

Fairfield Town

Utah County, Utah

PUBLIC NOTICE IS HEREBY GIVEN THAT The Town Council of Fairfield, Utah
Shall hold a Regular Session Meeting on October 15, 2025, @ 7:00 P.M.
At the Town Office 121 West Main Street Fairfield, Utah

Call to Order

- 1) Roll Call
- 2) Prayer / Pledge Of Allegiance

General Public Comment (2-minute limit per person): Comments are for any matter not on the agenda and not related to a pending land use application. *Each person has two minutes, with a total limit of 14 minutes.*

Consent Items

The Council may approve these items without discussion or public comment and may remove an item to the Business Items for discussion and consideration.

- 1) Approval of Minutes: September 17, 2025; September 24, 2025, September 25, 2025.
- 2) Approval of Financials: August 30, 2025.
- 3) R2025-18 A Resolution Of Fairfield Town Council Of Fairfield, Utah, Appointing A Chief Administrative Officer And Records Officer(S) In Compliance With The Government Data Privacy Act (Gdpa)

Business Items

The Council will discuss (without public comment) and may approve the following items:

- 1) Christmas Event details
- 2) Discuss the remaining items to be taken care of at the old town office
- 3) Discuss Maintenance for the New Town office and what needs to be completed
- 4) Discuss and update on the town park
- 5) Bowen & Collins Task order Fairfield Town North Water Line Extension
- 6) Appointment of town attorney

Closed Session

Possible motion to enter into closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

Adjournment

Supporting materials are available for inspection on the Town Website, <https://fairfieldtown-ut.gov/>. Questions and comments to Staff and/or Council may be submitted to sshelley@fairfieldtown-ut.gov.

Join Zoom Meeting

<https://us06web.zoom.us/j/88207250867?pwd=NXBYcnhmaFNCSEdWOVB5NG9WMDgxZz09>

Meeting ID: 882 0725 0867

Passcode: 499981

PLEASE NOTE: The order of items may be subject to change with the order of the Mayor. One or more council members may participate by electronic telecommunication means such as phone, internet, etc., so that they may participate in and be counted as present for all meeting purposes, including the determination that a quorum is present.

Certificate Of Posting

The above agenda notice was posted on or before the 14th day of October 2025 at the location of the meeting, Fairfield town office, 121 West Main Street, Fairfield, UT, and at the Fairfield town website <https://fairfieldtown-ut.gov/meetings/>, and on the Utah State public notice website at <https://www.utah.gov/pmn/index.html>.

In Compliance With The Americans With Disabilities Act, Individuals Needing Special Accommodations (Including Auxiliary Communicative Aids And Services) During This Meeting Should Notify City Offices At 801-766-3509.

Date

Stephanie Shelley Town Recorder/Clerk

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

Minutes

Date: Wednesday, September 17, 2025

Location: Fairfield Town Office, 121 West Main Street, Fairfield, Utah

Time: 7:00 P.M.

Minutes By: Stephanie Shelley

Call to Order

1) Roll Call

Town Council Members Present:

Mayor Hollie McKinney, RL Panek, Richard Cameron, Michael Weber, Tyler Thomas (via Zoom, arrived in person at 7:31 pm)

Staff Present:

Recorder: Stephanie Shelley, Attorney: Todd Sheeran, Sergeant Dutson, Treasurer: Codi Butterfield (Via Zoom)

Others Present: Tal Adair, Art Sanders (Holladay, Utah), Cheri Anderson (IRL), Mark Pringle, Vern Carson, Nate Martinez (Comcast), Justin Canning (Comcast), Ross Klvacer (Saratoga Springs).

Others Present Via Zoom: Tyler LaMarr, Jami, North Pointe Solid Waste, WTaylor, Alina, Jami Mascaro

2) Prayer / Pledge Of Allegiance

Councilman Cameron offered the prayer. Those in attendance repeated the Pledge of Allegiance.

Reports

1) Sheriff's Department Update.

Sergeant Dutson reported that during the month of August, the Utah County Sheriff's Office handled 33 service details in Fairfield. These included:

- Four abandoned 911 calls
- One traffic accident with injuries
- Seven animal complaints — primarily related to a resident trapping stray cats. Approximately 38 cats were trapped and removed from Fairfield as part of this effort.
- Two motorist assists
- One criminal mischief case
- Two fire-related details
- Two follow-ups
- One hazard report
- One medical call
- One suspicious event
- One traffic incident

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

- One VIN (vehicle identification number) inspection
- One welfare check

Council members acknowledged that the number of trapped cats was significant. Mayor McKinney expressed appreciation to the resident who undertook the effort to trap and remove the stray cats from town.

2) Planning Commission Update.

Wayne Taylor reported that the Planning Commission had held three meetings since the Council's last meeting. During that time, the Commission had forwarded the Fairfield Industrial Park Development Agreement to the Council with two additions:

1. Permitting cranes as a special use, and
2. The water requirement for the second phase of development is negotiable, based on the actual water usage in the first phase.

Wayne Taylor stated that the Commission had also moved forward with the Water Ordinance, although there were some questions about the amount of water required for industrial and commercial sections. He explained that water usage can vary greatly depending on the type of business—for example, a convenience store might use around two acre-feet per year, while a cabinet shop might use only a fraction of that. The Commission felt the ordinance was workable as written, but suggested that a tiered system might be a more accurate approach for future consideration.

Additionally, the Planning Commission had moved forward with both the Airpark Zone and a version of an Airpark Overlay Zone for the Council's review. Mr. Taylor noted that they had not yet passed the third part of the ordinance, concerning special uses, but planned to address it at their next meeting scheduled for Monday night.

General Public Comment (2-minute limit per person): Comments are for any matter not on the agenda and not related to a pending land use application. *Two minutes per person, with a total limit of 14 minutes.*

Tyler Lamar – Miller Harrison law firm, representing West Desert Airpark and Mark and Alina Pringle. Mr. Lamar expressed concern that the proposed Airpark ordinance was being advanced too quickly. He urged the Council to study similar airport ordinances in Utah communities such as Woods Cross and West Jordan, which have established records of safety and public satisfaction. He cautioned that the current draft could expose Fairfield Town to litigation risks due to potential FAA preemption issues and encouraged additional review before adoption.

Neil Schwendiman – North Pointe Solid Waste

Neil stated that North Pointe had not received the required 10-day written notice of the proposed land use change that would affect its property due to the planned runway extension. He said this

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

omission violated the Utah Land Use, Development, and Management Act (LUDMA). Neil noted that North Pointe holds a Conditional Use Permit (CUP) that has allowed lawful operation and development of the property for more than 50 years. He warned that any action by the Town to restrict or diminish that permitted use would result in immediate legal action.

Cherie Anderson – Intermountain Regional Landfill

Cherie stated that the proposed Airpark Overlay ordinance could negatively impact their operations in unclear and unintended ways. She expressed concern that the ordinance seemed intended to address gaps in an earlier development process that lacked sufficient communication and impact analysis. She questioned the need for a 10,000-foot overlay radius, suggesting instead that a 5,000-foot overlay would more accurately represent the actual area of influence and reduce unnecessary regulatory reach.

Consent Items

The Council may approve these items without discussion or public comment and may remove an item to the Business Items for discussion and consideration.

- 1) **Approval of Minutes: August 20, 2025.**
- 2) **#R2025-14. A Resolution Of Fairfield Town To Cancel the General Municipal 2025 Election**

Councilman Weber made a motion to approve the consent items. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Business Items

The Council will discuss (without public comment) and may approve the following items:

- 1) **Approve the Fairfield Industrial Park Development Agreement, approximately located at 400 S Allens Ranch Road.**

Tal Adair presented an overview of the development agreement, outlining its current progress and utility considerations. He reported that discussions with Rocky Mountain Power regarding the installation of three-phase power are ongoing and have not yet been finalized. As an interim solution, both Tal and Mayor McKinney have engaged Big D Construction to explore enclosed generator options to provide temporary power until permanent infrastructure is established.

The development is intended to proceed in phased stages, allowing for an orderly and sustainable build-out. Council members reviewed key components and updates to the development agreement, including last-minute legal revisions completed earlier that afternoon.

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

Key discussions during this session involved:

1. **Cranes Usage:** The Council agreed to modify the classification of cranes from a special use to a permitted use within the boundaries of the approved development.
2. **Water Infrastructure:**
 - a. An initial allocation of 10 acre-feet of water was confirmed, with maintenance and replenishment procedures discussed.
 - b. Alternative approaches were considered, including integrating water systems with each phase of development and adjusting oversight roles to refer to “town expert” instead of specific engineering titles.
 - c. Water requirements were set at 0.9 acre-feet per lot, with provisions for future reassessment as needed.
3. **Noise Regulation Compliance:** A consensus was reached to align occupational noise limits with OSHA standards, allowing up to 85 decibels during operating hours of 7:00 AM to 7:00 PM.
4. **Setbacks:** The Council discussed reducing side setbacks from 15 feet to 10 feet to maximize land use efficiency. This adjustment applies to structural placements only and does not affect non-structural land use.
5. **Plat Finalization:** The final plat recording will proceed once all application requirements are met, including coordination with fire, health, and other municipal departments, as well as completion of financial and administrative obligations.

Due to the scope of revisions and required legal review, the finalized plat and related documents will be brought back for further consideration once all attorney and staff feedback has been incorporated. Mayor McKinney announced that the item will return to the agenda at the following week’s meeting for continued review and possible approval.

2) **Approve Fairfield Industrial Park Development Agreement Final Plat approval.**

This was covered in the previous agenda item.

3) **Ordinance #2025-15. Water Regulations. An Ordinance Amending the Current 6.1. Water Regulations, in the Fairfield Town Code, Replacing, Revising, and Adding Regulations as Needed.**

The Council discussed the proposed updates to the Town’s Water Ordinance, focusing on the water usage requirements for commercial and industrial properties.

Council Member Tyler Thomas proposed reducing the water requirements for both commercial/retail and light industrial lots to 0.5 acre-feet per lot. He supported this recommendation with personal research on comparable business operations, noting that many

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

enterprises—particularly those without significant water demands—can function effectively with a smaller allocation.

The Council also reviewed the provision allowing the Town Council to approve a reduction in required water rights when an applicant demonstrates that the full allocation exceeds their operational needs.

After discussion, the Council reached a consensus to revise the required water allocations as follows:

- Commercial/Retail: from 1.8 acre-feet to 0.9 acre-feet per lot
- Light Industrial: from 0.9 acre-feet (retained as is)

This revision establishes a uniform water requirement of 0.9 acre-feet per lot across both categories, supporting efficient resource management while maintaining flexibility for business development.

Councilman Thomas made a motion to approve Ordinance #2025-15. Water Regulations. An Ordinance Amending the Current 6.1. Water Regulations, in the Fairfield Town Code, Replacing, Revising, and Adding Regulations as Needed. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

4) **Comcast Presentation**

Nate Martinez and Justin Canning presented Comcast's proposal to bring cable television and high-speed broadband internet services to Fairfield. They displayed a map illustrating the proposed network buildout and explained that Comcast sought to establish a Franchise Agreement with the Town.

The proposed agreement had been reviewed by Town Attorney Todd Sheeran and Mayor McKinney prior to the meeting.

Mr. Martinez highlighted Comcast's investment across Utah, noting that the company had invested over \$1 billion statewide in the past three years—approximately half of which supported network maintenance and upgrades. He outlined Comcast's service offerings and noted the introduction of standardized national pricing, starting at \$40 per month, with options for one-year and five-year price locks.

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

They described the construction process, which would include installation of approximately 60,000 feet of cable—with about 80% aerial and 20% underground—and estimated the project would take around six months to complete.

Council members raised several questions and concerns:

- Whether Comcast would be permitted to use Rocky Mountain Power's utility poles, and what contingencies were in place if access were denied.
- The difficulty of acquiring easements in Fairfield, where many properties have long-standing ownership and lack established public utility easements.
- Whether all homes within Fairfield—specifically, four homes located approximately two miles east of town—would be included in the buildout.

Town Attorney Todd Sheeran noted that Section 6.1 of the proposed franchise agreement did not currently require Comcast to build out all areas of town, which conflicted with prior discussions. He recommended adding clarifying language to ensure that all homes shown on the project map would be connected, with a specified completion timeline.

Following the discussion, the Council and Comcast representatives agreed to:

- Include a provision requiring the connection of all homes within one year, and
- Allow an additional year if Comcast encounters unforeseen difficulties obtaining easements, permits, or rights-of-way.

5) Approve the Comcast Franchise Agreement

This item was addressed together with the previous agenda item.

6) Ordinance # 2025-16 An Ordinance repealing and reinstating Fairfield Town Code § 10.11.260 (Airpark Zone) and § 10.11.275 (Airpark Overlay Zone), and amending Town Code § 10.16 (Special Use Regulations) to add special use regulations to the additional special uses found in the Airpark Mixed-Use Zone's table of uses

Mayor McKinney summarized the extensive effort invested in drafting and redrafting the ordinances, noting that she personally devoted over 100 hours to the process, with comparable time contributed by Vonda, approximately \$14,000–\$16,000 in consulting support from JUB Engineering, and additional time from the Town Attorney. She expressed concern about adopting the Town Attorney's most recent revisions without first comparing them to the version previously approved by the Planning Commission. The Mayor also acknowledged the fatigue and division the process has caused within the community.

Overlay Responsibility and State Grant Language:

Mayor McKinney stated that she was comfortable with the Airport Zone Ordinance as written, but expressed reservations regarding the proposed overlay. She read from a State of Utah grant to West Desert Airpark, which outlines the airport sponsor's responsibility to obtain easements or enforce zoning to prevent obstructions to air navigation in accordance with 14 C.F.R. Part 77.

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

Key Discussion Points:

- **Town's Role in the Overlay:** Council members discussed whether the Town should implement the overlay or defer that responsibility to the State and the Airpark. Mayor McKinney emphasized that the airport sponsor, West Desert Airpark, holds primary responsibility under the grant and questioned why the Town should act as the "enforcer." Members also noted that the Town lacks authority to place easements on private property and acknowledged the presence of two nearby landfills within the potential influence area.
- **5,000 ft vs. 10,000 ft Influence Area:** The Council reviewed conflicting information about the appropriate overlay radius, referencing maps and prior discussions suggesting either 5,000 feet or 10,000 feet from the runway. Members discussed the implications of each option for surrounding properties, including the nearby landfills.
- **Easements and Financial Impact:** The Council discussed the possible financial burden on the Airpark if it were required to purchase aviation easements under an adopted overlay. The Town Attorney clarified that, under Utah Code, aviation easements are only triggered when development occurs within the influence area and do not retroactively affect existing uses, such as current landfill heights.
- **State Law Requirements:** Town Attorney Todd Sheeran explained that Utah Code requires municipalities to adopt an airport overlay consistent with Part 77, defining the airport influence area as extending 5,000 feet from the runway. He reiterated that all development within this area must comply with Part 77 standards and that, upon development, an aviation easement must be offered to the airport owner at appraised fair market value.

Elements of the Airport Zone Ordinance the Mayor Wished to Retain:

- **Residential Cap:** Limited to 27 one-acre lots with hangar access.
- **Open Space:** At least 30% of developable land to remain as open space, with clarified criteria for qualifying areas.
- **Aircraft Weight Limit:** Maximum aircraft weight of 12,500 pounds.
- **Operations Cap:** Limited to 10,000 operations per year, not to exceed 28 per day.
- **Commercial Operations:** Part 135 commuter/on-demand commercial operations prohibited, except for emergency aircraft.
- **Traffic Pattern Documentation:** Requirement to document traffic patterns in FAA supplements and on the airport website.
- **Operational Practices:** Encouragement of flight and departure patterns designed to avoid residential areas whenever feasible.

The Council agreed to table the item to allow the Planning Commission to meet on Monday to address the missing "Special Uses" section and consider the new information presented. A follow-up Council meeting was scheduled for Thursday, September 25, to continue deliberation.

7) **Town Corn Hole Event, discuss and pick a date**

Due to the late hour, the Council agreed to cancel this event for the year.

Unapproved Meeting Minutes

Fairfield Town Council

Regular Session

September 17, 2025

8) Approve bids on the Town Office Maintenance and rain gutters.

Council Member Weber reported that Tristan's bid was by far the lowest received for the Town's maintenance work. Tristan offered to provide weed eating and mowing services for the remainder of the year, with a new maintenance contract to begin in the spring.

He also reported that he was in the process of obtaining additional bids for rain gutter installation. Contractors were scheduled to inspect the Town Office on Thursday morning and again on Tuesday at 10:00 a.m. to prepare their estimates.

9) Looping the north water line discussion and approval of design

The Council revisited previous discussions regarding the looping of the north water line, estimated initially at \$280,000. Mayor McKinney noted that while authorization had already been given to move forward with construction drawings, that step had not yet been completed. The Council reaffirmed the need to proceed with the detailed engineering plans so the project can be ready for competitive bidding once preparations are finalized.

Adjournment

Councilman Panek made a motion to adjourn the meeting. Councilman Cameron seconded the motion. The motion passed unanimously.

The meeting adjourned at 11:05 p.m.

Minutes Approval Date

Stephanie Shelley Town Recorder

Unapproved Meeting Minutes

Fairfield Town Council

Session

September 24, 2025

Minutes

Date: Wednesday, September 24, 2025

Location: Fairfield Town Office, 121 West Main Street, Fairfield, Utah

Time: 7:00 P.M.

Minutes By: Stephanie Shelley

Call to Order

1) Roll Call

Town Council Members Present:

Mayor Hollie McKinney, RL Panek, Tyler Thomas, Richard Cameron, Michael Weber

Staff Present:

Stephanie Shelley- Recorder

Others Present: Tal Adair, Alina Pringle, Mark Pringle.

Others Present Via Zoom: Amy Walker, iPad, Erin Reid, Cherie Anderson, Jami Mascaro, North Pointe Solid Waste, Codis Iphone.

Business Items

The Council will discuss (without public comment) and may approve the following items:

1) Approve the Fairfield Industrial Park Development Agreement, approximately located at 400 S Allens Ranch Road.

Mayor McKinney noted that the Council delayed approval of the development agreement to allow the legal team time to address the identified issues.

The Council discussed Resolution R2025-15 approving a development agreement with Fairfield Industrial Park.

Councilman Thomas made a motion to approve the #R2025-15 A Resolution Approving a Development Agreement with Fairfield Industrial Park, approximately located at 400 S Allens Ranch Road. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Unapproved Meeting Minutes

Fairfield Town Council

Session

September 24, 2025

2) Approve Fairfield Industrial Park Development Agreement Final Plat approval.

Mayor McKinney explained that this item included all documents reviewed the previous week.

Councilman Thomas motioned to approve the Fairfield Industrial Park Development Agreement Final Plat. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

3) Comcast water impact fee connection and water share requirements.

Mayor McKinney reported that Comcast had agreed to the language provided by the Town regarding their franchise agreement and associated conditions. The agreement was reviewed by Comcast's attorney, who confirmed approval. However, the document had not yet been signed, as Comcast still needed to pay the franchise agreement fee, the water impact fee connection, and meet the water requirement provisions.

The Mayor referenced earlier discussions regarding whether utility providers could proceed without dedicating water shares. Town Attorney Todd Sheeran had advised that an agreement could be recorded against Comcast's property to ensure that, if the property were ever sold or if further development occurred, the new owner would be required to meet the Town's water requirements at that time.

The Council agreed that since Comcast's hub station does not require water usage or landscaping, there was no reason to require dedication of a water share. Instead, an agreement would be recorded allowing Comcast to build without dedicating a water share while paying a reduced water impact fee. They would still be responsible for paying the full road impact fee.

If any additional development occurred on the property in the future, or if ownership of the site changed, the property owner would then be required to dedicate a water share and pay the full water impact fee. The Mayor committed to ensuring that the agreement was executed and recorded prior to issuance of a building permit.

The Council also discussed Comcast's boring plans for Allens Ranch Road. Comcast had proposed a straight-line boring path; however, the Council preferred that the company stay 10 feet off the edge of the road within the established easement and follow the road's curvature.

Mayor McKinney explained that this standard was necessary because boring in a straight line could lead to major expenses for the Town if the road ever needed to be straightened or reconstructed. The Council confirmed that Comcast planned to bore on both sides of the road and should coordinate with adjacent property owners to complete the work appropriately.

Unapproved Meeting Minutes

Fairfield Town Council

Session

September 24, 2025

Councilman Thomas motioned to approve not to require that Comcast provide a water right or pay the water impact fee for the location at 342 West 645 South, Fairfield, Utah. This is a hub station that requires no staff or water. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

- 4) **Ordinance # 2025-16. An Ordinance Repealing and Reinstating Fairfield Town Code § 10.11.260. Airpark Zone (renamed Airpark Mixed Use Zone) and Amending Town Code § 10.16. Special Use Regulations, Adding Additional Special Uses.**

Mayor McKinney stated that the Planning Commission meeting had not adequately noticed the date on the agenda, which addressed the Airpark Zone and Overlay ordinances, making it necessary to convene another Planning Commission meeting on Thursday, September 25, 2025, at 7:00 p.m., followed by a Town Council meeting at 7:30 p.m. to continue deliberations.

The Council emphasized the importance of adopting the ordinance by September 29, 2025, in order to meet the required timeline.

The Mayor noted that public comments on this issue would now be accepted in writing only. In response to a question regarding public access to submitted comments, the Mayor clarified that the public comment period had officially concluded, as public hearings had already been held on the matter.

- 5) **Ordinance #2025-17 An Ordinance Repealing and Reinstating Fairfield Town Code § 10.11.275 Airpark Overlay.**

This item was tabled along with item 4 until the following night.

Councilman Weber made a motion to table items 4 and 5 until tomorrow night. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Unapproved Meeting Minutes

Fairfield Town Council

Session

September 24, 2025

Closed Session

Possible motion to enter into closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.

Councilman Weber motioned to go into closed session pending or reasonably imminent litigation. Seconded the motion, Councilman Panek seconded the motion. The motion passed unanimously.

*Mayor McKinney - Yes
Councilman Thomas - Yes
Councilman Panek - Yes
Councilman Cameron - Yes
Councilman Weber - Yes*

Adjournment

Councilman made a motion to adjourn the meeting. Councilman seconded the motion. the motion passed unanimously.

The meeting adjourned at p.m.

Minutes Approval Date

Stephanie Shelley Town Recorder

Fairfield Town

Utah County, Utah _____

Fairfield Town Financials

As of the Month Ending

08/31/2025

Mayor McKinney _____

Councilman Thomas _____

Councilman Panek _____

Councilman Cameron _____

Councilman Weber _____

Treasurer: _____

Recorder/Clerk: _____

Date _____

(Seal)

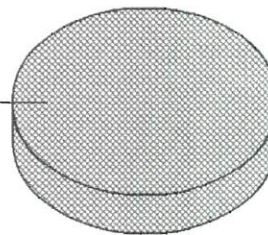
ACCOUNT NUMBER
FAIRFIELD TOWNThis statement is for the period from
August 1, 2025 to August 31, 2025

000000900 02 SP 000638028343085 P

FAIRFIELD TOWN
PO BOX 271
FAIRFIELD UTAH 84013**QUESTIONS?**If you have any questions regarding
your account or this statement, please
contact your Account Manager.**MARQUES MCNIESE**
CN-OH-W5IT
CN-OH-W5IT
425 WALNUT STREET
CINCINNATI OH 45202
Phone 513-632-4147
E-mail marques.mcniese@usbank.com**ASSET SUMMARY AS OF 08/31/25**

Assets	Current Period Market Value	% of Total	Est Annual Income
Cash & Equivalents	9,438.60	.70	397.78
Taxable Bonds	1,385,100.75	99.30	58,062.51
Total Market Value	\$1,394,539.35	100.00	\$58,460.29

Taxable Bonds

**ASSET DETAIL**

Shares or Face Amount	Security Description	Market Value/ Price	Tax Cost/ Unrealized Gain(Loss)	Yield at Market	Est Annual Inc
Cash & Equivalents					
Cash/Money Market					
9,438.600	First American Government Oblig Fd Cl X #5385 31846V336	9,438.60 1.0000	9,438.60 0.00	4.21	397.78
Total Cash/Money Market		\$9,438.60	\$9,438.60 \$.00		\$397.78

Cash



PO Box 307
American Fork, UT 84041



137128-02A**003830
TOWN OF FAIRFIELD
PO BOX 271
CEDAR VALLEY UT 84013-0271



Customer Service:

801-756-7681



Website:

www.altabank.com

Summary of Accounts

Account Type	Account Number	Ending Balance
SIMPLY BUSINESS CHECKING		\$259,373.82
SIMPLY BUSINESS CHECKING		\$78.66
SIMPLY BUSINESS CHECKING		\$71,960.98
SIMPLY BUSINESS CHECKING		\$728.00
SIMPLY BUSINESS CHECKING		\$29,210.00
SIMPLY BUSINESS CHECKING		\$0.00

Account Title: TOWN OF FAIRFIELD

Statement Dates 8/01/25 to 9/01/25 (32 days)

SIMPLY BUSINESS CHECKING

Previous Balance	\$339,000.14	Average Ledger	\$308,497.86
Deposits/Credits (8)	\$8,780.92	Average Collected	\$308,497.86
Checks/Debits (43)	\$88,407.24		
Service Charge	\$0.00		
Interest Paid	\$0.00		
Ending Balance	\$259,373.82		

Credit Transactions

Date	Description	Amount
8/01	heygov.com TRANSFER CCD ST-A9W3S6Q9T8E1 111000023575521	\$110.00
8/01	PAYPAL TRANSFER PPD FAIRFIELD	\$149.81
8/13	Remote Deposit	\$1,067.58
8/13	FROM DDA 0491 TO DDA 5193 PER CODI BUTTERFIELD	\$60.00
8/13	heygov.com TRANSFER CCD ST-M5A6O1H6D3V0 111000020027157	\$20.00
8/27	UTAH STATE TREAS Sales Tax CCD 25035 091000010190870	\$7,269.49
8/28	heygov.com TRANSFER CCD ST-R5F6F3D1V4Z2 091000013243767	\$50.00
8/29	CREDIT 1002 08/29/25 51545649 AMAZON MKTPLACE PMTS Amzn.com/billWA C# 7626	\$54.04



GAAP Financials

08/01/2025 - 08/31/2025

Moreton-Fairfield Town

[Return to Table of Contents](#)

Dated: 09/15/2025

Balance Sheet

	Moreton-Fairfield Town	
	As of: 07/31/2025	08/31/2025
Book Value	1,376,516.39	1,379,817.49
Accrued Balance	8,279.13	10,635.07
Book Value + Accrued	1,384,795.52	1,390,452.56
Net Unrealized Carrying Value Gain	12,353.24	15,414.05
Carrying Value and Accrued	1,397,148.76	1,405,866.61

Income Statement

	Moreton-Fairfield Town	
	Begin Date End Date	08/01/2025 08/31/2025
Net Amortization/Accretion Income		13.74
Interest Income	5,834.61	
Dividend Income	0.00	
Foreign Tax Withheld Expense	0.00	
Misc Income	0.00	
Net Allowance Expense	0.00	
Income Subtotal		5,834.61
Net Realized Gain/Loss	0.00	
Net Holding Gain/Loss	0.00	
Impairment Loss	0.00	
Net Gain/Loss		0.00
Expense	-191.31	
Net Income		5,657.04
Transfers In/Out		0.00
Change in Unrealized Gain/Loss		3,060.81

Statement of Cash Flows

	Moreton-Fairfield Town	
	Begin Date End Date	08/01/2025 08/31/2025
Net Income		5,657.04
Amortization/Accretion on MS	-13.74	
Change in Accrued on MS	-2,355.93	
Net Gain/Loss on MS	0.00	
Change in Unrealized G/L on CE	0.00	
Subtotal		-2,369.68
Purchase of MS	-44,955.00	
Purchased Accrued of MS	0.00	
Sales of MS	0.00	
Sold Accrued of MS	0.00	
Maturities of MS	0.00	
Net Purchases/Sales		-44,955.00
Transfers of Cash & CE		0.00
Total Change in Cash & CE		-41,667.64
Beginning Cash & CE		51,798.43
Ending Cash & CE		10,130.79

**Fairfield Town
Check Register
All Bank Accounts - 08/01/2025 to 08/31/2025**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
Internal Revenue Service	EFT	PR080325-760	08/07/2025	08/07/2025	90.32	Medicare Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR080325-760	08/07/2025	08/07/2025	180.34	Federal Income Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR080325-760	08/07/2025	08/07/2025	386.22	Social Security Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR081725-760	08/18/2025	08/22/2025	116.74	Medicare Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR081725-760	08/18/2025	08/22/2025	218.63	Federal Income Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR081725-760	08/18/2025	08/22/2025	499.20	Social Security Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR083125-760	08/25/2025	08/28/2025	285.74	Medicare Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR083125-760	08/25/2025	08/28/2025	331.46	Federal Income Tax	102221 - Accrued SS, MC & FWT paya	
Internal Revenue Service	EFT	PR083125-760	08/25/2025	08/28/2025	1,221.40	Social Security Tax	102221 - Accrued SS, MC & FWT paya	
Pronghorn Construction	515	Retainage	08/27/2025	08/27/2025	45,473.02	Retainage	512141 - Retainage payable	
Utah State Tax Commission	EFT	PR080325-17	08/07/2025	08/07/2025	46.59	State Income Tax	102222 - Accrued state withholding pay	
Utah State Tax Commission	EFT	PR081725-17	08/18/2025	08/22/2025	101.17	State Income Tax	102222 - Accrued state withholding pay	
Utah State Tax Commission	EFT	PR083125-17	08/25/2025	08/28/2025	211.38	State Income Tax	102222 - Accrued state withholding pay	
					\$49,162.21	Current liabilities		
Utah State Division Of Finance	1317	9 - Water Tank - S	08/28/2025	08/28/2025	19,000.00	Principal - Water Tank - Series 2016 Bond	512510 - 2016 Loans	
					\$19,000.00	Long-term liabilities		
Adobe	DC7626	250825	08/25/2025	08/25/2025	257.51	Acrobat Pro	104115 - Admin Office expenses & sup	
Amazon.com	DC7626	250825	08/25/2025	08/25/2025	193.94	Solar Street Lights	104126.5 - Town Hall - Repairs and mai	
Amazon.com	DC7626	250829	08/29/2025	08/29/2025	180.83	Office supplies	104115 - Admin Office expenses & sup	
Amazon.com	DC7626	250829-Return	08/29/2025	08/29/2025	-54.04	Return	104115 - Admin Office expenses & sup	
Bowen Collins	1299	38810	08/14/2025	08/28/2025	3,567.50	Sewer Master Plan	104190 - State Grant Expenses	
Bowen Collins	1299	38811	08/14/2025	08/28/2025	120.00	Water Model and master plan	104190 - State Grant Expenses	
Broadway Centre Garage	DC5290	250822	08/22/2025	08/22/2025	20.00	Parking	104114 - Admin Travel	
Clark, Marti	1298	08042025	08/04/2025	08/05/2025	125.00	Cleaning the house 7/29 and 7/30 2.50 each day	104126.5 - Town Hall - Repairs and mai	
Colonial Specialty Co Inc	DC7626	250814	08/14/2025	08/14/2025	171.68	Indoor Flags	104126.5 - Town Hall - Repairs and mai	
Costco	DC5290	250811	08/11/2025	08/11/2025	114.18	Unknown	104115 - Admin Office expenses & sup	
Costco	DC5290	250815	08/15/2025	08/15/2025	859.59	Unknown	104116 - Admin Computer & internet ex	
Dominos	DC5290	250818	08/18/2025	08/18/2025	43.08	Pizza	104142 - Admin Food Expenditures	
Dominos	DC7626	250811	08/11/2025	08/11/2025	47.46	Pizza	104142 - Admin Food Expenditures	
Freeway Propane	1301	145146	08/06/2025	08/28/2025	207.90	Refill Propane	104123 - Admin Rental expense	
Google.com/ Google Inc	DC7626	250804	08/04/2025	08/04/2025	274.12	Suite Workspace	104116 - Admin Computer & internet ex	
Home Depot	DC2518	250825	08/25/2025	08/25/2025	117.21	Ramp forms and temp handrail	104126.5 - Town Hall - Repairs and mai	
Home Depot	DC5290	250811	08/11/2025	08/11/2025	13.94	Bath knob	104115 - Admin Office expenses & sup	
Home Depot	DC5290	250823	08/23/2025	08/23/2025	371.27	Wood	104126.5 - Town Hall - Repairs and mai	
KB AIR INC.	1303	1003	08/28/2025	08/28/2025	750.00	A/C	104126.5 - Town Hall - Repairs and mai	
KB AIR INC.	1316	1002	08/28/2025	08/28/2025	77.00	HVAC Tune Up	104126.5 - Town Hall - Repairs and mai	
Les Olson Company	1305	MV033218	08/25/2025	08/28/2025	550.00	Move into new town hall	104116.5 - Admin IT services	
Lowe's	DC7626	250805	08/05/2025	08/05/2025	672.63	Fridge	104115 - Admin Office expenses & sup	
Lowe's	DC7626	250808	08/08/2025	08/08/2025	120.28	Febreze plug=ins, tape gun, heavy plastic, brrom, w	104115 - Admin Office expenses & sup	
Lowe's	DC7626	250829	08/29/2025	08/29/2025	147.57	office supplies	104115 - Admin Office expenses & sup	
Peterson, Ernie	1308	1	08/12/2025	08/28/2025	163.00	Lock smith for new office	104126.5 - Town Hall - Repairs and mai	
Reed's Landscaping/Maintenance,	1309	49C	08/11/2025	08/28/2025	1,070.00	New Office Clean up	104126.5 - Town Hall - Repairs and mai	
Rocky Mountain Power	1310	July Town Hall	08/25/2025	08/28/2025	67.21	Town Hall	104126.5 - Town Hall - Repairs and mai	
Sam's Club	DC7626	250814	08/14/2025	08/14/2025	65.58	Snacks	104115 - Admin Office expenses & sup	
Staker Parson	1311	6670495	08/28/2025	08/28/2025	6,020.22	Road Base for New House	104171 - Admin Capital Outlay - Museu	
Subway	DC2518	250825	08/25/2025	08/25/2025	32.47	Foam Crew Lunch	104142 - Admin Food Expenditures	
USPS	DC7626	250829	08/29/2025	08/29/2025	234.00	3 Rolls of Stamps	104115.5 - Admin Stamps	
Utah Local Government Trust	1313	1621324	08/06/2025	08/28/2025	492.00	workers comp annual fee	104124 - Admin Insurance	
Wal-Mart	DC7626	250828	08/28/2025	08/28/2025	32.04	Office Supplies	104115 - Admin Office expenses & sup	
Watterson Bros Construction, LLC	1315	11478	08/19/2025	08/28/2025	9,586.50	Footings for Town Hall	104171 - Admin Capital Outlay - Museu	
					\$26,711.67	Administrative		
Cedar Valley Automotive	1300	17800	08/11/2025	08/28/2025	195.40	Lawn Mower	104169 - Cemetery Expense	
Kippers Dirt Services	1304	302	08/13/2025	08/28/2025	225.00	7 Tons of Gravel	104169 - Cemetery Expense	
McNeil Engineering	1306	87047B	08/06/2025	08/28/2025	10.00	Cedar Valley Industrial Park	104181 - Building Dept - Engineering E	
Reed's Landscaping/Maintenance,	1309	49B	08/11/2025	08/28/2025	400.00	Cemetery Clean up	104169 - Cemetery Expense	
					\$830.40	Buildings and grounds		

**Fairfield Town
Check Register
All Bank Accounts - 08/01/2025 to 08/31/2025**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account	Activity Code
GSBS Architects	1302	44651	08/11/2025	08/28/2025	989.65	General Plan	104157 - Planning and Zoning General	
					\$989.65	Planning and zoning		
Les Olson Company	1305	CAB663933	08/13/2025	08/28/2025	601.00	Cabling Project	104118 - Admin Copier Service and Mai	
Utah Municipal Lawyers, PLLC (old -	1314	25017	08/06/2025	08/28/2025	3,062.50	Legal Fees	104139 - Admin Legal	
Utah Municipal Lawyers, PLLC (old -	1314	25018	08/06/2025	08/28/2025	1,890.00	Fairfield Industrial Park	104139 - Admin Legal	
					\$5,553.50	Professional Services		
North Utah Valley Animal Services	1307	001	08/13/2025	08/28/2025	1,170.00	Animal Services	104150 - Animal services	
					\$1,170.00	Public safety		
Maverik	DC	250830	08/30/2025	08/30/2025	71.84	Skid Steer & Mini Ex Fuel	104161 - Roads Repairs & maintenanc	
					\$71.84	Roads		
The Yard Dumpster	1312	6359	08/06/2025	08/28/2025	200.00	Dumpster	104191 - Trash collection	
The Yard Dumpster	1312	6378	08/06/2025	08/28/2025	200.00	Dumpster	104191 - Trash collection	
The Yard Dumpster	1312	6449	08/21/2025	08/28/2025	200.00	Dumpster	104191 - Trash collection	
The Yard Dumpster	1312	6450	08/21/2025	08/28/2025	200.00	Dumpster	104191 - Trash collection	
The Yard Dumpster	1312	6469	08/21/2025	08/28/2025	200.00	Dumpster	104191 - Trash collection	
					\$1,000.00	Sanitation		
Bowen Collins	516	38631B	08/14/2025	08/28/2025	54.00	Shorted invoice 38631	516132 - Water Engineering	
Bowen Collins	516	38812	08/14/2025	08/28/2025	4,368.25	Engineering	516132 - Water Engineering	
Bowen Collins	516	38813	08/14/2025	08/28/2025	324.00	Water Rights/Water shares	516132 - Water Engineering	
Miller, Llyod Bryant	517	294307	08/25/2025	08/28/2025	250.00	Monthly Testing	516131 - Professional fees	
Reed's Landscaping/Maintenacance,	518	49	08/11/2025	08/28/2025	1,700.00	Spring Clean up/ Tank clean up	516141 - Repairs and maintenance	
Richards Laboratories of Utah	519	115604	08/21/2025	08/28/2025	12.00	DW Testing 7/21/2025	516143 - Monthly water tests	
Rocky Mountain Power	520	Aug 2025 Pump	08/25/2025	08/28/2025	28.72	July Pump	516128 - Utilities	
Rocky Mountain Power	520	July 2025 Tank	08/25/2025	08/28/2025	286.38	July water 2025	516128 - Utilities	
					\$7,023.35	Operating expense		
					\$111,512.62			

Fairfield Town
1 General Alta Bank - Checking 5193
Bank Reconciliation - 08/01/2025 to 08/31/2025

Bank Statement Start Balance: \$339,000.14

Reconciled Deposits & Transfers

Type	Reference	Date	Amount
Deposit		08/01/2025	110.00
Deposit		08/13/2025	20.00
Deposit		08/13/2025	149.81
Deposit		08/13/2025	1,067.58
Transfer		08/14/2025	60.00
Deposit		08/25/2025	50.00
Deposit		08/27/2025	7,269.49
Transfer		08/29/2025	-33,000.00

Reconciled Deposits & Transfers Total: (\$24,273.12)

Reconciled Checks & Withdrawals

Payee Name	Reference	Date	Amount
Utah Taxpayers Association	1296	07/31/2025	97.50
Shelley, Stephanie	1290	07/31/2025	100.00
Utah League of Cities & Towns	1293	07/31/2025	120.00
The Yard Dumpster	1291	07/31/2025	200.00
Les Olson Company	1287	07/31/2025	250.57
Utah County Auditor	1292	07/31/2025	1,945.00
Bowen Collins	1284	07/31/2025	3,131.50
Utah Municipal Lawyers, PLLC (old - Sheeran La	1295	07/31/2025	3,202.50
McNeil Engineering	1289	07/31/2025	4,650.00
Utah Local Government Trust	1294	07/31/2025	4,965.28
GSBS Architects	1285	07/31/2025	6,449.65
JUB Engineers, INC	1286	07/31/2025	7,910.30
Google.com/ Google Inc	DC7626	08/04/2025	274.12
Clark, Marti	1298	08/05/2025	125.00
Lowe's	DC7626	08/05/2025	672.63
Utah State Tax Commission	EFT	08/07/2025	46.59
Internal Revenue Service	EFT	08/07/2025	656.88
Payroll DD	0807251200	08/07/2025	2,649.55
Lowe's	DC7626	08/08/2025	120.28
Home Depot	DC5290	08/11/2025	13.94
Dominos	DC7626	08/11/2025	47.46
Costco	DC5290	08/11/2025	114.18
Sam's Club	DC7626	08/14/2025	65.58
Colonial Specialty Co Inc	DC7626	08/14/2025	171.68
Costco	DC5290	08/15/2025	859.59
Dominos	DC5290	08/18/2025	43.08
Payroll DD	0818251200	08/18/2025	3,398.23
Broadway Centre Garage	DC5290	08/22/2025	20.00
Utah State Tax Commission	EFT	08/22/2025	101.17
Internal Revenue Service	EFT	08/22/2025	834.57
Home Depot	DC5290	08/23/2025	371.27
Subway	DC2518	08/25/2025	32.47
Home Depot	DC2518	08/25/2025	117.21
Amazon.com	DC7626	08/25/2025	193.94
Adobe	DC7626	08/25/2025	257.51
Payroll DD	0825251200	08/25/2025	8,553.59
Wal-Mart	DC7626	08/28/2025	32.04
Utah State Tax Commission	EFT	08/28/2025	211.38
Internal Revenue Service	EFT	08/28/2025	1,838.60
Amazon.com	DC7626	08/29/2025	-54.04
Lowe's	DC7626	08/29/2025	147.57
Amazon.com	DC7626	08/29/2025	180.83
USPS	DC7626	08/29/2025	234.00

Reconciled Checks & Withdrawals Total: \$55,353.20

Bank Statement End Balance: \$259,373.82

Fairfield Town
3 B & C Road Fund Alta Bank 5219
Bank Reconciliation - 08/01/2025 to 08/31/2025

Bank Statement Start Balance: \$72,154.38

Reconciled Checks & Withdrawals

<u>Payee Name</u>	<u>Reference</u>	<u>Date</u>	<u>Amount</u>
RL Panek	142	05/29/2025	193.40

Reconciled Checks & Withdrawals Total: \$193.40

Bank Statement End Balance: \$71,960.98

Fairfield Town
2 Water Alta Bank- Checking 5201
Bank Reconciliation - 08/01/2025 to 08/31/2025

Bank Statement Start Balance: \$15,532.43

Reconciled Deposits & Transfers

Type	Reference	Date	Amount
Deposit		07/31/2025	55.00
Deposit		07/31/2025	83.00
Deposit		08/11/2025	123.00
Deposit		08/12/2025	131.00
Deposit		08/13/2025	55.00
Deposit		08/13/2025	59.00
Deposit		08/13/2025	168.00
Deposit		08/25/2025	55.00
Deposit		08/25/2025	62.00
Deposit		08/25/2025	68.00
Deposit		08/25/2025	70.00
Deposit		08/25/2025	91.00
Deposit		08/25/2025	110.00
Deposit		08/25/2025	176.00
Deposit		08/25/2025	200.00
Deposit		08/25/2025	342.00
Deposit		08/25/2025	1,000.00
Deposit		08/28/2025	55.00
Deposit		08/28/2025	55.00
Transfer		08/29/2025	33,000.00

Reconciled Deposits & Transfers Total: \$35,958.00

Reconciled Checks & Withdrawals

Payee Name	Reference	Date	Amount
Badger Meter Services	510	07/31/2025	74.70
Miller, Llyod Bryant	513	07/31/2025	187.50
Rocky Mountain Power	514	07/31/2025	285.55
Bowen Collins	511	07/31/2025	5,361.00
Pronghorn Construction	515	08/27/2025	45,473.02

Reconciled Checks & Withdrawals Total: \$51,381.77

Charges & Interest

Description	Date	Amount
Overdraft fee	08/28/2025	-30.00

Charges & Interest Total: (\$30.00)

Bank Statement End Balance: \$78.66

**Fairfield Town
Bank Reconciliation Summary
All Bank Accounts - 10/14/2025**

Bank Account	Start Date	End Date	Bank Statement Balance	Calculated Book Balance	General Ledger Balance
1 General Alta Bank - Checking 5193	08/01/2025	08/31/2025	\$259,373.82	\$207,571.53	\$207,571.53
2 Water Alta Bank- Checking 5201	08/01/2025	08/31/2025	\$78.66	(\$7,005.85)	(\$7,005.85)
3 B & C Road Fund Alta Bank 5219	08/01/2025	08/31/2025	\$71,960.98	\$71,960.98	\$71,960.98
4 Savings Alta Bank 7099	07/01/2025	07/31/2025	\$0.00	\$0.00	\$0.00
Altabank- Road Impact Fee 0483	08/01/2025	08/31/2025	\$29,210.00	\$29,210.00	\$29,210.00
Altabank- Water Impact Fee 0475	08/01/2025	08/31/2025	\$728.00	\$728.00	\$728.00
Altabank- Cemetery Fund 0491	08/01/2025	08/31/2025	\$0.00	\$0.00	\$0.00
Moreton Investment	08/01/2025	08/31/2025	\$1,395,231.54	\$1,395,231.54	\$1,395,231.54
Altabank- Capital Fund	05/01/2021	07/31/2021	\$0.00	\$0.00	\$0.00
			\$1,756,583.00	\$1,697,696.20	\$1,697,696.20

Fairfield Town
Payroll Register
Payroll Period - 08/01/2025 to 08/31/2025

Employee	Earning	Hours	Amount	Benefit	Basis	Amount	Deduction	Basis	Amount
Butterfield, Codi A General Government Net Amount \$794.50 Pd 07/21/2025 - 08/03/2025 Payment 08/07/2025 Check No. ACH	Regular	34.68	867.00	Social Security Tax Medicare Tax State Unemployment	867.00 867.00 867.00	53.75 12.57 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	867.00 867.00 867.00 867.00	53.75 12.57 0.00 6.18
	Total Earnings:	34.68	\$867.00	Total Benefits:		\$66.32	Total Deductions:		\$72.50
	Total Reimbursements:		\$0.00	Total Taxes:		\$66.32	Total Taxes:		\$72.50
Butterfield, Codi A General Government Net Amount \$1,120.02 Pd 08/04/2025 - 08/17/2025 Payment 08/18/2025 Check No. ACH	Regular	50.19	1,254.75	Social Security Tax Medicare Tax State Unemployment	1,254.75 1,254.75 1,254.75	77.79 18.19 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,254.75 1,254.75 1,254.75 1,254.75	77.79 18.19 10.09 28.66
	Total Earnings:	50.19	\$1,254.75	Total Benefits:		\$95.98	Total Deductions:		\$134.73
	Total Reimbursements:		\$0.00	Total Taxes:		\$95.98	Total Taxes:		\$134.73
Butterfield, Codi A General Government Net Amount \$891.87 Pd 08/18/2025 - 08/31/2025 Payment 09/04/2025 Check No. ACH	Regular	39.18	979.50	Social Security Tax Medicare Tax State Unemployment	979.50 979.50 979.50	60.73 14.20 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	979.50 979.50 979.50 979.50	60.73 14.20 0.00 12.70
	Total Earnings:	39.18	\$979.50	Total Benefits:		\$74.93	Total Deductions:		\$87.63
	Total Reimbursements:		\$0.00	Total Taxes:		\$74.93	Total Taxes:		\$87.63
Butterfield, Kelton Reed Planning Commission Net Amount \$230.87 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	1.00	250.00	Social Security Tax Medicare Tax State Unemployment	250.00 250.00 250.00	15.50 3.63 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	250.00 250.00 250.00 250.00	15.50 3.63 0.00 0.00
	Total Earnings:	1.00	\$250.00	Total Benefits:		\$19.13	Total Deductions:		\$19.13
	Total Reimbursements:		\$0.00	Total Taxes:		\$19.13	Total Taxes:		\$19.13
Cameron, Richard Mayor/Council Net Amount \$1,154.37 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	2.00	1,250.00	Social Security Tax Medicare Tax State Unemployment	1,250.00 1,250.00 1,250.00	77.50 18.13 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,250.00 1,250.00 1,250.00 1,250.00	77.50 18.13 0.00 0.00
	Total Earnings:	2.00	\$1,250.00	Total Benefits:		\$95.63	Total Deductions:		\$95.63
	Total Reimbursements:		\$0.00	Total Taxes:		\$95.63	Total Taxes:		\$95.63
Cook, Vonda General Government Net Amount \$522.24 Pd 07/21/2025 - 08/03/2025 Payment 08/07/2025 Check No. ACH	Regular	22.62	565.50	Social Security Tax Medicare Tax State Unemployment	565.50 565.50 565.50	35.06 8.20 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	565.50 565.50 565.50 565.50	35.06 8.20 0.00 0.00
	Total Earnings:	22.62	\$565.50	Total Benefits:		\$43.26	Total Deductions:		\$43.26
	Total Reimbursements:		\$0.00	Total Taxes:		\$43.26	Total Taxes:		\$43.26

Fairfield Town
Payroll Register
Payroll Period - 08/01/2025 to 08/31/2025

Employee	Earning	Hours	Amount	Benefit	Basis	Amount	Deduction	Basis	Amount
Cook, Vonda General Government Net Amount \$937.32 Pd 08/04/2025 - 08/17/2025 Payment 08/18/2025 Check No. ACH	Regular	41.28	1,032.00	Social Security Tax Medicare Tax State Unemployment	1,032.00 1,032.00 1,032.00	63.98 14.96 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,032.00 1,032.00 1,032.00 1,032.00	63.98 14.96 0.00 15.74
	Total Earnings:	41.28	\$1,032.00	Total Benefits:		\$78.94	Total Deductions:		\$94.68
	Total Reimbursements:		\$0.00	Total Taxes:		\$78.94	Total Taxes:		\$94.68
Cook, Vonda General Government Net Amount \$925.85 Pd 08/18/2025 - 08/31/2025 Payment 09/04/2025 Check No. ACH	Regular	40.75	1,018.75	Social Security Tax Medicare Tax State Unemployment	1,018.75 1,018.75 1,018.75	63.16 14.77 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,018.75 1,018.75 1,018.75 1,018.75	63.16 14.77 0.00 14.97
	Total Earnings:	40.75	\$1,018.75	Total Benefits:		\$77.93	Total Deductions:		\$92.90
	Total Reimbursements:		\$0.00	Total Taxes:		\$77.93	Total Taxes:		\$92.90
Fisher, Kyler G Planning Commission Net Amount \$230.87 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	1.00	250.00	Social Security Tax Medicare Tax State Unemployment	250.00 250.00 250.00	15.50 3.63 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	250.00 250.00 250.00 250.00	15.50 3.63 0.00 0.00
	Total Earnings:	1.00	\$250.00	Total Benefits:		\$19.13	Total Deductions:		\$19.13
	Total Reimbursements:		\$0.00	Total Taxes:		\$19.13	Total Taxes:		\$19.13
Hansen, David Cemetery Net Amount \$184.70 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	1.00	200.00	Social Security Tax Medicare Tax State Unemployment	200.00 200.00 200.00	12.40 2.90 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	200.00 200.00 200.00 200.00	12.40 2.90 0.00 0.00
	Total Earnings:	1.00	\$200.00	Total Benefits:		\$15.30	Total Deductions:		\$15.30
	Total Reimbursements:		\$0.00	Total Taxes:		\$15.30	Total Taxes:		\$15.30
Mascaro, Jami Planning Commission Net Amount \$230.87 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	1.00	250.00	Social Security Tax Medicare Tax State Unemployment	250.00 250.00 250.00	15.50 3.63 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	250.00 250.00 250.00 250.00	15.50 3.63 0.00 0.00
	Total Earnings:	1.00	\$250.00	Total Benefits:		\$19.13	Total Deductions:		\$19.13
	Total Reimbursements:		\$0.00	Total Taxes:		\$19.13	Total Taxes:		\$19.13
McKinney, Hollie Mayor/Council Net Amount \$3,317.64 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	2.00	4,150.00	Social Security Tax Medicare Tax State Unemployment	4,150.00 4,150.00 4,150.00	257.30 60.18 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	4,150.00 4,150.00 4,150.00 4,150.00	257.30 60.18 328.13 186.75
	Total Earnings:	2.00	\$4,150.00	Total Benefits:		\$317.48	Total Deductions:		\$832.36
	Total Reimbursements:		\$0.00	Total Taxes:		\$317.48	Total Taxes:		\$832.36

Fairfield Town
Payroll Register
Payroll Period - 08/01/2025 to 08/31/2025

Employee	Earning	Hours	Amount	Benefit	Basis	Amount	Deduction	Basis	Amount
Panek, R Leland Mayor/Council Net Amount \$1,154.37 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	2.00	1,250.00	Social Security Tax Medicare Tax State Unemployment	1,250.00 1,250.00 1,250.00	77.50 18.13 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,250.00 1,250.00 1,250.00 1,250.00	77.50 18.13 0.00 0.00
	Total Earnings:	2.00	\$1,250.00	Total Benefits:		\$95.63	Total Deductions:		\$95.63
	Total Reimbursements:		\$0.00	Total Taxes:		\$95.63	Total Taxes:		\$95.63
Riet, David Planning Commission Net Amount \$230.87 Pd 08/01/2025 - 08/31/2025 Payment 08/25/2025 Check No. ACH	Regular	1.00	250.00	Social Security Tax Medicare Tax State Unemployment	250.00 250.00 250.00	15.50 3.63 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	250.00 250.00 250.00 250.00	15.50 3.63 0.00 0.00
	Total Earnings:	1.00	\$250.00	Total Benefits:		\$19.13	Total Deductions:		\$19.13
	Total Reimbursements:		\$0.00	Total Taxes:		\$19.13	Total Taxes:		\$19.13
Shelley, Stephanie General Government Net Amount \$1,125.02 Pd 07/21/2025 - 08/03/2025 Payment 08/07/2025 Check No. ACH	Regular Holiday	50.29 8.00	1,257.25 200.00	Social Security Tax Medicare Tax State Unemployment	1,457.25 1,457.25 1,457.25	90.35 21.13 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,457.25 1,457.25 1,457.25 1,457.25	90.35 21.13 180.34 40.41
	Total Earnings:	58.29	\$1,457.25	Total Benefits:		\$111.48	Total Deductions:		\$332.23
	Total Reimbursements:		\$0.00	Total Taxes:		\$111.48	Total Taxes:		\$332.23
Shelley, Stephanie General Government Net Amount \$1,340.89 Pd 08/04/2025 - 08/17/2025 Payment 08/18/2025 Check No. ACH	Regular	69.57	1,739.25	Social Security Tax Medicare Tax State Unemployment	1,739.25 1,739.25 1,739.25	107.83 25.22 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,739.25 1,739.25 1,739.25 1,739.25	107.83 25.22 208.54 56.77
	Total Earnings:	69.57	\$1,739.25	Total Benefits:		\$133.05	Total Deductions:		\$398.36
	Total Reimbursements:		\$0.00	Total Taxes:		\$133.05	Total Taxes:		\$398.36
Shelley, Stephanie General Government Net Amount \$1,321.17 Pd 08/18/2025 - 08/31/2025 Payment 09/04/2025 Check No. ACH	Regular Vacation	36.54 32.00	913.50 800.00	Social Security Tax Medicare Tax State Unemployment	1,713.50 1,713.50 1,713.50	106.24 24.85 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	1,713.50 1,713.50 1,713.50 1,713.50	106.24 24.85 205.97 55.27
	Total Earnings:	68.54	\$1,713.50	Total Benefits:		\$131.09	Total Deductions:		\$392.33
	Total Reimbursements:		\$0.00	Total Taxes:		\$131.09	Total Taxes:		\$392.33
Soper, Erin D General Government Net Amount \$207.79 Pd 07/21/2025 - 08/03/2025 Payment 08/07/2025 Check No. ACH	Regular	9.00	225.00	Social Security Tax Medicare Tax State Unemployment	225.00 225.00 225.00	13.95 3.26 0.00	Social Security Tax Medicare Tax Federal Income Tax State Income Tax	225.00 225.00 225.00 225.00	13.95 3.26 0.00 0.00
	Total Earnings:	9.00	\$225.00	Total Benefits:		\$17.21	Total Deductions:		\$17.21
	Total Reimbursements:		\$0.00	Total Taxes:		\$17.21	Total Taxes:		\$17.21

Fairfield Town
Payroll Register
Payroll Period - 08/01/2025 to 08/31/2025

Employee	Earning	Hours	Amount	Benefit	Basis	Amount	Deduction	Basis	Amount
Taylor, Wayne J	Regular	2.00	400.00	Social Security Tax	400.00	24.80	Social Security Tax	400.00	24.80
Planning Commission				Medicare Tax	400.00	5.80	Medicare Tax	400.00	5.80
Net Amount \$369.40				State Unemployment	400.00	0.00	Federal Income Tax	400.00	0.00
Pd 08/01/2025 - 08/31/2025							State Income Tax	400.00	0.00
Payment 08/25/2025									
Check No. ACH									
	Total Earnings:	2.00	\$400.00	Total Benefits:		\$30.60	Total Deductions:		\$30.60
	Total Reimbursements:		\$0.00	Total Taxes:		\$30.60	Total Taxes:		\$30.60
Thomas, Tyler Bryce	Regular	2.00	1,250.00	Social Security Tax	1,250.00	77.50	Social Security Tax	1,250.00	77.50
Mayor/Council				Medicare Tax	1,250.00	18.13	Medicare Tax	1,250.00	18.13
Net Amount \$1,126.41				State Unemployment	1,250.00	0.00	Federal Income Tax	1,250.00	3.33
Pd 08/01/2025 - 08/31/2025							State Income Tax	1,250.00	24.63
Payment 08/25/2025									
Check No. ACH									
	Total Earnings:	2.00	\$1,250.00	Total Benefits:		\$95.63	Total Deductions:		\$123.59
	Total Reimbursements:		\$0.00	Total Taxes:		\$95.63	Total Taxes:		\$123.59
Weber, Michael Scott	Regular	1.00	350.00	Social Security Tax	350.00	21.70	Social Security Tax	350.00	21.70
Mayor/Council				Medicare Tax	350.00	5.08	Medicare Tax	350.00	5.08
Net Amount \$323.22				State Unemployment	350.00	0.00	Federal Income Tax	350.00	0.00
Pd 08/01/2025 - 08/31/2025							State Income Tax	350.00	0.00
Payment 08/25/2025									
Check No. ACH									
	Total Earnings:	1.00	\$350.00	Total Benefits:		\$26.78	Total Deductions:		\$26.78
	Total Reimbursements:		\$0.00	Total Taxes:		\$26.78	Total Taxes:		\$26.78

**Fairfield Town
Payroll Register
Payroll Period - 08/01/2025 to 08/31/2025**

Employee	Earning	Hours	Amount	Benefit	Basis	Amount	Deduction	Basis	Amount
REPORT TOTALS	Regular	410.10	19,702.50	Social Security Tax	20,702.50	1,283.54	Social Security Tax	20,702.50	1,283.54
Net Amount \$17,740.26	Holiday	8.00	200.00	Medicare Tax	20,702.50	300.22	Medicare Tax	20,702.50	300.22
	Vacation	32.00	800.00	State Unemployment	20,702.50	0.00	Federal Income Tax	20,702.50	936.40
							State Income Tax	20,702.50	442.08
	Total Earnings:	450.10	\$20,702.50	Total Benefits:		\$1,583.76	Total Deductions:		\$2,962.24
	Total Reimbursements:		\$0.00	Total Taxes:		\$1,583.76	Total Taxes:		\$2,962.24

Fairfield Town
Standard Financial Report
10 General Fund - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual
Net Position			
Assets:			
Current Assets			
Cash and cash equivalents			
1117 General Checking - Bank of AF	932.26	(77,921.89)	226,782.21
1118 Water Checking - Bank of AF	0.00	33,000.00	33,000.00
1119 B & C Road - Bank of AF	58,865.02	0.00	71,960.98
1120 Savings - Bank of AF	(0.77)	0.00	0.00
1123 Altabank- Cemetery Fund	60.00	(60.00)	0.00
1130 Moreton Investment	531,468.16	6,361.91	470,231.54
Total Cash and cash equivalents	591,324.67	(38,619.98)	801,974.73
Receivables			
1311 Accounts receivable	261,285.85	800.00	800.00
1440 Due from other governments	49,805.31	0.00	49,805.31
Total Receivables	311,091.16	800.00	50,605.31
Total Current Assets	902,415.83	(37,819.98)	852,580.04
Total Assets:	902,415.83	(37,819.98)	852,580.04
Liabilities and Fund Equity:			
Liabilities:			
Current liabilities			
2131 Accounts payable	(7,949.65)	2,099.25	(120.00)
2211 Salaries and wages payable	0.00	(3,138.89)	(3,138.89)
2220 Payroll liability clearing	0.00	(856.81)	(856.81)
Total Current liabilities	(7,949.65)	(1,896.45)	(4,115.70)
Deferred revenue			
2600 Deferred revenue	(23,340.00)	0.00	(23,340.00)
Total Deferred revenue	(23,340.00)	0.00	(23,340.00)
Total Liabilities:	(31,289.65)	(1,896.45)	(27,455.70)
Equity - Paid In / Contributed			
2981 Fund balance	(871,126.18)	39,716.43	(825,124.34)
Total Equity - Paid In / Contributed	(871,126.18)	39,716.43	(825,124.34)
Total Liabilities and Fund Equity:	(902,415.83)	37,819.98	(852,580.04)
Total Net Position	0.00	0.00	0.00

Fairfield Town
Standard Financial Report
10 General Fund - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual	Annual Budget	Unearned/ Unexpended	% Earned/ Used
Change In Net Position						
Revenue:						
Taxes						
3110 General property taxes-current	27,533.19	1,067.58	3,085.80	29,500.00	26,414.20	10.46%
3130 General sales & use tax	63,786.81	7,269.49	28,092.03	82,000.00	53,907.97	34.26%
Total Taxes	91,320.00	8,337.07	31,177.83	111,500.00	80,322.17	27.96%
Licenses and permits						
3211 Business licenses	715.00	110.00	280.00	2,000.00	1,720.00	14.00%
3250 Penalties & Permits & Fees	350.00	0.00	0.00	400.00	400.00	0.00%
3260 Intermountain Regional Landfill	903,306.06	0.00	0.00	845,000.00	845,000.00	0.00%
3261 North Pointe Landfill	72,345.24	0.00	0.00	83,559.00	83,559.00	0.00%
Total Licenses and permits	976,716.30	110.00	280.00	930,959.00	930,679.00	0.03%
Intergovernmental revenue						
3339 State grants	0.00	0.00	0.00	67,200.00	67,200.00	0.00%
3356 Class C road fund allotment	60,313.60	0.00	13,095.96	58,957.00	45,861.04	22.21%
Total Intergovernmental revenue	60,313.60	0.00	13,095.96	126,157.00	113,061.04	10.38%
Charges for services						
3480 Opening/closing graves	625.00	0.00	0.00	625.00	625.00	0.00%
Total Charges for services	625.00	0.00	0.00	625.00	625.00	0.00%
Interest						
3610 Interest earnings	16.01	0.00	0.00	0.00	0.00	0.00%
3611 Investments increase (decrease)	103,410.84	6,361.91	8,763.38	85,000.00	76,236.62	10.31%
Total Interest	103,426.85	6,361.91	8,763.38	85,000.00	76,236.62	10.31%
Miscellaneous revenue						
3615 Donations, Collections, Christmas	20,967.82	0.00	0.00	21,000.00	21,000.00	0.00%
3690 Miscellaneous revenue	572.20	169.81	169.81	200.00	30.19	84.91%
Total Miscellaneous revenue	21,540.02	169.81	169.81	21,200.00	21,030.19	0.80%
Buildings and Grounds						
3220 Building Dept Application Fees	0.00	50.00	50.00	0.00	(50.00)	0.00%
3220.6 Building Dept Fire Inspection Fee	560.00	0.00	500.00	0.00	(500.00)	0.00%
3221 Non-business buildings, structures,	0.00	0.00	0.00	16,192.00	16,192.00	0.00%
3222 Building Dept Permits	25,658.72	0.00	0.00	25,287.00	25,287.00	0.00%
3224 Engineering and Surveying Fees	750.00	0.00	2,100.00	0.00	(2,100.00)	0.00%
3225 Grama Request Fees	600.00	0.00	0.00	0.00	0.00	0.00%
3481 Cemetery Revenue	0.00	0.00	0.00	3,500.00	3,500.00	0.00%
3670 Road Impact Fees	15,870.00	0.00	0.00	37,000.00	37,000.00	0.00%
Total Buildings and Grounds	43,438.72	50.00	2,650.00	81,979.00	79,329.00	3.23%
Highways and Public Improvements						
3671 Highway Improvements Engineerin	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
Total Highways and Public Improvemen	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
Contributions and transfers						
3890 Beginning fund balance appropriate	0.00	0.00	0.00	638,104.00	638,104.00	0.00%
Total Contributions and transfers	0.00	0.00	0.00	638,104.00	638,104.00	0.00%
Total Revenue:	1,297,380.49	15,028.79	56,136.98	1,998,024.00	1,941,887.02	2.81%
Expenditures:						
General government						
Administrative						
4103 Admin Permanent employees wag	61,729.25	7,751.25	12,279.50	70,000.00	57,720.50	17.54%
4103.1 Admin Office Manager Stipend	43,200.00	3,600.00	7,200.00	43,200.00	36,000.00	16.67%
4103.2 Admin Treasurer Stipend	16,044.25	3,101.25	4,912.50	0.00	(4,912.50)	0.00%
4103.3 Admin Treasurer Employee Wa	0.00	0.00	0.00	26,000.00	26,000.00	0.00%
4104 Admin Employee Payroll Services	131.97	0.00	0.00	6,800.00	6,800.00	0.00%
4105 Admin Employee Benefits	14,611.94	1,514.91	2,684.61	15,000.00	12,315.39	17.90%
4110 Admin Planning and Zoning Comp	250.00	0.00	0.00	0.00	0.00	0.00%
4111 Admin Books, subscriptions, mem	2,542.99	20.00	277.50	3,000.00	2,722.50	9.25%
4112 Admin Public notices	1,026.82	0.00	219.00	808.00	589.00	27.10%
4113 Admin GRAMA requests	0.00	0.00	0.00	300.00	300.00	0.00%
4114 Admin Travel	3,661.92	20.00	20.00	4,000.00	3,980.00	0.50%
4115 Admin Office expenses & supplies	3,086.14	1,550.52	2,661.61	5,500.00	2,838.39	48.39%
4115.5 Admin Stamps	0.00	234.00	234.00	1,000.00	766.00	23.40%
4116 Admin Computer & internet expen	5,208.89	1,133.71	1,372.97	4,100.00	2,727.03	33.49%

Fairfield Town
Standard Financial Report
10 General Fund - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	2025 Earned/ Used	2026 YTD Actual	Annual Budget	Unearned/ Unexpended	% Earned/ Used
4116.5 Admin IT services	5,813.74	550.00	550.00	2,000.00	1,450.00	27.50%
4120 Admin Telephone	2,014.05	100.00	327.97	2,000.00	1,672.03	16.40%
4121 Admin Interlocal contributions	1,500.00	0.00	0.00	1,500.00	1,500.00	0.00%
4122 Admin Education	1,525.00	0.00	0.00	3,000.00	3,000.00	0.00%
4123 Admin Rental expense	5,568.67	(511.35)	271.09	6,500.00	6,228.91	4.17%
4124 Admin Insurance	3,902.70	492.00	5,457.28	6,000.00	542.72	90.95%
4126 Admin Repairs and maintenance	40.00	0.00	356.71	500.00	143.29	71.34%
4126.5 Town Hall - Repairs and mainten	0.00	3,106.31	4,631.56	0.00	(4,631.56)	0.00%
4130 Admin Bank service charges	(50.49)	0.00	28.00	500.00	472.00	5.60%
4132 Admin Town codification	495.00	0.00	0.00	6,600.00	6,600.00	0.00%
4140 Admin Elections	321.21	0.00	0.00	2,500.00	2,500.00	0.00%
4142 Admin Food Expenditures	1,942.37	123.01	123.01	3,000.00	2,876.99	4.10%
4171 Admin Capital Outlay - Museum/To	0.00	15,606.72	15,606.72	0.00	(15,606.72)	0.00%
4190 State Grant Expenses	47,115.42	3,687.50	6,819.00	38,101.00	31,282.00	17.90%
Total Administrative	422,681.84	42,079.83	66,033.03	251,909.00	185,875.97	26.21%
Buildings and grounds						
4127 Admin Bldg Permit fee state surch	117.01	0.00	0.00	200.00	200.00	0.00%
4141 Admin Survey and Engineering	11,470.50	0.00	1,850.00	6,440.00	4,590.00	28.73%
4154 Admin Inspections & plan reviews	266.75	0.00	0.00	0.00	0.00	0.00%
4169 Cemetery Expense	3,664.04	1,020.40	1,920.40	100,000.00	98,079.60	1.92%
4169.2 Cemetery Wages	0.00	0.00	0.00	2,400.00	2,400.00	0.00%
4180 Building Dept - Surveyor Expense	0.00	0.00	2,100.00	0.00	(2,100.00)	0.00%
4181 Building Dept - Engineering Expen	9,401.00	10.00	7,920.30	30,000.00	22,079.70	26.40%
4182 Building Dept - Legal Expenses	1,033.87	0.00	0.00	2,000.00	2,000.00	0.00%
4183 Building Dept - Inspections Expen	5,880.00	0.00	0.00	6,000.00	6,000.00	0.00%
4187 Building Dept - Master Site Plan	0.00	0.00	0.00	500.00	500.00	0.00%
4188 Building Dept - Preliminary Site Pl	0.00	0.00	0.00	500.00	500.00	0.00%
Total Buildings and grounds	31,833.17	1,030.40	13,790.70	148,040.00	134,249.30	9.32%
Planning and zoning						
4155 Planning and Zoning	642.38	0.00	0.00	5,000.00	5,000.00	0.00%
4156 Planning and Zoning - Stipend	17,850.00	1,400.00	2,800.00	16,800.00	14,000.00	16.67%
4157 Planning and Zoning General Plan	66,113.35	989.65	989.65	1,000.00	10.35	98.97%
4158 Town Council- Misc	166.15	0.00	0.00	200.00	200.00	0.00%
Total Planning and zoning	17,771.88	2,389.65	3,789.65	23,000.00	19,210.35	16.48%
Professional Services						
4117 Admin Pelorus Software	7,828.10	0.00	0.00	5,100.00	5,100.00	0.00%
4118 Admin Copier Service and Mainten	1,063.42	601.00	783.60	2,000.00	1,216.40	39.18%
4133 Admin Website	3,215.00	0.00	0.00	4,000.00	4,000.00	0.00%
4134 Admin Accounting & auditing	4,000.00	0.00	0.00	7,500.00	7,500.00	0.00%
4136 Admin Consulting services	0.00	0.00	0.00	8,500.00	8,500.00	0.00%
4139 Admin Legal	44,843.50	4,952.50	8,155.00	70,000.00	61,845.00	11.65%
Total Professional Services	60,950.02	5,553.50	8,938.60	97,100.00	88,161.40	9.21%
Total General government	389,236.91	51,053.38	92,551.98	520,049.00	427,497.02	17.80%
Public safety						
4149 Code Enforcement	0.00	0.00	0.00	8,100.00	8,100.00	0.00%
4150 Animal services	0.00	1,170.00	1,170.00	0.00	(1,170.00)	0.00%
4151 Police Contracted services	22,443.23	0.00	1,945.00	20,000.00	18,055.00	9.73%
4152 Fire Contracted services	2,135.00	0.00	0.00	2,500.00	2,500.00	0.00%
4153 Emergency dispatch	4,906.46	0.00	0.00	4,100.00	4,100.00	0.00%
4153.5 Everbridge	28.94	0.00	0.00	35.00	35.00	0.00%
Total Public safety	29,513.63	1,170.00	3,115.00	34,735.00	31,620.00	8.97%
City Council						
4000 City Council Stipend	19,550.00	1,400.00	2,800.00	16,800.00	14,000.00	16.67%
4010 Mayor Stipend	6,600.00	550.00	1,100.00	6,600.00	5,500.00	16.67%
4169.1 Cemetery Board	0.00	0.00	0.00	9,150.00	9,150.00	0.00%
Total City Council	26,150.00	1,950.00	3,900.00	32,550.00	28,650.00	11.98%
Highways and public improvements						
Roads						
4137 Admin Street Signs	0.00	0.00	0.00	3,000.00	3,000.00	0.00%
4161 Roads Repairs & maintenance	56,937.46	71.84	71.84	100,000.00	99,928.16	0.07%
4162 Engineering Expenses	4,102.50	0.00	0.00	6,000.00	6,000.00	0.00%
4163 Roads Snowplow - Fuel, maint & r	367.20	0.00	0.00	2,000.00	2,000.00	0.00%

Fairfield Town
Standard Financial Report
10 General Fund - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual	Annual Budget	Unearned/ Unexpended	% Earned/ Used
4165 Roads Weed Control	193.40	0.00	0.00	500.00	500.00	0.00%
4168 Roads Contracted Stipend	10,800.00	900.00	1,800.00	10,800.00	9,000.00	16.67%
Total Roads	72,400.56	971.84	1,871.84	122,300.00	120,428.16	1.53%
Sanitation						
4191 Trash collection	11,301.42	1,000.00	1,200.00	10,000.00	8,800.00	12.00%
Total Sanitation	11,301.42	1,000.00	1,200.00	10,000.00	8,800.00	12.00%
Total Highways and public improvemen	83,701.98	1,971.84	3,071.84	132,300.00	129,228.16	2.32%
Parks, recreation, and public property						
Parks						
4167 Community events	6,599.77	0.00	0.00	6,000.00	6,000.00	0.00%
4167.3 Christmas Events	42,257.52	0.00	0.00	42,000.00	42,000.00	0.00%
4167.5 Christmas Town Donations	2,750.00	(2,300.00)	(2,300.00)	1,000.00	3,300.00	-230.00%
4173 Parks and Improvment	0.00	0.00	0.00	750,000.00	750,000.00	0.00%
4174 Parks and Publice Improv Stipend	11,550.00	900.00	1,800.00	10,800.00	9,000.00	16.67%
Total Parks	63,157.29	(1,400.00)	(500.00)	809,800.00	810,300.00	-0.06%
Total Parks, recreation, and public prop	63,157.29	(1,400.00)	(500.00)	809,800.00	810,300.00	-0.06%
Miscellaneous						
4193 Other miscellaneous supplies	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
4193.5 Cards and Flowers	0.00	0.00	0.00	500.00	500.00	0.00%
4202 Donations, fees, collections for Co	160.87	0.00	0.00	500.00	500.00	0.00%
4203 Sub for Santa	4,172.82	0.00	0.00	500.00	500.00	0.00%
Total Miscellaneous	4,333.69	0.00	0.00	2,500.00	2,500.00	0.00%
Transfers						
4197 Transfer to Capital Projects	0.00	0.00	0.00	431,090.00	431,090.00	0.00%
4198 Transfer to water fund	565,000.00	0.00	0.00	35,000.00	35,000.00	0.00%
Total Transfers	565,000.00	0.00	0.00	466,090.00	466,090.00	0.00%
Total Expenditures:	1,161,093.50	54,745.22	102,138.82	1,998,024.00	1,895,885.18	5.11%
Total Change In Net Position	136,286.99	(39,716.43)	(46,001.84)	0.00	46,001.84	0.00%

Fairfield Town
Standard Financial Report
41 Capital Projects - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual
Net Position			
Assets:			
Current Assets			
Cash and cash equivalents			
1111 Checking	36,579.35	0.00	1,727.02
1122 Altabank- Road Impact Fee	29,210.00	0.00	29,210.00
1130 Moreton Investment	1,555,000.00	0.00	925,000.00
Total Cash and cash equivalents	1,620,789.35	0.00	955,937.02
Total Current Assets	1,620,789.35	0.00	955,937.02
Total Assets:	1,620,789.35	0.00	955,937.02
Liabilites and Fund Equity:			
Equity - Paid In / Contributed			
2981 Fund Balance	(1,620,789.35)	0.00	(955,937.02)
Total Equity - Paid In / Contributed	(1,620,789.35)	0.00	(955,937.02)
Total Liabilites and Fund Equity:	(1,620,789.35)	0.00	(955,937.02)
Total Net Position	0.00	0.00	0.00

Fairfield Town
Standard Financial Report
41 Capital Projects - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual	Annual Budget	Unearned/ Unexpended	% Earned/ Used
Change In Net Position						
Revenue:						
Contributions and transfers						
3810 Transfer from General Fund	0.00	0.00	0.00	431,090.00	431,090.00	0.00%
3910 Appropriation of fund balance	0.00	0.00	0.00	238,910.00	238,910.00	0.00%
Total Contributions and transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>670,000.00</u>	<u>670,000.00</u>	<u>0.00%</u>
Total Revenue:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>670,000.00</u>	<u>670,000.00</u>	<u>0.00%</u>
Expenditures:						
Miscellaneous						
4149 Admin Capital outlay	0.00	0.00	664,852.33	670,000.00	5,147.67	99.23%
Total Miscellaneous	<u>0.00</u>	<u>0.00</u>	<u>664,852.33</u>	<u>670,000.00</u>	<u>5,147.67</u>	<u>99.23%</u>
Transfers						
4851 Transfer to Water Fund	247,661.75	0.00	0.00	0.00	0.00	0.00%
4910 Budgeted increase in fund balance	0.00	0.00	0.00	0.00	0.00	0.00%
Total Transfers	<u>247,661.75</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00%</u>
Total Expenditures:	<u>247,661.75</u>	<u>0.00</u>	<u>664,852.33</u>	<u>670,000.00</u>	<u>5,147.67</u>	<u>99.23%</u>
Total Change In Net Position	<u>(247,661.75)</u>	<u>0.00</u>	<u>(664,852.33)</u>	<u>0.00</u>	<u>664,852.33</u>	<u>0.00%</u>

Fairfield Town
Standard Financial Report
51 Water Fund - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual
Net Position			
Assets:			
Current Assets			
Cash and cash equivalents			
1117 General Checking - Bank of AF	0.00	(19,968.85)	(20,937.70)
1118 Water Checking - Bank of AF	14,031.60	(49,596.37)	(40,005.85)
1125 Altabank- Water Impact Fee	728.00	0.00	728.00
1175 Undeposited receipts	0.00	0.00	55.00
Total Cash and cash equivalents	14,759.60	(69,565.22)	(60,160.55)
Receivables			
1311 Accounts receivable	705.64	(457.00)	3,301.81
Total Receivables	705.64	(457.00)	3,301.81
Total Current Assets	15,465.24	(70,022.22)	(56,858.74)
Non-Current Assets			
Capital assets			
Property			
1611 Land and easements	4,700.00	0.00	4,700.00
1612 Water rights	112,608.00	0.00	112,608.00
1621 Buildings	6,304.17	0.00	6,304.17
1641 Water system 10yr	92,600.00	0.00	92,600.00
1643 Water system 30yr	2,330,973.76	0.00	2,330,973.76
1644 Water system 40yr	77,004.00	0.00	77,004.00
Total Property	2,624,189.93	0.00	2,624,189.93
Accumulated depreciation			
1721 AccDepn Buildings	(2,206.68)	0.00	(2,206.68)
1741 AccDepn Water system	(457,707.37)	0.00	(457,707.37)
Total Accumulated depreciation	(459,914.05)	0.00	(459,914.05)
Total Capital assets	2,164,275.88	0.00	2,164,275.88
Total Non-Current Assets	2,164,275.88	0.00	2,164,275.88
Total Assets:	2,179,741.12	(70,022.22)	2,107,417.14
Liabilites and Fund Equity:			
Liabilities:			
Current liabilities			
2141 Retainage payable	0.00	45,473.02	45,473.02
2330 Customer deposits	(100.00)	0.00	(100.00)
Total Current liabilities	(100.00)	45,473.02	45,373.02
Long-term liabilities			
2510 2016 Loans	(438,000.00)	19,000.00	(419,000.00)
Total Long-term liabilities	(438,000.00)	19,000.00	(419,000.00)
Total Liabilities:	(438,100.00)	64,473.02	(373,626.98)
Equity - Paid In / Contributed			
2981 Retained earnings	(1,741,641.12)	5,549.20	(1,733,790.16)
Total Equity - Paid In / Contributed	(1,741,641.12)	5,549.20	(1,733,790.16)
Total Liabilites and Fund Equity:	(2,179,741.12)	70,022.22	(2,107,417.14)
Total Net Position	0.00	0.00	0.00

Fairfield Town
Standard Financial Report
51 Water Fund - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual	Annual Budget	Unearned/ Unexpended	% Earned/ Used
Income or Expense						
Income From Operations:						
Operating income						
5140 Culinary income	28,820.25	2,473.00	7,170.00	32,000.00	24,830.00	22.41%
5150 Connection Fees	50.00	0.00	0.00	0.00	0.00	0.00%
5410 Late penalties and fees	100.00	0.00	50.00	100.00	50.00	50.00%
5610 Interest income	110.00	0.00	0.00	0.00	0.00	0.00%
Total Operating income	29,080.25	2,473.00	7,220.00	32,100.00	24,880.00	22.49%
Operating expense						
6110 Culinary operator stipend	10,800.00	900.00	1,800.00	10,800.00	9,000.00	16.67%
6113 Employee taxes and benefits	826.20	68.85	137.70	800.00	662.30	17.21%
6121 Dues	401.60	0.00	0.00	500.00	500.00	0.00%
6128 Utilities	3,009.43	315.10	675.35	2,600.00	1,924.65	25.98%
6131 Professional fees	1,237.50	250.00	437.50	3,000.00	2,562.50	14.58%
6132 Water Engineering	4,167.00	4,746.25	10,107.25	13,000.00	2,892.75	77.75%
6133 Water Inspections	0.00	0.00	0.00	7,832.00	7,832.00	0.00%
6141 Repairs and maintenance	5,792.54	1,700.00	1,871.16	280,000.00	278,128.84	0.67%
6142 Chlorine	0.00	0.00	0.00	500.00	500.00	0.00%
6143 Monthly water tests	168.00	12.00	12.00	150.00	138.00	8.00%
6144 Water tests - other	275.00	0.00	0.00	300.00	300.00	0.00%
6161 Bank service charges	36.78	30.00	30.00	0.00	(30.00)	0.00%
6169 Depreciation expense	71,358.90	0.00	0.00	54,000.00	54,000.00	0.00%
Total Operating expense	98,072.95	8,022.20	15,070.96	373,482.00	358,411.04	4.04%
Total Income From Operations:	(68,992.70)	(5,549.20)	(7,850.96)	(341,382.00)	(333,531.04)	2.30%
Non-Operating Items:						
Non-operating income						
5710 Miscellaneous Non-Operating Inco	50.00	0.00	0.00	0.00	0.00	0.00%
5810 Transfers from general fund	565,000.00	0.00	0.00	35,000.00	35,000.00	0.00%
5841 Transfers from capital projects fund	247,661.75	0.00	0.00	0.00	0.00	0.00%
Total Non-operating income	812,711.75	0.00	0.00	35,000.00	35,000.00	0.00%
Total Non-Operating Items:	812,711.75	0.00	0.00	35,000.00	35,000.00	0.00%
Total Income or Expense	743,719.05	(5,549.20)	(7,850.96)	(306,382.00)	(298,531.04)	2.56%

Fairfield Town
Standard Financial Report
91 General Fixed Assets - 08/01/2025 to 08/31/2025
16.67% of the fiscal year has expired

	2025 Year-End Actual	August Actual	2026 YTD Actual
Net Position			
Assets:			
Non-Current Assets			
Capital assets			
Work in Process			
1601 Construcion in progress	128,819.61	15,606.72	144,426.33
Total Work in Process	<u>128,819.61</u>	<u>15,606.72</u>	<u>144,426.33</u>
Property			
1611 Land	130,226.15	0.00	795,078.48
1631.10 Improvements other than bldg	156,287.96	0.00	156,287.96
1631.30 Improvements other than bldg	256,928.40	0.00	256,928.40
1661 Machinery and equipment	11,465.00	0.00	11,465.00
Total Property	<u>554,907.51</u>	<u>0.00</u>	<u>1,219,759.84</u>
Accumulated depreciation			
1731 AccDpn Improvements other than	(142,323.23)	0.00	(142,323.23)
1761 AccDpn Machinery and equipme	(9,743.88)	0.00	(9,743.88)
Total Accumulated depreciation	<u>(152,067.11)</u>	<u>0.00</u>	<u>(152,067.11)</u>
Total Capital assets	<u>531,660.01</u>	<u>15,606.72</u>	<u>1,212,119.06</u>
Total Non-Current Assets	<u>531,660.01</u>	<u>15,606.72</u>	<u>1,212,119.06</u>
Total Assets:	<u>531,660.01</u>	<u>15,606.72</u>	<u>1,212,119.06</u>
Liabilites and Fund Equity:			
Equity - Paid In / Contributed			
2971.1 Invested in capital assets	(683,727.12)	(15,606.72)	(1,364,186.17)
2972 Total depreciation charged	152,067.11	0.00	152,067.11
Total Equity - Paid In / Contributed	<u>(531,660.01)</u>	<u>(15,606.72)</u>	<u>(1,212,119.06)</u>
Total Liabilites and Fund Equity:	<u>(531,660.01)</u>	<u>(15,606.72)</u>	<u>(1,212,119.06)</u>
Total Net Position	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

R2025-18 A Resolution Of Fairfield Town Council Of Fairfield, Utah, Appointing A Chief Administrative Officer And Records Officer(S) In Compliance With The Government Data Privacy Act (Gdpa)

Date October 15, 2025

WHEREAS, Utah law, under the Government Data Privacy Act (GDPA), requires each state agency to implement a privacy program – including designation of a Chief Administrative Officer (CAO) and appointment of Records Officer(s); and

WHEREAS, the Utah Office of Data Privacy's Privacy Program Framework provides guidance requiring specification of who is responsible for privacy program implementation; and

WHEREAS, GDPA mandates that each agency designates a CAO responsible for establishing and maintaining the agency's privacy and records management program; and

WHEREAS, The act also requires that the CAO appoint one or more Records Officers who will ensure the care, maintenance, classification, retention, access, and preservation of records in alignment with CAO-established policies;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY/TOWN COUNCIL OF XXXXX, UTAH, AS FOLLOWS:

1. **Designation of Chief Administrative Officer (CAO).** Hollie McKinney, Mayor, is hereby designated as the CAO for Fairfield Town. The CAO shall establish, manage, and maintain an ongoing privacy and records management program consistent with Utah law and the Privacy Program Framework.
2. **Appointment of Records Officer(s).** The CAO shall appoint the following Records Officer(s). Stephanie Shelley, Recorder/Clerk, and Codi Butterfield, Treasurer. Records Officer(s) will implement and maintain privacy and records practices as detailed in the agency's privacy program and framework guidance.
3. **Roles and Responsibilities.**
 - CAO Responsibilities: Develop and maintain formal privacy and records policies and procedures. Oversee their effective implementation throughout the agency. Report the CAO designation to the Division of Archives and Records Service (DARS), consistent with statute.
 - Records Officer Responsibilities: Manage care, maintenance, scheduling, classification, retention, disposal, access, and preservation of records. Execute all records and privacy policies established by the CAO.

4. **Effective Date.** This resolution shall take effect immediately upon passage and adoption.

Passed and Adopted this **15th day of October 2025.**

FAIRFIELD TOWN

Hollie McKinney, Mayor

RL Panek	yes_____	no_____	abstain_____
Tyler Thomas	yes_____	no_____	abstain_____
Michael Weber	yes_____	no_____	abstain_____
Richard Cameron	yes_____	no_____	abstain_____

Stephanie Shelley, Recorder
Fairfield Town

(SEAL)

FAIRFIELD TOWN

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, Stephanie Shelley, Town Recorder of Fairfield Town, Utah, do hereby certify and declare that the above and foregoing is a true, full and correct copy of an ordinance passed by the Town Council of Fairfield Town, Utah, on the **15th day of October 2025**.

Resolution R2025-18 A Resolution Of Fairfield Town Council Of Fairfield, Utah, Appointing A Chief Administrative Officer And Records Officer(S) In Compliance With The Government Data Privacy Act (Gdpa)

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Fairfield Town, Utah, this **15th day of October 2025**

_____,
Stephanie Shelley
Fairfield Town Recorder/Clerk

(SEAL)

TASK ORDER No. 25-03
General Services Contract
Fairfield Town North Water Line Extension

Task Order No. 25-03 is issued by Fairfield Town, (herein called OWNER) pursuant to the Professional Services Agreement between the OWNER and Bowen, Collins & Associates, Inc. (herein called the ENGINEER) dated August 12, 2024.

1. **PROJECT**

The PROJECT associated with this TASK ORDER is described as follows: Assist the Town with design services, bidding services, and construction services for the north water line extension to connect two existing dead end water lines on the north end of Town.

2. **SCOPE OF SERVICES**

The Scope of Services and deliverables associated with this TASK ORDER is attached hereto as Attachment A.

3. **COMPENSATION**

OWNER shall reimburse for services provided under this TASK ORDER on a cost-reimbursable basis with a total fee not to exceed 26,681.00 without written authorization from the OWNER. Payment shall be in accordance with the Fee Schedule attached hereto as Attachment B and in accordance with the PROFESSIONAL SERVICES AGREEMENT.

4. **SCHEDULE**

The Scope of Services associated with this TASK ORDER is expected to be completed within 8 weeks following written authorization from the OWNER to proceed.

5. **ATTACHMENTS AND EXHIBITS**

Both parties have read and understood all attachments referenced in or attached to this TASK ORDER and agree that such items are hereby incorporated into and made a part of the PROFESSIONAL SERVICES AGREEMENT.

6. **OTHER REQUIREMENTS**

The parties have executed this Task Order effective this ____ day of October, 2025.

OWNER

ENGINEER

By _____ By _____

Name Hollie McKinney Name Keith Larson

Title Mayor Title Vice President

ATTACHMENT A – SCOPE OF SERVICES

October 7, 2025

Hollie McKinney
Fairfield Town Mayor
103 East Main Street
Fairfield, UT 84013

Subject: Scope of Work and Fee for the Fairfield Town North Water Line Extension Project

Dear Hollie:

Bowen Collins and Associates (BC&A) is pleased to submit for your review this Scope of Work and Fee to provide professional engineering services for the Fairfield Town North Water Line Extension Project. In 2025, Fairfield (the Town) hired BC&A to complete a water master plan to analyze the conditions of the existing water system and understand the impacts and necessary improvements related to current and future growth for the water system. In this master plan, BC&A identified an existing deficiency in the available fire flow on the north end of the water system.

The Town has asked BC&A to provide engineering services to connect two existing dead-end water lines at the north end of town to improve (but not completely eliminate) the fire flow deficiency in this area. The following scope of services has been prepared to connect these two existing water lines.

SCOPE OF SERVICES

Task 1 – Design Services

- **Project Management and Coordination:** BC&A will manage project schedule and budget. Task includes invoicing, management of project team, and general coordination necessary to deliver the required scope of services.
- **Collect and Review Existing Information:** We will collect and review existing information pertinent to the project including record drawings, system maps, previous studies and other records available from the Town. We will communicate with the Town to review existing information and identify any additional information that may be required to complete this task.
- **Utility Identification:** BC&A will perform a utility search within the pipeline corridor identified. The search will involve working with Fairfield Town staff to gather all available data regarding utilities in the area. Additional coordination with other utility companies with facilities located in this area will also be completed. This utility data will be incorporated into the design drawings. This subtask does not include any potholing services.
- **Corrosion Evaluation.** BC&A will make recommendations regarding acceptable pipeline coating materials, and develop design recommendations for corrosion monitoring and

cathodic protection of the pipeline as necessary. This task will not include a full corrosion survey.

- **Design Drawings:** BC&A staff will prepare design drawings for the project that meets all requirements of State and local codes. We propose to use available Town adopted APWA standard details where available, and supplement with BC&A standard details if needed. We anticipate that up to six drawings will be required to effectively design the water line.
- **Contract Documents:** BC&A will prepare technical specifications and contract documents for the project, in accordance with City standard bid documents, contract documents, standard EJCDC front end documents, APWA specifications and BC&A supplemental specifications. BC&A will provide electronic copies of the specifications for review by the Town. The specifications and the design drawings will include all aspects of the project including all civil requirements of the project.
- **Opinion of Probable Construction Cost:** BC&A staff will prepare a construction cost estimate for the project. This opinion of probable construction cost will be prepared and coordinated with the Town to assist the Town.

Task 2 – Bid Period Services

- **Bidder's Questions:** BC&A project team members will be available to answer questions from prospective contractors during the bid period. BC&A staff will prepare required clarifications or addenda to the contract documents. It has been assumed the Town will post the bid documents online.
- **Bid Evaluation:** BC&A staff will discuss bids received with Town personnel and make a recommendation for project award.

Task 3 – Construction Period Services

We have assumed that the construction period will last a total of two weeks of active construction. Prior to and during this time we propose to provide the following construction related services:

- **Preconstruction Conference:** BC&A will organize and conduct a preconstruction meeting with the contractor, Town, and other interested parties and distribute meeting minutes to document the items of discussion.
- **Construction Observation:** two visits per week for the two weeks of construction at 4 hours per visit including travel, creating an observation log, and observation.
- **Payment Application Review:** BC&A will review the contractors payment application and provide recommendation to the Town.
- **Change Order Review/Recommendation:** We don't anticipate that a change order will be necessary on this project, but if there are any unforeseen issues during construction that require a change, we will review and recommend as necessary.
- **Submittal Review:** prior to construction, we will review submittals submitted by the contractor for compliance with the contract documents.

- **Substantial & Final Walkthroughs:** near the end of the construction we will be on-site to perform a substantial walkthrough with the contractor and Town and create a punchlist prior to the final walkthrough.

SCHEDULE

We propose to complete the survey and any required field reconnaissance as soon as the Town provides approval to proceed with the design. It is anticipated that the final drawings will be completed no later than two months after approval from the Town.

BUDGET

We have tabulated estimated man-hours and costs to complete each task outlined in the previously defined scope of services. As presented in the attached Table, we propose to complete the proposed scope of services on a time and expenses basis as described below:

<u>Task 1: Design Services</u>	<u>\$ 16,621.00</u>
<u>Task 2: Bid Period Services</u>	<u>\$ 1,155.00</u>
<u>Task 3: Construction Period Services</u>	<u>\$ 8,905.00</u>
<u>Total Budget</u>	<u>\$ 26,681.00</u>

Items not Included in the Above Scope of Work

The following items have not been included in the above scope of work but can be added upon request from the Town.

- Utility Potholing
- Topographic Survey and Easement Preparation (this will be provided by McNeil Engineering and billed directly to the Town)
- Geotechnical investigation
- Full corrosion analysis
- Pre-bid Meeting with Contractors

If this proposal is acceptable to you, please let me know and we will prepare a contract for execution. I look forward to working with you on this important project

Sincerely,
Bowen, Collins & Associates, Inc.



Eric Neil, P.E.
Principal
Email Contact: eneil@bowencollins.com
Phone: 801.495.2224
Website: bowencollins.com

ATTACHMENT B - ENGINEERING FEE ESTIMATE

**North Water Line Extension Design
Fairfield Town
Engineering Man hour - Fee Estimate**

		Office	Technicians	Engineers		Subtotal Hours	Subtotal Labor	Subtotal Expenses	Total Cost
	Labor Category	Office	Eng. 1	Corrosion	PM/PIC				
	Staff	Snow	Mitchell	Egbert	Neil				
Task No.	Description								
1	Design Services								
	Project Management and Coordination	2			4	6	\$ 1,012	\$0	\$ 1,012.00
	Collect and Review Existing Information		1		1	2	\$ 339.00	\$0	\$ 339.00
	Utility Identification		2			2	\$ 276.00	\$0	\$ 276.00
	Corrosion Evaluation			4	1	5	\$ 877.00	\$0	\$ 877.00
	Design Drawings		56	2	8	66	\$ 9,674.00	\$0	\$ 9,674.00
	Contract Documents		20		6	26	\$ 3,966.00	\$0	\$ 3,966.00
	Opinion of Probable Construction Cost		2		1	3	\$ 477.00	\$0	\$ 477.00
	Task 1 Sub-Total	2	81	6	21	110	\$ 16,621.00	\$ -	\$ 16,621.00
2	Bid Period Services								
	Bidder's Questions		2		2	4	\$ 678.00	\$0	\$ 678.00
	Bid Evaluation		2		1	3	\$ 477.00	\$0	\$ 477.00
	Task 2 Sub-Total	0	4	0	3	7	\$ 1,155.00	\$ -	\$ 1,155.00
3	Construction Period Services								
	Preconstruction Conference		4		3	7	\$ 1,155.00	\$39	\$ 1,194.00
	Construction Observation		16			16	\$ 2,208.00	\$156	\$ 2,364.00
	Payment Application Review	2			2	4	\$ 610.00	\$39	\$ 649.00
	Change Order Review/Recommendation		2		2	4	\$ 678.00	\$0	\$ 678.00
	Submittal Review		6		2	8	\$ 1,230.00	\$0	\$ 1,230.00
	Substantial & Final Walkthroughs		8		8	16	\$ 2,712.00	\$78	\$ 2,790.00
	Task 3 Sub-Total	2	36	0	17	55	\$ 8,593.00	\$ 312.00	\$ 8,905.00
	TOTAL Engineering Fee								\$ 26,681.00

NOTE: All unused hours and associated fee will not be billed to the Town.

Expenses include:

Mileage reimbursement at \$0.75/mile

10% Markup on outside services or other project related expenses

Billing rates based on 2025, rates to be updated annually in January