was unseen until found some time later. CPR was initiated and the crews arrived to find her in asystole. Aggressive resuscitation efforts were initiated with continuous CPR to no avail. Efforts were terminated after 30 minutes with no change in rhythm and without any vital signs. She did have some pertinent medical problems, but it is unknown if it was the earlier fall, overdose, or medical condition that led to her death. SCSO were on scene and the case is being investigated by the medical examiner.

11/21 St 34 responded to a fire in a 24- inch pipe behind the mine. The mine company was servicing a large diameter mining pipe and, in the process, inadvertently lit the pipe insulation on fire. This resulted in the dangerous release of a form of cyanide (lethal cellular asphyxiant) gas. Crews quickly altered their strategy to account for the hazardous gas and worked to extinguish the flames and monitor for contamination of equipment and personnel. There were no injuries to the public or PCFD personnel.

11/21 St 35 and St 33 responded on traumatic Vehicle vs. Motorcycle accident at the Jeremy Ranch Exit. A Car made a left turn in front of an oncoming motorcycle and the motorcycle struck the car, throwing the rider 15-20 feet. The victim was not wearing a helmet and sustained severe head injuries. Crews arrived and quickly packaged the male and opted for air ambulance transportation. A trauma doctor was on scene and was assisting the crew as he felt appropriate. The victim was unable to maintain his own airway and an airway was secured using a laryngeal mask device and the patient was flown to the UUMC Trauma Center as a Trauma 1 priority patient. Despite the efforts of the crews, the patient died as a result of his injuries.

11/24 St 31 responded to a reported full cardiac arrest on Lower Deer Valley Dr. Crews arrived to find an obviously deceased male in his hot tub. The cause of death is under investigation.

Monthly Operations Report November - 2014



Figure 1

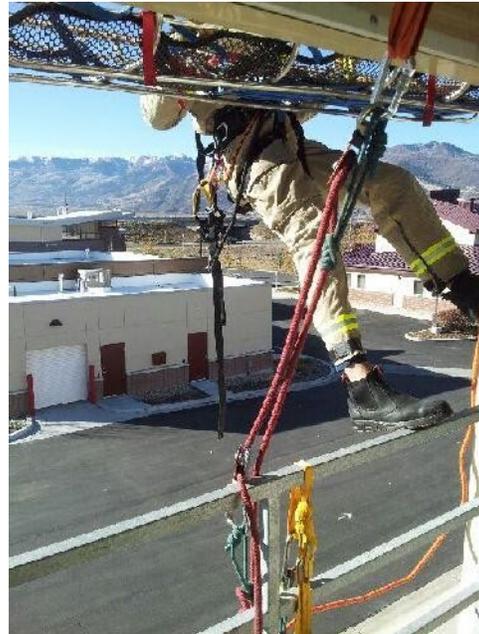


Figure 2



Figure 3

Figure 4



MINUTES

SUMMIT COUNTY
BOARD OF COUNTY COUNCIL
WEDNESDAY, NOVEMBER 5, 2014
COUNCIL CHAMBERS
COALVILLE, UTAH

PRESENT:

Kim Carson, *Council Vice Chair*
Claudia McMullin, *Council Member*
David Ure, *Council Member*

Bob Jasper, *Manager*
Anita Lewis, *Assistant Manager*
David Thomas, *Deputy Attorney*
Kent Jones, *Clerk*
Karen McLaws, *Secretary*

WORK SESSION

(Begin at Justice Center, 6300 Justice Center Road, Park City, Utah)

In the absence of Chair Robinson, Vice Chair Carson assumed the chair and called the work session to order at 11:20 a.m.

- **Site visit of Justice Center to review energy efficiency upgrades; Lisa Yoder, Sustainability Coordinator**

The Council Members met at the Justice Center to review the energy efficiency upgrades.

- **Drive to Coalville**

CLOSED SESSION

Council Member McMullin made a motion to convene in closed session to discuss litigation. The motion was seconded by Council Member Carson and passed unanimously, 3 to 0.

The Summit County Council met in closed session for the purpose of discussing litigation from 12:50 p.m. to 1:50 p.m. Those in attendance were:

Kim Carson, *Council Vice Chair*
Claudia McMullin, *Council Member*
David Ure, *Council Member*

Bob Jasper, *Manager*
Anita Lewis, *Assistant Manager*
David Thomas, *Deputy Attorney*
Peter Barnes, *Planning and Zoning Admin.*
Jennifer Strader, *County Planner*
Jennifer Smith, *Engineer*

Council Member Ure made a motion to dismiss from closed session to discuss litigation and to convene in closed session to discuss personnel. The motion was seconded by Council Member McMullin and passed unanimously, 3 to 0.

The Summit County Council met in closed session for the purpose of discussing personnel from 1:50 p.m. to 2:25 p.m. Those in attendance were:

Kim Carson, *Council Vice Chair*
Claudia McMullin, *Council Member*
David Ure, *Council Member*

Anita Lewis, *Assistant Manager*
David Thomas, *Deputy Attorney*
Brian Bellamy, *Personnel Director*

Council Member Ure made a motion to dismiss from closed session and to reconvene in work session. The motion was seconded by Council Member McMullin and passed unanimously, 3 to 0.

WORK SESSION – (Continued)

• **Ebola preparedness update; Rich Bullough, Health Director**

Health Director Rich Bullough explained that there is a lot of misinformation about the Ebola virus and clarified that it is transmitted by direct exposure to body fluids from a contaminated person. He emphasized that it is not airborne.

Dan Davis, a member of the Health Board and Director of Nursing at the IHC Medical Center, stated that they are finding the disease is most contagious when someone is symptomatic. The key is exposure to mucous membranes, and if someone sneezes and a person's eyes are open or their mouth is open and droplets contaminate the mucous membranes, a person could be at risk. Mr. Bullough emphasized that it is still difficult for someone to get the Ebola virus, and there is a lot of fear associated with it like there was with the HIV virus.

Mr. Bullough explained that this is typically a condition that presents in a clinical setting, and the County and Health Department would be notified. There are protocols for any reportable disease, and those protocols include notification of local health departments and the State Health Department. They also include direct correspondence with the Centers for Disease Control (CDC). The State Health Department would coordinate the calls with the local health department and the CDC. He reported that he attends weekly calls with the Utah Department of Health and bi-weekly calls that include CDC representatives. If a person is identified by a clinic as having been exposed but is not symptomatic, they are considered to be under investigation and are monitored for 21 days from the time of potential infection. During that time, the local public health department is the key entity to monitor that. The CDC at this time recommends voluntary isolation rather than quarantine as the most appropriate action. If there is significant risk, and the person is resistant to voluntary isolation, Mr. Bullough has the authority to quarantine.

Council Member Ure asked if someone has to have symptoms for a test to show that they have been exposed to Ebola. Mr. Davis explained that usually someone becomes symptomatic fairly rapidly after being exposed. Council Member McMullin asked if anyone routinely tests patients who might present saying they recently returned from a country where Ebola is present. Mr. Davis replied that they currently do not, because testing everyone who has been to West Africa or the Arabian Peninsula would create a lot of fear. Because this is a significant disease with

high risks, there are risks associated with drawing blood, which could expose care providers. He explained that they are doing a lot of training with their staff members who are most likely to be exposed to an Ebola patient.

Council Member Ure asked if someone who has the virus will always be a carrier of a dormant virus. Mr. Davis replied that he is not qualified to answer that, but he understands that the disease is gone once a person no longer tests positive. There have been some indications that a person who has had the virus may have built up immunity to the virus. Mr. Bullough explained that in some body fluids, the virus can live up to 8 or 10 weeks, but someone with this disease is probably not out running around exposing people, because they have been near death's door and have been very sick. He believed once the virus is cleared from the body, it is gone. Mr. Davis explained that early detection and early treatment is the key.

Mr. Davis explained that IHC has some very comprehensive protocols for dealing with infectious disease, which change as they get new information. They have screening criteria where they ask certain questions, and if they feel there is a potential problem, they will put the patient into an isolation room and do further assessments. If the answers to further questions indicate exposure to Ebola, they have a 24-hour hotline with the infectious disease physician who specializes in Ebola, who makes a recommendation regarding the patient. If the patient may have the Ebola virus, they would immediately be transferred to Intermountain Medical Center. He explained that they want to focus their staff education on those few who are most at risk and get them to become experts. If they do bloodwork and it comes back positive, the patient would likely be transferred to the center of excellence in Missoula, Montana.

Council Member McMullin asked what the County Council should be doing. Mr. Bullough replied that it is important to not make this widely public, because it spreads fear. Behind the scenes weekly meetings are going on, mock drills are being held, and clinicians are prepared. The protocols for this are no different than they are for other infectious diseases, and this is not something new for the Health Department. He acknowledged that they may not be 100% prepared, but there is a lot in place to deal with this. They know what mistakes were made in other areas, and that helps them be better prepared to handle it here. Mr. Davis stated that the key is coordination and communication between the Health Department, the hospitals, and the community. Mr. Bullough explained that Utah is ahead of the curve in dealing with incidents because of the Olympics, and they have information, communication, and tracking systems through the federal funding associated with the Olympics that many other states do not have.

Council Member Carson asked about the H1 N1 virus. Mr. Davis explained that vaccinations have made a huge difference in controlling that virus. He encouraged people to get their flu vaccinations. Mr. Bullough explained that Summit County is currently seeing trends in requests for exemption from vaccines, which is a dangerous trend that he is very concerned about. They are dangerously close to being at the 90% childhood vaccine level that assures herd immunity. If they fall below that, the community is at real risk.

- **Summit County Manager's 2015 budget message and presentation to the Council; Bob Jasper, County Manager**

County Manager Bob Jasper stated that he is recommending a \$55.5 million budget. He noted that they have an extensive capital plan this year, but it does not include the transportation plan, because they do not yet have a decision on the transportation plan. He commented that the

County is coming back to a rapid growth cycle, and he will recommend another position in the Building Department. He also recommends adding three positions to Animal Control, which will bring them back to where they were a decade ago, and he will add another court security position. He discussed the need to purchase land for the landfill operations and explained that they do not have the money in the enterprise fund for that, so he will recommend funding options during the budget process. He will also recommend that money be appropriated for a new fairground, courthouse lighting changes, Justice Center solar, and changes to the Kamas building. He commented that this is now a fast growing community, and there are areas in which they have not invested for capital and infrastructure needs in the last five or six years, and it is time to focus on that.

Council Member Ure asked if the Council Members will receive changes to the budget as they go through the process so they can follow what is happening. In years past, he has had difficulty tracking the changes that have been made. Matt Leavitt with the County Auditor's Office stated that he believed it would be better if they reprint as changes are made. Council Member McMullin recalled that the Council was given changes during the process last year, but they were not dated, so they did not know which version they were looking at. She likes the process of seeing the changes as they are made, but she would like to know which version they are looking at.

Mr. Leavitt reviewed the fund balance estimates, which are expected to increase for 2014. One reason is that revenues are higher than what was budgeted because the economy is doing well, and the departments are spending below budget. He noted that they will spend down some of the fund balances in 2015, as those funds will be assigned to capital projects. He explained that a part of the capital plan is to have a controlled approach to spending down some fund balances to make needed capital improvements. They will also propose dedicating some of the fund balance to set aside money for a self-insurance program. He referred to the fund balance in the assessing and collecting fund and noted that use of those funds must be directly related to assessing and collecting property taxes. He discussed several areas where they may be able to use those funds to save money in other areas of the budget. Mr. Leavitt reviewed a graph showing the operating revenues by source and revenues compared to population demand. He also presented a graph showing the trend line for the County's revenue sources and noted that property taxes are the most consistent source of revenue.

Mr. Leavitt reported that, when they bring in the departments to present their budgets, they will be asked to follow a consistent format. They will be asked to present their goals and how they relate to the County's strategic plan. Mr. Jasper stated that he hopes the Council will ask the department heads what they will do for the citizens with the money they request in their budget.

- **Discussion regarding Snyderville Basin Long Range Transportation Plan; Leslie Crawford, Engineer**

County Engineer Leslie Crawford explained that the purpose of this work session is to provide an update on the transit portion of the Snyderville Basin Long Range Transportation Plan. She explained that, when the consultants started putting together the transit portion of the plan, they felt a need for some policy direction so they could develop a strategy that would best serve the County. She requested guidance from the Council regarding how aggressive they want to be with transit to take care of transportation demands to 2040. She reviewed the number of one-way person trips per day in 2010 and projected for 2040 and noted that by 2040 the number of

trips will double if they do not do anything about it. She indicated that trips into and out of the Snyderville Basin and trips through the Snyderville Basin are estimated to increase significantly because of projected growth in eastern Summit County and Wasatch County. She reported that 30% of the trips are predictable, involving trips from home to work or school and back, but 70% of the trips are not home-based, such as tourists and day skiers, who are not easily captured by transit. She stated that the highest areas of growth in the Snyderville Basin will be Quinn's Junction, where traffic will increase by almost six times, the Canyons, and the Silver Summit area. Outside the Snyderville Basin, traffic on Highway 248 east is projected to increase by 254%, I-80 east will almost double, and US 40 into Wasatch County will increase by 255%. Currently, 5.6% of the trips in the Snyderville Basin are served by transit. Public Works Director Derrick Radke explained that a 5% mode share is a pretty good number.

Ms. Crawford reviewed three scenarios suggested by the consultants regarding strategies that could be implemented to solve some of the Snyderville Basin's transportation problems. The first scenario would be to maintain the existing traffic mode share of 5.6%, which would require 10 new buses, and operating costs would increase to \$7.2 million per year. She noted that none of the scenarios address infrastructure costs; these are only operating costs. The high scenario would expand transit to the goal of no new cars past Newpark, and overall ridership would need to increase to 23.2 million riders per year. She noted that last year in Salt Lake City, UTA had 21 million riders. This scenario would require 282 operating buses, with 72 wholly within the Snyderville Basin, 131 connecting to the Wasatch Front, and 79 buses connecting to Heber/Kamas/Coalville. The total operating costs would increase to \$42.8 million per year. Mr. Radke noted that this is based on the current dollar value, not the value in 2040.

Mr. Jasper commented that, if there was parking, people could come from Salt Lake and take the bus from Kimball Junction, and they would not need 131 buses to the Wasatch Front. Ms. Crawford explained that the 131 buses would be needed if there is parking in the Wasatch Front so day skiers can park at the base of the canyon and take the bus up, and if there is parking at Jeremy Ranch for people to take the bus to the Wasatch Front to go to work.

Vice Chair Carson noted that this report does not address forms of transit other than buses. Mr. Radke stated that he asked whether they might be talking about some other form of transit when looking at these kinds of numbers, and the answer was that they probably would be.

Ms. Crawford reported that the consultant came back with a medium scenario that assumes that 50% of all Snyderville Basin residents and 25% of all people going into our out of the Snyderville Basin would use the bus. That would result in 8.3 million transit riders per year, which would require 87 operating buses at an operating cost of \$12.9 million per year. That scenario may be more attainable, but it depends on the strategy the Council would like to implement and how they would like to fund it. She discussed potential funding sources.

Vice Chair Carson commented that the high scenario would be ideal, but she was not sure how realistic it is. Council Member McMullin asked what the next steps would be if they were to decide on the medium scenario. She asked if they would try to plan for how to pay for it over the next 25 years. Ms. Crawford explained that one thing not included in the plan are single-occupancy vehicle disincentives such as paid parking, toll roads, one-way traffic days, or charging to go into the city. Vice Chair Carson asked at what point they would see ideas for where to place the transit hubs and how to make internal connections. Ms. Crawford explained that will be included in the Transportation Plan, and this was only intended to be a transit update.

There will be a joint public meeting at the Richins Building on December 9 from 4:00 p.m. to 6:00 p.m., and all the stakeholders will be invited to participate. Vice Chair Carson commented that Commissioner Armstrong would probably want to move toward the high end scenario with a combination of disincentives to get people out of their cars.

Council Member Ure commented that they will probably need to involve Planning and Zoning, because one of the best ways to get people out of their cars may be to make shopping more convenient. Ms. Crawford stated that she and Community Development Director Patrick Putt have talked about that extensively, and the Snyderville Basin General Plan will concentrate on nodal development, with neighborhoods having their own stores and jobs so people do not have to drive from their neighborhood. They are looking forward to the opportunity to redevelop Kimball Junction and do it right, and they also hope to focus on nodal development in eastern Summit County to eliminate car trips.

Council Member McMullin commented that the transportation hubs are likely to be located in the nodes. She observed that they need other entities such as Park City, Wasatch County, and Heber City at the table to be able to address the issues, because Summit County cannot solve all the problems on its own. Together they need to talk about what combination of things they can do to get people out of their cars. To her, the big hurdle seems to be convincing people that this future will really happen, because not everyone feels the impacts the County is already feeling. She asked how they could get everyone to the table and on the same page. Ms. Crawford explained that Staff has a great relationship with Wasatch County and Mountainland Association of Governments, and they recognize the need to embrace this. Mr. Jasper stated that he believes they need to make county-to-county overtures as a first step.

Council Member McMullin believed Council Members Armstrong and Robinson would like to be as aggressive as possible, but the most aggressive scenario would cost too much. Mr. Radke explained that there are other costs associated with any of the scenarios, even though they may not be money, and they still have to handle the same volume of traffic through the Basin. Even if they go with the moderate scenario, they still have to do something with the traffic. New infrastructure has a cost and impact to it, or they may have to limit the number of people who come to their community. Council Member McMullin asked how other communities have funded big infrastructure transit before, because Summit County is not the first one to have this problem. She knows what she wants, but she has no idea how to do it. She believed they need proposed possible solutions for how to achieve what they want to so they can discuss it with the other entities involved.

Council Member Ure believed a real test of this will be at the COG meeting and teaching the mayors what the County is up against.

Ms. Crawford stated that she looks forward to further discussions regarding transit, especially as the transportation plan is complete and they have a bigger idea for transportation solutions.

**CONVENE AS THE GOVERNING BOARD OF MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT**

Council Member Ure made a motion to convene as the Governing Board of the Mountain Regional Water Special Service District. The motion was seconded by Council Member McMullin and passed unanimously, 3 to 0.

The meeting of the Governing Board of the Mountain Regional Water Special Service District was called to order at 5:15 p.m.

PRESENTATION AND ADOPTION OF MOUNTAIN REGIONAL WATER'S TENTATIVE 2015 OPERATING, CAPITAL AND DEBT SERVICE BUDGETS AND ITS TENTATIVE 2014 OPERATING, CAPITAL AND DEBT SERVICE AMENDED BUDGETS; SCOTT GREEN AND ANDY ARMSTRONG

Scott Green, CFO of the Mountain Regional Water Special Service District, explained that the Governing Board is required to adopt a tentative budget for Mountain Regional at their first meeting in November and set the time and date for a public hearing. He noted that some changes in governmental accounting standards have affected the budgets for 2014 and 2015. Starting in 2015, all government entities are required to report their pension liability, and that liability changes annually. Another change is in the accounting for bond issuance costs, which now must be expensed in the year the bond is issued rather than being spread out over the life of the bond. He noted that the debt service cost will increase over the next three years. Because of the cool, wet weather in 2014, water sales revenue have been down, and in order to be more conservative in estimating revenues, they have used the average water sales over the last 5 to 7 years and reduced it by 1%. He noted that the Lost Canyon facility is operating at about half capacity right now, and starting in 2015 they will start to sell surplus water, which will generate a few hundred thousand dollars a year in revenues. Mr. Green recalled that they had a rate increase in 2011-2012 to build cash reserves back up. He provided information regarding the new connections over the last 12 years. He reported that they have set aside 3% for a merit increase, and their controller wants to give the same percentage increase as the County. He explained that they have also established a management transition plan, because five top management employees are 55 or over and plan to leave in the next three to five years. They are hiring people and starting to train them now to prepare for that, and all of their staffing changes are related to that transition plan.

Mr. Green discussed the adjustments to the 2014 budget and noted that the legal fees are higher because they adopted new personnel policies, insurance policies, and have done rate studies. The power bill was lower this year because of the wet weather, and the reduction in power costs will be used to cover the legal fees. He reviewed the operating and non-operating expenses and revenues and the non-operating revenues for the 2015 budget.

Board Member Ure made a motion to adopt Mountain Regional Water's tentative 2015 operating, capital, and debt service budgets and the tentative 2014 amended operating, capital, and debt service budgets and to set the date and time for the public hearing on December 10, 2014, at 6:00 p.m.at the Sheldon Richins Building. The motion was seconded by Board Member McMullin and passed unanimously, 3 to 0.

DISMISS AS THE GOVERNING BOARD OF THE MOUNTAIN REGIONAL WATER SPECIAL SERVICE DISTRICT

Board Member McMullin made a motion to dismiss as the Governing Board of the Mountain Regional Water Special Service District and to reconvene as the Summit County Council. The motion was seconded by Board Member Ure and passed unanimously, 3 to 0.

The meeting of the Governing Board of the Mountain Regional Water Special Service District adjourned at 5:45 p.m.

REGULAR MEETING

Vice Chair Carson called the regular meeting to order at 5:45 p.m.

- **Pledge of Allegiance**

DISCUSSION AND POSSIBLE APPROVAL OF EMPLOYMENT CONTRACT FOR COUNTY MANAGER; BRIAN BELLAMY, PERSONNEL DIRECTOR

Vice Chair Carson announced that the Council has selected Tom Fisher as the next County Manager for Summit County.

Personnel Director Brian Bellamy reviewed the selection process, which included hiring an executive recruiter and setting up a selection committee from members of the community who recommended four excellent candidates. The Council interviewed them and selected Mr. Fisher, who is currently the manager in Mesa County, Colorado, where he has obligations until after the end of this year. His official start date will be January 20, 2015.

Vice Chair Carson thanked the executive recruiter and the selection committee, who worked well together and provided the Council with valuable information. She thanked Staff who took time to interview the finalists and provide information to the Council.

Council Member McMullin made a motion to approve the employment contract for Thomas C. Fisher as the new County Manager and to authorize Vice Chair Carson to sign. The motion was seconded by Council Member Ure and passed unanimously, 3 to 0.

MANAGER COMMENTS

There were no Manager comments.

COUNCIL COMMENTS

Council Member McMullin congratulated Council Members Robinson and Ure on their reelection.

Council Member Carson thanked all the candidates who ran for public office. She commented that it is not easy to run for office, and everyone put their hearts into their campaigns. She also reported that she took the tour this past week to Alpine Acres with the Division of Natural Resources, which was their fire prevention project site visit. She found it very interesting to see some of the great things they are doing in the County.

APPROVAL OF COUNCIL MINUTES

SEPTEMBER 17, 2104

OCTOBER 1, 2014

OCTOBER 14, 2014

OCTOBER 15, 2014

Council Member McMullin made a motion to approve the minutes of the September 17, October 1, October 14, and October 15, 2014, County Council meetings as written. The motion was seconded by Council Member Ure and passed unanimously, 3 to 0.

PUBLIC INPUT

Vice Chair Carson opened the public input.

Sean Wharton stated that he represents 30 to 40 Kamas Valley residents who are concerned that Kelly Clark has been excavating on the side of the Hoytsville Mountain. Mr. Clark has acquired 350 acres which are critical to the Hoyts Creek drainage and the Dutch Oven Pond. Mr. Wharton provided a list of people who use the road to Dutch Oven Pond. He understood that the excavation is in preparation for elk fencing to put in an elk farm. He stated that the Eastern Summit County Planning Commission has not received a CUP application for an elk farm or ranch, and their research shows that the Utah Department of Agriculture has not issued any permits for an elk farm. Mr. Wharton explained that a couple of meetings have been held with the neighbors, and Mr. Clark is placing a gate across Dutch Oven Pond road. Mr. Wharton has lists of people who have used that road for well over 40 to 60 years, and he explained that it is a private road on private land that accesses Forest Service ground.

Council Member McMullin stated that she understands Code Enforcement visited the site today and has given a report to Mr. Putt, and Planning and Zoning are working on this.

Mr. Wharton explained that one concern is access to a long-time accessible property. Another concern is the removal of a lot of scrub brush from the canyon perimeters. A third concern is erosion control adjacent to a river and drainage into the river and water ditches. When he visited the site today, no silt fence was in place. He explained that people own shares for the irrigation rights on that land, and if the gate goes in, he would like to be able to get in to his irrigation sources. He stated that the neighbors are working together to get money to hire attorneys to be sure their rights are protected.

Council Member Ure suggested that the neighbors go talk to the property owner. Mr. Wharton replied that the property owner has not been receptive and has told people to get off his property and has chased them off. He commented that a lot of roads in the County are public roads that are privately owned.

Vice Chair Carson closed the public input.

The County Council meeting adjourned at 6:10 p.m.

Council Chair, Chris Robinson

County Clerk, Kent Jones



**MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT**

MEMORANDUM

To: Summit County Council

From: Mountain Regional Water Administrative Control Board

Date: December 10, 2014

Subject: Public Hearing Regarding Adoption of 2015 Budget and 2014 Amended Budget

Required Action

1) Hold Public Hearing

Recommended Action

1) Adopt 2015 Budget and 2014 Amended Budget (must be done by December 31, 2014)

Changes from Tentative Budget

As directed by the Council when it adopted the tentative budget, the following changes were made:

- 1) Budget for new payroll service has been eliminated
- 2) The set-aside for pay increases was changed from 3.0% to 3.25% based upon our understanding of what the County is proposing for its employees.

One additional change was made regarding the promotion of an employee that occurred after the tentative budget was adopted.

The net change from all three of these actions is a \$5,600 increase in 2015 budgeted operating expense. No other changes were made from tentative budget.

Summary

A brief summary of the District is provided below, followed by the 2015 tentative budget request in the format requested by the Summit County Manager.

The District provides culinary water service to 3,200 customers, and raw irrigation water to the Promontory golf courses. It also provides fire flow. The estimated population of the District is 7,000. The

District produces about 1.5 billion gallons of water annually, of which roughly 30% percent is transported to other water entities, including Park City. The District has acquired sufficient water rights and developed sufficient sources to meet the current and projected growth demands of the District for the next 20 years.

**Mountain Regional Water
2015 Recommended Budget**

	2013 Actual	2014 Amended	2015 Recommended	2015 Change	
Salaries & Benefits	2,029,837	2,252,800	2,496,300	243,500	(1)
Services & Contracts					
Utilities	631,745	675,000	745,500	70,500	(2)
Water Lease Fees	853,681	961,600	1,021,000	59,400	(3)
Other	167,587	270,500	229,900	(40,600)	
Materials & Supplies					
Maintenance & Repairs	574,061	635,600	672,200	36,600	
Other	237,304	247,800	269,900	22,100	
Capital Outlay					
Depreciation	1,374,783	1,500,300	1,500,000	(300)	
Capital Expenditures	1,139,427	2,026,841	8,863,800	6,836,959	(4)
Debt Service	2,848,656	3,345,500	3,642,700	297,200	(5)
Total	<u>9,857,081</u>	<u>11,915,941</u>	<u>19,441,300</u>	<u>7,525,359</u>	

(1) - This includes two components of the management transition team, and a budgeted 3.25% pay increase. The District will give the same total salary/wages increase as the County. Four of the District's five senior managers plan to retire within three to five years. As such, a part-time engineering internship is transitioning into a full-time job that will be funded mostly from inspection fees on new development. In addition, a 15 hour per week accounts payable clerk is budgeted to start mid-year in order free up time for the CFO to train his eventual replacement.

(2) - Utility costs are increasing due to power rate increases.

(3) - Weber Basin increased it lease fees modestly in 2015.

(4) - The largest 2015 budget increase is for capital projects. Half the capital budget is for a Promontory special assessment area that will funded with bonds proceeds, with the debt service repaid with special assessments paid by the Promontory developer. Promontory requires additional storage, and the related pumps and pipeline infrastructure in order to provide water to new plats. MRW is developing a new well to provide source for wholesale water sales related to regionalization, upgrading two old pumps stations, constructing a new tank, and installing an interconnect. These last four projects will improve redundancy, improve fire flow, and service new growth.

(5) - The increase in debt service is the result of higher principal payments on existing debt, plus interest on the proposed Series 2014 bond. The 2015 interest on this bond will be paid from bond proceeds. Following 2015, the debt payment for the Series 2014 bond will be serviced with assessments on the Promontory developer, impact fees, and

The budget summary above provides for a quick high level comparison of the year over year changes for Mountain Regional, as well as a comparison to other county governmental entities. The format included in our official budget request is based upon management accountability and audited financial reporting.



**MOUNTAIN REGIONAL WATER
SPECIAL SERVICE DISTRICT**

TENTATIVE

2015 BUDGET

And

2014 AMENDED BUDGET

December 10, 2014

TABLE of CONTENTS

1.0	2014 DISTRICT BUDGET OVERVIEW	2
1.01	The District	2
1.02	District Budgets	2
1.03	Changes in Government Accounting Standards.....	2
1.04	Reduction in Base Water Sales Budget due to Cool, Wet Weather	3
1.05	Future Wholesale Water Sales.....	4
1.06	Rate Stabilization Fund.....	6
1.07	Increasing Debt Service Payments and Adopted Rate Increases	6
1.08	Debt Coverage Ratio.....	8
1.09	Cash Reserves	9
1.10	Impact of Economy on Customer Growth.....	13
1.11	Revenue Trends.....	14
1.12	Compensation	15
2.0	2015 OPERATING BUDGET	16
2.01	Summary	16
2.02	2015 Revenue	17
2.03	2015 Expenses	18
2.04	2015 Transfers	20
3.0	2015 DEBT SERVICE BUDGET	22
4.0	CAPITAL BUDGET	24
5.0	2014 BUDGET AMENDMENTS	26
5.01	2014 OPERATING BUDGET	26
5.02	2014 DEBT SERVICE BUDGET	27

1.0 2014 DISTRICT BUDGET OVERVIEW

1.01 The District

Mountain Regional Water (the District) is a regional public water company established in 2000 to resolve water shortage and quality problems in Snyderville Basin. It is governed by the Summit County Council who acts as the District's governing board. The Council has delegated certain powers to an Administrative Control Board consisting of citizens who live within the District. Since its creation numerous small water companies and developments have joined the District.

1.02 District Budgets

The District has three budgets that require adoption each year by the Summit County Council, based upon accounting guidelines established for governmental enterprise funds:

Operating Budget – This annual “accrual based” budget includes the overall operation and financing of the District. Under accrual based accounting, revenues are generally recorded when earned or billed - rather than when cash is actually collected. In addition, expenses are recorded when incurred regardless of when they are paid.

This budget includes interest expense on debt (see *Debt Service Budget* below), and the depreciation of capital assets (see *Capital Budget* below). However, it does not include any debt proceeds or the upfront cost of capital equipment and projects; or the payment of principal on debt.

Debt Service Budget – This annual “cash based” budget includes the payments due each year on the District's outstanding debt, including both principal and interest. The budgeted sources of cash must come from the current year operations of the District, or from the Rate Stabilization Fund, and not from other reserves (other reserves can be used if insufficient cash is generated during the year).

Capital Budget – This project “cash based” budget includes capital equipment costing more than \$5,000 and expenditures related to water system infrastructure, buildings, and water rights. These budgets remain in effect over the life of a project rather than a calendar year. Its cash sources typically include debt proceeds, grants, and reserve funds.

1.03 Changes in Government Accounting Standards

Two significant accounting changes made by the Government Accounting Standards Board (GASB) will affect future District budgets and financial statements on an accrual basis that will likely lead to wider fluctuations in the annual change in net position (net income) on an accrual basis moving forward. However, there will be no impact on cash flow or budget compliance.

Retirement Accounting – Starting in 2015, the District will be required to show any actuarial deficit in its defined benefit retirement program as a “net pension liability”; with the year to year change shown as an operating expense. The District is a member of the Utah State Retirement System (URS) and will share any URS actuarial deficits on a pro-rata basis, as determined by the number of employees.

The “net pension liability” **and** the related annual change for 2015 will not be known by URS until the February 2016; although fiscal year 2015 ends December 2015. This means the District will not know the actual “net pension liability” and annual change until after the fiscal year ends. To address this in the budget, the District arrived at a solution, in consultation with its independent auditor, in which the District will put “actual amount” for this budget item.

If the District had been required to show the “net pension liability” for 2014, the amount would have been \$838,986 – while the annual change for 2014 will not be provided by URS because it is too costly to determine. The annual change will be provided for 2015 and thereafter.

Bonding Issuance Costs – In the past, 3.3% to 5.0% of bond issuance costs were expensed each year over the life of the bonds (generally 30 or 20 years). This had only a minimal impact on the annual change in net position (net income) on a year-to-year basis.

Now all issuance costs, except bond insurance, will be expensed in the year the bonds are issued - which could lead to a significant reduction in net position (net income) in the year the bonds are issued.

For 2014, the District will require a budget amendment for issuance costs related to the proposed Series 2014 bonds. Since the amount of issuance costs is unknown, the requested budget amendment of \$350,000 is a worst-case estimate.

1.04 Reduction in Base Water Sales Budget due to Cool, Wet Weather

A very rainy, cool summer has led to reduced water sales in 2014. In fact, water usage through October 2014 is 10.4% less than the average for the previous two years, despite a 115 or 3.7% increase in new customers using water over that period.

Even with the **average** 3.75% rate increase that was effective on customer bills sent out September 2014, it is projected water sales will still be \$209,600 under budget for 2014. Without the rate increases, it is projected that water sales would have been \$263,200 under budget.

District policy has been to budget for water sales assuming normal weather based upon historical usage. Over the past four years, annual collections have finished an average of \$74,853 or 1.18% over budget. This suggests the base water sales budget that assumes normal weather is very accurate.

However, on a year-to-year basis, actual water sales have not been within \$129,373 of budget three of the past four years, as shown below.

Mountain Regional Water - Actual Water Sales Compared to Budget

	2011 Actual	2012 Actual	2013 Actual	2014 Projected	Average	
Water Sales ⁽¹⁾	\$ 5,257,727	\$ 6,868,521	\$ 6,871,264	\$ 6,765,200	\$ 6,440,678	
Budget	5,387,100	6,160,900	6,940,500	6,974,800	6,365,825	
Over (Under) Budget	(129,373)	707,621	(69,236)	(209,600)	74,853	1.18%
	-2.40%	11.49%	-1.00%	-3.01%		

(1) - Includes water sales, Park City wheeling fees, and Stagecoach assessments.

This demonstrates the impact of weather on District revenue. Although the new rate structure adopted by the Summit County Council (Council) in August 2014 should reduce the impact of weather patterns somewhat, District water sales will still be subject to weather.

For 2015 and beyond, District water sales projections will be reduced 1.0% or \$70,000 below the "normal weather base projections" to help address this.

Despite water sales falling below budget three of the past four years, the District still met its 1.25 coverage due to operating expenses falling below budget as well, as shown below.

Mountain Regional Water - Actual Cash Operating Expense Compared to Budget

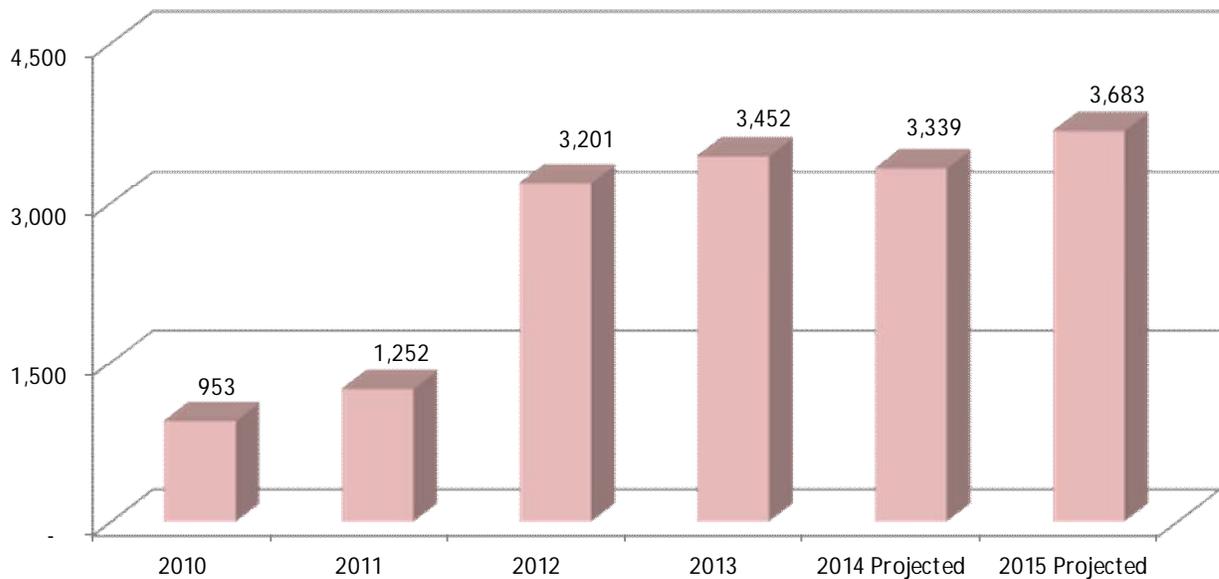
	2011 Actual	2012 Actual	2013 Actual	2014 Projected	Average	
Cash Operating Expense	\$ 3,713,304	\$ 4,506,350	\$ 4,494,215	\$ 4,921,300	\$ 4,408,792	
Budget	3,829,400	4,667,700	4,815,900	5,063,300	4,594,075	
Over (Under) Budget	(116,096)	(161,350)	(321,685)	(142,000)	(185,283)	-4.03%
	-3.03%	-3.46%	-6.68%	-2.80%		

Cash operating expenses finished an average of \$185,283 under budget the past four years. The budget typically includes a \$150,000 contingency in case repairs are higher than normal that year – meaning the operating expense budget excluding the contingency have been closer to actual expenses.

1.05 Future Wholesale Water Sales

The District's Lost Canyon water project is now the major water provider for the Snyderville Basin. Annual Lost Canyon production is shown below.

Mountain Regional Water Lost Canyon Production (Acre Feet)



Currently, Lost Canyon is producing about 3,500 acre feet per year. This is about 50.0% capacity, as it was designed to meet the District's water needs at build out - plus provide Park City with 2,900 acre feet annually as well.

In 2013, the District entered into a landmark agreement to address the water needs of the Snyderville Basin over the next 50 years. Under the agreement, Weber Basin will construct and pay for all future water importation projects into the basin for Park City, Summit Water and other water entities in the basin. It is anticipated a new project will be needed within the next 10 years.

Until a new project is completed, the District has the opportunity to sell its surplus water to other water entities in the basin; providing additional revenue over the next few years. Other water entities in the basin have made contractual commitments to purchase the District's surplus water starting in 2016, although the District may sell some surplus water starting in 2015.

Based upon these entity's projections, the District could realize a cash flow benefit of several hundred thousand dollars yearly until the new project is completed by Weber Basin. This added cash flow will be needed to help pay for increasing debt service costs and new Weber Basin lease fees.

Starting in 2020, the District will begin paying an estimated \$275,000 take-or-pay annual regionalization fee to Weber Basin in exchange for the 1,000 gpm capacity from the East Canyon Treatment Plant, even though this treatment plant capacity may be available prior to 2020. If the District uses any water from the plant, it will also be required to reimburse Weber Basin for its proportionate share of plant operating costs.

1.06 Rate Stabilization Fund

When the District issued its Series 2011A bonds, it amended its general bond indenture to establish a rate stabilization fund. The Rate Stabilization Fund has three components:

Rate Stabilization Fund – Bond Reserves - These reserves can only be applied to scheduled annual debt service payments in the event annual cash flow from any given year is insufficient to meet that year's scheduled debt service payments.

In the event the reserve balance falls below \$1.0 million, policy requires the District to restore it to \$1.0 million within three years. The projected 2014 year-end reserve balance is \$1.06 million.

Rate Stabilization Fund – Treatment Plant Operations – Each year, the District budgets one-tenth of the projected ten year cost for treatment plant carbon and membrane filters. Both carbon and membrane filters are only purchased every few years at a cost of several hundred thousand dollars.

As such, only budgeting for these items during years when they are purchased would lead to wild swings in operating expenses and debt coverage. Thus, if the amount expended for these items is below the budget amount at the end of a year, the difference is deposited into this reserve until it reaches \$500,000; while if the amount expended exceeds of the budget amount, the difference is withdrawn from this reserve to supplement ongoing revenue in that year.

The projected 2014 year-end reserve balance is \$125,000. Of this, \$65,000 will be used in 2015 to help pay for the purchase of carbon for pretreatment.

Rate Stabilization Fund - Expanded Lost Creek Canyon Repair and Replacement – The District has a contract with Park City that requires it and Park City to deposit a fixed amount into this reserve each month.

These funds can only be used to make major repairs to Lost Canyon or to replace expensive equipment. The 2014 projected year-end balance is \$75,000.

The District has discussed with Park City the need to increase the contributions to this reserve by 50.0% annually. Currently, Park City contributes \$44,628 annually while the District contributes \$56,988. Park City management is supportive of this increase so it has been included in the 2015 revenue projections. The Park City Council still needs to approve this increase.

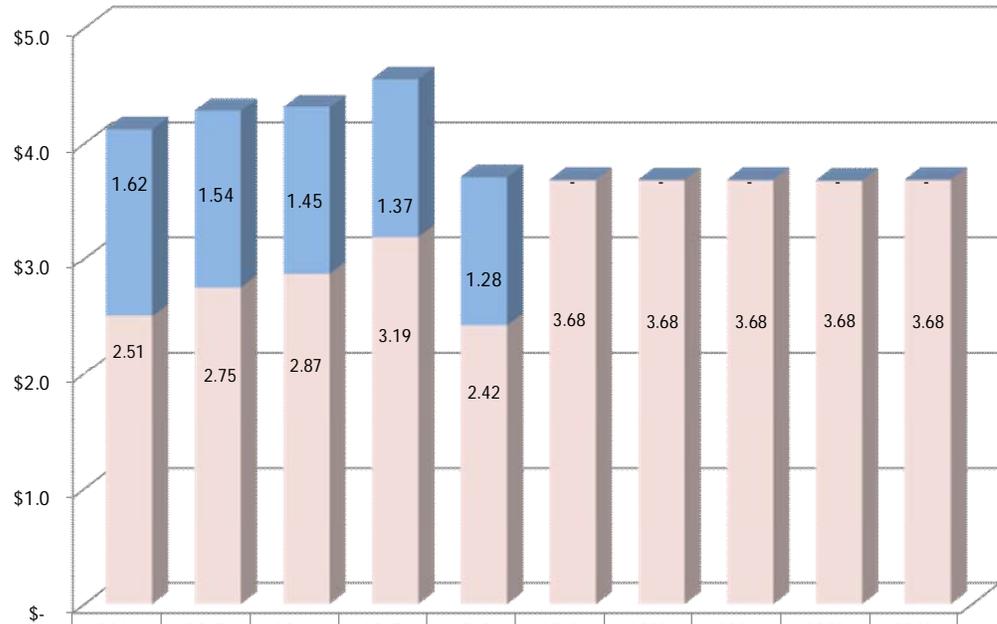
The District's goal is to increase this reserve to \$250,000.

1.07 Increasing Debt Service Payments and Adopted Rate Increases

As shown on below, annual payments on existing debt, excluding those made by the Promontory developer, are scheduled to increase \$246,061 in 2015, and by a total of \$1.18 million by 2019. These amounts include the 25% additional coverage required by bond holders.

Meanwhile, the special assessment bond debt service paid for the Promontory developer was \$1.62 million in 2014, and gradually declines until 2018 when the last payment of \$1.28 million is made. As discussed above, the amount of debt service funded by MRW increases the year after the special assessment bonds are paid off by Promontory.

**Mountain Regional Water
Annual Debt Service
Promontory Developer Funded vs MRW Funded
Including 25% Coverage
(\$millions)**



■ Promontory Developer Funded	1.62	1.54	1.45	1.37	1.28	-	-	-	-	-
■ MRW Funded	2.51	2.75	2.87	3.19	2.42	3.68	3.68	3.68	3.68	3.68

These increasing debt payments funded by MRW, and to a lesser extent projected annual increases in power costs and lease fees, will be funded with the following rate and fee increases that were adopted by the Summit County Council (Council) in August 2014. The average rate and operating fee increases are shown below:

	September 2014	September 2015
Water Rates	3.75%	3.75%
Operating Fees	20.0%	---

Lease fees are annual water purchases from Weber Basin Water Conservancy District – the largest supplier of water to the District.

The above rate and fee increases should also help to address the projected lower future impact fee collections. There are four reasons impact fee collections are expected to decline:

- 1) Reduced impact fee per Equivalent Residential Equivalent (ERC);
- 2) The largest new development, Silver Creek Village Center, has prepaid impact fee connections;
- 3) Owners of older developments are marketing their unpaid prepaid impact fee connections; and

- 4) The District entered into a settlement agreement in 2012 that may result in Summit Water Company receiving a portion of impact fee collections on new development (this does not apply to developments who committed to receive water service from the District prior to 2012).

1.08 Debt Coverage Ratio

Per bond covenants, the District must budget for 1.25 debt coverage each year; meaning once all operational costs are paid, the remaining budgeted revenue must be equal to 1.25 times that year's parity bond principal and interest payments (see **Section 3.0 – 2015 Debt Service Budget**).

Mountain Regional Water Special Service District's Parity Debt Service Coverage Ratio					
	2011	2012	2013	2014	2015
	Actual	Actual	Actual	Projected	Budget ⁽¹⁾
Water sales	\$ 4,864,730	\$ 6,226,121	\$ 6,266,463	\$ 6,099,200	\$ 6,598,500
Park City Wheeling	218,887	448,276	444,373	474,800	522,000
Stagecoach Assessments	213,903	198,751	174,109	191,200	167,000
Operating fees	151,616	153,805	259,851	306,700	303,000
Impact fees	242,285	196,067	563,385	548,400	388,900
Promontory Developer SID Assessments	453,020	499,397	794,375	1,620,000	1,536,000
Interest available for debt service	152,710	101,985	26,491	26,000	25,000
Other non-restricted revenue	53,402	258,788	105,311	190,000	190,000
Treatment Plant Stabilization Fund	-	-	-	-	65,000
Total cash available for debt service	<u>6,350,553</u>	<u>8,083,190</u>	<u>8,634,358</u>	<u>9,456,300</u>	<u>9,795,400</u>
Cash operating expenses	<u>(3,713,304)</u>	<u>(4,506,350)</u>	<u>(4,494,215)</u>	<u>(4,921,300)</u>	<u>(5,434,800)</u>
Cash available for debt service	<u>2,637,249</u>	<u>3,576,840</u>	<u>4,140,143</u>	<u>4,535,000</u>	<u>4,360,600</u>
Parity debt service payments	<u>2,092,888</u>	<u>1,738,225</u>	<u>2,300,899</u>	<u>3,203,600</u>	<u>3,151,700</u>
Debt service coverage	<u>1.26</u>	<u>2.06</u>	<u>1.80</u>	<u>1.42</u>	<u>1.38</u>

(1) The debt coverage calculation for 2015 does not include an estimated \$275,000 in capitalized interest that will be funded with proceeds from the Series 2014 revenue bonds. This is because the capitalized interest is not funded from ongoing revenues.

Due to wet weather and a decline in building activity, the District barely met its 1.25 coverage requirement in 2011, as shown above. In fact, mid-year budgets cuts were needed to reach the required coverage that year. Rate increases adopted in 2011 and again in 2014, along with an improved building economy, helped improve the debt coverage for 2012 thru 2015. Parity debt coverage is projected to be a healthy 1.38 in 2015.

In addition to parity debt, the District has subordinate debt, including a Note Payable due to Weber Basin to reimburse it for capital costs to expand the Lost Canyon project. When subordinate debt is included, the projected 2015 debt coverage is 1.26. This calculation includes \$150,000 in expense contingencies, meaning the debt coverage will likely be higher than 1.26.

It is District policy to budget for 1.25 coverage including both parity and subordinate debt. This is necessary to ensure sufficient cash flow each year to make required deposits into reserve funds, and to fund capital equipment and small projects in future years.

In addition, rating agencies and bond holders rely on the coverage calculation that includes subordinate debt when determining risk. The District policy to maintain at least 1.25 coverage,

including subordinate debt, is important to ensure it can obtain good interest rates when issuing debt.

1.09 Cash Reserves

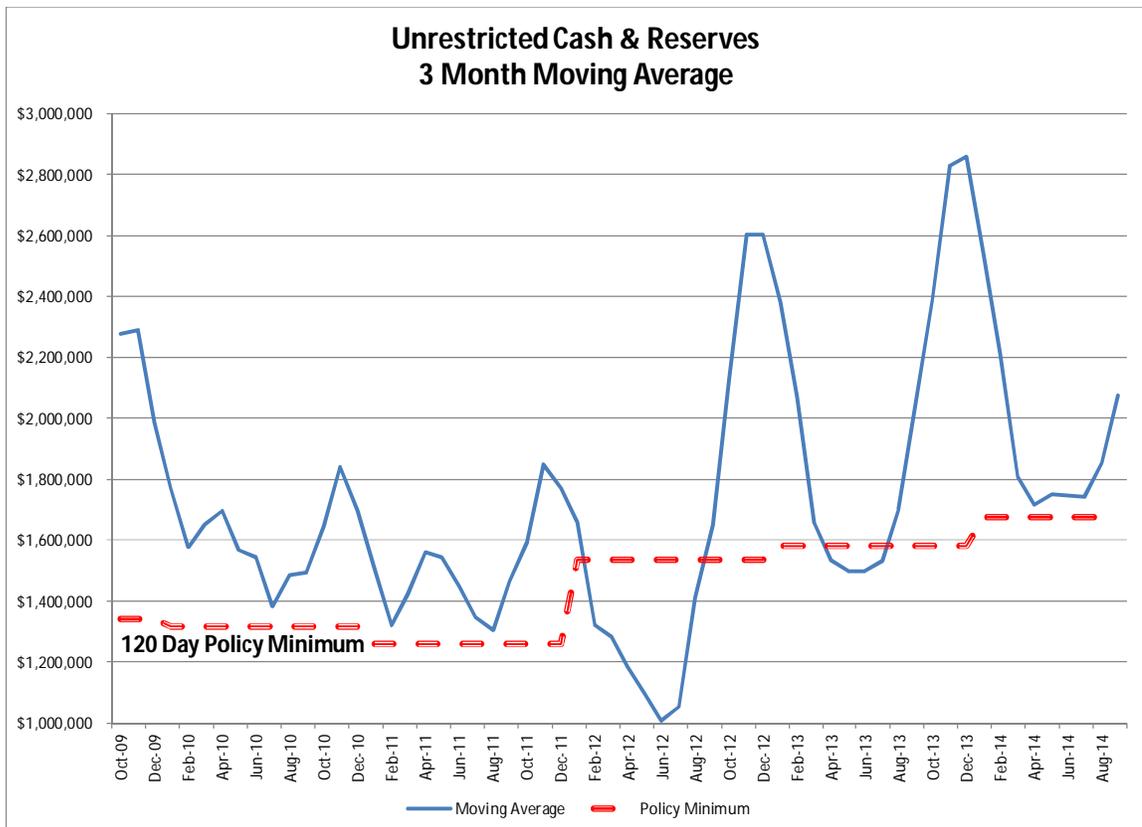
The District’s cash and reserves (excluding debt service reserves held by the bond trustee) have slowly, but steadily improved since early 2012. This upward trend can be attributed to the following factors:

- 1) 2011 rate increases;
- 2) Series 2012 bond refunding;
- 3) Improving building economy; and
- 4) Lower power usage due to cool wet weather that allowed the District to pump most of its water when lower off-peak power rates were in effect.

This upward trend should level off in 2014 as the District’s debt service payments increased notably, as discussed above in **Section 1.07** above. In fact, rate increases were adopted in August 2014 to fund increasing debt service requirements moving forward.

Unrestricted Operating Cash and Reserves

Unrestricted operating cash and reserves have steadily increased since mid-2012 for the four reasons enumerated directly above. At that time, unrestricted cash and reserves had fallen about \$0.5 million below the minimum amount established by policy.



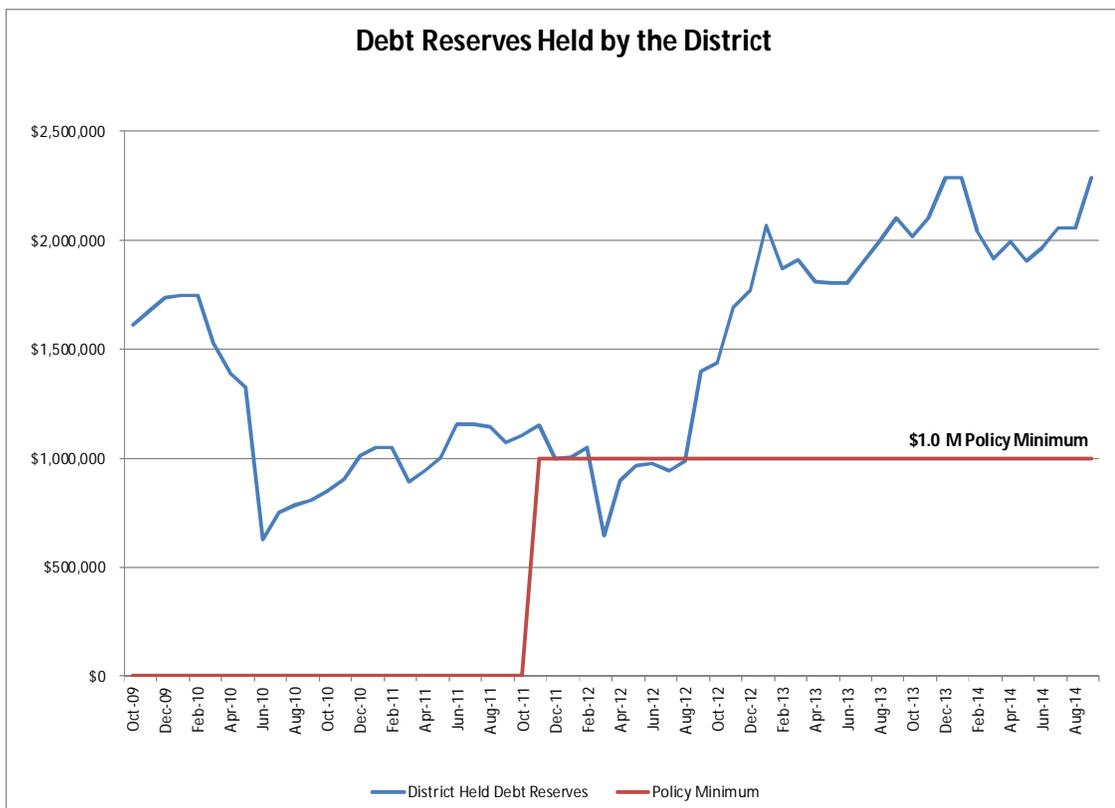
The graph above shows a three month moving average to smooth out monthly fluctuations. The peaks each year are from summer water sales collections, while the sharp decline each year is due to Weber Basin lease payments of nearly \$1.2 million that are made each December.

As shown in the graph, unrestricted operating cash and reserves has been trending up since early 2012, and finally reached a level in 2014 where the District should be able to maintain at least 120 days of reserves year-round, in compliance with policy. This graph excludes capital facility repair funds, the stabilization funds, and other funds that are considered “unrestricted” according to GAAP and GASB, but have restrictions placed upon them by District policy.

Debt Reserves Held by the District

The District has chosen, by policy, to hold debt reserves in addition to those required by bond holders and held by a trustee. The District made the policy decision to establish these reserves to mitigate the potential significant shortfall in revenue collections due to weather conditions and wide fluctuations in building related revenue; as well as for unexpected expenditures.

As shown below, these reserves increased dramatically the past two to three years, as a policy decision was made in November 2011 to establish a \$1.0 million rate stabilization reserve, as discussed in **Section 1.06** above. In addition to \$1.06 million currently in the debt service stabilization fund, the District has another \$1.0 million of impact fees and property assessments that have been paid prior to the need to use them to make related debt payments. These impact fee and assessment reserves will be used to make debt payments in years when development related revenue does not meet projections.



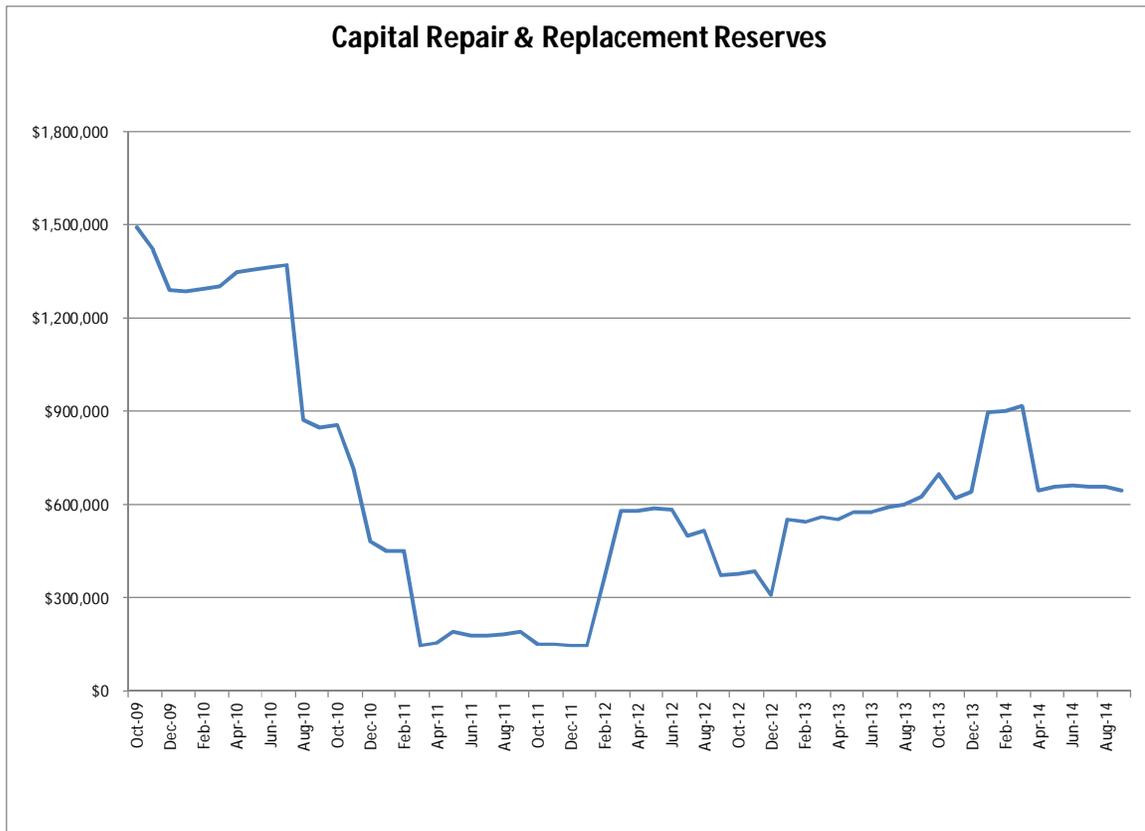
Capital Facility Repair & Replacement Reserves

The District was able to generously fund its capital facility repair and replacement funds during the hot, dry weather and period of strong economic growth between 2003 and 2007.

However cool, wet weather and a slow building economy from 2008 to 2011 required the District to use nearly all the funds for critical small capital projects and equipment, as shown below.

The District's goal is to maintain capital facility and repair funds of at least \$1.0 million at the beginning of each year. These reserves are typically set aside to fund unanticipated emergency facility costs or to fund critical small projects; although the District has used these reserves in the past to pay for non-emergency projects that were still a high priority.

It is likely these reserves will level off at about \$500,000 moving forward. It would take a \$2.50 per month rate increase to build the reserves up to \$1.0 million over a three year period.



2015 Budgeted Cash Change

As shown below, the 2015 budget projects a \$907,900 cash increase; excluding capital budget items that are being funded with bond proceeds or with cash on hand as of December 2014.

MOUNTAIN REGIONAL WATER
2015 Operating Budget - Accrual and Cash Basis
Enterprise Fund

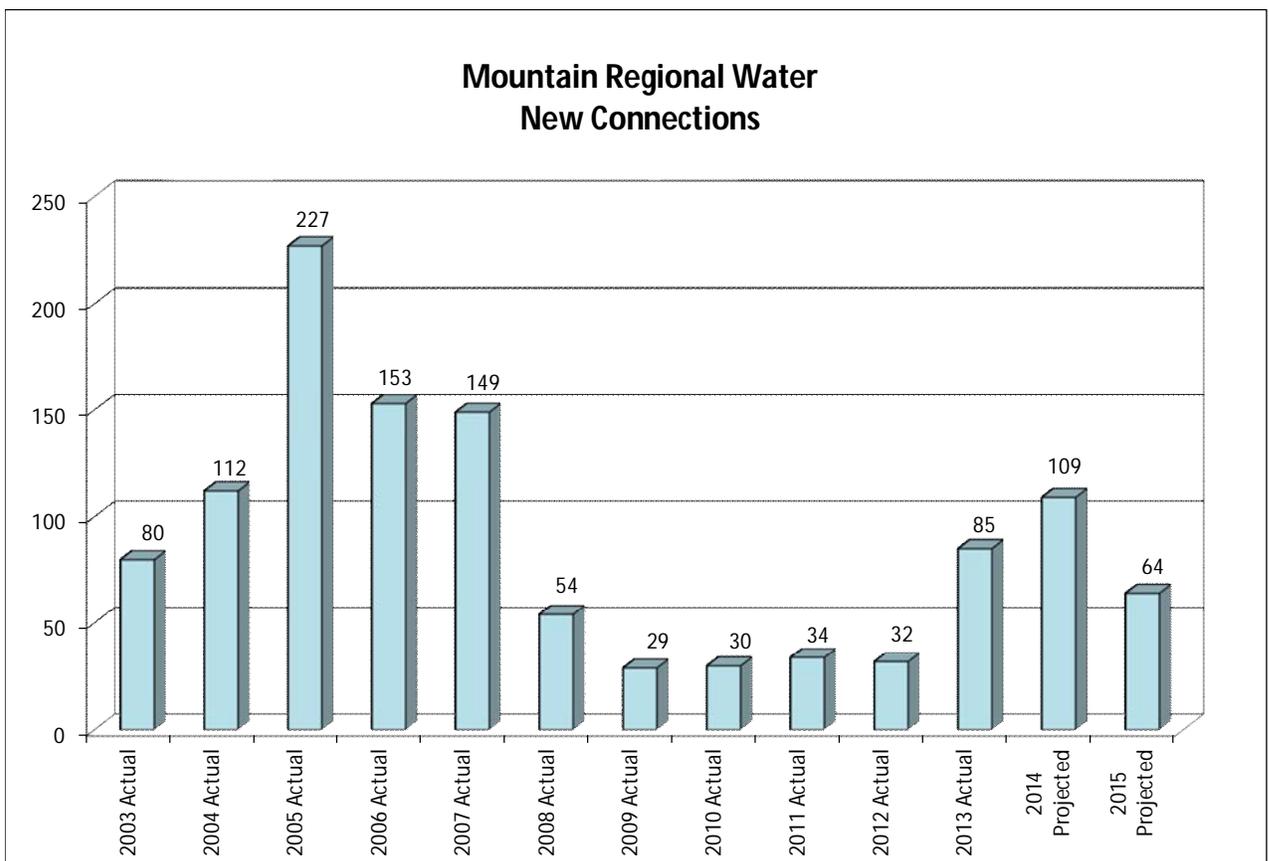
	2015 Control Board Recommended Accrual Basis	2015 Control Board Recommended Cash Basis
<u>OPERATING REVENUE</u>		
Water Sales	\$ 6,598,500	\$ 6,598,500
Park City Wheeling	522,000	522,000
Stagecoach Assessments	167,000	167,000
Operating Fees	303,000	303,000
Other	65,000	130,000
Total Operating Revenue	7,655,500	7,720,500
<u>OPERATING EXPENSES</u>		
Operations		
Energy & Resource Management	494,800	494,800
Lost Canyon Transmission	1,251,100	1,251,100
Treatment	536,100	536,100
Distribution	2,149,100	2,149,100
Safety	46,400	46,400
General Manager		
Engineering & Development	102,000	102,000
Human Resources	105,300	105,300
Legal Services	60,000	60,000
Public Services	404,400	404,400
Financial Management	285,600	285,600
Depreciation Expense	1,500,000	-
Retirement Expense	Actual Amount	-
Total Operating Expense	6,934,800	5,434,800
OPERATING INCOME (LOSS)	720,700	2,285,700
<u>NON-OPERATING REVENUE</u>		
Interest Earnings - Available for Debt Service	25,000	25,000
Interest Earnings - Not Available for Debt Service	500	-
Impact Fees	388,900	388,900
Promontory Developer SID Assessments	1,536,000	1,536,000
Cash Grants	-	-
Other Cash Non-operating Revenue	125,000	125,000
Non-Cash Non-operating Revenue	11,700	-
Total Non-Operating Revenue	2,087,100	2,074,900
<u>NON-OPERATING EXPENSE</u>		
Interest Expense/Bank Fees	1,717,500	1,527,500
Bond Principal Payments	-	1,925,200
Bond Issuance Expenses	17,500	-
Total Non-Operating Expense	1,735,000	3,452,700
NON-OPERATING INCOME (LOSS)	352,100	(1,377,800)
CHANGE IN NET POSITION (NET INCOME BEFORE TRANSFERS)	1,072,800	907,900
<u>TRANSFERS</u>		
Contingency	-	-
Governmental Transfers	-	-
Contributions in Aid of Construction	-	-
NET TRANSFERS	-	-
CHANGE IN NET POSITION (NET INCOME AFTER TRANSFERS)	\$ 1,072,800	\$ 907,900

The District plans to allocate this 2015 projected cash increase as follows:

Required Deposits into Capital Facility Reserves	\$ 271,700
Required Deposits into Treatment Plant Sinking Fund	0
Unrestricted Cash to Policy Level	203,700
Future Year Capital Projects	432,500
Total	\$ 907,900

1.10 Impact of Economy on Customer Growth

As shown below, a moderate rebound in new construction units occurred in 2013. This follows four years of lower new units the District experienced after the initial banking crisis in 2008.



The District's 2014 projection for new units is 64. There are two factors that led to this projection. First, in talking with local developers, the growth the past two years includes pent up demand. Second it represents a trend similar to that experienced between 2003 and 2007.

In years when related impact fees exceed projections, the balance is put into a reserve account that can be used in years when collections fall below projections. In addition, these reserves have also been used to prepay debt.

In a typical year, impact fee collections total about 50% of related debt payments attributable to new growth, meaning water sales and operating fees have to make up the difference in impact

fee related debt payments. This happens because facilities are built prior to when needed, and the full build-out of the District will likely take longer than it does to pay off the related debt. Once this debt is retired, the impact fees collected after that time can be used to “reimburse” the water sales and operating fees used to supplement impact fee related debt payments.

1.11 Revenue Trends

The District now projects total revenue will be very close to budget in 2014, as shown below. In fact, total 2014 revenue is projected to exceed budget by just \$60,300 or 0.60%. Without the rate and fee increases adopted in August 2014, and the sale of a surplus lot in Summit Park, it is likely 2014 revenue would have fallen below projections due to the cool, wet summer weather.

MOUNTAIN REGIONAL WATER							
Revenue History							
	2012	2013	2014	2014	2015	2015	2015
	Actual	Actual	Adopted	Projected	Control Board	Recommended	Recommended
			Budget		Recommend	to 2014	to 2014
						Budget	Projected
CASH REVENUE (Less Grants)							
Operating Revenue							
Water Sales	\$ 6,226,121	\$ 6,266,463	\$ 6,267,100	\$ 6,099,200	\$ 6,598,500	\$ 331,400	\$ 499,300
Park City Wheeling	448,276	444,373	540,000	474,800	522,000	(18,000)	47,200
Stagecoach Assessment	198,751	174,109	167,700	191,200	167,000	(700)	(24,200)
Operating Fees	153,805	259,851	246,400	306,700	303,000	56,600	(3,700)
Other Operating	236,215	69,330	40,000	50,500	65,000	25,000	14,500
Subtotal	7,263,168	7,214,126	7,261,200	7,122,400	7,655,500	394,300	533,100
						5.4%	7.5%
Non-operating Revenue							
Interest Earnings	102,678	26,789	30,400	26,400	25,500	(4,900)	(900)
Impact Fees	196,067	563,385	450,000	548,400	388,900	(61,100)	(159,500)
Promontory Developer SID Assessments	499,397	794,375	1,620,000	1,620,000	1,536,000	(84,000)	(84,000)
Other Non-operating	22,563	(13,780)	35,000	139,700	125,000	90,000	(14,700)
Subtotal	820,705	1,370,769	2,135,400	2,334,500	2,075,400	(60,000)	(259,100)
						-2.8%	-11.1%
TOTAL CASH REVENUE (Less Grants)	\$ 8,083,873	\$ 8,584,895	\$ 9,396,600	\$ 9,456,900	\$ 9,730,900	\$ 334,300	\$ 274,000
						3.6%	2.9%
OTHER REVENUE							
Cash Grants	-	35,981	-	-	-	-	-
Non-Cash Amortization	11,667	11,667	11,700	11,700	11,700	-	-
OTHER REVENUE	\$ 11,667	\$ 47,648	\$ 11,700	\$ 11,700	\$ 11,700	\$ -	\$ -
						0.0%	0.0%
TOTAL REVENUE	\$ 8,095,540	\$ 8,632,543	\$ 9,408,300	\$ 9,468,600	\$ 9,742,600	\$ 334,300	\$ 274,000
						3.6%	2.9%
	2014 Projected to 2014 Budget:			\$ 60,300	0.6%		

The June 2014 adoption of the impact fee reduction per Equivalent Residential Connection (ERC) was not effective until nearly October 2014 – meaning the reduction per ERC will have only a small effect on 2014 impact fee collections, which are now projected to exceed budget by \$98,400.

For 2015, revenue growth is projected at \$334,300 or 3.6% more than budgeted for 2014, but only \$274,000 more than the current 2014 projections – as the 2014 projections includes the surplus lot sale.

Water Sales projections for 2015 are based upon normal weather, less a 1.0% contingency. Sales are projected to increase \$331,400 over the 2014 budget due to rate increases and new customer

growth. This includes additional standby lots from new development at Woodside, and new plats at Promontory and the Colony.

Operating Fees (including connection fees) for 2015 are projected to increase by \$56,600 over the 2014 budget due to the fee increases adopted in August 2014. The 2015 projections is based upon moderate customer growth.

Impact Fees are projected to decline by \$61,100 in 2015 compared to the 2014 budget. This decline can be attributed to several factors:

- 1) Reduced impact fee per Equivalent Residential Equivalent (ERC);
- 2) The largest new development, Silver Creek Village Center, has prepaid impact fee connections;
- 3) Owners of older developments are marketing their unpaid prepaid impact fee connections; and
- 4) The District entered into a settlement agreement in 2012 that may result in Summit Water Company receiving a portion of impact fee collections on new development (this does not apply to developments who committed to receive water service from the District prior to 2012).

1.12 Compensation

The District is proposing a 3.25% **average** MERIT increase for 2015. This is in line with what the county HR department indicated it is recommending as the average raise for county employees.

2.0 2015 OPERATING BUDGET

2.01 Summary

As shown below, projected 2015 *Net Income after Transfers* is \$1.07 million on an accrual basis.

MOUNTAIN REGIONAL WATER						
2015 Operating Budget - Accrual Basis						
Enterprise Fund						
	2012	2013	2014	2014	2015	2015
	Actual	Actual	Adopted	Amended	Control Board	Recommend to
			Budget	Budget	Recommended	2014 Amended
OPERATING REVENUE						
Water Sales	\$ 6,226,121	\$ 6,266,463	\$ 6,267,100	\$ 6,267,100	\$ 6,598,500	\$ 331,400
Park City Wheeling	448,276	444,373	540,000	540,000	522,000	(18,000)
Stagecoach Assessments	198,751	174,109	167,700	167,700	167,000	(700)
Operating Fees	153,805	259,851	246,400	246,400	303,000	56,600
Other	236,215	69,330	40,000	40,000	65,000	25,000
Total Operating Revenue	7,263,168	7,214,126	7,261,200	7,261,200	7,655,500	394,300
OPERATING EXPENSES						
Operations						
Energy & Resource Management	323,309	327,724	351,500	351,500	494,800	143,300
Lost Canyon Transmission	1,085,581	1,157,602	1,303,500	1,253,500	1,251,100	(2,400)
Treatment Plant	642,992	369,898	459,800	459,800	536,100	76,300
Distribution	1,762,278	1,837,028	2,009,000	2,009,000	2,149,100	140,100
Safety	26,685	33,772	36,100	36,100	46,400	10,300
General Manager						
Engineering & Development	92,535	95,475	97,800	97,800	102,000	4,200
Human Resources	36,138	76,198	92,200	92,200	105,300	13,100
Legal Services	4,805	30,254	50,000	80,000	60,000	(20,000)
Public Services	330,663	348,267	387,700	387,700	404,400	16,700
Financial Management	201,364	217,997	275,700	275,700	285,600	9,900
Depreciation Expense	1,412,111	1,374,783	1,500,300	1,500,300	1,500,000	(300)
Retirement Expense	-	-	-	-	Actual Amount	n/a
Total Operating Expense	5,918,461	5,868,998	6,563,600	6,543,600	6,934,800	391,200
OPERATING INCOME (LOSS)	1,344,707	1,345,128	697,600	717,600	720,700	3,100
NON-OPERATING REVENUE						
Interest Earnings - Available for Debt Service	101,985	26,491	29,900	29,900	25,000	(4,900)
Interest Earnings - Not Available for Debt Service	693	298	500	500	500	-
Impact Fees	196,067	563,385	450,000	450,000	388,900	(61,100)
Promontory Developer SID Assessments	499,397	794,375	1,620,000	1,620,000	1,536,000	(84,000)
Cash Grants	-	35,981	-	-	-	-
Other Cash Non-operating Revenue	22,563	(13,780)	35,000	35,000	125,000	90,000
Non-Cash Non-operating Revenue	11,667	11,667	11,700	11,700	11,700	-
Total Non-Operating Revenue	832,372	1,418,417	2,147,100	2,147,100	2,087,100	(60,000)
NON-OPERATING EXPENSE						
Interest Expense/Bank Fees	1,689,534	1,573,721	1,466,000	1,476,000	1,717,500	241,500
Bond Issuance Costs and Amortization Expense	1,107,774	17,414	17,500	367,500	17,500	(350,000)
Total Non-Operating Expense	2,797,308	1,591,135	1,483,500	1,843,500	1,735,000	(108,500)
NON-OPERATING INCOME (LOSS)	(1,964,936)	(172,718)	663,600	303,600	352,100	48,500
CHANGE IN NET POSITION (NET INCOME BEFORE TRANSFERS)	(620,229)	1,172,410	1,361,200	1,021,200	1,072,800	51,600
TRANSFERS						
Contributions in Aid of Construction	369,677	288,413	-	-	-	-
NET TRANSFERS	369,677	288,413	-	-	-	-
CHANGE IN NET POSITION (NET INCOME AFTER TRANSFERS)	\$ (250,552)	\$ 1,460,823	\$ 1,361,200	\$ 1,021,200	\$ 1,072,800	\$ 51,600

When non-cash *Depreciation, Amortization, and other non-cash items* are taken into account, the District anticipates it will generate \$907,900 in cash from operations in 2015, as discussed above in **Section 1.09** above.

2.02 2015 Revenue

Operating Revenue

The District is projecting 2015 *Operating Revenue* of \$7.66 million, which is 5.4% or \$394,300 higher than was budgeted for 2014, as shown below.

Operating Revenue							
	2012	2013	2014	2014	2015	2015	
	Actual	Actual	Adopted Budget	Projection	Control Board Recommended	2014 Budget	% Change
						\$ Change	
Water Sales	\$ 6,226,121	\$ 6,266,463	\$ 6,267,100	\$ 6,099,200	\$ 6,598,500	\$ 331,400	5.3 %
Park City Wheeling Fees	448,276	444,373	540,000	474,800	522,000	(18,000)	(3.3)
Stagecoach Assessments	198,751	174,109	167,700	191,200	167,000	(700)	(0.4)
Operating Fees	153,805	259,851	246,400	306,700	303,000	56,600	23.0
Other	236,215	69,330	40,000	50,500	65,000	25,000	62.5
Total Operating Revenue	\$ 7,263,168	\$ 7,214,126	\$ 7,261,200	\$ 7,122,400	\$ 7,655,500	\$ 394,300	5.4 %

An increase of \$331,400 or 5.3% is projected for 2015 *Water Sales* due to modest customer growth, and the rate increases adopted in August 2014. The rate increases will provide a 3.75% increase in water sales revenue from January to July 2015, and 7.5% from August to December.

For 2014, the District budgeted for normal weather. However, water sales would have fallen an estimated \$263,200 below projections in 2014 without the rate increases. Even with the rate increases, it is projected water sales will still finish 2014 about \$209,600 under budget.

As such, the 2015 water sales projections were reduced 1.0% or \$70,000 below the "normal weather" projection in order to help mitigate the impact of weather on water sales. This was discussed in more detail in **Section 1.04** above.

Operating Fees (including connection fees) are projected to increase by \$56,600 in 2015 over the 2014 budget, a 23.0% increase. The increase is due to fee increases adopted in August 2014. This 2015 projection assumes moderate building activity.

Non-operating Revenue

As shown below, the District's 2015 *Non-operating Revenue* budget is \$2.09 million, which is \$60,000 - or 2.6% less than 2014.

Non-operating Revenue								
	2012	2013	2014	2014	2015	2015	2015	
	Actual	Actual	Adopted	Projection	Control Board	Recommended	Recommended to	
			Budget				2014 Budget	% Change
							\$ Change	% Change
Interest Earnings	\$ 102,678	\$ 26,789	\$ 30,400	\$ 26,400	\$ 25,500	\$ 25,500	\$ (4,900)	(18.6)
Impact Fees	196,067	563,385	450,000	548,400	388,900	388,900	(61,100)	(11.1)
Promontory Developer SID Assessments	499,397	794,375	1,620,000	1,620,000	1,536,000	1,536,000	(84,000)	(5.2)
Cash Grants	-	35,981	-	-	-	-	-	n/a
Other Cash Non-operating Revenue	22,563	(13,780)	35,000	139,700	125,000	125,000	90,000	64.4
Non-Cash Non-operating Revenue	11,667	11,667	11,700	11,700	11,700	11,700	-	-
Total Non-operating Revenue	\$ 832,372	\$ 1,418,417	\$ 2,147,100	\$ 2,346,200	\$ 2,087,100	\$ 2,087,100	\$ (60,000)	(2.6) %

Other Cash Non-operating revenue is projected to increase \$90,000 in 2015 as the District anticipates collecting significant inspection and plan review fees for new development. Most of this is for the new Promontory special assessment area infrastructure that will be funded from the Series 2014 bonds. These additional fees will help fund the District's part-time engineer who will move to full-time in 2015 (see **2.03** below).

For 2014, *Other Cash Non-operating revenue* is projected to exceed budget by \$104,700 due to the sale of a surplus lot in Summit Park, and an increase in inspection and plan review fees for new development

Impact Fees are projected to decline by \$61,100 in 2015 compared to the 2014 budget. Once again, this decline can be attributed to several factors:

- 1) Reduced impact fee per Equivalent Residential Equivalent (ERC);
- 2) The largest new development, Silver Creek Village Center, has prepaid impact fee connections;
- 3) Owners of older developments are marketing their unpaid prepaid impact fee connections; and
- 4) The District entered into a settlement agreement in 2012 that may result in Summit Water Company receiving a portion of impact fee collections on new development (this does not apply to developments who committed to receive water service from the District prior to 2012).

Promontory Developer SID Assessments related to the 2003 Promontory SID bonds are scheduled to decline next year as the developer is paying down the principal on those bonds – resulting in lower interest expense that the Promontory developer needs to pay through assessments.

2.03 2015 Expenses

Operating Expenses

The 2015 *Operating Expense* budget is \$6.93 million, which is \$371,200 or 5.7% higher than the adopted 2014 budget, as shown below. The 3.25% set aside for pay increases represents \$63,350 of this.

Operations

Operations accounts for \$317,600 of this increase, including its share of the pay increases.

A staff engineer was added part-time in 2014, and is moving to full-time in May 2015. This employee is an expert at modeling water systems. The District expects an increase in water system reviews and inspections for 2015 based upon recent building activity. The related fees from these reviews and inspections will fund most of this position.

In addition, this hire was part of the District's senior management transition program. The District expects up to four of its five senior managers to retire within the next three to five years. One of those is the District's only licensed engineer. This new employee is reflected in the *Energy & Resource Management* budget.

Mountain Regional Water Operating Expense Summary							
	2012	2013	2014	2014	2015	2015	
	Actual	Actual	Adopted	Amended	Control Board	Recommended to	
			Budget		Recommended	2014 Amend Budget	% Change
						\$ Change	
Operations							
Energy & Resource Management	\$ 323,309	\$ 327,724	\$ 351,500	\$ 351,500	\$ 494,800	\$ 143,300	
Lost Canyon Transmission	1,085,581	1,157,602	1,303,500	1,253,500	1,251,100	(52,400)	
Treatment Plant	642,992	369,898	459,800	459,800	536,100	76,300	
Distribution	1,762,278	1,837,028	2,009,000	2,009,000	2,149,100	140,100	
Safety	26,685	33,772	36,100	36,100	46,400	10,300	
Subtotal Operations	3,840,845	3,726,024	4,159,900	4,109,900	4,477,500	317,600	7.6 %
General Manager							
Engineering & Development	92,535	95,475	97,800	97,800	102,000	4,200	
Human Resources	36,138	76,198	92,200	92,200	105,300	13,100	
Legal Services	4,805	30,254	50,000	80,000	60,000	10,000	
Public Services	330,663	348,267	387,700	387,700	404,400	16,700	
Financial Management	201,364	217,997	275,700	275,700	285,600	9,900	
Subtotal Other Departments	665,505	768,191	903,400	933,400	957,300	53,900	6.0 %
Depreciation Expense	1,412,111	1,374,783	1,500,300	1,500,300	1,500,000	(300)	
Retirement Expense	-	-	-	-	Actual Amount	n/a	
Non-Cash Expenses	1,412,111	1,374,783	1,500,300	1,500,300	1,500,000	(300)	(0.0) %
Total Operating Expense	\$ 5,918,461	\$ 5,868,998	\$ 6,563,600	\$ 6,543,600	\$ 6,934,800	\$ 371,200	5.7 %
			2014 Adopted to Amended	\$ (20,000)	-0.3%		

Distribution has a budgeted 2015 increase of \$140,100. This includes additional funding for pump repairs not related to Lost Canyon, and additional power costs. The *Lost Canyon Transmission* budget shows a decline of \$52,400 as a portion of its power budget was shifted to *Distribution* since *Distribution* now uses more power. Overall, power rates will likely increase.

Treatment Plant shows a \$76,300 budget increase. Most of this increase will be used to replace the carbon filters at the plant. Carbon is only purchased every few years, so \$65,000 of the *Treatment Plant* budget increase is one-time.

Other Departments

Other departments account for \$53,900 of the increase. The increases in the Human Resources include funding for the wellness program. In addition, a 15 hour per week payables clerk will be hired mid-year to free up time to provide training for the accountant so this person is qualified to eventually replace the Chief Financial Officer, who is moving to part-time the next three to five years before he plans to retire.

Non-operating Expenses

Non-operating Expense consists of *Interest Expense / Bank Fees* and bond related costs, including issuance costs.

Non-operating Expense								
	2012	2013	2014	2014	2015	2015		
	Actual	Actual	Adopted Budget	Amended	Control Board Recommended	Recommended to 2014 Amend Budget	\$ Change	% Change
Interest Expense / Bank Fees	\$ 1,689,534	\$ 1,573,721	\$ 1,466,000	\$ 1,476,000	\$ 1,717,500	\$ 251,500		
Bond Issuance Costs and Amortization Exp	1,107,774	17,414	17,500	367,500	17,500	-		-
Total Non-operating Expense	\$ 2,797,308	\$ 1,591,135	\$ 1,483,500	\$ 1,843,500	\$ 1,735,000	\$ 251,500		17.0 %
			2014 Adopted to Amended	\$ 360,000	24.3%			

As shown above, the 2015 *Non-operating Expense* budget is \$1.74 million, which is \$251,500 or 17.0% more than budgeted for 2014. This reflects an estimated \$275,000 in capitalized interest costs for the proposed Series 2014 bonds. This capitalized interest will be paid from the bond proceeds, and not ongoing revenue.

Moving forward, special assessments paid by the Promontory developer will fund about 70.0% of the debt service cost for the proposed Series 2014 bonds over the next five years.

The increase in annual debt service costs for existing bonds discussed in **Section 1.07** above is not reflected in this budget, as those increases are due to higher principal payments. Principal payments are not accounted for in the operating budget; they are accounted for in the 2015 debt service budget discussed in **Section 3.0** below.

For 2014, a \$350,000 budget amendment for issuance costs associated with the proposed Series 2014 revenue bonds will be funded with bond proceeds (and not rates). The \$350,000 is a worst-case estimate, so the actual issuance costs will likely be less than this amount.

The \$1.1 million in 2012 bond costs is due to the issuance of the Series 2012 bonds. These issuance costs were funded from bond proceeds.

2.04 2015 Transfers

Although the District may receive subdivision infrastructure donations from developers in 2015, no amount is budgeted since the value of *Contributions-in-Aid of Construction* is not known.

Transfers							
	2012	2013	2014	2014	2015	2015	
	Actual	Actual	Adopted	Projection	Control Board	Recommended to	
			Budget		Recommended	2014 Budget	% Change
						\$ Change	
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Governmental Transfers	-	-	-	-	-	-	-
Contributions in Aid of Construction	369,677	288,413	-	(28,000)	-	-	-
Total Transfers	\$ 369,677	\$ 288,413	\$ -	\$ (28,000)	\$ -	\$ -	- %

Developers building within the District are required to pay for their own subdivision infrastructure and then donate the related water assets to the District at the time the District approves them for use.

These are non-cash transfers that increase net income the year they are made, but not cash flow. In future years these transfers increase non-cash *Depreciation Expense*, and require operation, maintenance and repairs by the District, thereby reducing future net income and cash flow.

3.0 2015 DEBT SERVICE BUDGET

For 2015, the District projects a debt coverage ratio of 1.39 when only parity revenue bonds are included. As discussed in **Section 1.08** above, this ratio is required to meet or exceed 1.25 to comply with bond covenants.

The coverage calculation shown below does not include \$275,000 in capitalized interest that will be paid with proceeds from the proposed Series 2014 bonds, as this interest will not be paid from cash generated by ongoing operations.

MOUNTAIN REGIONAL WATER	
2015 Debt Service Budget - Cash Basis	
(Excludes Rate Stabilization Fund)	
2015	
Control Board	
COVERAGE CALCULATION FOR PARITY REVENUE BONDS	
Operating Income (Loss)	\$ 720,700
Add Back Depreciation	1,500,000
Add In Interest Available for Debt Service	25,000
Add In Impact Fees	388,900
Add In Promontory SID Assessments on Developer	1,536,000
Add in Other Non-operating Income	125,000
Add in Treatment Plant Stabilization Fund	65,000
Total Available For Debt Service	\$ 4,360,600
TOTAL DEBT COVERAGE	
Required Coverage Principal	\$ 1,925,200
Required Coverage Interest/Bank Fees	1,527,500
Capitalized Interest on Series 2014 Bonds	<i>Funded with Bond Proceeds</i> ⁽¹⁾
Total Required Debt Service	3,452,700
Debt Service X 1.25	\$ 4,315,900
Required Debt Coverage Ratio	1.26
REQUIRED PARITY BOND DEBT COVERAGE	
Parity Bond Principal	\$ 1,776,000
Parity Bond Interest	1,375,700
Capitalized Interest on Series 2014 Bonds	<i>Funded with Bond Proceeds</i> ⁽¹⁾
Total Parity Debt Service	3,151,700
Debt Service X 1.25	\$ 3,939,700
Parity Debt Coverage Ratio	1.38
Total Cash Generated from Operations	\$ 907,900
Appropriation to Capital Facilities Repair & Replacement Funds	\$ 271,700
Appropriation to Treatment Plant Sinking Fund	-
To Maintain Operating Reserves to Level Outlined in District Policy	203,700
Total Cash Appropriations	\$ 475,400
Unallocated Portion of Cash Increase	\$ 432,500

(1) The debt coverage calculation for 2015 does not include an estimated \$275,000 in capitalized interest that will be funded with proceeds from the Series 2014 revenue bonds.

It is District policy to budget to meet or exceed the 1.25 requirement when all bonds, including subordinated debt, are included. This is necessary in order to generate sufficient cash to make required deposits to reserves and to fund future capital equipment and small projects. For 2015, this ratio is projected to be 1.26 or higher, as the Districts expense budgets include \$150,000 in contingencies.

A 1.26 projected coverage ratio for all debt would result in a \$907,900 increase in cash in 2015, excluding cash spent on capital equipment and projects. The District plans to allocate this cash increase as shown at the bottom of the table above.

The 2015 ratios include \$65,000 from the Treatment Plant Operations stabilization reserves to help pay an estimated \$125,000 for pretreatment carbon.

The District's policy is to budget for a ratio of 1.25 from the current year cash flow, with two exceptions:

- 1) Every few years, treatment plant maintenance costs will be higher than most years as expensive membranes need to be replaced in 8 to 10 year cycles, and not evenly over the ten year period. Further, expensive carbon needs to be replaced every two to three years; and
- 2) Promontory lots sales will exceed projections in some years, and fall below projections other years. The related SID assessments collected during the years with higher lots sales will be deposited into a restricted fund, and then included in debt coverage calculations in years that lots sales are below projections.

As discussed in more detail in **Section 1.06** above, the rate stabilization funds have the following projected year-end balances for 2014:

- 1) Debt Service Reserves - \$1.06 million
- 2) Treatment Plant Operations – \$125,000
- 3) Expanded Lost Creek Canyon Repair and Replacement – \$75,000

4.0 CAPITAL BUDGET

The District is requesting \$8.78 million in new capital spending authorization for 2015.

Mountain Regional Water Capital Budget							
	2014 Adopted Budget	2014 Projected Actual	2014 Budget Savings	2014 Savings Carryover	Control Board Recommended Increases	2015 Total Budget	2014 & 2015 Total Budget
CASH SOURCES							
2014 Budget Carryover				\$ 81,900	\$ 81,900		
Cash Available from Previous Years					437,500		
Capital Facility Reserves					62,500		
Series 2014 Revenue Bond (net proceeds after issuance costs)					8,200,000		
TOTAL SOURCES				81,900	8,781,900		
CASH USES							
2014 Completed Projects	2,108,741	2,026,841	81,900	81,900	-	81,900	2,108,741
General System Improvements & Equipment					346,400	346,400	346,400
Capitalized Personnel Costs					235,500	235,500	235,500
Promontory SAA Bond Projects					4,400,000	4,400,000	4,400,000
Mountain Regional Revenue Bond Projects					3,800,000	3,800,000	3,800,000
TOTAL USES	2,108,741	2,026,841	81,900	81,900	8,781,900	8,863,800	10,890,641

As shown above, the budget recommendation includes \$8.2 million in new Series 2014 revenue bonds proceeds that will be available once bond issuance costs are paid for the proposed Series 2014 bonds. Closing costs are not expected to exceed \$350,000.

These bonds are to be used to fund \$4.4 million in projects in a new Promontory Special Assessment Area. This portion of the bonds would be paid off over 15 years using special assessments paid by the Promontory developer. The projects include a new storage tank and the related pumping and waterline infrastructure. The storage is needed for future Promontory growth.

The remaining \$3.80 million in District projects would be paid for over 20 years. Most of these projects are part of the impact fee facilities plan the Council adopted this summer. As such, the related debt service will be paid mostly from a combination of impact fees and wholesale water sales.

About half the District's \$3.8 million share of the bonds proceeds are needed to construct Well 15C, which is needed to ensure the District has sufficient backup source for future wholesale water sales anticipated under the regionalization agreement with Weber Basin Water Conservancy District, Park City, and Summit Water.

The remainder of the District's projects include two much needed pump station upgrades at Silver Springs and Bear Hollow, an interconnect pipeline to improve fire flow in lower Silver Springs, a new Summit Park/Timberline storage tank, and an air-break tank.

Since District employees spend a portion of their time working on or managing capital projects, the District capitalizes some personnel costs. For 2015, the budget includes \$235,500 for this.

An additional \$346,400 has been budgeted for capital equipment, vehicle replacement, and other small capital projects and repairs.

5.0 2014 BUDGET AMENDMENTS

5.01 2014 OPERATING BUDGET

For 2014, three budget increases are needed that will be completely offset by a \$50,000 reduction in the power usage resulting from cool wet weather and an estimated \$350,000 in Series 2014 bond issuance costs that will be paid from bond proceeds.

MOUNTAIN REGIONAL WATER							
2014 Amended Operating Budget - Accrual Basis							
Enterprise Fund							
	2012	2013	2014	2014	2014	2014	2014
	Actual	Actual	Adopted Budget	Amended Budget	Amended to Adopted	Projection	Projection to Adopted
OPERATING REVENUE							
Water Sales	\$ 6,226,121	\$ 6,266,463	\$ 6,267,100	\$ 6,267,100	\$ -	\$ 6,099,200	\$ (167,900)
Park City Wheeling	448,276	444,373	540,000	540,000	-	474,800	(65,200)
Stagecoach Assessment	198,751	174,109	167,700	167,700	-	191,200	23,500
Operating Fees	153,805	259,851	246,400	246,400	-	306,700	60,300
Contract Maintenance	-	-	-	-	-	-	-
Other	236,215	69,330	40,000	40,000	-	50,500	10,500
Total Operating Revenue	7,263,168	7,214,126	7,261,200	7,261,200	-	7,122,400	(138,800)
OPERATING EXPENSES							
Operations Management							
Energy & Resource Management	323,309	327,724	351,500	351,500	-	351,500	-
Distribution	1,762,278	1,837,028	2,009,000	2,009,000	-	2,009,000	-
Lost Canyon Transmission	1,085,581	1,157,602	1,303,500	1,253,500	(50,000)	1,214,800	(88,700)
Treatment Plant	642,992	369,898	459,800	459,800	-	384,800	(75,000)
Safety	26,685	33,772	36,100	36,100	-	36,100	-
General Manager							
Engineering & Development	92,535	95,475	97,800	97,800	-	97,800	-
Human Resources	36,138	76,198	92,200	92,200	-	92,200	-
Legal Services	4,805	30,254	50,000	80,000	30,000	80,000	30,000
Public Services	330,663	348,267	387,700	387,700	-	385,400	(2,300)
Financial Management	201,364	217,997	275,700	275,700	-	269,700	(6,000)
Depreciation Expense	1,412,111	1,374,783	1,500,300	1,500,300	-	1,500,300	-
Total Operating Expense	5,918,461	5,868,998	6,563,600	6,543,600	(20,000)	6,421,600	(142,000)
OPERATING INCOME (LOSS)	1,344,707	1,345,128	697,600	717,600	20,000	700,800	3,200
NON-OPERATING REVENUE							
Interest Earnings - Available for Debt Service	101,985	26,491	29,900	29,900	-	26,000	(3,900)
Interest Earnings - Not Available for Debt Service	693	298	500	500	-	400	(100)
Impact Fees	196,067	563,385	450,000	450,000	-	548,400	98,400
Promontory Developer SID Assessments	499,397	794,375	1,620,000	1,620,000	-	1,620,000	-
Cash Grants	22,563	(13,780)	35,000	35,000	-	139,700	104,700
Other Cash Non-operating Revenue	11,667	11,667	11,700	11,700	-	11,700	-
Non-Cash Non-operating Revenue	-	35,981	-	-	-	-	-
Total Non-operating Revenue	832,372	1,418,417	2,147,100	2,147,100	-	2,346,200	199,100
NON-OPERATING EXPENSE							
Interest Expense/Bank Fees	1,689,534	1,573,721	1,466,000	1,476,000	10,000	1,476,000	10,000
Bond Issuance Costs and Amortization Expense	1,107,774	17,414	17,500	367,500	350,000	367,500	350,000
Total Non-operating Expense	2,797,308	1,591,135	1,483,500	1,843,500	360,000	1,843,500	360,000
NON-OPERATING INCOME (LOSS)	(1,964,936)	(172,718)	663,600	303,600	(360,000)	502,700	(160,900)
CHANGE IN NET POSITION (NET INCOME BEFORE TRANSFERS)	(620,229)	1,172,410	1,361,200	1,021,200	(340,000)	1,203,500	(157,700)
TRANSFERS							
Contingency	-	-	-	-	-	-	-
Governmental Transfers	-	-	-	-	-	-	-
Contributions in Aid of Construction	369,677	288,413	-	-	-	(28,000)	(28,000)
NET TRANSFERS	369,677	288,413	-	-	-	(28,000)	(28,000)
CHANGE IN NET POSITION (NET INCOME AFTER TRANSFERS)	\$ (250,552)	\$ 1,460,823	\$ 1,361,200	\$ 1,021,200	\$ (340,000)	\$ 1,175,500	\$ (185,700)

Excluding the bond proceeds that will be used to pay related bond issuance costs, the budget amendments net to a \$10,000 decrease.

First, the 2014 amendments include \$30,000 for *Legal Services* related to the impact fee study, the transfer of water rights, legal issues related to the Summit Water settlement agreement, and the adoption of new personnel and procurement policies.

Second, the budget for *Bond Issuance Costs* has been increased \$350,000 to pay the closing costs related to two property acquisition loans (the Promontory property and the Lost Canyon property); and the issuance costs for the Series 2014 bonds.

Third, the *Interest Expense* budget has been increased \$10,000 due to the recalculation of an amortized amount.

As shown above, the District now projects the 2014 change in net position of \$1.18 million – which is \$185,700 less than initially projected. Excluding the \$350,000 increase in one-time bond issuance costs, the change in net position would be \$164,300 more than budget.

Operating Expenses for 2014 are projected to finish \$142,000 below budget. This is due to lower power usage resulting from cool wet weather and fewer repairs than anticipated in the budget.

Non-operating Expenses are projected to be \$360,000 higher than the initial budget due the \$350,000 amendment for Series 2014 bond issuance costs and the \$10,000 amendment for interest expense amortization.

Operating Revenue is expected to be \$138,800 below initial 2014 projections despite the rate and fee increases adopted in August 2014. This is due to cool wet weather that was only partly offset by higher operating fee collections.

Meanwhile, *Non-operating Revenue* is expected to be \$199,100 over initial projections due to higher impact fee collections that reflect the improved building economy, plus the one-time lot sale in Summit Park. The impact fee per ERC will decline in 2015 as discussed in **Section 1.11** above.

5.02 2014 DEBT SERVICE BUDGET

The 2014 *Debt Service Budget* projected a 1.35 parity debt coverage ratio and 1.26 when subordinated debt was included. These ratios are now projected at 1.42 and 1.32 respectively, due to improving impact and operating fee collections, lower power usage due to a cool wet summer, and the rate and fee increases adopted in August 2014.

MOUNTAIN REGIONAL WATER
2014 Debt Coverage Calculation - Cash Basis

	2014 Budget	2014 Projection
COVERAGE CALCULATION FOR PARITY REVENUE BONDS		
Operating Income (Loss)	\$ 697,600	\$ 700,800
Add Back Depreciation	1,500,300	1,500,300
Add in Interest Available for Debt Service	29,900	26,000
Add In Impact Fees	450,000	548,400
Add In Promontory SID Assessments on Developer	1,620,000	1,620,000
Add in Other Non-operating Income	35,000	139,700
Bond Issuance Costs Funded with Bond Proceeds	n/a	nets to zero
Total Available For Debt Service	4,332,800	4,535,200
TOTAL DEBT COVERAGE		
Required Coverage Principal	1,879,500	1,879,500
Required Coverage Interest/Bank Fees	1,551,000	1,561,000
Total Required Debt Service	3,430,500	3,440,500
Debt Service X 1.25	4,288,200	4,300,700
Required Debt Coverage Ratio	1.26	1.32
REQUIRED PARITY BOND DEBT COVERAGE		
Parity Bond Principal	1,783,000	1,783,000
Parity Bond Interest	1,420,600	1,420,600
Total Parity Debt Service	3,203,600	3,203,600
Debt Service X 1.25	4,004,600	4,004,600
Parity Debt Coverage Ratio	1.35	1.42

COUNTY ATTORNEY

DAVID R. BRICKEY

CRIMINAL DIVISION

MATTHEW D. BATES
CHIEF PROSECUTOR

JOY E. NATALE
PROSECUTING ATTORNEY

RYAN P.C. STACK
PROSECUTING ATTORNEY

MARIAH L. HORNOK
PROSECUTING ATTORNEY

CHRISTINA L. SALLY
INVESTIGATOR

LONNIE A. DAWSON
PARALEGAL

CIVIL DIVISION

DAVID L. THOMAS
CHIEF CIVIL DEPUTY

JAMI R. BRACKIN
DEPUTY COUNTY ATTORNEY

HELEN E. STRACHAN
DEPUTY COUNTY ATTORNEY

CHRISTA S. HORTIN
PARALEGAL

DONNA JEAN BLONQUIST
LEGAL SECRETARY



To: Summit County Council

From: Helen Strachan, Deputy Summit County Attorney

A handwritten signature in blue ink, appearing to be "HS", is written over the "From:" line.

Date: December 10, 2014

Re: Public Hearing re Proposed Summit County Fee Schedule

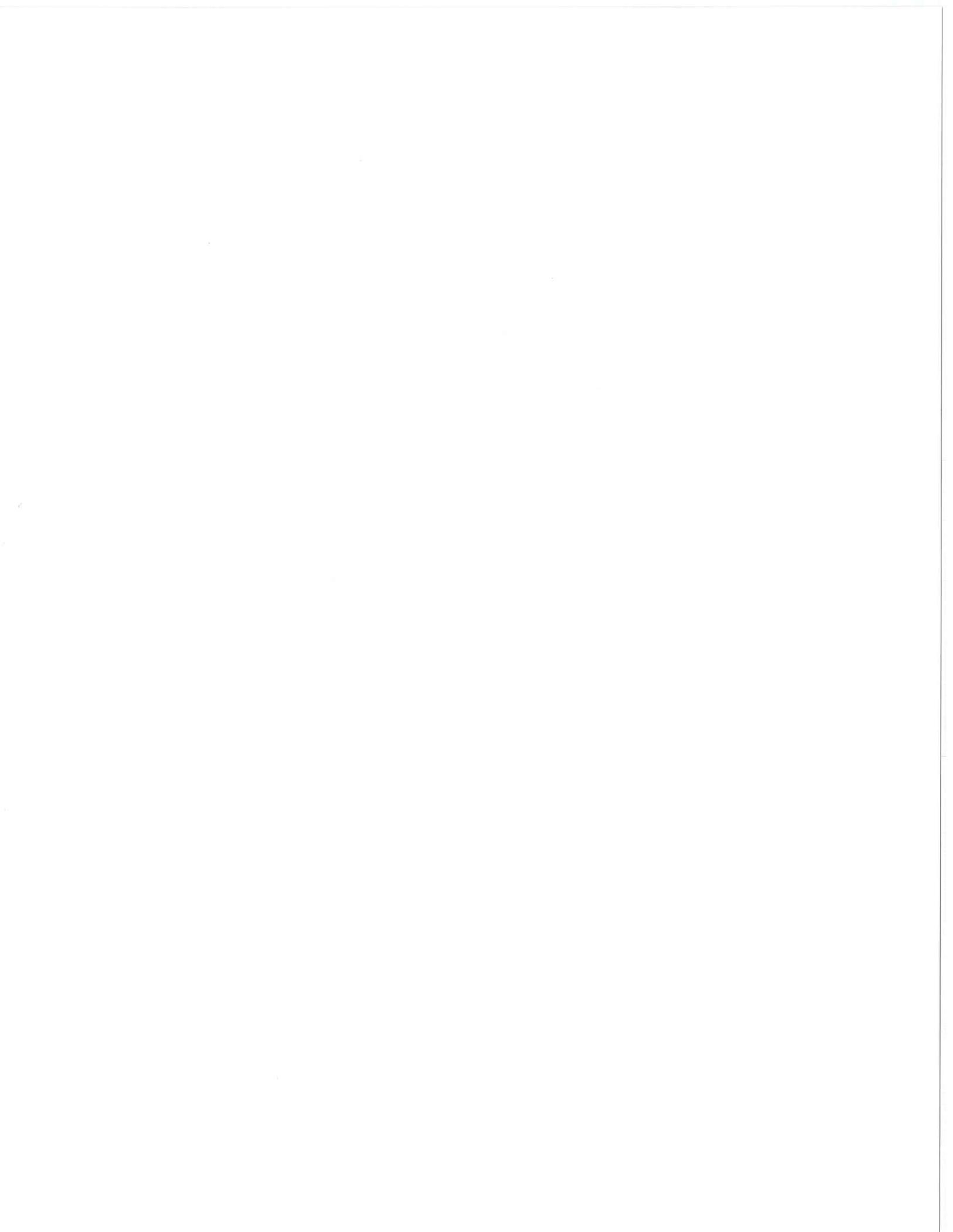
On November 19, 2014, the Council had a work session to discuss a proposed Summit County Fee Schedule. As mentioned in the prior staff report, pursuant to Utah Code Annotated §17-53-211, the legislative body of each county shall adopt an ordinance establishing fees for services provided by each county officer except for fees for the recorder, sheriff, and county constables and fees established by statute. While our various Summit County Departments have established fees, some of which were created by ordinance, there is not one simple and easy place where one can find these fees. The County Manager's Office has requested that the Attorney's Office prepare a county-wide schedule that sets forth the fees for all Summit County Departments in one easy to access place. The Ordinance and accompanying fee schedule is attached as **Exhibit A**. For the public's benefit, my prior staff report is attached as **Exhibit B** and a copy of the 2013 staff report related to requested changes to the Community Development Department, Building, and Engineering fees is attached as **Exhibit C**. Below is an outline of the changes the Council requested at the work session:

- I have removed the process to request a fee waiver or reduction of fees. The ability to waive or reduce a fee is currently a function of the Summit County Manager and therefore the Council felt that adding this process was unnecessary.
- I have made some changes to the Animal Control Administrative Code Enforcement fines. With respect to "dogs running at large" fines, if the offending dog is unsterilized, then the fine doubles. I have deleted the fine for "female dogs in heat and at large" because it appears that the above added double fine provision for dogs at large would cover "female dogs in heat and at large."

- I have made the Attorney's Office fees for criminal discovery requests match the established GRAMA fees, as requested. I also added the ability to charge for actual costs associated with producing records in "other formats" such as by email or internet accessible databases. I believe this addresses the Council's concern that even digital production of records takes some amount of staff time.
- I made some modifications to the portion of the Clerk's fees involving "solicitors" and added a badge fee of \$20.00 for each solicitor. The Clerk's Office believes that the \$20.00 is reasonable to cover the associated costs.
- I clarified that we only charge for use of the Summit County arenas if they are being used for commercial purposes.
- I have updated the Public Works / Landfill fee schedule to make it in line with the ongoing work session discussions the Council is having on this issue.

I believe the above outlines the substantive changes made to the fee schedule since the November work session. I would respectfully request that the Council hold a public hearing and approve the proposed Ordinance adopting a county-wide fee schedule. Thank you and Happy Holidays.

Exhibit A
Ordinance
and
Fee Schedule



SUMMIT COUNTY, UTAH
ORDINANCE NO. _____

**AN ORDINANCE CREATING A COUNTY-WIDE FEE SCHEDULE FOR
SUMMIT COUNTY**

WHEREAS, pursuant to Utah Code Annotated §17-53-211, the legislative body of each county shall adopt an ordinance establishing fees for services provided by each county officer except for fees for the recorder, sheriff, and county constables and fees established by statute; and

WHEREAS, while most Summit County fees have been adopted previously by either resolution or ordinance, Summit County does not have a county-wide fee schedule that has been adopted by ordinance; and

WHEREAS, Summit County desired to adopt an ordinance creating a county-wide fee schedule to make it easier for its citizens to find, know and understand the various fees for services provided by each county officer;

WHEREAS, in adopting this county-wide fee schedule, it became clear that certain adjustments needed to be made to some of the fees; and

NOW THEREFORE, the County Legislative Body of the County of Summit, State of Utah, hereby ordains as follows:

Section 1: The Council hereby repeals the following in order to establish the attached uniform fee schedule for Summit County:

- A. **Resolution No. 2014-14**, Resolution Establishing a Fee Schedule and Process for Requests Made Under Utah’s Government Records Access and Management Act (“GRAMA”)
- B. **Ordinance No 748**, An Ordinance of the Summit County Council Approving a Schedule of Fees and Charges to be Assessed by the Summit County Attorney’s Office for the Duplication and Production of Records or Other Information Criminal Cases
- C. **Resolution No. 2013-05**, A Resolution Approving Recorder Subscription Fees
- D. **Resolution 2012-2**, A Resolution Modifying the Rates Charged for Disposal at Summit County Landfills
- E. **Resolution 2007-24**, A Resolution Modifying the Rates Charged for Disposal at Summit County Landfills
- F. **Resolution 2013-06**, A Resolution Modifying the Rates Charged for Disposal at Summit County Landfills
- G. **Resolution 2010-13**, Amendment to Development Permit, Building, and Engineering Application Fees
- H. **Resolution 2009-04**, Double Fees When Work Commences Prior to Permit Issuance
- I. **Resolution 2002-22**, GIS Price Guidelines

Section 2: The Council hereby established a county-wide fee schedule attached hereto as **Exhibit A.**

Section 3: Effective Date: This Ordinance shall take effect fifteen (15) days after the date of its publication.

APPROVED, ADOPTED, AND PASSED and ordered published by the Summit County Council, this ____ day of _____, 2014.

SUMMIT COUNTY COUNCIL
SUMMIT COUNTY, UTAH

By Council Chair

ATTEST:

SUMMIT COUNTY CLERK

Date of Publication _____, 2014.

Exhibit A

SUMMIT COUNTY, UTAH
FEE SCHEDULE

Pursuant to Section 17-53-211, Utah Code Annotated, 1953, as amended, a Summit County, Utah Fee Schedule is hereby adopted in book form and by this reference made a part of the Summit County Code.

SUMMIT COUNTY GRAMA FEE SCHEDULE AND PROCESS FOR GRAMA REQUESTS

Process:

- A person making a request for a Summit County record shall complete the “Request for Record – Utah Government Records Access and Management Act” prior to reviewing and/or receiving copies of records. In his/her discretion, the record custodian may accept the record request in a different format so long as the request contains the person’s name, mailing address, and daytime telephone number, if available, and a description of the record requested that identifies the record with reasonable specificity.
- The record request shall be submitted to the Summit County department/office that prepares, owns or retains the record.
- Upon receipt of the “Request for Record,” a response to the request shall be provided to the requestor within ten (10) business days unless:
 - the requester has demonstrated that the record request benefits the public rather than the person (in which case response shall be within five (5) business days); or
 - “extraordinary circumstances” pursuant to Utah Code Annotated §63G-2-204(5) exists, which allows the department to delay approval or denial for an additional period of time.

Fees:

- The costs for processing GRAMA requests and/or copies are set forth in the below GRAMA fee schedule.
- Summit County requires payment of past fees and future estimated fees prior to processing a request if:
 - fees are expected to exceed \$50.00; or
 - the requester had not paid fees from previous requests.
- If the requester simply wants to inspect a record, they may do so at no charge, however, staff time for compiling the request or for costs of any copies requested thereafter, shall apply.
- Fee Waivers: Summit County may fulfill a record request without charge and is encouraged to do so when it determines that:
 - Releasing the record primarily benefits the public rather than a person;
 - The individual requesting the record is the subject of the record; or
 - The requester’s rights are directly implicated by the information in the record, and the requester is impecunious.
- Fee Waiver Appeals: A person who believes that there has been an unreasonable denial of a fee waiver may appeal the denial in the same manner as a person who appeals the inspection of a public record under UCA §63G-2-205 by filing a notice of appeal within 30 days.

GRAMA Fee Schedule

Copies	Fee	Additional Information
8 ½" x 11" non-color copies	\$.15 / sheet	
8 ½" x 11" color copies	\$.50/ sheet	
11" x 17" copies	\$.75/ sheet	
24" x 36" plats (standard size)	\$4.00 / sheet	
Plats larger than 24" x 36"	\$6.00 / sheet	
Odd sized copies	Actual cost to reproduce	
Copies of videos	\$15.00 / video recording	
Copies of audio	\$15.00 / audio recording	
USB drives	\$15.00/ 8 GB drive	
Other media	Actual costs	
Accident Reports (DI-9)	\$5.00 / report	
Sheriff Incident Reports	\$5.00 / report	
Incident Photographs (up to ten photographs)	\$1.00 / photo	
Incident Photographs (more than ten photographs)	\$10.00	Photographs are put on a compact disc
Dispatch tapes (minimum 1 hour)	\$20.00 / hour	
Inmate mug shots	\$5.00 / picture	
Services		
Notary Services	\$5.00 / signature to notarize	
Certification of a document	\$2.00 / certification	
Records delivered by facsimile	\$.75 / page + plus telephone charges for long distance over 10 pages	
Mailing and shipping costs	\$2.00 for staff mail preparation time, plus actual mailing costs if greater than \$2.00	Actual mailing costs are those for U.S. Postal Service or an authorized delivery service such as UPS, FedEx, etc.
Staff time required to search, compile and otherwise prepare to provide a record	Actual cost, not to exceed the hourly rate (not to include benefits) of the lowest paid employee who, in the discretion of the record's custodian, has the necessary skill and training to perform the request.	The first 15 minutes of staff time shall be at no charge. Staff time for photocopying, faxing, and providing documents in electronic format (i.e. video, audio or USB drive) is included in the

		costs for those items.
IT Department requests to run data extract reports from Tyler	<p>\$5140.00 / report if report takes less than 15 minutes to run</p> <p>\$224213.00 / reports that take more than 15 minutes but less than <u>or equal to</u> 1 hour to run</p> <p>\$235224.00 / each additional hour to run</p>	
IT Department requests to run data extract reports from ESRI	<p>\$16.50 / report if report takes less than 15 minutes to run</p> <p>\$65-54 / reports that take more than 15 minutes but less than 1 hour to run</p> <p>\$75-64 / each additional hour to run</p>	

SUMMIT COUNTY ADMINISTRATIVE CODE ENFORCEMENT
PROGRAM FEE SCHEDULE

COMMUNITY DEVELOPMENT DEPARTMENT

	<u>Fine</u>
Sign Violation	\$100.00
Re-inspection	\$100.00
Setback Violation	\$200.00
Development Activity without a permit	\$250.00
Prohibited Land Use	\$500.00
Junk Ordinance #456	\$500.00
Any other violation not listed	\$250.00

PUBLIC WORKS AND ENGINEERING

	<u>1st offense Fine</u>	<u>2nd offense Fine</u>
Re-inspection	\$100.00	
Tracking mud on the road	\$100.00	\$200.00
Steel tracked equipment driven on road	\$500.00	\$750.00
Failure to maintain sediment control	\$100.00	\$200.00
Illegal excavation, grading, or placement of fill on private property	\$100 <u>500.00</u>	\$200 <u>1000.00</u>
Illegal driveway encroachment	\$100.00	\$200.00
Illegal excavation in County right-of-way	\$100.00	\$200.00
Illicit discharge	\$500.00	\$750.00

	<u>1st offense Fine</u>	<u>2nd offense Fine</u>
Snow deposited in public right-of-way from private property	\$50.00	\$100.00
Parking within County right-of-way during winter Season	\$50.00	\$100.00

ANIMAL CONTROL

	<u>Fine</u>
Failure to License	\$50.00
Failure to Display License Tag	\$25.00
Harboring Stray Dog	\$100.00
Dogs Running At Large	
1 st Offense	\$75 <u>100.00*</u>
2 nd Offense	\$100 <u>150.00*</u>
3 rd Offense	\$150 <u>200.00*</u>
	+ additional \$50-100 for each additional violation*
	<u>*The applicable fine is doubled if the dog is unsterilized</u>
Domesticated Animal At Large	
1 st Offense	\$75.00
2 nd Offense	\$100.00
3 rd Offense	\$150.00
	+ additional \$50 for each additional violation

Dog on Unenclosed Premises	\$75.00
Female Dog in Heat and at large	\$25.00
Places Prohibited to Dogs	\$100.00
Dog Attacking Persons or Animals	\$375.500.00
Vicious Animal / Dog	\$375500.00
Nuisance Animal	\$75.00
Failure to Report Dog Bite	\$50.00
Failure to Vaccinate	\$50.00
Failure to Complete a Certificate of Rabies Vaccination	\$50.00
Failure to Report a Rabid Animal	\$50100.00
Removal of Quarantined Animal	\$50.00
Cruelty to Animals	\$375500.00
Failure to Procure a Kennel Permit	\$100250.00
Interference with Officer	\$250.00
<u>Sterilization offenses per Section 5-1-18(F)</u>	<u>\$250 for first offense</u>
	<u>\$500 for subsequent offenses</u>

SUMMIT COUNTY ANIMAL CONTROL FEES

Licenses

One Year Licenses, if applicable

Shelter	\$ <u>612.00</u> (fixed sterilized)	\$ <u>1836.00</u> (unaltered unsterilized)
Vet	\$ <u>412.00</u> (fixed sterilized)	\$ <u>1636.00</u> (unaltered unsterilized)

Three Year Licenses, if applicable

Shelter	\$20.00 (sterilized)	\$50.00 (unsterilized)
Vet	\$20.00 (sterilized)	\$50.00 (unsterilized) (vet keeps \$2.00)

Late Fee: \$10.00

Replacement Dog Tag: \$5.00

Impound Fees Dogs

1 st offense	\$ <u>2535.00</u>
2 nd offense	\$ <u>3545.00</u>
3 rd offense	\$ <u>5055.00</u>
Each subsequent	\$ <u>7585.00</u>

Impound Fees Cats

1 st offense	\$ <u>2535.00</u>
2 nd offense	\$ <u>3545.00</u>
3 rd offense	\$ <u>5055.00</u>
Each subsequent	\$ <u>7585.00</u>

Board Fees for Cats and Dogs

\$610.00 / day

Traps Rentals

\$30.00 (deposit)

Adoption Fees Dogs/Cats

\$10.00

Sterilization Fees

Male Dog	\$45.00
Female Dog	

0-25 lbs	\$50.00
25-50lbs	\$60.00
51-75lbs	\$70.00
76+lbs	\$80.00

Male Cat	\$30.00
Female Cat	\$35.00

Kennel Permit Fees:

Commercial and Private Kennels: 5-15 dogs: \$50.00 (annually)

Commercial and Private Kennels: 16 or more dogs: \$100.00 (annually)

Late fee \$25.00

Vaccination Fees

Dog		
	DA2PP 6 months and over	\$15.00
	DA2PPC under 6 months	\$18.00
Cat		
	FVCRP all cats	\$12.00

Rabies Dog and Cats

\$12.00

ATTORNEY'S OFFICE DISCOVERY FEES IN CRIMINAL CASES

A. **Criminal Discovery Requests:** In order to provide for fair and consistent charges to all parties and pursuant to the ordinance adopted by the Summit County Council, the Summit County Attorney's Office shall charge and collect the following fees in criminal cases.

- a. Initial Discovery Packet of documents: \$5.00 for black and white hard copies.
- b. Supplemental Discovery Packets: No charge, unless color copies are requested or the supplemental discover request is over 50 pages, in which case it is \$5.00
- c. Media Storage Device (i.e. video tape, DVD disc, CD disc, or audiocassette) \$~~5~~15.00 per copy
- d. Color Copies of any documents \$~~1.00~~.50 per page

B. **Fee Collection:** The Summit County Attorney's Office may, in its discretion, charge and collect the above fees prior to releasing any documents or materials.

C. **Production to ~~formats not normally maintained by the Summit County Attorney's Office~~ other formats:** Actual costs of conversion, including time for staff or technical personnel to make the conversion at their hourly rate plus benefits. An estimate shall be provided by the Summit County Attorney's Office and prepayment may be required before the conversion is commenced.

D. **Fee Waivers:** Notwithstanding the above provisions,

- a. The Summit County Attorney's Office may, in the interest of justice or the public interest, waive all or part of any fees or charges in filling a request to produce any record or document.
- b. The Summit County Attorney's Office shall not collect fees for providing discovery when discovery is made available via email or internet accessible database, however it may charge for the actual costs of conversion as provided for in Section C above.
- c. The Summit County Attorney's Office shall not collect fees for providing discovery in juvenile cases, except for those cases that are certified to the district court or those that are directly filed with the district court pursuant to Utah Code Annotated §78A-6-701.
- d. The Summit County Attorney's Office shall not collect fees from those public defenders under contract with the County or from indigent defendants not represented by counsel.

SUMMIT COUNTY CLERK'S OFFICE

Business Licenses	License Fee	Late Fees
Commercial <u>(including solicitors)</u>	\$200.00	\$50, \$100, \$200*
<u>Solicitor</u>	\$200.00	
Nightly Rental or Condotel Units	\$200.00/unit	
Film Permit	\$200.00	
In-home Business	\$75.00	\$25, \$50, \$75*
Temporary - Up to 5 Days	\$100.00	

* 30, 60, and 90 days

Beer licenses	License Fee
Application	\$100.00
Class A License	\$250.00
Class B License	\$350.00
Class C License	\$500.00
Class D License	\$300.00
Class E License	\$500.00
Class A or B Private Club License	\$600.00
Restaurant Liquor License	\$500.00
Recreation License	\$350.00
Brew Pub License	\$350.00
Single Event	\$50-\$150*

*\$50 per day, not to exceed \$150.00

Event Licenses	License Fee	Description
Small Event License	\$500.00	Less than 5 Vendors
Mass Single Event - Category A	\$1,000.00	6-15 Vendors
Mass Single Event - Category B	\$2,000.00	16-50 Vendors
Mass Single Event - Category C	\$3,000.00	51-100 Vendors
Mass Ongoing Event - Category D	\$1,500.00	6-15 Vendors
Mass Ongoing Event - Category E	\$2,500.00	16-50 Vendors
Mass Ongoing Event - Category F	\$3,500.00	51-100 Vendors

Clerk Service	Fee
Passport Photos	\$10.00 (set of two)
Passport Execution Fee	\$25.00 Set by Federal Law
Certified Marriage Licenses	\$6.00
Voter File	\$25 + \$0.005 per voter
Filing Fees	Set in State code
Marriage Licenses	\$50, (\$40 to Clerk and \$10 to State; includes two certified copies)
<u>Badge fee for solicitors</u>	<u>\$20.00</u>

BUSINESS LICENSE BOND SCHEDULE

Business Type	Bond Amount	Bond Type
Alcoholic Beverage Retail Establishment	\$5,000.00	Cash/Surety
Auctioneer	\$5,000.00	Cash/Surety
Itinerant or Transient Merchants	\$500.00	Cash
Pawn Brokers	\$5,000.00	Cash/Surety
Wrestling, Boxing, or Fight Clubs	\$5,000.00	Cash/Surety
Employment Services	\$5,000.00	Cash/Surety
Tattoo Establishments	\$5,000.00	Cash/Surety
Check Cashing Establishments	\$5,000.00	Cash/Surety
Sexually Oriented Business	\$5,000.00	Cash/Surety
<u>Solicitors</u>	<u>\$500.00</u>	<u>Cash</u>
Condotel Management	\$5,000.00	Cash/Surety

SUMMIT COUNTY FACILITIES FEES

Quonset Hut

Commercial \$20.00 /hour for commercial uses such as classes and sales
Other \$50.00 for social functions such as parties and reunions

Bowery

\$50.00/day

| Arena for commercial uses

\$100.00 /day with a \$250.00 security deposit
\$20.00 / hour

| Work Arena for commercial uses

_____ \$110.00/day

| Barns

\$100.00/day

Ball Fields

\$25.00/day for social functions (unless scheduled in conjunction with the Bowery, in which case, there is no charge)

\$200.00 per field for games/tournaments

Summit County Conference Rooms

\$100 security deposit (this deposit amount may be increased by the Facilities Director, if the number of persons anticipated using the rooms exceed 100 persons per use)

\$20/hour if a conference room is used prior to 8:00 a.m. or after 5.00 p.m. Monday through Friday.

SUMMIT COUNTY PUBLIC WORKS

LANDFILL FEE SCHEDULE

Description

Animal Carcasses	\$2528/ton	\$10 minimum
Municipal Solid Waste	\$2528/ton	\$10 minimum
Construction/Demolition	\$2528/ton	\$10 minimum
Green Waste	\$2528/ton	\$10 minimum
Refrigerators (anything containing Freon)	\$1012 each/ea	
<u>Mattresses</u>	<u>\$12 each</u>	
Tires	*max of 4 per load <u>resident per day</u>	
	<u>\$2/each</u>	(rim size 0-18")
	<u>\$4/each</u>	(rim size 19-23")
	<u>\$10/each</u> -	(rim size 24+" includes tractors and equipment)

Metal	Free
Household Hazardous Waste	Free
Household E-waste	<u>Free \$10 each</u>
Chipped Green Waste (sold to public)	\$25/scoop
Re-Use Item (sold to public)	<u>\$5/each</u>

All incoming loads are charged based on weight, except Freon containing units, tires, chipped green waste, E-waste, and Re-Use items.

Commercial construction and green waste loads are prohibited from being deposited at the Three Mile Canyon Landfill.

Uncovered Loads are subject to double fees.

Commercial tires, E-waste and hazardous waste are prohibited.

WEED DEPARTMENT: CHEMICAL SALE FEES

Weed Master	2.5 Gal. \$ 50.00 1 Gal. \$20.00	Applied at 1.5 oz. or 2 oz. per gallon of water or 32 oz. per acre
Razor Pro or Credit (like) Round-up	2.5 Gal. \$ 35.00	Applied at 64 oz. per acre or 4 oz. per gallon of water
Glyphosate Round-up	1 Quart \$ 3.75	Applied at 4oz. per gallon of water
Glyphosate Round-up	1 gallon \$ 15.00	Applied at 4 oz. per gallon of water
Milestone	1 Quart \$ 76.00 2.5 gallon jug	Applied at 4 to 7 oz. per acre \$ 750.00
Surfactant insist-90 or Super spread	1 gallon \$ 7.50	Applied at 2 pints per 100 gallon of water
MSM-60 or Escort one bottle	½ oz. per ac. \$ 56.16	
Krovar	25 lb bag	\$269.00

SUMMIT COUNTY LIBRARY

FINES

- Overdue fines for all circulating materials are calculated at a rate of \$.10 per day, per item with a maximum charge of \$5.00 per item.
- Interlibrary loan items will be charged \$.10 per day with additional fines as assessed by the lending library.
- Borrowing privileges are suspended when fines exceed a total of \$5.00 or when overdue items are not returned or paid for.

FEES

- The replacement cost of a lost or damaged card is \$1.00
- The replacement cost for magazine envelopes, video/audio cases, hanging bags, etc. varies.
- The replacement cost of lost or damaged items is the retail price plus a \$5.00 processing fee.
- Lost interlibrary loan items will be billed from the lending library with a \$5.00 processing fee added.
- Once an item is paid for no refund will be made.
- A fee of \$20.00 will be assessed for returned checks after 30 days.
- After the account is 45 days overdue, it will be turned over to [Unique Collections](#) and [any replacement costs plus](#) a \$10.00 collection fee will be assessed to the account.

SUMMIT COUNTY RECORDER AND SURVEYOR FEES

The Premium Access Data Portal Subscription Fee shall be:

~~a. \$2,400.00 per six months~~

~~ba. \$4,800.00 per year~~

~~eb. One-time installation fee of \$250.00~~

~~ec. One-time licensing fee of \$750.00~~

All other Recorder and Surveyor Fees are set forth in Utah State Code, Section 17-23-2, as amended and Section 17-21-18.5, as amended.

SUMMIT COUNTY SHERIFF

The fees charged by the Summit County Sheriff's Office are set forth by Utah State Code, Section 17-22-2.5, as amended.

SUMMIT COUNTY COMMUNITY DEVELOPMENT
DEPARTMENT FEE SCHEDULE

- 1) **Agricultural Protection Area:** \$100
- 2) **Administrative Appeal:** \$400 ~~for Planning Department review, \$600 for Planning and Engineering Department review~~
- 3) **Board of Adjustment Application:** ~~\$400~~1,000
- 4) **Conditional Use Permit**
 - a. **Residential:** ~~\$400~~1,000
 - b. **Non-Residential:** ~~\$1,000~~2,500 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater)
 - i. ~~If the parcel is less than one acre, the fee shall be \$1,000~~
 - c. **Wind Turbine, Solar, or Recycling Facility**
 - i. Residential: ~~\$200~~100
 - ii. Non-Residential: ~~\$500 acre of disturbed land for first acre or 1,000 square feet of building footprint area (whichever is greater)~~disturbed area, and \$100 per additional acre or 1,000 square feet
 - a. If the parcel is less than one acre, the fee shall be \$500
- 5) **Condominium Plat:** ~~\$200~~250/ lot or unit
- 6) **Development Agreement:** \$1,000 paid with initial application, plus an additional \$2,000 to be paid prior to County Council action
- 7) **Development Agreement Amendment:**
 - a. ~~\$1,000 for amendments requiring a public hearing~~
 - a.b. ~~\$500 for minor amendments that do not require a public hearing~~
- 7)8) **Development Code Amendment:** ~~\$2,000~~500
- 8)9) **Final Site Plan**
 - a. **Residential:** \$30 / lot or unit
 - b. ~~Non-Residential: \$75 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater)~~
 - b. ~~If the parcel is less than one acre, the fee shall be \$75~~
2,500 flat fee
- 9)10) **Final Subdivision Plat:** ~~\$300~~150 / lot or unit
- 10)11) **General Plan Amendment:** ~~\$2500~~3,000
- 11)12) **Lot Line Adjustment:** \$500

14)13) **Lot of Record Determination:** \$50 / parcel

14)14) **Low Impact Permit**

a. **Residential:** ~~\$210~~250

b. **Non-Residential:** ~~\$500~~1,000

c. **Wind Turbine, Solar, or Recycling Facility**

i. Residential: ~~\$105~~100

ii. Non-Residential: ~~\$250 for first acre or 1,000 square feet of disturbed area, and \$100 per additional acre or 1,000 square feet / acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater)~~

a. If the parcel is less than one acre, the fee shall be \$250

14)15) **Plat Amendment**

a. Administrative process (if no public hearing is held): ~~\$360~~500

b. Public process (if a public hearing is held): ~~\$760~~1,000

14)16) **Preliminary Plan**

a. **Residential:** ~~\$250~~300 /lot or unit

b. ~~Non-Residential: \$250 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater)~~

e.b. ~~If the parcel is less than one acre, the fee shall be \$250~~2,500 flat fee

14)17) **Public Hearing Notification and Publication:** \$2.00/individual notice and actual cost of newspaper publication.

14)18) **Rezone (Zone District Map Amendment):** \$2,000

14)19) **Sign Permit:** \$100/sign

14)20) **Sketch Plan**

a. **Residential:** \$25 / lot or unit

b. ~~Non-Residential: \$95 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater)~~

e.b. ~~If the parcel is less than one acre, the fee shall be \$95~~
500 flat fee

20)21) **SPA Plan**

a. **Residential:** ~~\$25~~30 /lot

b. **Non-Residential:** ~~\$75~~90 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).

i. If the parcel is less than one acre, the fee shall be ~~\$95~~90

21)22) **Special Event Permit**

a. ~~Single Location Event~~Minor Event: \$250*

b. ~~Mobile / Multi-Location Event~~Major event, up to 5,000 people: \$400*

c. Major event, exceeding 5,000 people: \$1,000*~~;~~ \$400

b. *Applications submitted late shall be charged double fees to cover the cost of expediting the review process

~~24~~)23) **Special Exception: \$4001,000**

~~24~~)24) **Temporary Use Permit**

- a. **Residential:** \$400 first time (\$100 renewal fee for each time permit is renewed)
- b. **Non-Residential:** \$1,000 first -time fee (\$100 renewal fee for each time permit is renewed)

~~24~~)25) **Vested Rights Determination**

- a. **Residential:** \$500 for first commonly owned lot; \$150 for each additional lot with a cap of \$2,500 total for a single application
- b. **Non-Residential:** ~~\$550~~500 for use up to 5,000 square feet (or 1 acre for outdoor use); \$2,500 for all others

SUMMIT COUNTY ENGINEERING DEPARTMENT FEE
AND BONDING SCHEDULE

- 1) **Board of Adjustment Application: \$170**
 - a. **Board of Adjustment Legal Notice: \$120**
 - a-b. **Notification and Publication: \$2.00/individual mailed post card notice**

- 2) **Conditional Use Permit**
 - a. **Residential: \$20**
 - b. **Non-Residential: \$90 /acre of disturbed land**
 - i. If the development parcel is less than one acre, the fee shall be \$90
 - c. **Wind Turbine, Solar, Recycling Facility**
 - i. Residential: \$10
 - ii. Non-Residential: \$45 /acre of disturbed land
 - a. If the development parcel is less than one acre, the fee shall be \$45

- 3) **Condominium Plat: \$35 /lot or unit**

- 4) **Construction Plan**
 - a. **Residential of less than 10 lots: \$100**
 - b. **Residential of 10 lots or more: \$250**
 - c. **Non-Residential of less than 100,000 square feet of disturbed land: \$175**
 - d. **Non-Residential of 100,000 square feet or more of disturbed land: \$400**
 - e. **Engineering Construction Inspection Fee**
 - i. For projects whose estimated construction cost is less than or equal to \$500,000, the fee is 1.5% times the construction cost.*
 - ii. For projects whose estimated construction cost is more than \$500,000, the fee is \$7,500 plus 0.1% times the construction cost.*

* Construction costs to be included in the fee calculation are all "Civil" Improvements less sewer, water, and landscaping; it does not include building or structure improvement costs.

- 5) **Development Agreement: \$85**

- 6) **Development Agreement Amendment: \$85**

- 7) **Final Site Plan**
 - a. **Residential: \$5 /lot or unit**
 - b. **Non-Residential: \$5 /acre of disturbed land**
 - i. If the development parcel is less than one acre, the fee shall be \$5

- 8) **Final Subdivision Plat: \$15 /lot or unit**

- 9) **Lot Line Adjustment: \$40**

10) **Low Impact Permit**

- a. **Residential:** \$40
- b. **Non-Residential:** \$130
- c. **Wind Turbine, Solar, Recycling Facility**
 - i. **Residential:** \$20
 - ii. **Non-Residential:** \$65 /acre of disturbed land
 - a. If the development parcel is less than one acre, the fee shall be \$65

11) **Plat Amendment:** \$40

12) **Preliminary Plan**

- a. **Residential:** \$30/lot or unit
- b. **Non-Residential:** \$30 /acre of disturbed land
 - i. If the development parcel is less than one acre, the fee shall be \$30

13) **Public Hearing Notification and Publication:** \$2.00/individual notice and actual cost of newspaper publication

14) **Road Vacation Petition:** \$300

15) **SPA Plan**

- a. **Residential:** \$15 / lot
- b. **Non-Residential:** \$15 /acre of disturbed land
 - i. If the development parcel is less than one acre, the fee shall be \$15

16) **Ordinance ~~181-D~~ Excavation Encroachments and Structures in the County Right of Way**

- a. **Excavation Permit:** ~~\$25-75~~ Base Fee or the first 100 linear feet + \$5 per additional 100 linear feet
- b. **Driveway Encroachment Permit**
 - i. \$100 per Encroachment
 - ii. \$100 Re-inspection Fee
- c. **Structure Encroachment Permit:** ~~\$50-75~~ first structure + \$10 per additional structure
- d. **Excavation Completion Bond:** \$250 per 100 feet of trench (\$250 min)
- e. **Asphalt Cut Repair Bond:** \$250 plus \$25 per square foot
- f. **Driveway Bond:**
 - i. \$250 per Encroachment for lots having average slopes of less than 10%
 - ii. \$500 per Encroachment for lots having average slopes between 10% and 15%
 - iii. \$2,000 per Encroachment for lots having average slopes over 15%
- g. **Road Closure Permit:** \$25

17) **Ordinance ~~315-C~~ Excavation, Grading, and Filling on Private Property**

- a. **Grading Permit**
 - i. **Less than 5,000 cubic yards:** ~~\$40~~100/application

- ii. Equal to or more than 5,000 cubic yards: ~~\$110~~200/application
- b. **Revegetation Bond:** 120% of the estimated cost to complete revegetation
- c. **Completion Bond:** 120% of the estimated cost to complete restoration

18) **Ordinance 212-A** Floodplain Development

- a. **Application Review:** \$100 per application
- b. **Floodplain Determinations:** \$20 per request

19) **Ordinance 381-A** Storm Water Pollution Prevention Plan and Erosion Control Plan

- a. **Sites Less Than One Acre:** ~~\$25~~100 per application
 - i. \$100 Re-inspection Fee
- b. **Sites of 1 Acre or More:** ~~\$25~~100 per Application + \$10 per additional acre
 - i. \$100 Re-inspection Fee
- c. **SWP3-3 and ECP Bond:** 120% estimated cost to implement

20) **Weed Control Plan**

- a. **Weed Bond (Grading Permits): \$300 / disturbed acre**
- b. **Weed Control Fee (Excavation Permits):**
 - i. \$10 / first 1,000 square feet of disturbed area plus:
 - ii. \$0.010 /sq. ft. for over 1,000 square feet to 10,000 square feet of disturbed area plus:
 - iii. \$0.006 /sq. ft. for over 10,000 square feet of disturbed area

SUMMIT COUNTY BUILDING DEPARTMENT

FEE SCHEDULE

(fees are based on cost per square foot)

1) Building Valuations

- a. **Agricultural Buildings:** \$20 per square foot
- b. **Commercial Structures per the International Building Code (IBC):** Cost per square foot as reported in the Building Safety Journal published by the International Code Council (ICC)
- c. **Residential Structures per the International Residential Code (IRC):** Cost per square foot is based on the table listed below:

Residences (single family and townhouses)

250 — 1300 =	\$98.95
1301 — 1400 =	\$99.94
1401 — 1500 =	\$100.93
1501 — 1600 =	\$101.92
1601 — 1700 =	\$102.91
1701 — 1800 =	\$103.90
1801 — 1900 =	\$104.89
1901 — 2000 =	\$105.88
2001 — 2100 =	\$106.87
2101 — 2200 =	\$107.86
2201 — 2300 =	\$108.55
2301 — 2400 =	\$109.83
2401 — 2500 =	\$110.82
2501 — 2600 =	\$111.81
2601 — 2700 =	\$112.80
2701 — 2800 =	\$113.79
2801 — 2900 =	\$114.78
2901 — 3000 =	\$115.77
3001 & up =	\$116.76

- d. **Garages:** \$37.87 per square foot
- e. **Decks:** \$5 per square foot

2) Building Fees

- a. **Agricultural Buildings:** \$6 per \$1,000 of valuation or fraction thereof
- b. **Commercial Structures built per the IBC:** Fees calculated ~~using Appendix L of the currently adopted edition of the IRC and based on the valuation calculated using Section 1 above~~ at a rate of 0.0075 (3/4 of 1%) of the construction valuation.
 - i. **Minimum fee: \$25**
- c. **Residential Structures built per the IRC:** Fees calculated ~~using Appendix L of the currently adopted edition of the IRC and based on the valuation calculated using Section 1 above~~ at a rate of 0.0075 (3/4 of 1%) of the construction valuation.

ii.i. Minimum fee: \$25.

3) **Plan Review Fees**

- a. **Agricultural Buildings:** No fee
- b. **Commercial Structures:** 65% of building permit fee
- c. **Residential Structures:** 65% of building permit fee
- d. **Detached garages with no living space, decks/porches for existing structures, and accessory buildings:** 15% of building permit fee

4) **Plumbing Permit Fees**

- a. **Permit Issuance Fee:** \$10
- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the International Plumbing Code (IPC):** \$0.03 per square foot
 - iii. **Residential Structures per the IRC:** \$0.025 per square foot

5) **Mechanical Permit Fees**

- a. **Permit Issuance Fee:** \$10
- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the International Mechanical Code (IMC):** \$0.03 per square foot
 - iii. **Residential Structures per the IRC:** \$0.025 per square foot

6) **Electrical Permit Fees**

- a. **Permit Issuance Fee:** \$10
- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the National Electric Code (NEC):** \$0.035 per square foot
 - iii. **Residential Structures per the IRC:** \$0.03 per square foot

7) **Alternative Energy Permits:** These permits are separate from the permits issued for new construction. These permits include, but are not limited to, **solar**_hot water, photovoltaic, geo-thermal, and wind generated power.

- a. **Photovoltaic System:** \$700
- b. **Geo-Thermal:** \$500
- c. **Solar Hot Water:** \$250
- d. **Wind Generator:** \$250
- e. **Permit Issuance:** 10% of review fee

8) **Utah State Surcharge:** A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA 15A-1-209,58-54-9-3, as amended

9) **Other Inspections and Fees**

- a. **Inspections outside of normal office hours:** \$100 per hour (minimum of one hour)
- b. **Re-Inspection fee assessed under the provisions of Chapter 1 of both the IBC and IRC:** \$100 per occurrence
- c. **Inspections and permits for which no fee is specifically indicated:** \$100
- d. **Additional plan review required by changes, additions, or revisions to approved plans:** \$100 per hour (minimum of one hour)

**PROVISIONS APPLICABLE TO COMMUNITY DEVELOPMENT DEPARTMENT,
BUILDING DEPARTMENT, AND ENGINEERING DEPARTMENT FEES**

1) Refunds of Fees

Community Development Department Fees and Engineering Department Fees

A refund may be given in an amount not to exceed fifty percent of the application fee or fees paid, when the application is withdrawn, in writing, prior to any of the following:

1. Issuance of any notice of public hearing or prior to begin placed on agenda of the County Manager, Planning Commission, Board of Adjustment, or County Council.
2. Completion of the review of any documents or plans submitted with the application.
3. An inspection or site visit requested by the applicant or performed by Staff.

Building Department

A refund may be given in an amount not to exceed eighty percent of the building permit fees paid, at the discretion of the Building Official, if work has not commenced on the permitted project and more than six months has not passed since the granting of the permit. Plan review fees are not refundable.

2) Additional Fees

In the event the Director of Community Development, Building Official, or County Engineer determines that a specific project requires additional resources (e.g. specialized consultant, special mapping, etc.) to review extraordinary conditions related to the development proposal, additional fees to cover the cost of these additional resources ~~shall~~ may be assessed to the applicant.

3) Double Fees

Any person, firm, corporation or any other entity who commences any development activity before obtaining the necessary permits shall be subject to double permit fees for the specified application. The payment of such double fee shall not relieve anyone from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein.

Summit County shall have the right to issue a stop work order in the event that development activity is commenced or continued without obtaining the necessary permits.

“Development Activity” as used herein includes any of the following activities requiring a permit:

- a) Change in use.
- b) Construction, clearing, filling, excavating, grading, paving, dredging, mining, drilling or otherwise significantly disturbing the soil of a site.

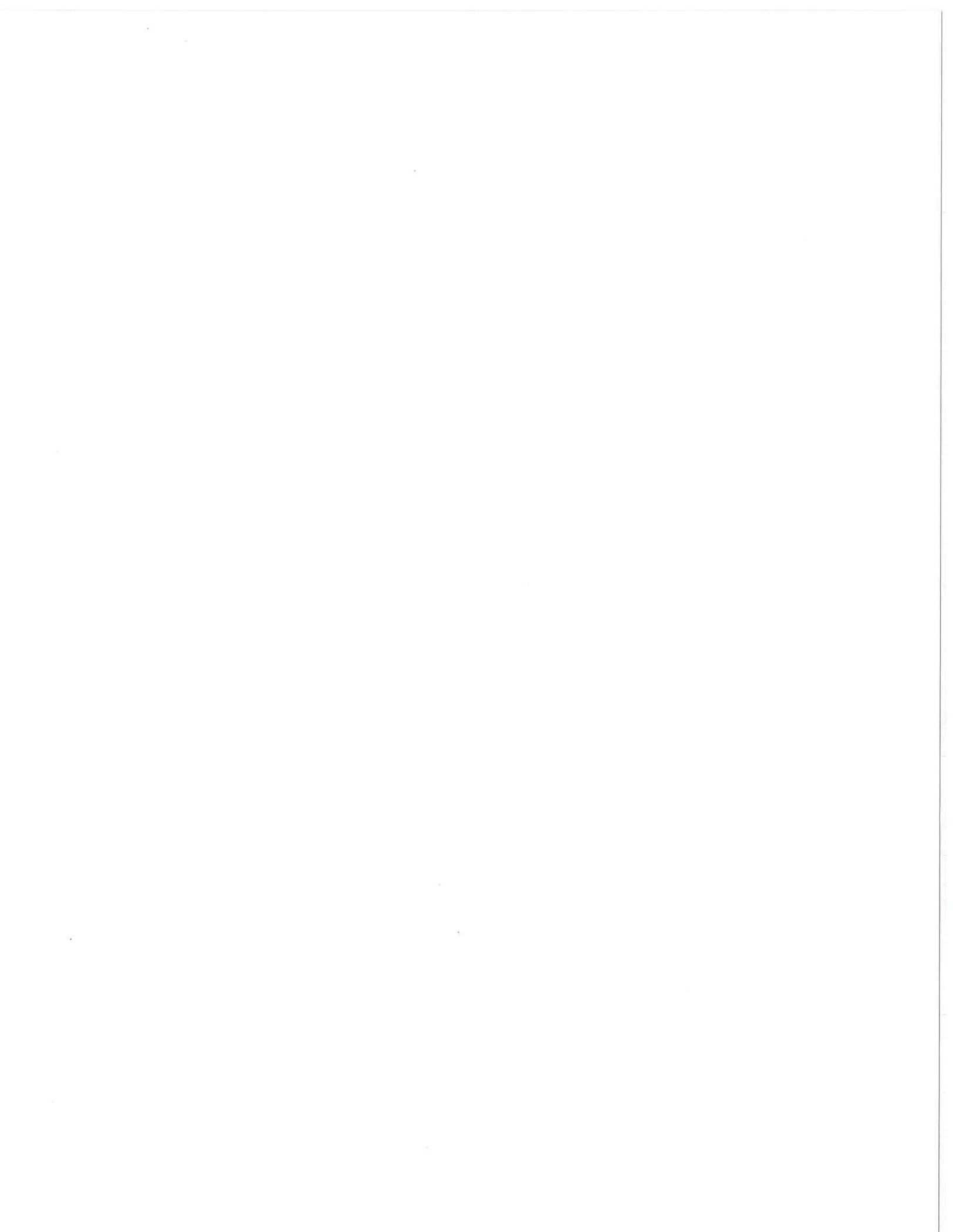
- c) Building, installing, enlarging, replacing or substantially restoring a structure, impervious surface, or central water system and including the long term storage of materials.
- d) Erection of a sign.
- e) Alteration of a historic property for which authorization is required under this title.
- f) Any activity increasing the need for parking or generating additional traffic.
- g) Construction, elimination or alteration of a driveway onto a public road.
- h) Demolition of existing structures.

4) Review and Revision of Fee Schedule

The Community Development Department and Engineering Department shall review the fee schedule every two (2) years ~~after the effective date of this resolution,~~ and recommend revisions to the fee schedule to ensure that the fees cover the actual cost of processing applications, but in no case exceeds that amount. In no case shall there be longer than a five (5) year period without the review and recommendation of the Community Development Department regarding necessary changes to the fee schedule.

Exhibit B

November 19, 2014
Work Session Staff
Report re Proposed
Summit County
Fee Schedule



COUNTY ATTORNEY
DAVID R. BRICKEY

CRIMINAL DIVISION

MATTHEW D. BATES
CHIEF PROSECUTOR

JOY E. NATALE
PROSECUTING ATTORNEY

RYAN P.C. STACK
PROSECUTING ATTORNEY

MARIAH L. HORNOK
PROSECUTING ATTORNEY

CHRISTINA L. SALLY
INVESTIGATOR

LONNIE A. DAWSON
PARALEGAL



CIVIL DIVISION

DAVID L. THOMAS
CHIEF CIVIL DEPUTY

JAMI R. BRACKIN
DEPUTY COUNTY ATTORNEY

HELEN E. STRACHAN
DEPUTY COUNTY ATTORNEY

CHRISTA S. HORTIN
PARALEGAL

DONNA JEAN BLONQUIST
LEGAL SECRETARY

To: Summit County Council

From: Helen Strachan, Deputy Summit County Attorney *AS*

Date: November 19, 2014

Re: Work Session re Proposed Summit County Fee Schedule

Pursuant to Utah Code Annotated §17-53-211, the legislative body of each county shall adopt an ordinance establishing fees for services provided by each county officer except for fees for the recorder, sheriff, and county constables and fees established by statute. While our various Summit County Departments have established fees, some of which were created by ordinance, there is not one simple and easy place where one can find these fees. The County Manager's Office has requested that the Attorney's Office prepare a county-wide schedule that sets forth the fees for all Summit County Departments in one easy to access place. The Ordinance and accompanying fee schedule is attached as **Exhibit A**. Below is an outline of some of the requested changes to the existing fees.

Fee Waiver Process: Currently, there is no process in our Summit County Code for an individual to apply for a fee waiver or reduction. The attached fee schedule includes a new fee waiver request and allows an individual to file a request for a fee waiver with the Summit County Council. This fee waiver process is largely borrowed from other jurisdictions, including Utah County, West Valley City, and Taylorsville. It provides that the Council has complete discretion in whether to waive or modify a fee, however, it may consider the applicant's tax exempt status or public interest considerations in determining whether a fee may be waived. This new section does not apply to fee waivers for GRAMA requests (GRAMA requests have their own state statutory process for fee waivers, which I have included as a new section under GRAMA request fees) and it does not apply to Administrative Code Enforcement fines/fees, which may be appealed to our Administrative Code Enforcement Judge per the Administrative Code Enforcement program.

GRAMA fees: As you will recall, earlier this year, the County Council adopted a fee schedule by way of resolution for public documents requested through the State's Government Records Access and Management Act or "GRAMA". The proposed county wide fee schedule incorporates these GRAMA fees, with a few minor changes. I added a process to appeal GRAMA fees, which are governed by Utah Code Annotated, §63G-2-205. It allows a person to appeal a GRAMA fee by filing a notice of appeal with the chief administrative officer of the County within 30 days.

I also made some minor changes to the fees the IT Department charges for running Tyler and ESRI reports. The fees passed earlier this year erroneously included employee benefits. According to the State Records Committee, GRAMA fees may not include benefits, therefore, the reporting fees have been adjusted \$11.00 to account for this.

Administrative Code Enforcement Fees: The Administrative Code Enforcement Program was first adopted in 2007 as a means to bypass Justice Court, which is a more involved and often a more time consuming process. When the program was adopted, the County also adopted fines for violations of certain ordinances, including Animal Control violations, Planning/Building violations, and Engineering violations. The fines were a means to encourage compliance with the Summit County Code, and not meant to pay for staff time and costs. However, those fees have not been updated since 2007 and staff is respectfully requesting some minor increases to certain fines.

So you are aware, the Summit County Code, Section 1-4-1 states that a fine not to exceed the maximum class B misdemeanor fine may be imposed for violations of Summit County ordinances. Fines for class B misdemeanors are a maximum of \$1000. That code section further states that each day during which the violation occurs is considered a separate offense. Section 1-13-4-7 of our Administrative Code Enforcement Program also has similar language.

The Engineering Department is requesting an increase to the fee relating to illegal excavation, grading, or placement of fill on private property. The Engineering Department has found that the fee is too low and that many developers are simply paying the relatively low fee rather than going through the effort to obtain a permit in a timely fashion. The Department feels that by increasing the fee to \$500 per first violation and \$1000 per second violation, it may actually gain better compliance.

Animal Control is also requesting some minor increases to their Administrative Code Enforcement fines. You will notice that currently, there is no fine for "failure to sterilize" and Animal Control would like this included and is seeking guidance on what this fine should be. Other minor adjustments have been made to reflect what other jurisdictions charge for similar violations.

Animal Control Fees: The County Council is currently in the process of making substantive changes to the Animal Control Code and with that, staff is also suggesting some changes to the associated fees, as they have not changed in a very long time. Any fees that were set forth in the Animal Control Code have been moved to this consolidated fee schedule. Thus, the kennel

permit fees, while they look like new additions, are to remain the same but have been added from the Animal Control Code. You will note minor increases to the licensing fees and a new breakdown of licensing fees for the new three year dog license. The impound and boarding fee increases simply reflect increased costs associated with boarding animals (i.e. food, shelter, staff time, etc.).

Community Development Department, Building Department, and Engineering Department: The County Council held work sessions last year to discuss proposed changes to the fee schedule, including both increases and decreases to various individual fee categories for the Planning, Building, and Engineering Departments. To refresh your memory, attached as **Exhibit B** is a copy of the last staff report related to those work sessions and its accompanying exhibits. The consolidated county fee schedule includes the amended fees that these departments proposed last year. A representative from the Community Development Department will be on hand to discuss the proposed changes with the County Council.

Fees That Have Not Changed: The following departments' fee schedules have been included in this consolidated fee schedule, but no changes are recommended at this time:

- Attorney's Office: charges for discovery fees in criminal cases
- Clerk's Office: licensing and bonding fees
- Facilities Department
- Public Works, including landfill and weed department
- Library fines and fees
- Recorder/Surveyor fees, which, by large, are set by Utah State code.
- Sheriff's Office¹

Fees that Have Not Been Included:

- Motor Vehicle Fees: The County Treasurer does manage the Motor Vehicle Department, but the fees collected are set by the state. We simply administer the state contract on the county level and the fees are not retained by the County.
- Health Department Fees: These fees are set by the Summit County Board of Health.

Future Direction: At this time, it is requested that the County Council hold a work session to discuss this proposed county-wide fee schedule and provide some direction. It would be best if we could hold a public hearing and approve this proposed fee schedule before the end of the year and contemporaneous with approval of the County's 2015 budget.

¹ You should be aware that fees for the Sheriff's Office are set by Utah Code Annotated, §17-22-2.5, however, a county legislative body may set fees that deviate from those set by this statute if they are adopted by ordinance and are in an amount reasonably related to, but not exceeding, the actual costs of providing the service. The Sheriff's Office believes that the statutory fees are reasonable and therefore is not recommending changes.

Exhibit C
August 21, 2013
Staff Report re:
Planning, Building,
Engineering
Fee Schedule



STAFF REPORT

To: Summit County Council (SCC)
Report Date: Thursday, August 15, 2013
Meeting Date: Wednesday, August 21, 2013
Author: Kimber Gabryszak, AICP / Patrick Putt, Community Development Director
Project Name & Type: Planning, Building, Engineering Fee Schedule Review & Update

EXECUTIVE SUMMARY: Staff is currently proposing changes to the fee schedule, including both increases and decreases to various individual fee categories for the Planning, Building, and Engineering Departments.

The SCC held a work session on July 17, 2013, and directed Staff to return for a public hearing. The SCC was primarily in support of the changes, with only two potential fee changes still up for discussion.

Staff recommends that the SCC conduct a public hearing, take public comment, and vote to approve the updates to the fee-schedule through adoption of a resolution.

A. Project Description

- **Project Name:** Fee schedule review and update
- **Applicant(s):** Summit County
- **Land Use Authority:** Summit County Council (SCC)
- **Type of Process:** Legislative
- **Future Routing:** None

B. Background

A consultant completed a Planning, Building, and Engineering fee study in 2010, which determined that the cost of providing services was not being covered by the existing fee schedule. The fee schedule was then updated, with the current fee schedule adopted on September 1, 2010 through Resolution 2010-13.

Fees had not been increased since 1996, so the SCC decided to take an intermediate step and increase the fees to a level that would cover approximately 50% of the cost of providing services, but that would still approximately double the fees. Some Engineering and Building fees were also increased, with others reduced where costs were being covered.

Later, in September of 2011, Staff recommended an additional increase of approximately 3% to cover electronic payment (credit card) costs that the County was incurring. At that time, the SCC decided not to increase fees, but rather absorb the cost and continue providing the credit card / electronic payment options.

According to Section 5 of the Resolution, the fee schedule is to be reviewed every two (2) years, with additional increases to be considered during each review.

In January 2013, the County Auditor informed Staff that the Planning Department fees were covering approximately 60% of operating costs. The increase of from 50% in 2012 to 60% in 2013 partially stems from an increase in applications but also from reductions in Staff.

At the biennial review on January 30, 2013, the SCC reviewed recommendations by Staff to increase, cap, and decrease fees based on lessons learned through the past 2.5 years of implementation. They requested that Staff provide additional examples of a 10%, 15%, 20%, and 25% increase to the fees.

On July 17, 2013 Staff provided the requested comparison, and made recommendations to each fee category. The SCC was supportive of Staff's recommendations, and directed Staff to schedule a public hearing.

C. **Community Review**

This item has been scheduled as a public hearing, noticed in *The Summit County News* and on the State website, and posted. As of the date of this report, no public comment has been received.

D. **Identification and Analysis of Issues**

Recommended Changes

At the July 17, 2013 Staff provided the analysis of a 10%, 15%, 20%, and 25% increase to the fees for Planning, Building, and Engineering in an Excel spreadsheet. Based on the discussion at that meeting, Staff has deleted the comparison, and only left the original fee and Staff's suggested change in the attached fee-schedule draft, included in the draft Resolution (Exhibit C). The Excel sheets are attached showing the original and changed fees (Exhibit D).

Based on the practical application of the fees, in several instances Staff is suggesting that the methodology be completely altered to simplify the application process and provide consistency across the board. Key changes include:

- PLANNING
 - Recognizing that there is a minimum amount of Staff time to take any item to a public hearing, whether simple or complex, and recommending that most items requiring a public hearing have a minimum fee of \$1000.
 - Changing fees that used to be calculated on a per-square-foot basis to a flat fee.
 - Changing the fees for Special Events to be based on categorization (minor, major, etc.) rather than location.
- BUILDING
 - Simplifying the fee calculation to decrease the cost for lower value homes / structures and increase the cost for higher value homes and structures.
- ENGINEERING
 - Changing the fees on applications where the most staff time is spent and where field inspections take additional staff resources. Minor changes only.

Impact

- The changes to the Planning fees will slightly increase revenues, with the goal of exceeding 60% operating cost coverage, but still below 80%.
- The changes to the Engineering fees will only slightly increase revenues, with no overall change to cost coverage.
- The changes to the Building fees will result in a close to net-zero change, however the costs will be shifted somewhat from smaller-scale projects to larger-scale / higher end projects.

SCC Discussion

The SCC was generally in support of the amendments, with two areas of concern:

- The SCC was not fully in agreement on the increase to the Appeal fee from \$400 to \$1000, even with the public hearing component. Staff changed the appeal fee back to \$400; if the SCC feels that \$1000 is more appropriate, they may make such a change.

- The SCC was concerned with the potential for a very high-end project to bring in a fee higher than the cost to review the fee. The Building Department does not expect this to be an issue unless an extremely high-value building (likely exceeding \$10,000,000 valuation) is submitted. The draft Resolution contains a clause allowing evaluation of the fee in these circumstances.

E. Recommendation(s)/Alternatives

Staff recommends that the SCC conduct a public hearing, take public comment, and vote to approve the updates to the fee-schedule through adoption of a resolution, with draft Findings of Fact and Conclusions of Law below:

Findings of Fact:

1. The County obtained a Planning, Building, and Engineering fee study from consultants in 2010.
2. The fee study showed that fee revenues were not covering operating costs.
3. The Summit County Council adopted the current fee-schedule in 2010 through Resolution 2010-13.
4. The 2010 fee schedule update increased revenues to cover approximately 50% of operating costs, and also reduced some fees where costs were being covered.
5. The County Assessor notified the Community Development Department in January 2013 that Planning fees were covering approximately 60% of Planning operating costs.
6. Resolution 2010-13 requires a biennial review of the fee schedule.
7. The Summit County Council conducted the biennial review in work sessions on January 30, 2013 and July 17, 2013.
8. The Summit County Council directed Staff to move forward with proposed fee changes in a public hearing.
9. The public hearing on August 21, 2013 was appropriately noticed.
10. The Planning fee changes include a methodology change from per-1000-s.f. calculations to a flat fee, along with other changes.
11. The Planning fee changes will clarify and streamline fee calculations.
12. The Planning fee changes will provide a slight increase in revenue.
13. The Building fee changes will change from a sliding valuation fee to a flat per-square-foot fee.
14. The Building fee changes will simplify fee calculation and shift some cost from small projects to larger projects.
15. The proposed fee increases will still be well below the operating costs as identified in the 2010 fee study.

Conclusions of Law:

1. The updated fee schedule remains in concert with the 2010 fee study.
2. The updated fee schedule will improve the usability and efficiency in fee collection.
3. The updated fee schedule will increase overall revenue to the County.
4. The updated fee schedule will not bring in revenue that exceeds the cost to provide services.

Attachment(s)

Exhibit A – Resolution 2010-13	(pages 4-12)
Exhibit B – 2010 Fee Study	(pages 13-22)
Exhibit C – Draft Resolution 2010-13-A, with amended fees	(pages 23-32)
Exhibit D – Excel sheets showing changes	
1.Planning	(page 33)
2.Engineering	(pages 34-35)
3.Building	(pages 36-37)

**SUMMIT COUNTY, UTAH
RESOLUTION NO. 2010-13**

**AMENDMENT TO DEVELOPMENT PERMIT, BUILDING, AND ENGINEERING APPLICATION
FEES**

WHEREAS, the Snyderville Basin Development Code, Title 10, and the Eastern Summit County Development Code, Title 11 empower the Summit County Council to establish fees for the purpose of covering specific County costs incurred during the review and processing of any development permit application, and

WHEREAS, on July 12, 2006, the previous legislative body, the Summit County Commission, adopted Resolution 99-11A, creating development permit application fees for the 1998 Snyderville Basin Development Code and the 1996 Eastern Summit County Development Code, and

WHEREAS, on July 22, 2009, the Summit County Council adopted Ordinance No. 723 that added a Special Exception Process to the Snyderville Basin and Eastern Summit County Development Codes; and

WHEREAS, on August 12, 2009, the Summit County Council adopted Resolution No. 2009-22 creating the Special Exception Application Fee that is required to be submitted with an associated special exception application; and

WHEREAS, certain Summit County ordinances require the Engineering Department to review and administer permit applications and to inspect the work permitted under these ordinances; and

WHEREAS, on July 12, 2006, the Summit County Commission adopted Resolution 2006-09, creating permit application fees and bond requirements for the Engineering Department; and

WHEREAS, Utah Code Annotated Title 58, Chapter 56 provides for the statewide adoption of construction Codes; and

WHEREAS, these codes provide for the payment of building permit fees, plan check fees, plumbing permit fees, mechanical permit fees, and electrical permit fees upon the issuance of permits authorizing building construction within Summit County; and

WHEREAS, on December 19, 1994, the Summit County Commission adopted Resolution No. 94-21, creating building, plumbing, mechanical, and electrical permit fees; and

WHEREAS, since the adoption of the aforementioned resolutions, the interim County Manager contracted with Daly Summit Consulting on September 17, 2009 to conduct a fee study to determine the actual costs of providing development permit application services, and

WHEREAS, the Summit County Council determined that the fee study, attached hereto as **Exhibit A** and incorporated herein, documents and supports the need for an adjustment to certain permit application fees.

NOW, THEREFORE, BE IT RESOLVED, that the County Council of the County of Summit, State of Utah [hereinafter the "Council"] resolves as follows:

Section 1:

- a. The Council hereby repeals Summit County, Utah Resolution No 99-11A in order to establish an amended fee schedule for the Snyderville Basin Development Code and the Eastern Summit County Development Code.
- b. The Council hereby repeals Summit County, Utah Resolution No. 2009-22 in order to establish an amended fee for special exceptions within the Snyderville Basin and Eastern Summit County Development Code.
- c. The Council hereby repeals Summit County, Utah Resolution No 2006-09 in order to establish appropriate revisions to the fee and bond schedules for the Engineering Department.
- d. The Council hereby repeals Summit County, Utah Resolution No. 94-21 in order to establish an amended fee schedule for the Building Department.

Section 2:

The Council, hereby establishes new fee schedules for the Community Development, Building, and Engineering Departments attached hereto as **Exhibit B**. Indicated Engineering Fees shall be credited to the Summit County Engineering Department and all other fees shall be credited to the Summit County Community Development Department.

Section 3: Refund of Fees

Community Development Department Fees and Engineering Department Fees

A refund may be given in an amount not to exceed fifty percent of the application fee or fees paid, when the application is withdrawn, in writing, prior to any of the following:

- 1. Issuance of any notice of public hearing or prior to begin placed on agenda of the County Manager, Planning Commission, Board of Adjustment, or County Council.
- 2. Completion of the review of any documents or plans submitted with the application.
- 3. An inspection or site visit requested by the applicant or performed by Staff.

Building Department Fees

A refund may be given in an amount not to exceed eighty percent of the building permit fees paid, at the discretion of the Building Official, if work has not commenced on the permitted project and more than six months have not passed since the granting of the permit. Plan review fees are not refundable.

Section 4: Additional Fees

In the event the Director of Community Development, Building Official, or County Engineer determines that a specific project requires additional resources (e.g. specialized consultant, special mapping, etc.) to review extraordinary conditions related to the development proposal, additional fees to cover the cost of these additional resources shall be assessed to the applicant.

Section 5: Review and Revision of Fee Schedule

The Community Development Department and Engineering Department shall review the fee schedule every two (2) years after the effective date of this resolution, and recommend revisions to the fee schedule to ensure that the fees cover the actual cost of processing applications, but is no case exceeds that amount. In no case shall there be longer than a five (5) year period without the review and recommendation of the Community Development Department and Engineering Department regarding necessary changes to the fee schedule.

Section 6: Effective Date

This Resolution shall take effect immediately upon its adoption.

APPROVED, ADOPTED, PASSED and ordered published by the Summit County Council, this 1 day of September, 2010

SUMMIT COUNTY COUNCIL, SUMMIT COUNTY, UTAH

By: Claudia McMullin
Claudia McMullin, Chair

Councilor Hanrahan voted	<u>Aye</u>
Councilor Elliott voted	<u>Aye</u>
Councilor McMullin voted	<u>Aye</u>
Councilor Ure voted	<u>Aye</u>
Councilor Robinson voted	<u>Aye</u>

Exhibit "B"

COMMUNITY DEVELOPMENT DEPARTMENT FEE SCHEDULE

- 1) **Agricultural Protection Area:** \$100
- 2) **Administrative Appeal:** \$400 for Planning Department review, \$600 for Planning and Engineering Department review
- 3) **Board of Adjustment Application:** \$400
- 4) **Conditional Use Permit**
 - a. **Residential:** \$400
 - b. **Non-Residential:** \$1,000 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 1. If the parcel is less than one acre, the fee shall be \$1,000
 - c. **Wind Turbine, Solar, or Recycling Facility**
 1. Residential: \$200
 2. Non-Residential: \$500 acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 - a. If the parcel is less than one acre, the fee shall be \$500
- 5) **Condominium Plat:** \$200 /lot or unit
- 6) **Development Agreement:** \$1,000 paid with initial application, plus an additional \$2,000 to be paid prior to County Council action
- 7) **Development Agreement Amendment:** \$1,000
- 8) **Development Code Amendment:** \$2,000
- 9) **Final Site Plan**
 - a. **Residential:** \$30 /lot or unit
 - b. **Non-Residential:** \$75 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 1. If the parcel is less than one acre, the fee shall be \$75
- 10) **Final Subdivision Plat:** \$300 /lot or unit
- 11) **General Plan Amendment:** \$2,500
- 12) **Lot Line Adjustment:** \$500
- 13) **Lot of Record Determination:** \$50 /parcel
- 14) **Low Impact Permit**
 - a. **Residential:** \$210
 - b. **Non-Residential:** \$500
 - c. **Wind Turbine, Solar, or Recycling Facility**
 1. Residential: \$105

2. **Non-Residential:** \$250 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 - a. If the parcel is less than one acre, the fee shall be \$250

15) Plat Amendment

- a. **Administrative process** (if no public hearing is held): \$360
- b. **Public process** (if a public hearing is held): \$760

16) Preliminary Plan

- a. **Residential:** \$250 /lot or unit
- b. **Non-Residential:** \$250 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 1. If the parcel is less than one acre, the fee shall be \$250

17) Public Hearing Notification and Publication: \$2.00/individual notice and actual cost of newspaper publication.

18) Rezone (Zone District Map Amendment): \$2,000

19) Sign Permit: \$100/sign

20) Sketch Plan

- a. **Residential:** \$20 /lot or unit
- b. **Non-Residential:** \$95 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 1. If the parcel is less than one acre, the fee shall be \$95

21) SPA Plan

- a. **Residential:** \$25 /lot
- b. **Non-Residential:** \$75 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 1. If the parcel is less than one acre, the fee shall be \$75

22) Special Event Permit

- a. **Single Location Event:** \$250
- b. **Mobile/Multi-Location Event:** \$400

23) Special Exception: \$400

24) Temporary Use Permit

- a. **Residential:** \$400
- b. **Non-Residential:** \$1,000 first-time fee (\$100 renewal fee for each time permit is renewed)

25) Vested Rights Determination

- a. **Residential:** \$500
- b. **Non-Residential:** \$550

ENGINEERING DEPARTMENT FEE AND BONDING SCHEDULE

- 1) **Board of Adjustment Application: \$170**
- 2) **Conditional Use Permit**
 - a. **Residential: \$20**
 - b. **Non-Residential: \$90 /acre of disturbed land**
 1. If the development parcel is less than one acre, the fee shall be \$90
 - c. **Wind Turbine, Solar, Recycling Facility**
 1. **Residential: \$10**
 2. **Non-Residential: \$45 /acre of disturbed land**
 - a. If the development parcel is less than one acre, the fee shall be \$45
- 3) **Condominium Plat: \$35 /lot or unit**
- 4) **Construction Plan**
 - a. **Residential of less than 10 lots: \$100**
 - b. **Residential of 10 lots or more: \$250**
 - c. **Non-Residential of less than 100,000 square feet of disturbed land: \$175**
 - d. **Non-Residential of 100,000 square feet or more of disturbed land: \$400**
 - e. **Engineering Construction Inspection Fee**
 1. For projects whose estimated construction cost is less than or equal to \$500,000, the fee is 1.5% times the construction cost.*
 2. For projects whose estimated construction cost is more than \$500,000, the fee is \$7,500 plus 0.1% times the construction cost.*

* Construction costs to be included in the fee calculation are all "Civil" Improvements less sewer, water, and landscaping; it does not include building or structure improvement costs.
- 5) **Development Agreement: \$85**
- 6) **Development Agreement Amendment: \$85**
- 7) **Final Site Plan**
 - a. **Residential: \$5 /lot or unit**
 - b. **Non-Residential: \$5 /acre of disturbed land**
 1. If the development parcel is less than one acre, the fee shall be \$5
- 8) **Final Subdivision Plat: \$15 /lot or unit**
- 9) **Lot Line Adjustment: \$40**
- 10) **Low Impact Permit**
 - a. **Residential: \$40**
 - b. **Non-Residential: \$130**
 - c. **Wind Turbine, Solar, Recycling Facility**
 1. **Residential: \$20**
 2. **Non-Residential: \$65 /acre of disturbed land**
 - a. If the development parcel is less than one acre, the fee shall be \$65

- 11) **Plat Amendment:** \$40
- 12) **Preliminary Plan**
 - a. **Residential:** \$30/lot or unit
 - b. **Non-Residential:** \$30 /acre of disturbed land
 1. If the development parcel is less than one acre, the fee shall be \$30
- 13) **Public Hearing Notification and Publication:** \$2.00/individual notice and actual cost of newspaper publication
- 14) **Road Vacation Petition:** \$300
- 15) **SPA Plan**
 - a. **Residential:** \$15 / lot
 - b. **Non-Residential:** \$15 /acre of disturbed land
 1. If the development parcel is less than one acre, the fee shall be \$15
- 16) **Ordinance 181-D Excavation Encroachments and Structures in the County Right of Way**
 - a. **Excavation Permit:** \$25 Base Fee for the first 100 linear feet plus \$5 per additional 100 linear feet
 - b. **Driveway Encroachment Permit**
 1. \$100 per Encroachment
 2. \$100 Re-inspection Fee
 - c. **Structure Encroachment Permit:** \$50 first structure plus \$10 per additional structure
 - d. **Excavation Completion Bond:** \$250 per 100 feet of trench (\$250 min)
 - e. **Asphalt Cut Repair Bond:** \$250 plus \$25 per square foot
 - f. **Driveway Bond**
 1. \$250 per Encroachment for lots having average slopes of less than 10%
 2. \$500 per Encroachment for lots having average slopes between 10% and 15%
 3. \$2,000 per Encroachment for lots having average slopes over 15%
 - g. **Road Closure Permit:** \$25
- 17) **Ordinance 315-C Excavation, Grading, and Filling on Private Property**
 - a. **Grading Permit**
 1. **Less than 5,000 cubic yards:** \$40/application
 2. **Equal to or more than 5,000 cubic yards:** \$110/application
 - b. **Revegetation Bond:** 120% of the estimated cost to complete revegetation
 - c. **Completion Bond:** 120% of the estimated cost to complete restoration
- 18) **Ordinance 212-A Floodplain Development**
 - a. **Application Review:** \$100 per application
 - b. **Floodplain Determinations:** \$20 per request
- 19) **Ordinance 381-A Storm Water Pollution Prevention Plan and Erosion Control Plan**
 - a. **Sites Less Than One Acre:** \$25 per application
 1. \$100 Re-inspection Fee
 - c. **Sites of 1 Acre or More:** \$25 per Application + \$10 per additional acre
 1. \$100 Re-inspection Fee
 - d. **SWP3 and ECP Bond:** 120% estimated cost to implement

BUILDING DEPARTMENT FEE SCHEDULE
(fees are based on cost per square foot)

1) Building Valuations

- a. **Agricultural Buildings:** \$20 per square foot
- b. **Commercial Structures per the International Building Code (IBC):** Cost per square foot as reported in the Building Safety Journal published by the International Code Council (ICC)
- c. **Residential Structures per the International Residential Code (IRC):** Cost per square foot is based on the table listed below:

Residences (single family and townhouses)

250 – 1300 = \$98.95	1801 – 1900 = \$104.89	2401 – 2500 = \$110.82
1301 – 1400 = \$99.94	1901 – 2000 = \$105.88	2501 – 2600 = \$111.81
1401 – 1500 = \$100.93	2001 – 2100 = \$106.87	2601 – 2700 = \$112.80
1501 – 1600 = \$101.92	2101 – 2200 = \$107.86	2701 – 2800 = \$113.79
1601 – 1700 = \$102.91	2201 – 2300 = \$108.55	2801 – 2900 = \$114.78
1701 – 1800 = \$103.90	2301 – 2400 = \$109.83	2901 – 3000 = \$115.77
		3001 & up = \$116.76

- d. **Garages:** \$37.87 per square foot
- e. **Decks:** \$5 per square foot

2) Building Fees

- a. **Agricultural Buildings:** \$6 per \$1,000 of valuation or fraction thereof
- b. **Commercial Structures built per the IBC:** Fees determined using Appendix L of the currently adopted edition of the IRC and based on the valuations calculated using Section 1 above.
- c. **Residential Structures built per the IRC:** Fees determined using Appendix L of the currently adopted edition of the IRC and based on the valuations calculated using Section 1 above.

3) Plan Review Fees

- a. **Agricultural Buildings:** No fee
- b. **Commercial Structures:** 65% of building permit fee
- c. **Residential Structures:** 65% of building permit fee
- d. **Detached garages with no living space, decks/porches for existing structures, and accessory buildings:** 15% of building permit fee

4) Plumbing Permit Fees

- a. **Permit Issuance Fee:** \$10
- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the International Plumbing Code (IPC):** \$0.03 per square foot
 - iii. **Residential Structures per the IRC:** \$0.025 per square foot

- 5) **Mechanical Permit Fees**
- a. **Permit Issuance Fee: \$10**
 - b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings: \$0.025 per square foot**
 - ii. **Commercial Structures per the International Mechanical Code (IMC): \$0.03 per square foot**
 - iii. **Residential Structures per the IRC: \$0.025 per square foot**
- 6) **Electrical Permit Fees**
- a. **Permit Issuance Fee: \$10**
 - b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings: \$0.025 per square foot**
 - ii. **Commercial Structures per the National Electric Code (NEC): \$0.035 per square foot**
 - iii. **Residential Structures per the IRC: \$0.03 per square foot**
- 7) **Alternative Energy Permits: These permits are separate from the permits issued for new construction. These permits include, but are not limited to, solar hot water, photovoltaic, geo-thermal, and wind generated power.**
- a. **Photovoltaic System: \$700**
 - b. **Geo-Thermal: \$500**
 - c. **Solar Hot Water: \$250**
 - d. **Wind Generator: \$250**
 - e. **Permit Issuance: 10% of review fee**
- 8) **Utah State Surcharge: A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA 58-54-9-3, as amended**
- 9) **Other Inspections and Fees**
- a. **Inspections outside of normal office hours: \$100 per hour (minimum of one hour)**
 - b. **Re-Inspection fee assessed under the provisions of Chapter 1 of both the IBC and IRC: \$100 per occurrence**
 - c. **Inspections and permits for which no fee is specifically indicated: \$100**
 - d. **Additional plan review required by changes, additions, or revisions to approved plans: \$100 per hour (minimum of one hour)**

Exhibit B
2010 Fee Study

Executive Summary

The purpose of the Fee Analysis Study is to evaluate the total cost of providing Community Development Department and Engineering Department services compared to the current fees charged, and to use this information to provide updated fee recommendations. Summit County Community Development includes the: Planning Department, Building Department, and Community Development Administration services. The Summit County Engineering Department was also included as part of the fee analysis.

Summit County has not comprehensively examined nor adjusted its Community Development Services/Engineering application fees for over seven+ years. Rosenthal & Associates Inc, a financial consulting firm, completed a "Cost of Service Analysis" and an "Indirect Cost of Service Analysis" in 2002. The studies demonstrated that opportunities exist for the County to move toward greater cost recovery in land use, engineering, and building fee application processes. A complete revision to the County's Community Development Services/Engineering Department application fees has not occurred since the conclusion of the Rosenthal studies; and since 1994 in some cases. In the meantime, development and land use applications have increased in Summit County, as well as the costs to provide the services (personnel expenses, cost of living, inflation, etc).

Analysis of the County's actual revenue and spending for the past several years show that revenue brought in from the fees for Community Development/Engineering services have never covered more than 50% of the costs of operating the overall departments. While efficiency measures have been taken where possible to reduce and keep costs down, there are still significant gaps between costs to the County for processing development applications and the fees charged. Furthermore, the current fee schedules do not reflect the rate of inflation through present day (2010) from when they were last updated. These factors, as well as ongoing changes to the zoning code and staff review, results in a need to re-examine application fees in an attempt to recover a greater share of the cost of providing services.

Daly Summit Consulting has reviewed the historical information, studied other fee analysis reports prepared for the County, assessed other similar communities' fee structures, and conducted an analysis of the Community Development/Engineering Services application fees to provide an understanding of the actual cost per application type for the County as described in this document and attachments. This report's findings would help to bridge the gaps with appropriate increases in fees paid by the applicants who are requesting land use changes and/or submitting associated Community Development and/or Engineering applications for processing.

Staff's fee recommendations created for Summit County Community Development/Engineering services are based on the costs borne by the County to provide these services. The total cost of service includes the cost of work provided by each department directly, and the cost of additional support services provided by other departments. The total cost of services analysis is the data used for fee recommendations. A comparative analysis that looks at other western U.S. communities Community Development/Engineering fees as evaluated next to Summit County's was also completed. This information was reviewed as a "gut check" discussion and not utilized as the basis for fee recommendation.

The findings of the fee analysis are provided within this study and the proposed new fee schedule attachment. The intent is to utilize the fee spreadsheet attachment as a stand-alone document for use and reference as a hardcopy handout and possibly posted on the Summit County website. Our findings

SUMMIT COUNTY UTAH

*Building, Community Development, Engineering, and Planning Departments
Fee Analysis Report*

show a gap between the cost of providing services and the costs received through application fees on 50 of the total 53 Community Development/Engineering applications analyzed. We recommend updating the Community Development/Engineering fees so that fees cover a higher percentage of the cost of providing services to applicants. The adjusted fees would meet a public need by allowing the County to ensure that new development and land use applications meets the public objectives while recovering the cost of the review from the direct user of the respective permits. Although increased fees will affect some applicants with limited resources, all of the proposed fee increases are in line with the rate of inflation and the cost of staff time and resources. The proposed changes are timely given that it has been approximately 16 years since the last time the entire fee schedule was updated. The proposed fees are the staff recommendations based on the Fee Analysis cost findings.

Purpose

The purpose of this report is to evaluate the total cost of providing services compared to fees currently charged by the Summit County Community Development Department and Engineering Department. Community Development includes the: Planning Department, Building Department, and Community Development Administration.

Introduction and Background

Summit County has not comprehensively examined nor adjusted its Community Development Services/Engineering application fees for over seven-plus years. Rosenthal & Associates Inc, a financial consulting firm, completed a "Cost of Service Analysis" and an "Indirect Cost of Service Analysis" in 2002. The studies demonstrated that opportunities exist for the County to move toward greater cost recovery in land use, engineering, and building fee application processes. A complete revision to the County's Community Development Services/Engineering Department application fees has not occurred since the conclusion of the Rosenthal studies; and since 1994 in some cases. In the meantime, development and land use applications have increased in Summit County, as well as the costs to provide the services (personnel expenses, cost of living, inflation, etc).

Analysis of the County's actual revenue and spending for the past several years show that revenue brought in from the fees for Community Development/Engineering services have never covered more than 50% of the costs of operating the overall departments – and in many cases covered considerably less. While efficiency measures have been taken where possible to reduce and keep costs down, there are still significant gaps between costs to the County for processing development applications and the fees charged. Furthermore, the current fee schedules do not reflect the rate of inflation through present day (2010) from when they were last updated. These factors, as well as ongoing changes to the zoning code and staff review, results in a need to re-examine application fees in an attempt to recover a greater share of the cost of providing services.

Daly Summit Consulting has reviewed the historical information, studied other fee analysis reports prepared for the County, assessed other similar communities' fee structures, and conducted an analysis of the Community Development/Engineering Services application fees to provide an understanding of the actual cost per application type for the County as described in this document and attachments. This report's findings would help to bridge the gaps with appropriate increases in fees paid by the applicants who are requesting land use changes and/or submitting associated Community Development/Engineering applications for processing.

Summary of Approach

The fee recommendations created for Summit County Community Development/Engineering services are based on the costs borne by the county to provide these services. Staff reviewed the total costs of service for each application type with the consultant and then determined the appropriate recommended fee for County Council's review and approval. The total cost of service includes the cost of work provided by each department directly, and the cost of additional support services provided by other departments. The total cost of services analysis is the data used for fee recommendations. We also completed a comparative analysis that looks at other western U.S. communities Community Development fees as evaluated next to Summit County's. This information was reviewed as a "gut

check” discussion and not utilized as the basis for fee recommendation. The fee analysis methodology discussion is provided below, along with the fee comparative chart.

Fee Analysis Methodology

The methodology used to determine the total cost of services is based on the direct and indirect costs of each application. Direct costs of an application are those costs (time, materials, etc) spent by the department issuing or processing the application. An application’s indirect costs are those expenses incurred by other departments during the process of review/approval of an application (interdepartmental review, legal analysis, etc.). It was extremely important to recognize and account for all the time spent on each type of application processed by the each of the Departments, as significant hours are tallied by the County’s many departments in order to do “business as usual”. The background data was generated by a collaborative effort with the Planning, Building, and Engineering departments.

To complete the total cost of services analysis, expenditure of staff time per application type was first identified. We examined the personnel inventory for each department, listing each employee by title and salary tier. Then the amount of time per application type was determined based upon detailed staff record maintained by the respective department.

In order to calculate the cost of the individual time associated with each hour of staff time per application, an analysis of the expenses directly and indirectly associated with each department per the Summit County Year-End Financials between 2003 and 2008 was conducted. 2008 was considered the baseline year and the expenses associated with all prior years were adjusted for its corresponding year’s Consumer Price Index (CPI). Then an average of the costs per year was determined. This average cost of expenses per year, per department was then divided by the total number of employees multiplied by the total hours per employee per year (2,080 which is a standard number of work hours per employee per year based upon the average work week of 40 hours times 52 weeks per year). Collectively, these expenses determined an average cost of each hour per employee.

A similar method was used to determine the cost per hour of supporting departments (indirect costs), with the exception that these total costs were prorated based upon the approximate amount of time and services from each department that are needed and used to support the various Community Development/Engineering departments. This hourly cost basis was then multiplied against the total number of staff hours per application type in order to determine the total average amount of time used to process each of the various types of applications. Since many of the applications are based upon the total number of lots, units, acres, commercial square footage or other; an analysis of the actual development product per project was then considered. This permitted the evaluation of average cost based upon the actual development program.

Legal Context

State Code

The County’s Community Development Department fees are administered within the context of **U.C.A. 17-27a-509 Limit on fees – Requirements to itemize fees**, which states the following:

“(1) A county may not impose or collect a fee for reviewing or approving the plans for a commercial or residential building that exceeds the lesser of:

- (a) the actual cost of performing the plan review; and
 - (b) 65% of the amount the county charges for a building permit fee for that building.
- (2) Subject to Subsection (1), a county may impose and collect only a nominal fee for reviewing and approving identical plans.
- (3) A county may not impose or collect a hookup fee that exceeds the reasonable cost of installing and inspecting the pipe, line, meter, or appurtenance to connect to the county water, sewer, storm water, power, or other utility system.
- (4) A county may not impose or collect:
- (a) a land use application fee that exceeds the reasonable cost of processing the application; or
 - (b) an inspection or review fee that exceeds the reasonable cost of performing the inspection or review.
- (5) Upon the request of an applicant or an owner of residential property, the county shall itemize each fee that the county imposes on the applicant or on the residential property, respectively, showing the basis of each calculation for each fee imposed.
- (6) A county may not impose on or collect from a public agency any fee associated with the public agency's development of its land other than:
- (a) subject to Subsection (4), a fee for a development service that the public agency does not itself provide;
 - (b) subject to Subsection (3), a hookup fee; and
 - (c) an impact fee for a public facility listed in Subsection [11-36-102\(13\)](#)(a), (b), (c), (d), (e), or (g), subject to any applicable credit under Subsection [11-36-202\(2\)](#)(b)."

Code excerpt from: <http://www.le.state.ut.us/UtahCode/getCodeSection?code=17-27a-509>

County Legal Parameters

Summit County must follow the regulations set out by State statute for Planning, Engineering and Building fee assessment. The fee schedules currently in place for the Community Development/Engineering Departments reflect the state's requirements; however as discussed, the fees have not been updated for many years.

Summit County Code Titles 10 and 11 and more specifically, *Snyderville Basin Development Code* Chapter 10, Section 10-9-14 (Ord. 708, 12-10-2008), and the *Eastern Summit County Development Code* Chapter 7, Section 11-7-4 (Ord. 708, 12-10-2008) empower the Summit County Council to establish fees for the purpose of covering specific county costs incurred during the review and processing of development permits. The County Council is required to establish the fees by resolution.

The most recent Building, Plumbing, Mechanical, and Electrical Permit Fees were set by Summit County Resolution 94-21 passed in December 1994. According to discussions with staff, the fee schedule set in 1994 was purposely established lower than other regional communities and lower than could have been

charged at that time due to the County Commission's desires to encourage low income and/or affordable housing in Summit County.

On the Planning Department side, the first established fee structure resembling the modern code was created in 1991. In 1998 and 1999 the fee structure Summit County is essentially working under now was created due to the requirements to charge fees for new types of applications and significant changes to the code. 2006 brought a few updates and changes to the Planning fees with the most recent changes occurring to add one type of new permit in 2009.

Engineering's fee structure set in 1997 and 1999 reflected the basic types of permits the county saw during that time and the relatively low volume of permits being processed. In 2000 and again in 2006 the county added numerous types of permits and updated fees to reflect the changing landscape of development.

In the early 2000's, a need to assess the discrepancies between actual costs of doing business in the Building, Engineering, and Planning Departments and the costs of the applications was recognized by staff and the Commission. The building boom and economic boost of the preparations for the 2002 Winter Olympics created a busy and unusual situation for the Community Development/Engineering Departments from approximately 2000-2003. The demand for quick output and focus on hosting a great Olympics took the spotlight away from the fee issues. Rosenthal's important findings demonstrating the gap between costs and fees in 2002 were never adopted nor implemented.

County Financial Data

In data provided by the Summit County Auditor's office, the percentage of department expenditures covered by the related revenue sources for Planning, Engineering and Community Development are expected to be less than 40% for 2009. Fees collected for the work completed by these departments do not cover 60% of their costs. In fact, the fees collected for Planning, Engineering and Community Development from 2003-2009 have typically covered less than 50% of the costs (for the dates 2007/2008 data was provided). The deficiencies between fees and costs have largely been supported by the County's General & Municipal Fund.

Fee Comparison

The purpose of the fee comparison section is to provide a context for Summit County development fees by looking at other jurisdictions fee schedules. This section exists to provide verification that Summit County's proposed fee changes "fit" and are comparable to fee rates charged in other areas. The County is NOT required to match fees charged by other jurisdictions for like services; however, it is prudent to look to other communities as a gauge, especially when looking at possible fee increases.

The information presented here shows that every community takes a different approach to not only how much is charged for development application fees, but also diversity in the types of fees charged and the types of applications they support. For example, an applicant might apply for a pre-application conference in one community, whereas the same development application in another community would go directly to the sketch plan process. In addition, a fee comparison between communities does not discover what the costs are based upon, only what it charged. A fee in one community may be higher because they use a Senior Planner to review and process an application where another community

SUMMIT COUNTY UTAH

*Building, Community Development, Engineering, and Planning Departments
Fee Analysis Report*

might use a Planner II. In other words, the costs in one community to actually provide the service could be dramatically different than the costs of providing services another similar community.

As part of the analysis, fee rates and structures from seven relevant jurisdictions throughout the west were reviewed comparatively to Summit County. The data collection consulted the published information available and included direct survey of some of the subject communities to learn the cost of fees to applicants in processing typical planning and development applications. Please see the Fee Comparison Chart below for the fee rate data.

Fee Comparison: Summit County, Utah to other western U.S. communities (2008).								
Community and State	Summit County, Utah – Snyderville Basin	Summit County, Utah – Eastern County	Park City, Utah	Wasatch County, Utah	Routt County, Colorado	Summit County, Colorado	Jackson Hole, Wyoming	Teton County, Wyoming
Sample Application Type & Cost								
Planning								
Pre-Application Conference			\$610 (special meeting w/staff and PC wk session)	\$500 (special meeting, + other fees)	\$1,000	(Work Session) Planning Commission \$1,585. PC & BCC \$5,305	\$300 w/staff, \$500 w/PC and/or Council	\$100-\$600+
Conditional Use Permit	Res: \$50/lot Non-Res: \$200/acre or 1,000 SF	Res: \$75/lot Non-Res: \$250	\$720 (Discretionary)	\$200 + costs	\$ 600 + \$50 annual fee*	\$3,560	+\$500 to main applicat	\$400-\$2,000
Special Use Permit	\$100 (special event – one time use)			\$100 + costs (mass gathering is more)	\$ 800 + \$100 annual fee*			\$2,000
Sketch Plan	Res: \$10/lot, unit Non-Res: \$40/acre or 1,000 SF	Res: \$10/Unit Non-Res: \$40/ac.			\$500 + \$20/lot		\$2,500	\$5,000 (major only)
Appeals	\$100		\$365 for PC, Board of Appeals, and/or HDC, \$100 staff appeals	Case by case	Min basic fees and hrly fees at same rate as the original application	½ fee for the type of applic involved (BCC). \$1,585 fee (Admin Decision) Appeal Fee refunded to successful appellants	\$500 for Admin Decision	\$800

SUMMIT COUNTY UTAH

*Building, Community Development, Engineering, and Planning Departments
Fee Analysis Report*

Preliminary Subdivision	Res: \$75/lot, unit Non-Res: \$75/acre or 1,000 SF	Res: \$75/Unit Non-Res: \$75/ac.	\$255/unit	Res: \$300 + \$100/lot/unit/eru, + costs Other: \$100/1,000 s f, + costs	\$2,000 + \$40/lot	\$3,560 + \$175/lot	See Sketch Plan	\$600-\$3,000* + \$50/lot over 20 lots, and \$50/1,000 s.f. if over \$15,000 s.f.
Final Subdivision Plat	\$60/lot, unit	Res: \$75/Unit Non-Res: \$75/ac.	\$180/unit	Res: \$50 lot/unit/eru, + costs Other: \$25/1,000 s f, + costs	\$1,000 + \$20/lot	\$1,740 + \$175/lot	\$1,000 + \$100 per lot max \$3,000	\$450

If we take a comparative look at the Preliminary Subdivision costs per jurisdiction we find Summit County charges less per application than the majority of other communities. In a scenario with 100 residential lots/units we observe the following costs:

Community and State	Summit County, Utah	Park City, Utah	Wasatch County, Utah	Routt County, Colorado	Summit County, Colorado	Jackson Hole, Wyoming	Teton County, Wyoming
Preliminary Subdivision	\$7,500	\$25,500	\$10,300 + costs	\$6,000	\$21,060	\$2,500 + fees/costs	\$7,600-\$8,000+

Wasatch County, Utah

Wasatch County is located in the north-central part of Utah, approximately 40 miles east of Salt Lake City. Within Wasatch County there are approximately 772,835 acres (1,207 square miles), of which about 70% are publicly owned. The public lands are administered by: U.S. Forest Service, U.S. Bureau of Reclamation, U.S. Bureau of Land Management, State Division of Lands, State Division of Parks and Recreation, and right-of-ways administered by the Utah State Department of Transportation. There are eight municipalities located within the County, including: Heber City (County Seat), Midway, Charleston, Wallsburg, Daniel, Independence, Hideout, and part of Park City. The County is bordered on the north by Summit County, on the east by Duchesne County, on the south and southwest by Utah County and the northwest by Salt Lake County. By area, Wasatch County is one of the smaller counties in the state with a total surface area of 1,207 square miles and a population estimated at 22,845 in 2008.

The fee schedule for Wasatch County provides for Community Development fees to be charged by the Planning and Zoning Department, Engineering Department, and/or the Building Inspection Department. The Planning fees are set up into two categories: development fees and other fees, with a total of 28 types of applications or processes listed. The county also charges for "costs" for most applications and these are described separately. Engineering fees for subdivisions and capital improvements are charged as 5% of the total estimated cost of the improvements. Additionally, the county charges for encroachment and excavation permits. The building permit fees charged are based on a basic total valuation of the structure formula. Plan review fee is 65% of the building permit fee. Other building department fees charged include: investigation fees, hourly fees charged for inspections outside normal business hours, re-inspection fees (hourly), other inspections (hourly), additional plan review due to

changes, and costs. <http://www.co.wasatch.ut.us/>, <http://www.ulct.org/ulct/> and <http://www.mountainland.org/>

Routt County, Colorado

Routt County is a diverse environment offering mountain vistas and ranch lands. Located in northwest Colorado, the county encompasses a total of 2,231 square miles. Communities located in Routt County include Clark, Hahns Peak, Milner, Phippsburg, and Toponas, the towns of Hayden, Oak Creek and Yampa, and the city of Steamboat Springs. About 50% of the land in Routt County is publicly owned. The 2000 census reports the full time residential population of the county is approximately 19,690. During the winter months the resort town of Steamboat Springs thrives due to a world-class ski resort, while ranching, agriculture, forestry, mining and power generation provide a year-round economy in the surrounding areas.

Routt County's planning fee schedule categorizes the main fees charged into three groups: Minimum Basic Fees, Hourly Fees and Annual Fees. All applications pay the minimum basic fee for their proposal type. In addition, the applicant may have to pay hourly fees and/or annual fees if the workload exceeds the maximum time allotted to the application or if the application/project needs monitoring over the course of a year. The building fees charged are based on a total valuation of the structure formula. When a plan or other information is required to be submitted to the building department, a plan review fee of 65% of the building permit fee shall be paid at the time of submitting plans and specifications for review. <http://www.co.routt.co.us/index.php>

Summit County, Colorado

Summit County is located among the high peaks of the Colorado Rockies, just on the west side of the Continental Divide. Colorado's main east-west transportation corridor bisects the County and enhances the proximity of the County to Denver and the Front Range communities. Included within the county are six municipalities (Blue River, Breckenridge, Dillon, Frisco, Montezuma, and Silverthorne), four major ski resorts (Arapahoe Basin, Breckenridge, Copper Mountain, and Keystone), National Forest and Bureau of Land Management lands, and two Congressionally-designated Wilderness Areas (Eagles Nest and Ptarmigan Peak). The County is relatively small in geographic terms, occupying a total land area of approximately 396,000 acres (about 619 square miles). In the context of ownership roughly 80 percent of the land in the County is public lands managed by the U.S. Forest Service and Bureau of Land Management. The remaining 20 percent is privately owned (this correlates to approximately 150 square miles). The majority of the private lands are found in narrow bands along the valley bottoms and adjacent to the major road corridors. It is along these major roadways that most of the existing and approved development occurs. Summit County's 2009 permanent resident population is estimated at 29,000. <http://www.co.summit.co.us/Planning/overview.html>

Summit County, Colorado's Planning Department Development Review schedule is organized by type of application (zoning, PUD, Subdivision, etc.) and then (if appropriate) by residential, other structural or non-structural use. Summit CO also charges hourly rates for additional time spent on an application and non-standard reviews.

Town of Jackson and Teton County, Wyoming

Jackson, Wyoming sits at 6,500 feet above sea level. The population of the Town of Jackson is 8,452, with the remaining population of Teton County at 10,345. Jackson Hole is a common nickname for the area and refers to the entire valley which is surrounded by Yellowstone National Park on the north, the Tetons on the west, the Gros Ventres on the east and the Wyoming Range on the south. Jackson/Teton County contains roughly 2.6 million acres of federally protected and resource-rich land. With 73,000 acres (or 3%) of land in the county available for private development, there are limited resources available to meet the demands of the many people who want to live in and visit the area.
<http://www.ci.jackson.wy.us/content/index.cfm> and <http://tetonwyo.org/AgencyHome>

The Town of Jackson's Fee Schedule is relatively straight forward with only 19 total Planning application types. Each type of application has further clarification (residential vs. non-residential or with or without CUP) within each grouping. Jackson's Town Council may also reduce, defer, or waive application fees if the project advances community goals (e.g. publicly sponsored/funded project, project with extraordinary charitable, civic, educational, etc benefits). Teton County summarizes their development permit applications, other permits and amendments, and fees into about 32 main categories. The county notes that "Application fees are based upon the estimated costs processing the application (Planning Staff time, advertising and overhead)".

Summary of Findings

Revenue collected by Summit County to provide Building, Community Development, Engineering and Planning services is, in many cases, grossly short of the costs of doing business. The intent of this study is for the County to utilize the fee spreadsheet attachment as a stand-alone document for use and reference as a hardcopy handout and possibly posted on the Summit County website. Our findings show a gap between the cost of providing services and the costs received through application fees on 50 of the total 53 Community Development/Engineering fees analyzed. We recommend updating the Community Development/Engineering fees so that they cover a higher percentage of the cost of providing services to applicants. The adjusted fees would meet a public need by allowing the County to ensure that new development and land use applications meets the public objectives while recovering the cost of the review from the direct user of the respective permits. Although increased fees will affect some applicants with limited resources, all of the proposed fee increases are in line with the rate of inflation and the cost of staff time and resources. The proposed changes are timely given that it has been approximately 16 years since the last time the entire fee schedule was updated. The proposed fees are the staff recommendations based on the consultant developed Fee Analysis cost findings.

**SUMMIT COUNTY, UTAH
RESOLUTION No. 2010-13-A**

**AMENDMENT TO DEVELOPMENT PERMIT, BUILDING, AND
ENGINEERING APPLICATION FEES**

WHEREAS, the Snyderville Basin Development Code, Title 10, and the Eastern Summit County Development Code, Title 11 empower the Summit County Council to establish fees for the purpose of covering specific County costs incurred during the review and processing of any development permit application, and

WHEREAS, on July 12, 2006, the previous legislative body, the Summit County Commission, adopted Resolution 99-11A, creating development permit application fees for the 1998 Snyderville Basin Development Code and the 1996 Eastern Summit County Development Code, and

WHEREAS, on July 22, 2009, the Summit County Council adopted Ordinance No. 723 that added a Special Exception Process to the Snyderville Basin and Eastern Summit County Development Codes; and

WHEREAS, on August 12, 2009, the Summit County Council adopted Resolution No. 2009-22 creating the Special Exception Application Fee that is required to be submitted with an associated special exception application; and

WHEREAS, certain Summit County ordinances require the Engineering Department to review and administer permit applications and to inspect the work permitted under these ordinances; and

WHEREAS, on July 12, 2006, the Summit County Commission adopted Resolution 2006-09, creating permit application fees and bond requirements for the Engineering Department; and

WHEREAS, Utah Code Annotated Title 58, Chapter 56 provides for the statewide adoption of construction Codes; and

WHEREAS, these codes provide for the payment of building permit fees, plan check fees, plumbing permit fees, mechanical permit fees, and electrical permit fees upon the issuance of permits authorizing building construction within Summit County; and

WHEREAS, on December 19, 1994, the Summit County Commission adopted Resolution No. 94-21, creating building, plumbing, mechanical, and electrical permit fees; and

WHEREAS, the interim County Manager contracted with Daly Summit Consulting

on September 17, 2009 to conduct a fee study to determine the actual costs of providing development permit application services, and

WHEREAS, on September 1, 2010 the Summit County Council adopted Resolution 2010-13, and

WHEREAS, the Summit County Council determined that the fee study, incorporated in Resolution 2010-13, documents and supports the need for an adjustment to certain permit application fees, and

WHEREAS, Resolution 2010-13 repealed Resolutions No. 99-11A, No. 2009-22, No. 2006-09, and No. 94-21, and

WHEREAS, Resolution 2010-13 requires a biennial review of the fee schedule, and

WHEREAS, the Summit County Council held work sessions to conduct the biennial review on January 30, 2013 and July 17, 2013, and

WHEREAS, the Summit County Council held a public hearing on August 21, 2013 to consider amendments to the fee schedule.

NOW, THEREFORE, BE IT RESOLVED, that the County Council of the County of Summit, State of Utah [hereinafter the "Council"] resolves as follows:

Section 1:

The Council, hereby amends the fee schedules for the Community Development, Building, and Engineering Departments attached hereto as Exhibit A. Indicated Engineering Fees shall be credited to the Summit County Engineering Department and all other fees shall be credited to the Summit County Community Development Department.

Section 3: Refund of Fees

Community Development Department Fees and Engineering Department Fees

A refund may be given in an amount not to exceed fifty percent of the application fee or fees paid, when the application is withdrawn, in writing, prior to any of the following:

1. Issuance of any notice of public hearing or prior to begin placed on agenda of the County Manager, Planning Commission, Board of Adjustment, or County Council.
2. Completion of the review of any documents or plans submitted with the application.
3. An inspection or site visit requested by the applicant or performed by Staff

Building Department Fees

A refund may be given in an amount not to exceed eighty percent of the building permit fees paid, at the discretion of the Building Official, if work has not commenced on the permitted project and more than six months have not passed since the granting of the permit. Plan review fees are not refundable.

For structures with a valuation of over \$10,000,000, the Building Department may consider a partial refund if there is evidence that the fee collected exceeds the cost to provide services for that structure.

Section 4: Additional Fees

In the event the Director of Community Development, Building Official, or County Engineer determines that a specific project requires additional resources (e.g. specialized consultant, special mapping, etc.) to review extraordinary conditions related to the development proposal, additional fees to cover the cost of these additional resources shall be assessed to the applicant.

Section 5: Review and Revision of Fee Schedule

The Community Development Department and Engineering Department shall review the fee schedule every two (2) years after the effective date of this resolution, and recommend revisions to the fee schedule to ensure that the fees cover the actual cost of processing applications, but in no case exceeds that amount. In no case shall there be longer than a five (5) year period without the review and recommendation of the Community Development Department and Engineering Department regarding necessary changes to the fee schedule.

Section 6: Effective Date

This Resolution shall take effect immediately upon its adoption.

APPROVED, ADOPTED, PASSED and ordered published by the Summit County Council, this _____ day, 2013

SUMMIT COUNTY COUNCIL, SUMMIT COUNTY, UTAH

By: _____
Claudia McMullin, Chair

- Councilor McMullin** voted _____
- Councilor Ure** voted _____
- Councilor Robinson** voted _____
- Councilor Carson** voted _____
- Councilor Armstrong** voted _____

Exhibit "B"

COMMUNITY DEVELOPMENT DEPARTMENT FEE SCHEDULE

- 1) **Agricultural Protection Area:** \$100
- 2) **Administrative Appeal:** \$400
- 3) **Board of Adjustment Application:** \$1000
- 4) **Conditional Use Permit**
 - a. **Residential:** \$1000
 - b. **Non-Residential:** \$2500
 - c. **Wind Turbine, Solar, or Recycling Facility**
 - i. Residential: \$100
 - ii. Non-Residential: \$500 for first acre or 1,000 s.f. of disturbed area, and \$100 per additional acre or 1000 s.f.
 - a. If the parcel is less than one acre, the fee shall be \$500
- 5) **Condominium Plat:** \$250/ lot or unit
- 6) **Development Agreement:** \$1,000 paid with initial application, plus an additional \$2,000 to be paid prior to County Council action
- 7) **Development Agreement Amendment:**
 - a. \$1,000 for amendments requiring a public hearing
 - b. \$500 for minor amendments that do not require a public hearing
- 8) **Development Code Amendment:** \$2,500
- 9) **Final Site Plan**
 - a. **Residential:** \$30 / lot or unit
 - b. **Non-Residential:** \$2500 flat fee
- 10) **Final Subdivision Plat:** \$150 / lot or unit
- 11) **General Plan Amendment:** \$3000
- 12) **Lot Line Adjustment:** \$500
- 13) **Lot of Record Determination:** \$50 / parcel
- 14) **Low Impact Permit**

- a. **Residential:** \$250
- b. **Non-Residential:** \$1000
- c. **Wind Turbine, Solar, or Recycling Facility**
 - i. Residential: \$100
 - ii. Non-Residential: \$250 for first acre or 1,000 s.f. of disturbed area, and \$100 per additional acre or 1000 s.f.
 - a. If the parcel is less than one acre, the fee shall be \$250

15) Plat Amendment

- a. Administrative process (if no public hearing is held): \$500
- b. Public process (if a public hearing is held): \$1000

16) Preliminary Plan

- a. **Residential:** \$300 /lot or unit
- b. **Non-Residential:** \$2500 flat fee

17) Public Hearing Notification and Publication: \$2.00/individual notice and actual cost of newspaper publication.

18) Rezone (Zone District Map Amendment): \$2,000

19) Sign Permit: \$100/sign

20) Sketch Plan

- a. **Residential:** \$25 / lot or unit
- b. **Non-Residential:** \$500

21) SPA Plan

- a. **Residential:** \$30 /lot
- b. **Non-Residential:** \$90 /acre of disturbed land or 1,000 square feet of building footprint area (whichever is greater).
 - i. If the parcel is less than one acre, the fee shall be \$90

22) Special Event Permit

- a. **Minor event:** \$250*
 - b. **Major event, up to 5,000 people:** \$400*
 - c. **Major event, exceeding 5,000 people:** \$1000*
- *Applications submitted late shall be charged double fees to cover the cost of expediting the review process.*

23) Special Exception: \$1000

24) Temporary Use Permit

- a. **Residential:** \$400 first time (\$100 renewal fee for each time permit is renewed)

- b. **Non-Residential:** \$1,000 first time fee (\$250 renewal fee for each time permit is renewed)

25) Vested Rights Determination

- a. **Residential:** \$500 for first commonly owned lot; \$150 for each additional lot with a cap of \$2500 total for a single application
- b. **Non-Residential:** \$500 for use up to 5,000 s.f. (or 1 acre for outdoor use); \$2500 for all others

ENGINEERING DEPARTMENT FEE AND BONDING SCHEDULE

1) Board of Adjustment Application: \$170

2) Conditional Use Permit

- a. **Residential:** \$20
- b. **Non-Residential:** \$90 /acre of disturbed land
 - i. If the development parcel is less than one acre, the fee shall be \$90
- c. Wind Turbine, Solar, Recycling Facility
 - i. Residential: \$10
 - ii. Non-Residential: \$45 /acre of disturbed land
 - a. If the development parcel is less than one acre, the fee shall be \$45

3) Condominium Plat: \$35 /lot or unit

4) Construction Plan

- a. **Residential of less than 10 lots:** \$100
- b. **Residential of 10 lots or more:** \$250
- c. **Non-Residential of less than 100,000 square feet of disturbed land:** \$175
- d. **Non-Residential of 100,000 square feet or more of disturbed land:** \$400
- e. **Engineering Construction Inspection Fee**
 - i. For projects whose estimated construction cost is less than or equal to \$500,000, the fee is 1.5% times the construction cost.*
 - ii. For projects whose estimated construction cost is more than \$500,000, the fee is \$7,500 plus 0.1% times the construction cost.*

* Construction costs to be included in the fee calculation are all "Civil" Improvements less sewer, water, and landscaping; it does not include building or structure improvement costs.

- 5) **Development Agreement: \$85**
- 6) **Development Agreement Amendment: \$85**
- 7) **Final Site Plan**
 - a. **Residential: \$5 /lot or unit**
 - b. **Non-Residential: \$5 /acre of disturbed land**
 - i. If the development parcel is less than one acre, the fee shall be \$5
- 8) **Final Subdivision Plat: \$15 /lot or unit**
- 9) **Lot Line Adjustment: \$40**
- 10) **Low Impact Permit**
 - a. **Residential: \$40**
 - b. **Non-Residential: \$130**
 - c. **Wind Turbine, Solar, Recycling Facility**
 - i. **Residential: \$20**
 - ii. **Non-Residential: \$65 /acre of disturbed land**
 - a. If the development parcel is less than one acre, the fee shall be \$65
- 11) **Plat Amendment: \$40**
- 12) **Preliminary Plan**
 - a. **Residential: \$30/lot or unit**
 - b. **Non-Residential: \$30 /acre of disturbed land**
 - i. If the development parcel is less than one acre, the fee shall be \$30
- 13) **Public Hearing Notification and Publication: \$2.00/individual notice and actual cost of newspaper publication**
- 14) **Road Vacation Petition: \$300**
- 15) **SPA Plan**
 - a. **Residential: \$15 / lot**
 - b. **Non-Residential: \$15 /acre of disturbed land**
 - i. If the development parcel is less than one acre, the fee shall be \$15
- 16) **Ordinance 181-D Excavation Encroachments and Structures in the County Right of Way**
 - a. **Excavation Permit: \$75 Base Fee for the first 100 linear feet plus \$5 per additional 100 linear feet**
 - b. **Driveway Encroachment Permit**
 - i. \$100 per Encroachment

- ii. \$100 Re-inspection Fee
- c. **Structure Encroachment Permit:** \$75 first structure plus \$10 per additional structure
- d. **Excavation Completion Bond:** \$250 per 100 feet of trench (\$250 min)
- e. **Asphalt Cut Repair Bond:** \$250 plus \$25 per square foot
- f. **Driveway Bond**
 - i. \$250 per Encroachment for lots having average slopes of less than 10%
 - ii. \$500 per Encroachment for lots having average slopes between 10% and 15%
 - iii. \$2,000 per Encroachment for lots having average slopes over 15%
- g. **Road Closure Permit:** \$25

17) Ordinance 315-C Excavation, Grading, and Filling on Private Property

- a. **Grading Permit**
 - i. **Less than 5,000 cubic yards:** \$100/application
 - ii. **Equal to or more than 5,000 cubic yards:** \$200/application
- b. **Revegetation Bond:** 120% of the estimated cost to complete revegetation
- c. **Completion Bond:** 120% of the estimated cost to complete restoration

18) Ordinance 212-A Floodplain Development

- a. **Application Review:** \$100 per application
- b. **Floodplain Determinations:** \$20 per request

19) Ordinance 381-A Storm Water Pollution Prevention Plan and Erosion Control Plan

- a. **Sites Less Than One Acre:** \$25 per application
 - i. \$100 Re-inspection Fee
- b. **Sites of 1 Acre or More:** \$25 per Application + \$10 per additional acre
 - i. \$100 Re-inspection Fee
- c. **SWP3 and ECP Bond:** 120% estimated cost to implement

BUILDING DEPARTMENT FEE SCHEDULE

(fees are based on cost per square foot)

1) Building Valuations

- a. **Agricultural Buildings:** \$20 per square foot
- b. **Commercial Structures per the International Building Code (IBC):**
Cost per square foot as reported in the Building Safety Journal published by the International Code Council (ICC)
- c. **Residential Structures per the International Residential Code (IRC):**

Cost per square foot is based on the table listed below:

Residences (single family and townhouses)

250 — 1300 =	\$98.95
1301 — 1400 =	\$99.94
1401 — 1500 =	\$100.93
1501 — 1600 =	\$101.92
1601 — 1700 =	\$102.91
1701 — 1800 =	\$103.90
1801 — 1900 =	\$104.89
1901 — 2000 =	\$105.88
2001 — 2100 =	\$106.87
2101 — 2200 =	\$107.86
2201 — 2300 =	\$108.55
2301 — 2400 =	\$109.83
2401 — 2500 =	\$110.82
2501 — 2600 =	\$111.81
2601 — 2700 =	\$112.80
2701 — 2800 =	\$113.79
2801 — 2900 =	\$114.78
2901 — 3000 =	\$115.77
3001 & up =	\$116.76

d. **Garages:** \$37.87 per square foot

e. **Decks:** \$5 per square foot

2) Building Fees

- a. **Agricultural Buildings:** \$6 per \$1,000 of valuation or fraction thereof
- b. **Commercial Structures built per the IBC:** Fees calculated at a rate of 0.0075 (3/4 of 1%) of the construction valuation.
 - i. **Minimum fee:** \$25
- c. **Residential Structures built per the MC:** Fees calculated at a rate of 0.0075 (3/4 of 1%) of the construction valuation.
 - i. **Minimum fee:** \$25

3) Plan Review Fees

- a. **Agricultural Buildings:** No fee
- b. **Commercial Structures:** 65% of building permit fee
- c. **Residential Structures:** 65% of building permit fee
- d. **Detached garages with no living space, decks/porches for existing structures, and accessory buildings:** 15% of building permit fee

4) Plumbing Permit Fees

- a. **Permit Issuance Fee:** \$10

- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the International Plumbing Code (IPC):** \$0.03 per square foot
 - iii. **Residential Structures per the IRC:** \$0.025 per square foot
- 5) **Mechanical Permit Fees**
- a. **Permit Issuance Fee:** \$10
 - b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the International Mechanical Code (IMC):** \$0.03 per square foot
 - iii. **Residential Structures per the MC:** \$0.025 per square foot
- 6) **Electrical Permit Fees**
- a. **Permit Issuance Fee:** \$10
 - b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the National Electric Code (NEC):** \$0.035 per square foot
 - iii. **Residential Structures per the ERC:** \$0.03 per square foot
- 7) **Alternative Energy Permits: These permits are separate from the permits issued for new construction. These permits include, but are not limited to, solar hot water, photovoltaic, geo-thermal, and wind generated power.**
- a. **Photovoltaic System:** \$700
 - b. **Geo-Thermal:** \$500
 - c. **Solar Hot Water:** \$250
 - d. **Wind Generator:** \$250
 - e. **Permit Issuance:** 10% of review fee
- 8) **Utah State Surcharge:** A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA 58-54-9-3, as amended
- 9) **Other Inspections and Fees**
- a. **Inspections outside of normal office hours:** \$100 per hour (minimum of one hour)
 - b. **Re-Inspection fee assessed under the provisions of' Chapter 1 of both the IBC and IRC:** \$100 per occurrence
 - c. **Inspections and permits for which no fee is specifically indicated:** \$100
 - d. **Additional plan review required by changes, additions, or revisions to approved plans:** \$100 per hour (minimum of one hour)

Exhibit D.1 - Planning

Application Type	Planning Fee	Current Base Fee	Proposed Base Fee Changes	Comments
Administrative Appeal	\$400	\$ 400.00	\$400	
Ag Exemption		\$ No fee	no fee	
Ag Protection Area	\$100	\$ 100.00	\$100	
Board of Adjustment Application	\$400	\$ 400.00	\$1,000	Cost for all Public Hearing review is about \$2000-\$2500; more if more than 1 hearing. Recommended increasing all items with PH to \$1,000 to at least some close to ~1/2 cost coverage; however, based on SCC comments, Staff recommends keeping the appeal fee at \$400.
Conditional Use Permit	Residential: \$400 Non-Residential \$1000 / acre of disturbed land or 1,000 s.f. of building footprint, whichever is greater (minimum \$1000) Wind turbine, solar, recycling facility - Residential \$200 Amendment or extension resulting PH Wind turbine, solar, recycling facility - Non-Residential \$500 / acre of disturbed land or 1,000 s.f. of building footprint, whichever is greater \$500 min.)	\$ 200.00 n/a \$ 500.00	Reduce to \$100 \$1000 commercial / \$500 residential \$500 for first acre or 1,000 s.f.; \$100 for each additional acre / 1000 s.f.	Kept at a per lot / s.f. basis, since potential for large scale and high complexity.
Condominium Plat	\$200 per lot or unit	\$ 200.00	\$250/unit	
Development Agreement	\$1000 paid with initial application, plus additional \$2000 to be paid prior to County Council FIRST MEETING	\$ 3,000.00	\$1000 / \$2000 (total \$3000)	
Development Agreement Amendment (PH / Public action)	\$1,000	\$ 1,000.00	\$1,000	
Development Agreement Amendment (Administrative)	\$500	n/a	\$500	
Development Code Amendment (public Initiated)	\$2,000	\$ 2,000.00	\$2,500	
Final Site Plan	Residential: \$30 per lot or unit Non-Residential: \$75 / acre of disturbed land or 1000 s.f. of building footprint area, whichever is greater (\$75 min.)	\$ 30.00 \$ 75.00	\$90.00 \$150/lot	Typically reviewed along with another higher cost permit Requires 1-2 public hearings; put at same cost as CUP Reduce to \$150 per lot, since review mostly done through Preliminary
Final Subdivision Plat	\$300 per lot or unit	\$ 300.00	\$3,000	
General Plan Amendment (public Initiated)	\$2,500	\$ 2,500.00	\$500	
Lot Line Adjustment	\$50 / parcel	\$ 50.00	\$50	
Lot of Record Determination	Residential: \$210 Non-Residential: \$870	\$ 210.00 \$ 870.00	\$750 \$1,000	
Low Impact Permit	Wind turbine, solar, recycling facility - Residential \$105 Wind turbine, solar, recycling facility - Non-Residential \$435 / acre of disturbed land or 1000 s.f. of building footprint, whichever is greater (\$435 min)	\$ 105.00 \$ 435.00	Reduce to \$100 1,000 s.f. / acre	Left at a per-1,000 since potentially very large scale with lots of review.
Plat Amendment (regular & Condominium)	Administrative Process (no PC action): \$380 Public Process (PC action): \$760	\$ 380.00 \$ 760.00	\$500 \$1,000	Increase to \$500 to match Lot Line Adjustment \$300/lot; most review done at this stage.
Preliminary Plan	Residential: \$250 per lot or unit Non-Residential: \$250 / acre of disturbed land or 1000 s.f. of building footprint area, whichever is greater (\$250 min.) Example 30 lot subdivision plat Example 20,000 s.f. commercial office	\$ 250.00 \$ 7,500.00 \$ 5,000.00	\$2500/lot fee \$2500/lot fee	
Public Hearing Notification & Publication Rezone (Zone District Map Amendment)	\$2,000 / individual notice & actual cost of newspaper publication	\$ 2,000.00	\$2,000	
Sign Permit	\$100 per sign	\$ 100.00	\$100 per sign	
Sketch Plan	Residential: \$20 / lot or unit Commercial: \$95 / acre or 1,000 s.f.	\$ 20.00 \$ 95.00	\$25 \$500	Was missed in the previous table; increase residential, and put / lot fee on commercial.
SPA Plan	Non-Residential: \$75 / acre of disturbed land or 1000 s.f. of building footprint area, whichever is greater (\$75 min.)	\$ 75.00	\$30 per lot / 1000 s.f.	Kept at a per lot / s.f. basis, also since potential for very complex.
Special Event Permit	Minor event, stationary: \$250 Major event, stationary: \$250 Major or minor event, mobile: \$400 Major event, exceeding 5,000 participants: currently n/a (all under the above) Late applications: Double fees	\$ 250.00 \$ 250.00 \$ 400.00	All minor events: \$250 All major up to 5,000: \$400 All major up to 5,000: \$400 n/a. Suggest breaking down by site, rather than stationary/mobile. All major exceeding 5,000: \$1000 Late: double fees. Late: double fees.	
Special Exception	\$400	\$ 400.00	\$1,000	
Temporary Use Permit	Residential: \$400 (\$100 renewal for each renewal) Non-Residential: \$1,000 first time (\$100 renewal for each renewal)	\$ 400.00 \$ 1,000.00	\$400 \$1,000	Add residential renewal of \$100 Increase renewals to \$250
Vested Rights Determination	Non-Residential \$550 / acre of disturbed land or 1,000 s.f. of building footprint, whichever is greater (minimum \$550) Example 5 unit vested rights application Example 80 unit vested rights application	\$ 550.00 \$ 2,500.00 \$ 44,000.00	\$500 for first commonly owned lot, \$150 for each additional, cap of \$2500 Kept at per lot with a cap. \$500 for use up to 5,000 s.f. or 1 acre if outdoor use; \$2500 for all others. Two-tier. Can also apply to Solar CLP and SPA if preferred.	

Application Type	Engineering Fee	Current Base Fee	Proposed Base Fee Changes
Administrative Appeal	\$400 - Engineering only	\$ 400.00	
Ag Exempt	-	No fee	
Board of Adjustment Application	\$170	\$ 170.00	
Bond - Asphalt Cut Repair	\$250 plus \$25/sq.ft.		
Bond - Completion	120% estimated cost to complete restoration efforts		
Bond - Driveway	\$250 per Enc for lots having average slopes of less than 10% \$500 per Enc for lots having average slopes between 10% & 15% \$2000 per Enc. For lots having average slopes over 15%		
Bond - Excavation Completion	\$250 up to 100 feet (\$250 min.); \$250 per 100 ft. thereafter		
Bond - Re-vegetation	120% estimated cost to complete		
Bond - SWP3 and ECP	120% estimated cost to implement		
Conditional Use Permit	Residential: \$20 Non-Residential \$90 / acre of disturbed land (\$90 min.) Wind turbine, solar, recycling facility - Residential \$10 Wind turbine, solar, recycling facility - Non-Residential \$45 /acre of disturbed land (\$45 min.)	\$ 20.00 \$ 90.00 \$ 10.00 \$ 45.00 \$ 35.00	
Condominium Plat	\$35 per lot or unit	\$ 35.00	
Construction Plan	Residential under 10 lots: \$100 Residential 10 lots or more: \$250 Non-Residential, max area of disturbance less than 100,000 sq.ft.: \$175 Non-Residential, max area of disturbance more than 100,000 sq.ft.: \$400 Inspection Fee 1.5% times the const. cost (For projects less than or equal to \$500,000) For projects est. const. cost is more than \$500,000 the fee is \$7,500 plus 0.1% times the construction cost	\$ 100.00 \$ 250.00 \$ 175.00 \$ 400.00 Depends on Construction Costs \$ 7,500.00	Bond
Development Agreement	\$85	\$ 85.00	
Development Agreement Amendment	\$85	\$ 85.00	
Driveway Encroachment Permit	\$100 per Encroachment	\$ 100.00	
Excavation Permit	\$25 for the first 100 linear feet Base fee + \$5 per additional 100 linear feet	\$ 25.00	\$75.00*
Final Site Plan	Residential: \$5 per lot Non-Residential: \$5 /acre of disturbed land (\$45 min.)	\$ 5.00 \$ 45.00	
Final Subdivision Plat	\$15 per lot or unit	\$ 15.00	
Flood Plain Development Permit	\$100	\$ 100.00	
Flood Plain Request	\$20	\$ 20.00	
Grading Permit	Less than 5,000 cubic yards: \$40/app. Equal to or more than 5,000 cubic yards: \$110/app.	\$ 40.00 \$ 110.00	\$100.00* \$200.00*
Lot Line Adjustment	\$40	\$ 40.00	
Low Impact Permit	Residential: \$40 Non-Residential: \$130 Wind turbine, solar, recycling facility - Residential \$20 Wind turbine, solar, recycling facility - Non-Residential \$65 /acre of disturbed land	\$ 40.00 \$ 130.00 \$ 20.00 \$ 65.00	
Plat Amendment	\$40	\$ 40.00	
Preliminary Plan	Residential: \$30 per lot or unit	\$ 30.00	

Exhibit D.2 - Engineering

Preliminary Fees

Public Hearing Notification & Publication	Non-Residential: \$30 /acre of disturbed land (\$45 min.) \$2.00 /individual notice & actual cost of newspaper publication	\$ 45.00 \$ 2.00
Road Closure Permit	\$25	\$ 25.00
Road Vacation Petition	\$300	\$ 300.00
Re-Inspection Fee	\$100 for each re-inspection after the 1st	\$ 100.00
SPA Plan	Residential: \$15 per lot Non-Residential: \$15 /acre of disturbed land (\$15 min.)	\$ 15.00 \$ 15.00
Structure Encroachment	\$50 first structure + \$10 per add. Structure	\$ 50.00
SWP3 < 1 acre	\$25 per application	\$ 25.00
SWP3 > 1 acre	\$25 per application + \$10 per add. Acre	\$ 25.00
Transportation Impact Fee (Snyderville Basin)	SFD - \$1766.00 Commercial - \$1924.38 per PM peak trip generated by development *For specific areas and questions please contact our Traffic Engineer	\$100.00 \$100.00 + \$10.00/add. Acre

* Includes SWP3 Fee & Inspections

Exhibit D.3 - Building

Application Type		Building Permit Associated Fees					Recommended Changes			
Agriculture Buildings		Total Valuation	Current Base Fee	Base + 10%	Base + 15%	Base + 20%	Base + 25%	None		
		Fee	Fee	Fee	Fee	Fee	Fee	The Building Official recommends a rate of 0.0075 (3/4 of 1%) of the construction valuation (with a minimum \$25 fee) be used as a simplified method of calculating building permit fees. This would become the new base fee. It is expected that this change will be revenue neutral.		
Commercial Structures and Residential Structures	Building Permit	\$1 to \$500	\$24	\$26	\$28	\$29	\$30	\$30 for the first \$500; plus \$3.75 for each additional \$100 or fraction thereof, to and including \$2,000		
		\$501 to \$2,000	\$24 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, to and including \$2,000	\$26 for the first \$500; plus \$3.30 for each additional \$100 or fraction thereof, to and including \$2,000	\$28 for the first \$500; plus \$3.45 for each additional \$100 or fraction thereof, to and including \$2,000	\$29 for the first \$500; plus \$3.60 for each additional \$100 or fraction thereof, to and including \$2,000	\$30 for the first \$500; plus \$3.75 for each additional \$100 or fraction thereof, to and including \$2,000	\$30 for the first \$500; plus \$3.90 for each additional \$100 or fraction thereof, to and including \$2,000	\$30 for the first \$500; plus \$4.05 for each additional \$100 or fraction thereof, to and including \$2,000	
		\$2,001 to \$40,000	\$69 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, to and including \$40,000	\$12.10 for each additional \$1,000 or fraction thereof, to and including \$40,000	\$12.65 for each additional \$1,000 or fraction thereof, to and including \$40,000	\$13.20 for each additional \$1,000 or fraction thereof, to and including \$40,000	\$13.75 for each additional \$1,000 or fraction thereof, to and including \$40,000	\$14.30 for each additional \$1,000 or fraction thereof, to and including \$40,000	\$14.85 for each additional \$1,000 or fraction thereof, to and including \$40,000	
		\$40,001 to \$100,000	\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$535.30 for the first \$40,000; plus \$9.90 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$583.65 for the first \$40,000; plus \$10.35 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$632.00 for the first \$40,000; plus \$10.80 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$680.35 for the first \$40,000; plus \$11.25 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$728.70 for the first \$40,000; plus \$11.70 for each additional \$1,000 or fraction thereof, to and including \$100,000	\$777.05 for the first \$40,000; plus \$12.15 for each additional \$1,000 or fraction thereof, to and including \$100,000	
		\$100,001 to \$500,000	\$1,027 for the first \$100,000; plus \$7 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,129.30 for the first \$100,000; plus \$7.70 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,231.65 for the first \$100,000; plus \$8.15 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,334.00 for the first \$100,000; plus \$8.60 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,436.35 for the first \$100,000; plus \$9.05 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,538.70 for the first \$100,000; plus \$9.50 for each additional \$1,000 or fraction thereof, to and including \$500,000	\$1,641.05 for the first \$100,000; plus \$9.95 for each additional \$1,000 or fraction thereof, to and including \$500,000	
		\$500,001 to \$1,000,000	\$3,827 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$4,129.30 for the first \$500,000; plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$4,431.65 for the first \$500,000; plus \$5.95 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$4,734.00 for the first \$500,000; plus \$6.40 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$5,036.35 for the first \$500,000; plus \$6.85 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$5,338.70 for the first \$500,000; plus \$7.30 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	\$5,641.05 for the first \$500,000; plus \$7.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	
		\$1,000,001 to \$5,000,000	\$6,327 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	\$6,959.30 for the first \$1,000,000; plus \$3.30 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	\$7,591.65 for the first \$1,000,000; plus \$3.75 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	\$8,224.00 for the first \$1,000,000; plus \$4.20 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	\$8,856.35 for the first \$1,000,000; plus \$4.65 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	\$9,488.70 for the first \$1,000,000; plus \$5.10 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	\$10,121.05 for the first \$1,000,000; plus \$5.55 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	
		\$5,000,001 and over	\$18,327 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof	\$19,327 for the first \$5,000,000; plus \$1.10 for each additional \$1,000 or fraction thereof	\$20,327 for the first \$5,000,000; plus \$1.20 for each additional \$1,000 or fraction thereof	\$21,327 for the first \$5,000,000; plus \$1.30 for each additional \$1,000 or fraction thereof	\$22,327 for the first \$5,000,000; plus \$1.40 for each additional \$1,000 or fraction thereof	\$23,327 for the first \$5,000,000; plus \$1.50 for each additional \$1,000 or fraction thereof	\$24,327 for the first \$5,000,000; plus \$1.60 for each additional \$1,000 or fraction thereof	
		Commercial Structures and Residential Structures	Plan Review Fees	Agricultural Buildings	No fee	No fee	No fee	No fee	No fee	No fee
				Residential and Commercial Structures	65% of the building permit fee	65% of the building permit fee	65% of the building permit fee			
Detached garages with no living space, decks, porches for existing structures and accessories	15% of the building permit fee			15% of the building permit fee	15% of the building permit fee					
Permit Issuance Fee	\$10			\$11	\$12	\$12	\$13	\$13	\$13	
System Fee	Agriculture Buildings: \$0.025 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.025 per sqft			Agriculture Buildings: \$0.028 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.028 per sqft	Agriculture Buildings: \$0.029 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.029 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.036 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.036 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.038 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.04 per sqft One and Two Family: \$0.03 per sqft	
Permit Issuance Fee	\$10			\$11	\$12	\$12	\$13	\$13	\$13	
System Fee	Agriculture Buildings: \$0.025 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.025 per sqft			Agriculture Buildings: \$0.028 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.028 per sqft	Agriculture Buildings: \$0.029 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.029 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.036 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.036 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.038 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.04 per sqft One and Two Family: \$0.03 per sqft	
Permit Issuance Fee	\$10			\$11	\$12	\$12	\$13	\$13	\$13	
System Fee	Agriculture Buildings: \$0.025 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.025 per sqft			Agriculture Buildings: \$0.028 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.028 per sqft	Agriculture Buildings: \$0.029 per sqft Commercial Structures: \$0.03 per sqft One and Two Family: \$0.029 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.036 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.036 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.038 per sqft One and Two Family: \$0.03 per sqft	Agriculture Buildings: \$0.03 per sqft Commercial Structures: \$0.04 per sqft One and Two Family: \$0.03 per sqft	
Electrical Permit Fees										

Building Permit Associated Fees							
Application Type	Fee Type	Current Base Fee	Base + 10%	Base + 15%	Base + 20%	Base + 25%	Recommended Changes
Alternative Energy Permits	These permits are separate from permits issued for new construction and are based on 50% of the actual permit cost. These permits include, but are not limited to, solar hot water, photovoltaic, geothermal and wind generated power.	Photovoltaic System	\$385	\$443	\$531	\$664	None
		Geothermal	\$275	\$316	\$380	\$474	
		Solar Hot Water	\$138	\$158	\$190	\$237	
		Wind Generator	\$138	\$158	\$190	\$237	
		Permit Issuance Fee	\$11	\$13	\$15	\$19	
		Utah State Surcharge	A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA 58-54-9-4 of Utah as per UCA 58-54-9-5	A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA 58-54-9-6 of Utah as per UCA 58-54-9-7	A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA 58-54-9-6	A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA 58-54-9-7	
Other Inspections and Fees	Inspections outside of normal office hours Re-inspection fee assessed in the provisions of Chapter 1 of both the IRC and IRC Inspections and miscellaneous permits for which no fee is otherwise indicated Additional plan review required by changes, additions, or revisions to approved plans	\$100 (minimum of one hour)	\$110 (minimum of one hour)	\$115 (minimum of one hour)	\$120 (minimum of one hour)	\$125 (minimum of one hour)	None
		\$100 per occurrence	\$110 per occurrence	\$115 per occurrence	\$120 per occurrence	\$125 per occurrence	
		\$100	\$110	\$115	\$120	\$125	
		\$100 per hour (minimum of one hour)	\$110 per hour (minimum of one hour)	\$115 per hour (minimum of one hour)	\$120 per hour (minimum of one hour)	\$125 per hour (minimum of one hour)	



Staff Report

To: Summit County Council

From: Jeffrey B. Jones, AICP, Econ. Development Director

Re: Resolution No. 2014-29, Authorizing the submission of an Application for Designation as a Utah Enterprise Zone to the State of Utah.

Date: December 04, 2014

SUMMARY

The County Council shall consider authorizing the submission of an **Application for Designation as a Utah Enterprise Zone** to the State of Utah Governor's Office of Economic Development for an Enterprise Zone designation for all commercial, industrial, and agriculturally zoned properties within the unincorporated areas of Summit County, including all lands permitted for commercial uses by development agreement, special use permit, or other entitlement issued and in full-force by Summit County.

The State of Utah requires that prior to the establishment of an Enterprise Zone, a public hearing must be held. This meeting fulfills that requirement.

Adoption of this Resolution will allow the County to submit an application to the Governor's Office of Economic Development for Enterprise Zone consideration.

RECOMMENDATION:

The Economic Development Director recommends that:

1. Adopt Resolution No. 2014-29 "A Resolution of the County Council of Summit County Utah authorizing the submission of an Application for Designation as a Utah Enterprise Zone to the State of Utah"

BACKGROUND/HISTORY

In 1988, the Utah House and Senate adopted legislation establishing an enterprise zone program for the State.

KEY CONSIDERATIONS

The State of Utah offers a limited number of business incentives to employers wanting to locate to, or expand within the state. Thus, being a designated Enterprise Zone is an important tool for the County to use in its economic development efforts. The State of Utah requires that Enterprise Zones be renewed every five (5) years.

COMMUNITY BENEFITS AND CONSIDERATIONS

The primary goal of the Utah Enterprise Zone Program is to improve the State's local and regional economies. The program does this by enhancing opportunities for private investment in certain areas that are called enterprise zones. The following is a brief summary of the incentives provided under the Enterprise Zone Program.

TAX CREDITS:

Tax credits are available to eligible businesses in designated enterprise zones from the start of the tax year in which the designation is made. For example, if designation is made in August 2014, an eligible business may claim tax credits for the entire tax year beginning January 1, 2014.

The full amount of the tax credit may be carried over for three years. Businesses closing operations in one rural area to locate in another rural area may not claim tax credits under this program. Construction jobs are not eligible for "job creation tax credits". Retail businesses and public utilities are not eligible to claim "other tax credits".

The following tax credits may be claimed by eligible businesses locating or expanding in enterprise zones on state income tax forms:

JOB CREATION TAX CREDITS

(may claim for up to thirty full time positions per tax year):

- A \$750 tax credit for each new full time position filled for at least six months during the tax year.
- An additional \$500 tax credit if the new position pays at least 125% of the county average monthly wage for the respective industry (determined by the Utah Dept. of Employment Security). In the event this information is not available for the respective industry, the position must pay at least 125% of the total average monthly wage in the county.
- An additional \$750 tax credit if the new position is in a business which adds value to agricultural commodities through manufacturing or processing.

- An additional \$200 tax credit, for two consecutive years, for each new employee insured under an employer sponsored health insurance program if the employer pays at least 50% of the premium.

OTHER TAX CREDITS:

- A tax credit (not to exceed \$100,000) of **50% of the value of a cash contribution to a 501(c)(3) private nonprofit corporation** engaged primarily in community and economic development, and is accredited by the Governors Rural Partnership Board.
- A tax credit of **25% of the first \$200,000** spent on rehabilitating a building which has been vacant for at least two years, and which is located within an enterprise zone.
- An annual investment tax credit of **10% of the first \$250,000** in investment, and **5% of the next \$1,000,000** qualifying investment in plant, equipment, or other depreciable property.

FINANCIAL IMPLICATIONS

If the application is successful, the zone will require a Qualified Local Contribution requirement under 63M-1-405. Summit County's anticipated contract with PandoLabs would qualify as a local contribution in support of a small business incubator program.

LAND USE AND ZONING IMPLICATIONS

The Enterprise Zone designation will have no impact on land use or zoning. Future development or expansion of facilities has the potential to increase the population. However, since development in the future is expected to occur on lands already designated for commercial or industrial development, the future households which might be created would be part of the region's natural growth patterns.

ATTACHMENTS/EXHIBITS

1. Resolution No. 2014-29
2. Application for Designation as a Utah Enterprise Zone

RESOLUTION NO. 2014-29

A RESOLUTION OF THE COUNTY COUNCIL OF SUMMIT COUNTY, UTAH, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR DESIGNATION AS A UTAH ENTERPRISE ZONE TO THE STATE OF UTAH GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT.

WHEREAS, the Utah Enterprise Zone Program was established in 1988; and

WHEREAS, the eligible businesses may claim tax credits as an incentive to relocate or expand in these zones; and

WHEREAS, on December 10, 2014, the County Council conducted a public hearing to receive comments on the proposed Enterprise Zone designation and application; and

NOW THEREFORE BE IT RESOLVED by the County Council of Summit County, Utah, hereby authorizes the submission of an application to the Governor's Office of Economic Development (GOED) to be designated as an Enterprise Zone and additionally offers the following:

THE COUNTY COUNCIL OF SUMMIT COUNTY, UTAH DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Summit County authorizes that staffing shall be made available to maintain record-keeping, monthly updates on zone activities and to discuss these activities with program auditors; and

SECTION 2. Summit County shall develop a self-evaluation process to measure its progress in meeting its goals and objectives and that this process shall be submitted to the Governor's Office of Economic Development for review, approval and modification; and

SECTION 3. Summit County's continued support of PandoLabs shall be considered a Qualified Local Contribution requirement under 63M-1-405.

SECTION 4. Summit County authorizes the County Manager or his designee to execute all documents related to these actions.

ADOPTED THIS 10TH DAY OF DECEMBER 2014

ATTEST:

Summit County Council

Kent Jones
Summit County Clerk

Christopher F. Robinson, Chair

Approved as to Form
David L. Thomas
Chief Civil Deputy