PLAIN CITY COUNCIL
MINUTES OF REGULAR MEETING
June 4, 2026

The City Council of Plain City convened in a regular meeting at City Hall, 4160 W 2200 N in Plain City, on Thursday, June 4, 2026 also accessible via ZOOM beginning at 6:30 p.m.

Present:	Mayor Phil Meyer, Councilmembers Adam Favero, Rachael Beal and Jan Wilson
Excused:	Councilmembers Jed Jenkins, Luigi Panunzio
Staff:	Dan Schuler, Diane Hirschi, Stacy Adams
Present:	Lt. Horton, Rachelle Pierce, Ben Loomis, Jory Wahlen, Ashley Cawley, Ron & Kara Malan
Zoom:	Brandan Quinney, Katelyn Shaw, Michael Miller, Mike Phillips, Brian Bingham, Jake Hone

Call to Order:	Mayor Meyer
Pledge of Allegiance:	Councilmember Beal
Invocation/Moment of Silence/Thought:	Mayor Meyer

Approval of Minutes May 21, 2026
Councilmember Favero moved to table the meeting minutes from May 21, 2026 to next meeting for members present to approve. Councilmember Wilson seconded the motion. Councilmembers Favero, Beal and Wilson voted aye. The motion carried.

Comments: Public
none

Report from Planning Commission
Commissioner Ableman was not present, no planning commission meeting last week as the general plan open house was held.

Report 3600 West Road Project Update
Jory Wahlen highlighted the success of the competitive bidding process, which resulted in a project cost significantly lower than the initial engineering projections. Bids were formally opened on May 5, 2026 with a total of eight bids received and Staker Parsons was awarded the contract. Construction Schedule is a proposed 80-day completion window. Pre-construction meeting scheduled for June 17, 2026 at Region 1 office. Construction is anticipated to commence as early as June 22, 2026. The lower bid reduces the City's required matching funds, which were previously estimated at 600,000–650,000. Unused federal funds will revert to the federal government as per WFRC/UDOT regulations. This has been a three-year coordination effort to prevent future road cuts and preserve the new pavement. Rocky Mountain Power has completed realignment work. Water utilities, including Bonavista, Pine View have been notified.

Discussion/Motion Ordinance - Senior Housing Overlay Zone – Kelly's Cove
The Council deliberated the senior housing overlay zone for the Kelly's Cove development. This comes after the applicant provided the city with a development agreement. The City Attorney clarified that the ordinance required a correction to the legal descriptions. The Council explicitly noted that Parcels 2 & 4 were removed from the scope, leaving only Parcels 1 & 3 as the subject of the overlay. The Council reaffirmed the developer's commitment to a $3,000 per lot amenity fee, earmarked for the city's park funds. **Councilmember Favero moved to approve Ordinance 2026-07 Senior Housing Overlay Zone – Kelly's Cove. Councilmember Wilson seconded the motion. Councilmembers Favero, Beal and Wilson voted aye. The motion carried.**

Discussion/Motion Resolution – Agreement – Ogden Transfer Station
The Council evaluated a proposed five-year interlocal agreement with the Ogden Transfer Station for waste disposal at a rate of $49 per ton. The Council expressed concern regarding a fixed five-year term given the volatility of the waste management sector. A counter-proposal was discussed to adjust the term to a one-year agreement with subsequent 5-year renewals. City Attorney advised that without an early termination clause, the city would be subject to contract enforcement and potential equitable remedies or monetary claims if they sought to exit before five years. He recommended the council withhold a formal motion until the Ogden Transfer Station's general manager provides the revised agreement language in writing.
Councilmember Favero moved to table the Ogden Transfer Station Agreement to review updated agreement language. Councilmember Beal seconded the motion. Councilmembers Favero, Beal and Wilson voted aye. The motion carried.

PLAIN CITY COUNCIL
MINUTES OF REGULAR MEETING
June 4, 2026

Discussion/Motion Discussion about Splash Pad Operation for the Summer

The Council analyzed the operational schedule of the City splash pad, navigating the tension between municipal water conservation goals and the community's demand for recreational services. The Mayor noted public sentiment was high, citing anecdotes of local children expressing strong interest in the facility's opening, with big sad kid eyes.

The Council approved a modified summer schedule to ensure conservation while providing predictable service:

- Days: Monday, Thursday, Friday, Saturday and Holidays.
- Hours: 11:00 AM to 10:00 PM (Staff will deactivate at 10 PM).
- Mechanism: Button-activated 15-minute cycles, not continuous flow.
- Private Use: Available for reservation outside public hours per the Rec fee schedule.

Councilmember Wilson moved to approve summer splash pad operation hours for the summer. Councilmember Favero seconded the motion. Councilmembers Favero, Beal and Wilson voted aye. The motion carried.

Discussion/Motion Cancel July 2, 2026 meeting

Councilmember Beal moved to Cancel July 2, 2026 meeting. Councilmember Wilson seconded the motion. Councilmembers Favero, Beal and Wilson voted aye. The motion carried.

Motion: Approval of Business Licenses

Renewal Home Occupation

Celestial Recycling	2762 W 2500 N	Benjamin Larsen	Home Office

Councilmember Wilson moved to approve the business licenses as presented. Councilmember Favero seconded the motion. Councilmembers Favero, Beal and Wilson voted aye. The motion carried.

Motion: Approval of Warrant Register

See warrant register dated 5/20/2026 - 5/30/2026

Councilmember Beal moved to approve the Warrant Register for 5/20/2026 to 6/2/2026. Councilmember Favero seconded the motion. Councilmembers Favero, Beal and Wilson voted aye. The motion carried.

Report from City Council

Councilmember Favero noted record attendance at the General Plan meeting and encouraged participation in online surveys and registration for website email updates.

Councilmember Beal announced her successful completion of CERT training. She also promoted the Mason's Bench service project for Mental Health & Suicide Awareness, Saturday June 6th from 8am-1pm at Town Square Park. Authorization was requested for a $300 supply budget from the America 250 budget for the service project. Talked with the Council about being on a parade float for the 4th of July parade and discussed decorations and candy.

Councilmember Wilson stated she nothing to report but Colette is super busy with 4th of July planning.

Mayor Meyer announced the hiring of a new part-time planner and he will be introduced at the next council meeting. Wanted to reiterate the general plan open house was well attended and info is being compiled for the next meeting. Also a local 4H club has volunteered to do the 4th of July breakfast.

Dan Schuler gave road project updates. **2200 North** include the completion of county grading and the arrival of asphalt in approximately two weeks. Confirmed plans to mill the whole road on 2200 North for a seamless patch involving Nelson Homes, Marsh, and City portions. Also noted a property owner on the east side of 2200 North is moving a fence to allow for sidewalk extension. Regarding **3600 West** have instructed contractors to use temporary patch cold mix rather than simple road base to prevent pulverization of the base from future construction work

Diane concluded with a notice of a work session on June 18, 2026, at 5:30 PM with David Pitcher to discuss a draft development agreement. Councilmember Favero encouraged the Councilmembers absent from the previous session to review recordings of the work session regarding the gun range and development to ensure informed participation.

At 7:25 p.m. Councilmember Wilson moved to adjourn and was seconded by Councilmember Favero. The vote was unanimous.

______________________ Mayor

______________________ City Recorder

Date approved ______________________

PLAIN CITY COUNCIL
MINUTES OF REGULAR MEETING
May 21, 2026

The City Council of Plain City convened in a regular meeting at City Hall, 4160 W 2200 N in Plain City, on Thursday, May 21, 2026 also accessible via ZOOM beginning at 6:30 p.m.

Present:	Mayor Phil Meyer, Councilmembers Adam Favero and Jed Jenkins. Councilmember Luigi Panunzio, arrived approx. 6:50 pm
Excused:	Councilmembers Jan Wilson and Rachael Beal
Staff:	Brandan Quinney, Dan Schuler, Diane Hirschi, Stacy Adams
Present:	Lt. Horton, Amanda Moore, Andrew Moore, Taylor Leavitt, Brad Littlefield, Angelia Littlefield, Austin Jenkins, Bill Moyes, Todd Moyes, Tyler Heath, John Shank, Glen Remy, Ashlee Carly, Becky Marin, Andrew Martin, Brady Blacker, Jared Yeates, Amy Roskelley
Via on Zoom:	Michael Miller, M Moyes, Mike Phillips

A 20-minute delay in reaching a full quorum occurred at the beginning of the meeting. To maximize efficiency, the Mayor proceeded with informational presentations until the arrival of a third councilmember allowed for the official Call to Order.

<u>Discussion/Motion Pops Concert Presentation</u>
Brad Littlefield and Glen Remy presented the Council with a PowerPoint presentation regarding the Amphitheater project. He stated Plain City Pops was founded in 2012 by Alan Jorgeson and the group has expanded significantly to 65 musicians and 350 plus attendees. The amphitheater project is currently at a critical impasse regarding scale and site viability. Although $300,000 was approved in 2021 and failure to secure a RAMP grant (approximately half of the projected $600,000 cost) has rendered the original larger project design non-viable. Performers have noted a functional necessity for flat concrete rather than grass to accommodate heavy musical equipment and instruments. The Council observed the North Ogden amphitheater scenario, where proximity to residential subdivisions led to incapacitating noise complaints. The consensus was to pivot toward a smaller stage and structure design that prioritizes acoustic directionality toward the southeast side of the park to minimize community impact while remaining within the existing $300,000 budget. Further discussions will be brought back at a later council meeting so that other councilmember can be present for the discussion and motion.

Regular Council Meeting began at 6:50 pm with quorum present

Call to Order:	Mayor Meyer
Pledge of Allegiance:	Councilmember Favero
Invocation/Moment of Silence/Thought:	Councilmember Panunzio

<u>Approval of Minutes May 7, 2026</u>
<u>Councilmember Jenkins moved to approve the meeting minutes from May 7, 2026 as presented. Councilmember Favero seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.</u>

<u>Comments: Public</u>
John Shank questioned the status of the Kelly's Cove senior housing overlay and the development agreement process. He specifically highlighted the friction between the council and the planning commission, noting the commission's unanimous No vote on the project and seeking clarification on how the Council intends to reconcile those differing perspectives with the Future Land Use map.

Becky Martin raised concerns regarding the timeline for the General Plan update. She expressed frustration with the ongoing suspension of new rezones and overlays, arguing that the lack of progress on the General Plan leaves property owners in an untenable position where they are unable to move forward with land-use plans under existing rules.

<u>Report from Planning Commission</u>
Commissioner Skeen stated the Planning Commission had a public hearing for a rezone and they recommended approval for the rezone from A-1 to RE18.5 for property near 4600 W and 2315 N. Residents had expressed concerns regarding traffic on narrow old roads and water availability. The Commission also discussed detached accessory dwelling units (DADUs), currently reviewing size limitations for detached units based on lot size and zoning; the item was tabled pending minor ordinance corrections. They also had a site plan for IHC and approval was granted for the facility on the S-curve. Wasatch Peaks Credit

Union application for a 25-foot sign expansion was tabled. The Commission noted the proposed sign was significantly larger than expected and indicated a preference for a monument style sign more consistent with the Kelly's Corner development.

Discussion/Motion Presentation on Fireworks Safety Ordinance - Amanda Moore

Amanda Moore a resident of Plain City, proposed an ordinance to regulate aerial fireworks in City neighborhoods, citing the current severe drought emergency and Governor Cox's emergency declaration. She proposed a mandatory 100-foot clear radius from discharge points and the establishment of safe zones like Lee Olsen Park or the horse arena. The Council acknowledging the danger but identified technical hurdles and the impossibility of law enforcement measuring vertical height in real-time. Without a mechanism to enforce vertical or horizontal radii accurately, the ordinance was deemed functionally unenforceable in its current form. **Councilmember Jenkins moved to table fireworks safety ordinance pending future guidelines. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.** The Mayor thanked Amanda for her presentation. Lt. Horton met with her after to discuss further.

Break from 7:25-7:30pm

Discussion/Motion Ordinance - Senior Housing Overlay Zone - Kelly's Cove

The Council reviewed the rezone for Kelly's Cove. It was noted that the proposed application contained outdated legal descriptions that had not yet been verified against property boundaries or surveyor records. The council wanted to table the ordinance discussion to ensure that the legal boundaries of the senior housing overlay are precisely defined to prevent future property and boundary disputes. **Councilmember Favero moved to table the Senior Housing Overlay Zone – Kelly's Cove. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.**

Discussion/Motion Ordinance - Rezone Property of William and James Fox and the Johnson Family Trust from A-1 to RE-18.5 - at approximately 4600 W 2350 N

The Council reviewed a request to rezone the property from A-1 to RE-18.5. The Planning Commission recommended approval as the request aligns with the Future Land Use map. **Councilmember Jenkins moved to approve ordinance 2026-06 rezoning property of William and James Fox and the Johnson Family Trust from A-1 to RE-18.5. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.**

Discussion/Motion Resolution - Agreement - Ogden Transfer Station

The Council reviewed the per ton rate proposal for a five-year term contract with Ogden Transfer Station. The Council expressed concern that the fuel recovery fee (triggered when fuel exceeds $3.50/gallon) and annual CPI escalators effectively render the current locked-in rate meaningless, as fuel prices are already above the threshold. The Council expressed concern that the City was being strongarmed into a long-term agreement because the Weber County landfill is closing June 30, leaving the City with no competition and fear of the unknown regarding future waste disposal options and wanted to research further before committing to the proposed agreement. **Councilmember Favero moved to table the Ogden Transfer Station Resolution Agreement. Councilmember Jenkins seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.**

Discussion/Motion Resolution - Interlocal Agreement – Weber County Animal Services

The Council reviewed the interlocal agreement, noting the cost is formula derived based on population and call volume similar to the Weber County Sheriff's Office cost formula. **Councilmember Jenkins moved to approve Interlocal Agreement 2026-03 Weber County Animal Services. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.**

Discussion/Motion Waive Partial Fee for Development Agreement under 100 acres

The Council deliberated on the $20,000 retainer fee for development agreements in City Code Title 11, Chapter 9, specifically regarding projects under 100 acres. The Council concluded that the standard retainer must be maintained for all developments, regardless of size, to ensure the city is fully reimbursed for engineering and legal costs incurred during the process. **Councilmember Jenkins moved to retain the standard fee Development Agreements. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.**

Discussion/Motion Resolution – Intent to Suspend New Rezones and Overlays until General Plan Update is Complete

The Council discussed the suspension of rezones until the General Plan is finalized to prevent inconsistent land-use decisions. Due to not having a full Council present the consensus was to bring it back for further discussion. It was also suggested that the Planning Commission address it and have a public hearing. **Councilmember Jenkins moved to table suspending new rezones and overlays pending a public hearing and creating a specific ordinance. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried**

Motion: Approval of Business Licenses

New Home Occupation

Outer Rim Tech LLC	4180 W 2600 N	Rick Mabey	Home Office - Tech Fabrication

Councilmember Favero moved to approve the business licenses as presented. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.

Motion: Approval of Warrant Register

See warrant register dated 5/1/2026 - 5/19/2026. **Councilmember Jenkins moved to approve the warrant register for 5/1/2026 to 5/19/2026. Councilmember Panunzio seconded the motion. Councilmembers Favero, Jenkins and Panunzio voted aye. The motion carried.**

Report from City Council

Councilmember Favero stated has been reviewing the streets master plan with Wasatch Civil.

Councilmember Panunzio stated Ogden ATAC has been granted access to the City's Park cameras.

Mayor Meyer announced the General Plan Open House is set for Thursday, May 28 from 6-8pm in the Senior Center. Residents should be receiving mailers this week, info has been posted on the city website and Facebook page, informational signs have been posted throughout the city and general plan surveys and info can be found on the City's website. It was reported that Staker-Parsons provided the lowest bid for the 3600 West project. Also noted over 400 vehicles were served at the Military Families Grocery event at Kent's. Dan Schuler reported that the gate on 2200 North has been removed, drainage lines are installed and asphalt work is progressing to finish the 22-foot section.

At 8:15 p.m. Councilmember Favero moved to adjourn and was seconded by Councilmember Panunzio. The vote was unanimous.

______________________________ ______________________________

Mayor City Recorder

Date approved ____________________

PLAIN CITY COUNCIL
MINUTES OF WORK MEETING
May 21, 2026

Present:	Mayor Phil Meyer, Councilmembers Adam Favero, Jed Jenkins and Luigi Panunzio and Commissioners Jarod Maw, Duston Skeen, Rob Ortega, Gary Westergard
Excused:	Councilmembers Jan Wilson and Rachael Beal
Staff:	Brandan Quinney, Dan Schuler, Diane Hirschi, Stacy Adams
Present:	Austin Jenkins, Becky Marin, Andrew Martin, Brady Blacker, Jared Yeates, Amy Roskelley
Via on Zoom:	Commissioner Josh Ableman (@9:29pm)

Work Meeting starting at 8:20 pm
The Council convened into a work session to discuss Western Basin Land and Livestock Property for Shooting Range - approx. 4700-5100 W 2700-3100 N - A-2 to C-3 Zone.

The foundation representative stated the Battle Forge Foundation shooting range is a non-profit project focused on veterans and law enforcement training. The representatives proposed using Ballistic Management Systems (BMS) and baffles to direct noise upward and prevent stray bullets, adhering to NRA safety standards and mitigating concerns. The land owner expressed frustration at being penalized due to the proximity of the Wineger property, which is not yet approved for residential use. Also stating the land is seen as low-value land next to landfill and sewer ponds and proposed use is supported by surrounding owners. The land owner and representatives also expressed frustration on the long process to rezone their parcel despite all the steps and requirements the City has asked them to do. The land owner would like the city to possibly consider Light Industrial Park zones on the future general plan map.

The Council addressed the conflict between the shooting range and the neighboring Weinger property, slated for future residential development. The Council advised that the applicant would need to amend the original application to rezone 25 acres rather than the full 50-acre parcel. The Council discussed a state requirement to maintain a 1,000-foot buffer to protect the City from future litigation and resident complaints as the Weinger property develops. City Attorney Brandon clarified that the 1,000-foot state rule is a noticing requirement for new subdivisions, not a prohibition on the range itself. The Council instructed the applicant to coordinate with the Weinger property developers to connect road access at 2600 North (2700 N) to align with the City's master transportation plan. There was also a consensus that originally rezoning the entire 50 acres posed a risk to the city of unintended commercial uses should the shooting range project fail and concern over setting a land-use precedence for rezoning for Commercial uses.

To balance commercial use with land-use control, the Council directed to split the parcel and return with an amended application and a specific meet and bounds description for a refined 25-acre rezone to C-3 for the active shooting range area. This ensures the commercial zoning is limited strictly to the shooting range footprint, leaving the remaining parcel as A-2. The Planning Commission will then hold a new public hearing and approve or deny the rezone and then forward onto the City Council for final approval.

At 9:45 p.m. Councilmember Favero moved to adjourn the work meeting and was seconded by Councilmember Jenkins. The vote was unanimous.

___________________________________ Mayor

___________________________________ City Recorder

Date approved ______________________

RESOLUTION NO.

A RESOLUTION TO MAKE FINAL ADJUSTMENTS TO THE 2025-2026 FISCAL YEAR CITY BUDGETS

WHEREAS, the City of Plain City (herein "City") is a municipal corporation duly organized and existing under the laws of the State of Utah; and,

WHEREAS, the City Council finds that in conformance with the provisions of UCA §10-3-717, the governing body of the city may exercise all administrative powers by resolutions; and,

WHEREAS, the City desires to make final adjustments to the 2025-2026 fiscal year city budgets.

NOW, THEREFORE, Be It Resolved that the City Council of Plain City, Utah, desires to make final adjustments to the 2025-2026 fiscal year city budgets as attached to this resolution.

PASSED AND APPROVED by the Plain City Council this _____ day of June, 2026.

Voting:

Council Member Favero ___
Council Member Panunzio ___
Council Member Jenkins ___
Council Member Beal ___
Council Member Wilson ___

____
MAYOR OF PLAIN CITY

ATTEST:

____
City Recorder

PLAIN CITY
JUNE 30, 2026
PROPOSED BUDGET AMENDMENTS

GENERAL FUND:

INCREASES (DECREASES) TO REVENUES:

10-31-30	SALES AND USE TAX	50,000.00
10-31-40	FRANCHISE TAX	10,000.00
10-34-80	VOLLEYBALL	5,000.00
10-36-10	INTEREST EARNINGS	25,000.00
10-36-97	GRANTS	(120,000.00)
10-37-10	PARK IMPACT FEES	(100,000.00)
10-37-40	TRANSPORTATION IMPACT FEES	(30,000.00)
10-37-50	PUBLIC SAFETY IMPACT FEES	(12,000.00)
		(172,000.00)

INCREASES (DECREASES) TO EXPENDITURES:

10-49-77	ELECTIONS	10,000.00
10-50-26	BLDGS & GROUNDS MAINT & OPER	10,000.00
10-50-27	UTILITIES	24,000.00
10-52-11	SALARIES & WAGES	4,000.00
10-52-13	SOCIAL SECURITY	320.00
10-52-30	GENERAL PLAN	(85,000.00)
10-54-11	SALARIES & WAGES	(35,000.00)
10-54-13	SOCIAL SECURITY	(2,500.00)
10-65-27	LANDFILL/DISPOSAL CHARGES	(75,000.00)
10-70-11	SALARIES & WAGES	40,000.00
10-70-13	SOCIAL SECURITY	2,500.00
10-70-14	EMPLOYEE BENEFITS	10,000.00
10-70-26	UTILITIES	10,000.00
10-70-32	FLEET	10,000.00
	TRANSFER TO CAPITAL PROJECTS	500,000.00
		423,320.00

SEWER FUND:

INCREASES (DECREASES) TO REVENUES:

		-
		-

INCREASES (DECREASES) TO EXPENDITURES:

52-70-75	CAPITAL OUTLAY INFRASTRUCTURE	260,000.00
		260,000.00

ORDINANCE NO. ________

AN ORDINANCE OF PLAIN CITY ADOPTING THE BUDGET FOR THE FISCAL YEAR FROM JULY 1, 2026 TO JUNE 30, 2027 AND ESTABLISHING COMPENSATION FOR ELECTED, STATUTORY, AND EXECUTIVE MUNICPAL OFFICERS

WHEREAS, under the Uniform Fiscal Procedures Act for Utah Cities, Title 9, Chapter 6 of the Utah Code, the Plain City Council is required to adopt a Budget each fiscal year, and approve any amendments; and

WHEREAS, in accordance with this Act, the approved Tentative Budget has been made available for the public to review in the City Recorder's office; and

WHEREAS, the City Council held a public hearing to receive public comments regarding the approved Tentative Budget on June 18, 2026; and

WHEREAS, the City Council hereby finds that adoption of the approved Tentative Budget is in the best interest of the public's health, safety and general welfare; and

WHEREAS, pursuant to Utah Code Annotated (U.C.A.) § 10-3-818, the City Council is authorized to establish by ordinance the compensation of its Executive Municipal Officers, as defined in Section 818(2)(a)(iii); and

WHEREAS, the City Council desires to increase the compensation for certain Executive Municipal Officers to maintain equitable, competitive, and reasonable compensation schedules; and

WHEREAS, pursuant to U.C.A. § 10-3-818(2)(b), an independent public hearing on the proposed compensation increases was held on June 18, 2026, with proper notice in accordance with U.C.A. § 63G-30-102.

NOW THEREFORE, BE IT ORDAINED BY THE PLAIN CITY COUNCIL:

1. The approved Tentative Budget, attached hereto as "**Attachment A**", is hereby adopted and established as the City Budget for the fiscal year 2026-2027; and

2. The compensation schedule for city officials, including Executive Municipal Officers, attached hereto as "**Attachment B**", is hereby adopted as part of the City Budget for the fiscal year 2026-2027.

3. This Ordinance shall take effect immediately upon its adoption, posting, and deposit with the City Recorder. A copy of the final budget for each fund shall also be certified by the City Recorder and shall be filed with the State Auditor within 30 days after adoption of this Ordinance.

Dated this 18th day of June 2026.

MAYOR OF PLAIN CITY, UTAH

____
Phil Meyer

ATTEST:

____
Plain City Recorder

<u>Vote of City Council</u>

Yes	No	
___	___	Council Member Favero
___	___	Council Member Beal
___	___	Council Member Jenkins
___	___	Council Member Wilson
___	___	Council Member Panunzio

Attachment A

PLAIN CITY REQUESTED BUDGET FOR 2026-2027 FISCAL YEAR

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
GENERAL FUND					
TAXES					
10-31-10	CURRENT YEAR PROPERTY TAX	228,116	230,000	235,325	217,537
10-31-20	REDEMPTIONS	2,500	2,500	2,500	3,474
10-31-25	REGISTERED VEHICLES	20,000	17,723	17,723	19,825
10-31-30	SALES AND USE TAXES	1,600,000	1,750,000	1,750,000	1,694,018
10-31-32	RAMP TAXES	7,833	7,833	8,000	11,833
10-31-40	FRANCHISE TAXES	400,000	475,000	475,000	471,488
10-31-45	TELECOMMUNICATIONS TAXES	18,000	18,000	18,000	20,743
10-31-50	CELL TOWER REVENUE	65,000	31,473	32,000	32,000
10-31-60	RAMP TAX	-		-	-
	Total TAXES	2,341,449	2,532,530	2,538,548	2,470,917
LICENSES AND PERMITS					
10-32-10	BUSINESS LICENSES AND PERMI	8,000	8,000	8,000	8,205
10-32-21	BUILDING PERMITS	450,000	221,807	225,000	602,830
TOTAL LICENSES AND PERMITS		458,000	229,807	233,000	611,035
INTERGOVERNMENTAL					
10-33-56	CLASS "C" ROAD FUND ALLOTM	425,000	528,618	528,618	507,134
10-33-57	UDOT GRANTS	-	-	-	52,500
10-33-59	CDBG GRANT	-	-	-	-
10-33-60	STATE GRANTS	120,000	2,090	120,000	-
10-33-61	CONTRIBUTIONS FROM OTHER (	145,000	160,843	160,843	150,125
10-33-62	OGDEN CITY AMBULANCE REIM	30,000	-	-	-
10-33-63	WACOG/WEBER CO 3600 W	-	-	-	-
TOTAL INTERGOVERNMENTAL		720,000	691,551	809,461	709,760

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
CHARGES FOR SERVICES					
10-34-41	ENGINEERING FEES	-	-	-	-
10-34-43	LANDFILL FEES	1,070,000	1,080,000	1,080,000	1,080,080
10-34-50	ENGINEERING REIMBURSEMENT	25,000	20,381	20,381	29,600
10-34-60	EXCAVATION PERMIT FEES	-	-	-	-
10-34-65	CEMETERY BURIAL FEES	5,000	-	2,500	1,950
10-34-73	CHEER CLUB FEES	3,000	-	-	-
10-34-74	PARK RENTAL FEES	1,800	2,041	2,041	2,900
10-34-75	RECREATION FEES - BASEBALL	50,000	50,000	52,500	45,526
10-34-76	REC FEES-BASKETBALL	45,000	45,000	47,000	46,715
10-34-77	RECREATION FEES - FOOTBALL	31,000	35,000	37,000	45,277
10-34-78	TRACK CLUB	6,000	6,000	6,000	5,135
10-34-79	CORNHOLE	400	-	-	19
10-34-80	VOLLEYBALL	5,600	4,500	4,500	6,093
TOTAL CHARGES FOR SERVICES		1,242,800	1,242,922	1,251,922	1,263,294
COURT FINES					
10-35-10	COURT FINES	25,000	23,900	25,000	25,682
TOTAL COURT FINES		25,000	23,900	25,000	25,682
MISCELLANEOUS REVENUES					
10-36-10	INTEREST EARNINGS	220,000	232,071	232,071	100,710
10-36-40	4TH OF JULY REVENUES	30,000	32,792	32,792	30,680
10-36-41	FOUNDERS DAY REVENUE	-	-	-	-
10-36-42	CULTURAL ACTIVITIES	-	-	-	-
10-36-50	STREET LIGHT REVENUE	-	-	-	15,232
10-36-61	PARK DONATIONS	-	-	-	-
10-36-62	AMPHITHEATER DONATIONS	-	-	-	-
10-36-90	SUNDRY REVENUES	24,000	26,293	26,293	2,683
10-36-91	RENTAL REVENUE	6,000	8,700	8,700	7,145
10-36-93	FILING FEES	10,000	16,575	16,575	13,825
10-36-94	CREDIT CARD FEES	1,600	1,029	1,029	1,344
10-36-97	GRANTS	-	-	-	-
10-36-98	CARES ACT	-	-	-	-
TOTAL MISCELLANEOUS REVENUES		291,600	317,460	317,460	171,620
IMPACT FEES					
10-37-10	PARK IMPACT FEES	150,000	43,207	45,000	170,908
10-37-40	TRANSPORTATION IMPACT FEE	50,000	12,938	15,000	58,823
10-37-50	PUBLIC SAFETY IMPACT FEE	15,000	2,025	2,100	8,055
TOTAL IMPACT FEES		215,000	58,170	62,100	237,786

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
TRANSFERS FROM OTHER FUNDS					
10-39-01	TRANSFERS TO GENERAL FUND	-	-	-	-
10-39-10	TRANSFER FROM CAPITAL PROJ	-	-	-	-
	USE OF RESTRICTED FUND BALANCE			385,963	
	USE OF UNRESTRICTED FUND BALANCE				
10-39-50	UNAPPROPRIATED CARRYOVER	481,390	-	-	-
TOTAL TRANSFERS FROM OTHER FUNDS		481,390	-	385,963	-
		5,775,239	5,096,340	5,623,455	5,490,093
LEGISLATIVE					
10-41-11	SALARIES - WAGES	40,000	51,931	54,683	43,248
10-41-13	SOCIAL SECURITY	3,100	4,162	4,383	3,373
10-41-14	EMPLOYEE BENEFITS	-	662	662	-
10-41-23	TRAVEL	2,000	-	2,000	-
10-41-25	YOUTH COUNCIL	1,000	-	-	-
10-41-26	DONATIONS	1,000	-	-	-
10-41-31	PROFESSIONAL STAFF SALARIES		90	-	2,754
10-41-32	ATTORNEY SERVICES	13,000	11,970	16,000	11,281
10-41-33	EDUCATION AND TRAINING	6,500	8,622	9,000	5,512
10-41-34	AUDIT SERVICES	8,000	6,600	8,000	11,310
10-41-35	OFFICE CAPITAL EQUIPMENT	10,000	4,500	10,000	-
10-41-36	ENGINEERING SERVICES	200,000	77,856	125,000	88,243
10-41-37	OTHER PROFESSIONAL SERVICE	55,000	47,852	20,000	62,863
TOTAL LEGISLATIVE		339,600	214,245	249,728	228,584
JUDICIAL					
10-42-11	SALARIES/WAGES	30,600	30,232	31,835	28,820
10-42-13	SOCIAL SECURITY	2,300	2,347	2,472	2,237
10-42-14	EMPLOYEE BENEFITS	2,000	1,814	2,000	1,316
10-42-24	OFFICE SUPPLIES AND EXPENSE	1,000	438	1,000	335
10-42-31	LEGAL COURT SERVICES	10,000	3,750	10,000	10,529
10-42-33	EDUCATION & TRAINING	2,000	2,377	2,500	1,805
TOTAL JUDICIAL		47,900	40,959	49,806	45,042
ADMINISTRATIVE					
10-43-11	SALARIES - WAGES	148,575	129,104	147,947	128,462
10-43-13	SOCIAL SECURITY	10,298	9,679	11,192	9,625
10-43-14	EMPLOYEE BENEFITS	55,683	54,091	66,000	49,078
10-43-23	TRAVEL	2,000	1,302	2,000	1,072
10-43-24	OFFICE SUPPLIES AND EXPENSE	10,000	10,745	10,000	10,209
10-43-31	PROFESSIONAL STAFF	28,000	28,173	30,000	27,479
10-43-33	EDUCATION AND TRAINING	2,000	1,812	2,000	265
TOTAL ADMINISTRATIVE		256,556	234,907	269,139	226,190

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
NONDEPARTMENTAL					
10-49-22	PUBLIC NOTICES	7,000	-	5,000	3,206
10-49-50	BANK SERVICE CHARGE	2,500	1,664	2,500	2,235
10-49-51	INSURANCE AND SURETY BOND	45,000	45,000	48,000	42,720
10-49-52	CONTINGENCY	-	-	-	-
10-49-53	4TH OF JULY	75,000	75,000	75,000	82,742
10-49-54	FOUNDERS DAY	2,500	-	2,500	-
10-49-60	CULTURAL ACTIVITIES	1,000	386	1,000	-
10-49-61	POPS CONCERT	2,000	105	2,000	1,840
10-49-62	ECONOMIC DEVELOPMENT FUN	-	-	-	-
10-49-63	EASTER EGG HUNT	2,000	2,000	2,000	2,000
10-49-64	PUMPKIN WALK	2,000	2,000	2,000	1,630
10-49-65	CHRISTMAS TREE LIGHTING	13,000	13,000	14,000	9,012
10-49-76	MISCELLANEOUS EXPENDITURE	38,000	36,600	38,000	34,163
10-49-77	ELECTIONS	12,000	22,807	-	-
TOTAL NONDEPARTMENTAL		202,000	198,562	192,000	179,548
GENERAL GOVERNMENT BUILDINGS					
10-50-11	SALARIES & WAGES	12,000	12,000	12,636	11,973
10-50-13	SOCIAL SECURITY	-	-	-	-
10-50-14	EMPLOYEE BENEFITS	-	-	-	-
10-50-25	SHOP SUPPLY & MAINTENANCE	4,000	3,906	4,000	3,633
10-50-26	BLDGS & GROUNDS - MAINT & C	10,000	23,800	15,000	15,997
10-50-27	UTILITIES	102,000	113,815	120,000	114,231
10-50-28	TECHNOLOGIES	31,500	19,907	30,000	22,046
10-50-35	EQUIPMENT & SUPPLIES	3,000	2,110	3,000	1,613
10-50-74	CAPITAL OUTLAY	40,000	38,911	10,000	-
TOTAL GENERAL GOVERNMENT BUILDINC		202,500	214,448	194,636	169,493
PLANNING & ZONING					
	WAGES			50,000	
	SOCIAL SECURITY			3,825	
	BENEFITS			-	
10-52-26	PLANNING COMMISSION EXPEN!	7,000	4,132	7,000	6,962
10-52-30	GENERAL PLAN	130,000	15,671	130,000	6,266
10-52-33	EDUCATION AND TRAINING	2,000	615	2,000	-
10-52-34	PLANNER	-	-	-	-
TOTAL PLANNING AND ZONING		139,000	20,419	192,825	13,229

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
PUBLIC SAFETY					
10-54-11	SALARIES - WAGES	139,692	91,104	95,932	126,240
10-54-13	SOCIAL SECURITY	10,688	6,953	7,322	9,657
10-54-14	EMPLOYEE BENEFITS	21,296	20,022	21,083	17,188
10-54-33	EDUCATION AND TRAINING	2,500	165	165	-
10-54-46	UNIFORMS	-	-	-	-
10-54-47	MEMBERSHIPS & SUBSCRIPTION	-	-	-	-
10-54-48	TRAVEL, E.D.I. ETC.	-	-	-	-
10-54-49	EQUIPMENT SUPPLIES & MAINTI	24,000	24,000	24,000	4,758
10-54-50	WEBER/MORGAN STRIKE FORCE	-	-	-	-
10-54-51	CROSSING GUARD EXPENSES	5,000	-	-	-
10-54-52	CAPITAL PROJECT-AUTO	-	-	-	-
10-54-53	POLICE SERVICE - WCSO	714,196	714,196	787,801	627,892
10-54-54	CRIME SCENE UNIT	-	-	-	-
10-54-55	ANIMAL CONTROL - WCSO	62,487	62,487	62,487	52,660
10-54-56	EMERGENCY PREPAREDNESS	-	-	-	-
10-54-57	PUBLIC SAFETY IMPACT FEES	15,000	15,000	15,000	15,000
10-54-60	CERT	-	-	-	-
10-54-70	Street Light Operation	-	-	-	-
TOTAL PUBLIC SAFETY		994,859	933,926	1,013,790	853,395
TOTAL FIRE PROTECTION					
10-57-11	SALARIES - WAGES	329,446	322,378	339,464	312,862
10-57-13	SOCIAL SECURITY	25,279	24,729	26,040	24,043
10-57-14	EMPLOYEE BENEFITS	9,247	9,045	9,525	8,806
10-57-20	TRAINING & TUITION	7,500	6,825	7,500	4,129
10-57-21	PUBLIC RELATIONS	5,000	966	2,000	1,328
10-57-29	BUILDING (MAINT. & SUPPLIES)	10,000	9,716	10,000	8,001
10-57-30	CERT	2,000	-	-	-
10-57-32	FLEET	30,000	7,171	15,000	34,383
10-57-36	EMERGENCY MITIGATION	2,000	-	-	-
10-57-50	AMBULANCE SERVICE	2,000	-	2,000	-
10-57-56	EMERGENCY MITIGATION	-	-	-	-
10-57-74	CAPITAL OUTLAY	-	-	-	-
10-57-82	EMS SUPPLIES	4,000	3,476	4,000	4,205
10-57-83	RADIO MAINTENANCE	8,000	-	6,000	1,822
10-57-85	FIRE REIMBURSE/TRAINING	1,000	-	1,000	420
10-57-86	FIRE (EQUIPMENT & MAINT)	50,000	14,912	40,000	40,774
10-57-87	FIRE PERSONAL PROTECTION	15,000	731	15,000	11,839
10-57-90	UNIFORMS	7,500	-	4,000	2,525
TOTAL FIRE PROTECTION		507,972	399,950	481,529	455,135

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
STREETS					
10-60-11	SALARIES - WAGES	91,348	104,397	109,930	93,736
10-60-13	SOCIAL SECURITY	6,887	7,901	8,320	7,057
10-60-14	EMPLOYEE BENEFITS	38,491	39,372	41,458	36,117
10-60-20	SAFETY/CLOTHING ALLOWANCI	1,000	-	-	-
10-60-25	EQUIPMENT-SUPPLIES & MAINTI	75,000	47,824	60,000	47,706
10-60-26	SIDEWALK REPAIR & MAINTENA	3,000	1,620	3,000	2,057
10-60-30	CLASS C ROAD WORK	400,000	450,000	450,000	603,339
10-60-31	TRANSPORTATION TAX EXPENS	200,000	187,525	187,525	82,485
10-60-32	FLEET	40,000	27,676	40,000	45,613
10-60-33	EDUCATION AND TRAVEL	6,000	-	6,000	-
10-60-73	TRANSPORTATION GRANT EXP	-	-	-	-
10-60-74	TRANSPORTATION IMPACT FEE	320,000	18,497	320,000	226,574
10-60-75	CAPITAL OUTLAY	-	-	-	-
10-60-76	WACOG/WEBER CO 3600 W	-	-	-	-
TOTAL STREETS		1,181,726	884,810	1,226,232	1,144,684
LANDFILL					
10-65-11	SALARIES - WAGES	27,500	28,776	30,301	28,511
10-65-13	SOCIAL SECURITY	2,107	2,287	2,409	2,232
10-65-14	EMPLOYEE BENEFITS	734	791	833	786
10-65-25	MAINTENANCE & OPERATIONS	10,000	4,628	10,000	11,294
10-65-26	LANDFILL CLOSURE	-	-	-	69,563
10-65-27	LANDFILL/DISPOSAL CHARGES	890,000	864,000	875,000	819,080
10-65-74	CAPITAL OUTLAY	-	-	-	-
TOTAL LANDFILL		930,341	900,482	918,542	931,467
PARKS					
10-70-11	SALARIES - WAGES	83,000	110,726	116,595	83,943
10-70-13	SOCIAL SECURITY	6,360	8,454	8,902	6,422
10-70-14	EMPLOYEE BENEFITS	19,208	26,799	28,219	16,859
10-70-25	EQUIPMENT-SUPPLIES & MAINTI	75,000	93,651	80,000	84,353
10-70-26	UTILITIES	11,500	26,469	29,000	-
10-70-27	RAMP GRANT EXPENDITURES	-	-	-	-
10-70-28	PARKS CAPITAL PROJECTS	6,800	-	20,000	-
10-70-32	FLEET	8,000	22,708	25,000	12,065
10-70-33	EDUCATION AND TRAVEL	-	1,875	2,000	-
10-70-74	PARK IMPACT FEE EXPENDITUR	435,000	14,033	155,000	-
TOTAL PARKS		644,868	304,715	464,717	203,642

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
RECREATION					
10-71-11	SALARIES-WAGES	149,096	137,223	149,496	137,344
10-71-13	SOCIAL SECURITY	10,325	10,804	11,376	10,423
10-71-14	EMPLOYEE BENEFITS	35,997	35,251	37,119	31,489
10-71-25	EQUIPMENT & SUPPLIES/BASEB/	25,000	1,190	5,000	28,395
10-71-28	CAPITAL PROJECTS RECREATIOI	16,000	-	-	2,600
10-71-30	TRACK CLUB	3,500	-	3,500	2,403
10-71-33	EDUCATION AND TRAINING	1,000	309	1,000	-
10-71-40	BASKETBALL	30,000	13,142	30,000	23,473
10-71-45	CORNHOLE	1,000	-	-	-
10-71-50	CHEER CLUB	3,000	-	3,000	-
10-71-55	EQUIPMENT & SUPPLIES/FOOTB/	40,000	48,361	50,000	30,034
10-71-57	REFEREES - FOOTBALL	10,000	9,075	10,000	8,365
10-71-58	VOLLEYBALL	3,000	5,580	7,500	2,889
TOTAL RECREATION		327,918	260,934	307,991	277,413
TRANSFERS					
10-90-06	TRANSFER TO STORM DRAIN	-		-	-
10-90-10	CONTRIBUTION TO CAPITAL FUI	-	380,000	62,520	632,084
10-90-15	SURPLUS	-		-	-
TOTAL TRANSFERS		-	380,000	62,520	632,084

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
	RESTRICTED REVENUES	935,000	749,721	1,257,524	947,546
	RESTRICTED EXPENSES	1,370,000	685,055	1,257,525	927,398
	NET RESTRICTED	(435,000)	64,666	(0)	20,148
	UNRESTRICTED REVENUES	4,840,239	4,346,619	4,365,931	4,542,548
	UNRESTRICTED EXPENDITURES	4,405,240	4,303,303	4,365,931	4,432,509
	NET UNRESTRICTED	434,999	43,316	(0)	110,039
TOTAL GENERAL FUND REVENUE		5,775,239	5,096,340	5,623,455	5,490,093
TOTAL GENERAL FUND EXPENDITURES		5,775,240	4,988,357	5,623,456	5,359,906
NET REVENUES OVER (UNDER) EXPENDITU		(1)	107,982	(1)	130,187

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
CLASS IV LANDFILL					
20-36-10	INTEREST EARNINGS	50,000	19,529	20,000	21,680
20-39-51	TRANSFER FROM GENERAL FUN	-	-	-	69,563
TOTAL LANDFILL REVENUES		50,000	19,529	20,000	91,243
EXPENDITURES					
20-40-31	PROFESSIONAL & TECH SERVICI	-	-	-	-
20-40-61	MISCELLANEOUS SUPPLIES	-	-	-	-
20-40-62	LANDFILL CLOSURE EXPENSE	3,500	3,500	3,500	1,383
20-40-63	OPERATING EXPENSE	-	-	-	-
20-40-74	CAPITAL OUTLAY	-	-	-	-
TOTAL LANDFILL EXPENDITURES		3,500	3,500	3,500	-
LANDFILL REVENUE TOTAL		50,000	19,529	20,000	91,243
LANDFILL EXPENDITURE TOTAL		3,500	3,500	3,500	-
LANDFILL REVENUES OVER (UNDER) EXPE		46,500	16,029	16,500	91,243

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
CAPITAL PROJECTS FUND					
45-31-60	GRANT REVENUE	-	4,185	-	146,271
45-36-10	INTEREST EARNINGS	80,000	140,000	140,000	293,990
45-36-90	DONATIONS - CITY HALL	-	-	-	-
45-38-10	TRANSFER FROM GENERAL FUN	-	380,000	62,520	632,084
45-39-51	TRANSFER FROM GENERAL FUN	15,000	15,000	15,000	15,000
	APPROPRIATION FROM FUND BA	195,000	-	197,700	-
TOTAL CAPITAL PROJECTS REVENUE		290,000	539,185	415,220	1,087,345
CAPITAL PROJECTS FUND EXPENDITURES					
45-40-31	NEW PARK DEVELOPMENT	-	-	-	-
45-40-61	FIRE STATION ADDITION	200,000	-	-	-
45-40-65	CAMERAS ON PARKS	-	-	-	155,261
45-40-70	EQUIPMENT	90,000	49,341	80,000	101,002
45-40-72	NEW PARK AND TRAILS DEVEOI	-	-	280,000	-
45-40-74	CAPITAL PROJECTS	-	-	-	-
45-40-75	PARK MAINTENANCE BLDG	-	-	-	-
45-40-76	SIDEWALKS	-	-	-	-
45-40-77	FIRE TRUCK	-	-	-	-
45-40-78	TRANSFER TO GENERAL FUND	-	-	-	-
45-40-80	NORTH PLAIN CITY ROAD	-	-	-	-
TOTAL CAPITAL PROJECT EXPENDITURES		290,000	49,341	360,000	256,263
CAPITAL PROJECT REVENUE OVER (UNDEI		-	489,844	55,220	831,082

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
SEWER FUND					
52-34-10	SEWER COLLECTION FEES	782,000	820,000	820,000	790,354
52-34-20	CONNECTION FEES	25,000	6,300	6,300	27,200
52-35-20	IMPACT FEES	250,000	59,963	59,963	264,550
52-35-60	PLANNING GRANT	-	-	-	-
52-36-10	INTEREST EARNINGS	100,000	137,500	137,500	168,670
52-36-20	MISCELLANEOUS REVENUE	-	-	-	876,895
52-36-25	GAIN (LOSS ON ASSETS)	-	-	-	-
52-36-30	CONTRIBUTION FROM DEVELOP	-	-	-	430,241
TOTAL SEWER FUND REVENUE		1,157,000	1,023,762	1,023,762	2,557,910
SEWER FUND OPERATING EXPENDITURES					
52-40-11	SALARIES - WAGES	101,536	89,532	94,277	103,354
52-40-13	SOCIAL SECURITY	7,634	6,754	7,112	6,839
52-40-14	EMPLOYEE BENEFITS	43,714	36,983	38,944	38,872
52-40-25	COLLECTIONS - SUPPLIES & MAI	115,000	94,113	115,000	127,817
52-40-27	UTILITIES	50,000	57,100	60,000	49,548
52-40-31	PROFESSIONAL & TECH SERVICI	12,000	10,765	12,000	12,268
52-40-32	FLEET	10,000	6,404	10,000	7,339
52-40-33	EDUCATION AND TRAINING	2,500	2,556	2,500	180
52-40-34	AUDIT SERVICES	2,000	2,000	2,000	-
52-40-36	ENGINEERING SERVICES	30,000	7,830	10,000	33,890
52-40-58	BONA VISTA - SEWER COLLECTI	25,000	19,815	25,000	22,019
52-40-59	SEWER CONNECTION-CENTRAL	35,000	34,825	35,000	34,209
52-40-62	PENSION EXPENSE	-	-	-	2,632
52-40-65	DEPRECIATION	280,000	255,000	280,000	216,030
52-40-75	CAPITAL OUTLAY - INFRASTRUCTURE		-	-	-
TOTAL SEWER FUND OPERATING EXPENDI		714,384	623,678	691,833	654,996
SEWER FUND CAPITAL AND DEBT SERVICE					
52-70-74	CAPITAL OUTLAY - EQUIPMENT	-	-	20,000	-
52-70-75	CAPITAL OUTLAY INFRASTRUC	-	401,950	-	-
52-40-76	INFRASTRUCTURE - IMPACT FEE	20,000	26,230	30,000	-
52-80-82	DEBT SERVICE - INTEREST	37,000	7,875	-	5,725
TOTAL SEWER CAPITAL AND DEBT SERVIC		57,000	436,055	50,000	5,725
SEWER FUND REVENUE TOTALS		1,157,000	1,023,762	1,023,762	2,557,910
SEWER FUND EXPENDITURE TOTAL		771,384	1,059,733	741,833	660,721
SEWER FUND REVENUES OVER (UNDER) E		385,616	(35,971)	281,930	1,897,189

Account Number	Account Title	2026 Budget	2026 Estimated	2026-2027 Requested Budget	2024-25 Pri Year Actual
STORM DRAIN FUND					
REVENUES					
53-34-10	STORM DRAIN FEES	210,000	216,303	220,000	211,543
53-35-20	IMPACT FEES	60,000	17,775	17,775	72,547
53-36-10	INTEREST EARNINGS	35,000	35,000	35,000	42,484
53-36-20	MISCELLANEOUS REVENUE	-	-	-	-
53-36-30	CONTRIBUTION FROM DEVELOP	-	-	-	538,875
	APPROPRIATION OF FUND BAL	176,395	-	211,182	-
TOTAL STORM DRAIN REVENUES		481,395	269,078	483,957	865,449
STORM DRAIN EXPENSES					
53-40-11	SALARIES - WAGES	74,043	70,451	74,184	68,627
53-40-13	SOCIAL SECURITY	5,582	5,327	5,610	5,173
53-40-14	EMPLOYEE BENEFITS	29,871	26,746	28,163	27,545
53-40-25	MAINTENANCE & OPERATIONS	30,000	45,372	46,000	52,656
53-40-31	PROFESSIONAL & TECH SERVICI	6,000	2,250	3,000	-
53-40-32	FLEET	6,500	4,204	6,000	7,321
53-40-33	EDUCATION AND TRAINING	2,500	4,771	5,000	777
53-40-34	AUDIT SERVICES	2,000	2,000	2,000	-
53-40-36	ENGINEERING SERVICES	-	10,565	12,000	4,860
53-40-58	BONA VISTA - STORM SEWER CC	22,000	19,815	22,000	22,019
53-40-62	PENSION EXPENSE	-	-	-	2,332
53-40-65	DEPRECIATION	175,000	135,000	160,000	120,163
53-40-74	CAPITAL OUTLAY - EQUIPMENT	7,900	-	-	-
53-40-76	STORM DRAIN IMPACT FEE EXPI	120,000	40,327	120,000	-
TOTAL STORM DRAIN EXPENSES		481,396	366,828	483,957	311,475
STORM DRAIN REVENUE TOTAL		481,395	269,078	483,957	865,449
STORM DRAIN EXPENSE TOTAL		481,396	366,828	483,957	311,475
STORM DRAIN REVENUES OVER (UNDER)		(1)	(97,750)	(0)	553,975

Attachment B
Ordinance No:

AN ORDINANCE FO THE CITY COUNCIL OF PLAIN CITY UTAH ESTABLISHING THE PROJECTED COMPENSATION SCHEDULE FOR ELECTED AND STATUTORY OFFICIALS

Mayor	$1,000 per month
City Council – Asst Mayor	$350 per month
City Council	$300 per month
Planning Commission Chair	$75 per meeting
Planning Commission Vice	$55 per meeting
Planning Commissioner (4)	$50 per meeting
City Engineer	$137 per hour
City Attorney	$120 per hour
Public Works Director	$50 per hour
City Treasurer	$3,306 per month
City Recorder	$48.09 per hour
Recreation Director	$31.56 per hour
Fire Chief	$1,750 per month

Based on tentative budgeted increase:
2.8 Cola
2.5 Merit

____
5.3%

SERVICES AGREEMENT – DISPOSAL
MIXED SOLID WASTE (MSW

OGDEN TRANSFER STATION, LLC
3027 Midland Drive, Ogden, Utah
Telephone: (801) 924-8509

City Name, (Customer): ____________________________,

Contact Name: ____________________________________

Customer Information:

Plain City
4160 West 2200 North
Plain City, Utah 84404
801-731-4908

Type of Waste Generated: Mixed Solid Waste (MSW)

1. **Purpose of Agreement. Plain City,** ('Customer' or "City") and Ogden Transfer Station ("Ogden TS or Contractor) (The 'Parties') enter into this Agreement to establish terms for disposal of customer's Non-Contaminated and Non Hazardous material at Ogden Transfer Station, located at 3027 Midland Drive, Ogden, Utah. This Agreement provides general terms for all shipments of Customer's material to Ogden TS.

2. **Term and Notices.** Unless sooner terminated in accordance with the terms of this Agreement, the term of this Agreement (the "Initial Term") shall commence as of the Effective Date and shall remain in effect until June 30, 2027 This Agreement shall automatically renew for a period of 1 years (each a "Renewal Term" and collectively with the Initial Term, the "Term") unless either Party provides written notice to the other Party at least ninety days before the expiration of the then-applicable Term that it does not desire to extend the Term.

3. **Customer's Responsibilities.**

    a. **Acceptable Waste.** Customers, or their contracted service providers, shall tender only Acceptable Wastes to Ogden TS for transport and disposal. "Acceptable Waste" means material which is Non-Hazardous, Non-Contaminated, and which is not precluded from disposal at the landfill by other law regulation or governmental restriction. Customer agrees to exclusively direct all City contracted collection of "Acceptable Waste" from within the City limits to the Ogden TS for ultimate transportation and disposal to a landfill.

    Title to Acceptable Waste will pass to Ogden TS once it is accepted at the Ogden Transfer Station. Title to and liability for any waste material that is not Acceptable Waste will at no time pass to Contractor and will at all times remain with the generator of that waste.

b . **Fees.** For services provided under this Agreement, Customer shall:

1) Pay $49 per ton delivered for MSW to the Ogden TS (3027 Midland Drive, Ogden UT). Rate includes applicable taxes and fees.

2) Beginning January 1, 2027 and every January 1 during the term of the Agreement thereafter, all rates set forth herein shall be adjusted to reflect the most recently available trailing twelve (12) months average, utilizing October to October, in the cost of doing business, as measured by the most recently produced Consumer Price Index for All Urban Consumers: Water and Sewer and Trash ("W/S/T") collection services (CPI) as published by the U.S. Department of Labor, Bureau of Labor Statistics, (West Urban) pending an annual review with the Customer. Any percent change in the CPI W/S/T shall equal the percent change in the disposal rate, with a floor no lower than zero percent (0%) per year.

4) In the event the average cost of fuel exceeds $3.50 per gallon Contractor will charge a Fuel Recovery Fee (the "FRF"), which is a percentage of the total standard monthly invoice charges (excluding tax) that will be adjusted on each invoice. The FRF will be determined based on the table attached hereto as Exhibit A, incorporated by reference.

c . **Payment and Service Charges.** Ogden TS shall invoice Customer monthly for all waste deposited in that period, to be paid within Twenty (20) days after receipt of invoice. Ogden TS shall charge and Customer shall pay a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, on any amounts paid after such twenty (20) day period. Customer shall also pay all reasonable costs of collection, including attorney's fees, incurred by Ogden TS in the collection of amounts owing but not paid by Customer within such twenty (20) day period.

4. **Ogden TS Responsibilities.** Ogden TS shall dispose of the Acceptable Waste pursuant to the terms herein, except in instances where: (a) Ogden TS rejects shipments of material under Paragraph 4 below ("Ogden TS Inspection of Waste"); or (b) Ogden TS rejects shipments because Customer has breached a term of this Agreement. Ogden TS shall:

   a. maintain sufficient capacity to accept, Acceptable Waste, minimize wait times, maintain accurate weight measurements, and operate during its normal business hours.

   b. Contractor shall maintain records of waste volumes, disposal locations, regulatory compliance. Records must be retained for at least two (2) years and made available to the Customer.

5. **Assurances.** Customer agrees to defend, indemnify and hold Ogden TS harmless from and against any and all claims, demands, causes of action, damages, liabilities, losses, expenses, penalties and all costs of defense relative thereto, including legal fees, caused by or resulting from breach of this agreement by the Customer, specifically including any breach of Customer's obligation to tender only Acceptable Waste to Ogden TS for transport or disposal. Ogden TS agrees to defend, indemnify and hold Customer harmless from and against all claims, demands, causes of action, damages, liabilities, losses, expenses, penalties and costs of defense relative thereto, including legal fees, caused by or resulting from any breach of this agreement or negligent or wrongful act or omission by Ogden TS. Ogden TS shall further indemnify, defend, and hold harmless Customer from any and all environmental liabilities, including but not limited to release or threatened release of contaminants, oil, groundwater, or air contamination, cleanup costs, natural resource damages, and regulatory enforcement actions regardless of whether such liability arises before, during, or after disposal, provided the waste delivered by Customer was non-hazardous and consistent with Section 6 caused by Ogden TS's negligence or wrongful acts. This indemnity includes claims brought by regulatory agencies, adjacent property owners, employees of Contractor; and any third party. Contractor shall assume the defense of any claim upon written notice from Customer and shall not settle any claim affecting Customer without prior written consent. These indemnification obligations shall

not be limited by insurance coverage or any limitation of liability provisions. Notwithstanding any other provision herein, obligations created by this provision shall survive the Agreement

6. **Insurance .**

   a. The amount of insurance shall not be less than:

      i) **Commercial General Liability**: Minimum of **$3,000,000 general aggregate** with $1,000,000 for each occurrence. Policy to include coverage for operations, contractual liability, personal injury liability, products/completed operations liability, broad-form property damage (if applicable) and independent contractor's liability (if applicable) written on an occurrence form.

      ii) **Business Automobile Liability**: **$1,000,000 combined single limit per occurrence** for bodily injury and property damage for owned, non-owned and hired autos.

      iii) **Workers' Compensation and Employer's Liability**: Worker's Compensation limits as required by the Labor Code of the State of Utah and employer's liability with limits of **$1,000,000 per accident.**

   b. Insurance is to be placed with insurers acceptable to and approved by Customer. Contractor's insurer must be authorized to do business in Utah at the time the license is executed and throughout the time period the license is maintained, unless otherwise agreed to in writing by Customer. Failure to maintain or renew coverage or to provide evidence of renewal will be treated as a material breach of contract.

   c. Customer shall be furnished with original certificates of insurance (COI) and endorsements effecting coverage required within, signed by a person authorized by that insurer to bind coverage on its behalf. **All certificates and endorsements are to be received by Customer before work begins on the premises.**

   d. City reserves the right to require complete, certified copies of all required insurance policies at any time.

   e. Any deductibles or self-insured retentions must be declared to and approved by Customer. At the option of Customer, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respect to Customer, their elected and appointed officials, employees, agents, and volunteers; or Contractor shall provide a financial guarantee satisfactory to Customer guaranteeing payment of losses and related investigations, claim administration and defense expenses.

   f. Contractor shall include all of its contractors as insured under its policies or shall furnish separate certificates and endorsements for each contractor. All coverages for Contractor's contractors shall be subject to all of the requirements stated herein. Nothing contained herein shall be construed as limiting in any way the extent to which Contractor may be held responsible for payments of damages to persons or property resulting from the activities of Contractor or its agents, employees, invitees, or contractors upon the Premises during the License Period.

   g. Under the "**Certificate Holder**" section, list the following information:

      Plain City
      4160 West 2200 North
      Plain City, Utah 84404

7. **Extraordinary Adjustment** If disruptions in the supply chain for critical materials and equipment, labor shortages, or acts of God occur, these shall be discussed and adjustments made as needed. These unforeseen and extraordinary market conditions will be presented to Customer, and adjustments will be allowed in a timely manner.

8. **Ogden TS Inspection of Waste.** Ogden TS shall be entitled to inspect and analyze each shipment of material tendered by Customer for transportation or disposal. Ogden TS's right to verify tests under this paragraph is entirely discretionary and imposes no duty on Ogden TS, Customer bears sole responsibility under this Agreement for tendering only Acceptable Wastes. If Ogden TS tests Customer's waste, and determines that the waste is not Unacceptable Waste, Customer shall pay Ogden TS's commercially reasonable cost incurred in testing the wastes. If Ogden TS determines that the waste is not Acceptable Waste, it may reject the waste by providing written notice, to the Customer. Removal (if necessary) and disposal of wastes rejected according to these standards shall be the responsibility of the Customer. If Ogden TS rejects waste as unacceptable, Ogden TS reserves the right to transport the waste to an alternate disposal site or to return it to Customer's site, and to collect from Customer any commercially reasonable expenses or damages incurred thereby, including but not limited to transport, storage or disposal costs.

9. **Specific Performance as Primary Remedy (City-Favorable).** The Parties expressly acknowledge that strict compliance with the terms of this Agreement is essential to protect the public health, safety, and operational needs of the Customer. Contractor agrees that any breach or threatened breach of this Agreement will cause irreparable harm to the Customer for which monetary damages would be inadequate. Accordingly, the Customer shall be entitled, as a primary and preferred remedy, to specific performance, injunctive relief, and all other equitable remedies to enforce this Agreement, without the necessity of proving actual damages, posting bond, or establishing the inadequacy of monetary damages, to the fullest extent permitted by law. Contractor expressly waives any defense that such remedies are inappropriate or unavailable.

10. **Cumulative and Non-Exclusive Remedies.** All rights and remedies available to the Customer under this Agreement, at law, or in equity are cumulative, concurrent, and non-exclusive. The exercise of any one remedy shall not limit or preclude the exercise of any other remedy. Without limitation, the Customer may pursue specific performance in addition to, or in lieu of, damages, termination, or any other available remedy.

11. **No Waiver; Strict Enforcement.** No failure, delay, or course of dealing by the Customer in enforcing any provision of this Agreement shall be construed as a waiver of any rights. The Customer may enforce this Agreement strictly and in full at any time, notwithstanding any prior forbearance or failure to enforce. Any waiver must be in a written document signed by the Customer and shall be narrowly construed and limited solely to the specific instance expressly stated.

12. **No Waiver of Future Enforcement or Remedies.** Any waiver by the Customer or Contractor of any breach or default shall not constitute or be deemed a waiver of any subsequent breach or default, whether similar or dissimilar. The Customer or Contractor's election not to pursue specific performance or any other remedy at any time shall not impair or limit its right to do so thereafter.

13. **Contractor Acknowledgment and Estoppel.** Contractor acknowledges and agrees that it has carefully reviewed this Agreement and understands that the Customer is relying on Contractor's strict performance. Contractor shall be estopped from asserting that any provision of this Agreement is unenforceable or that enforcement by specific performance or equitable relief is unreasonable, inequitable, or contrary to public policy.

14. **Unenforceability.** If any provision contained in this Agreement is held to be unenforceable by a court of law or equity, this Agreement shall be construed as if such provision did not exist, and the unenforceability of such provision shall not be held to render any other provision of this Agreement unenforceable.

15. **Cost or Attorney Fees.** If either Party finds it necessary to retain an attorney to interpret or enforce this Agreement as a result of any default or breach of this Agreement, the prevailing party shall be

entitled to recover, in addition to all other relief, all attorney fees, costs and expenses incurred by the prevailing party in connection with such default or breach.

16. **Governing Law.** This Agreement shall be governed by and construed in accordance with the Laws of the State of Utah.

17. **Entire Agreement.** This Agreement and any related signed Profiles or required forms constitutes the entire agreement between Customer and Contractor relating to the transport or disposal of Acceptable Waste and supersedes any and all prior agreements, whether written or oral, that may exist between Customer and Contractor.

18. **Independent Contractor.** Contractor is independent of Customer and shall perform all services according to its own methods without being subject to the control of Customer except as to the results obtained. Customer shall not carry Worker's Compensation insurance or any health or accident insurance to cover Contractor. Customer shall not pay nor be responsible for any contribution to Social Security, unemployment insurance, federal or state withholding taxes, nor provide any other contributions or benefits which might be expected in an employer employee relationship. Contractor, as an independent contractor, shall provide and be responsible for any and all of Contractor, and its employees or agents, Worker's Compensation contributions, federal and state withholding, unemployment compensation contributions and social security tax withholding, etc. Contractor agrees to report and pay any contributions for taxes, unemployment insurance, Social Security and other benefits.

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the Effective Date.

Plain City		Ogden Transfer Station, LLC	
By:	____________________	By:	____________________
Name:	____________________	Name:	____________________
Title:	____________________	Title:	____________________
Date:	____________________	Date:	____________________

EXHIBIT A
FRF

Fuel Min	Fuel Max	FRF/Ton
$ 3.50	$ 3.74	$ 0.28
$ 3.75	$ 3.99	$ 0.57
$ 4.00	$ 4.24	$ 0.85
$ 4.25	$ 4.49	$ 1.14
$ 4.50	$ 4.74	$ 1.42
$ 4.75	$ 4.99	$ 1.71
$ 5.00	$ 5.24	$ 1.99
$ 5.25	$ 5.49	$ 2.28
$ 5.50	$ 5.74	$ 2.56
$ 5.75	$ 5.99	$ 2.85
$ 6.00	$ 6.24	$ 3.13
$ 6.25	$ 6.49	$ 3.41
$ 6.50	$ 6.74	$ 3.70
$ 6.75	$ 6.99	$ 3.98
$ 7.00	$ 7.24	$ 4.27
$ 7.25	$ 7.49	$ 4.55
$ 7.50	$ 7.74	$ 4.84
$ 7.75	$ 7.99	$ 5.12
$ 8.00	$ 8.24	$ 5.41

Outlook

disposal agreement 2yr.

From Rachelle Pierce <rachelle@robinsonwasteservices.com>
Date Mon 6/15/2026 3:40 PM
To Diane Hirschi <dianeh@plaincityutah.gov>; Phil Meyer <philm@plaincityutah.gov>

1 attachment (34 KB)
Plain City Disposal 2 Yr.6.26.docx;

Hello,
Attached is the Disposal agreement Mayor Meyer and I discussed today. It is a 2yr. with auto renew, at $49 per ton with a $1 discount per ton. We are offering Plain City this discount as your current hauler and want to continue our great working relationship. Let me know if you have any questions before Thursdays council meeting. I will be out of town for Thursday, but we will have someone there to represent us or answer any question you may have.
Thank you!

Rachelle Robinson-Pierce
ROBINSON WASTE SERVICES
2719 North Fairfield Road
Layton, UT 84041
Cell: 801-628-5026
Rachelle@Robinsonwasteservices.com

SERVICES AGREEMENT – DISPOSAL
MIXED SOLID WASTE (MSW

OGDEN TRANSFER STATION, LLC
3027 Midland Drive, Ogden, Utah
Telephone: (801) 924-8509

City Name, (Customer): ______________________________,

Contact Name: ______________________________________

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1) Pay $49 per ton delivered for MSW to the Ogden TS (3027 Midland Drive, Ogden UT). Rate includes applicable taxes and fees. This rate will be discounted $1.00 per ton, based upon City use of multiple lines of business (hauling),

2) Beginning January 1, 2027 and every January 1 during the term of the Agreement thereafter, all rates set forth herein shall be adjusted to reflect the most recently available trailing twelve (12) months average, utilizing October to October, in the cost of doing business, as measured by the most recently produced Consumer Price Index for All Urban Consumers: Water and Sewer and Trash ("W/S/T") collection services (CPI) as published by the U.S. Department of Labor, Bureau of Labor Statistics, (West Urban) pending an annual review with the Customer. Any percent change in the CPI W/S/T shall equal the percent change in the disposal rate, with a floor no lower than zero percent (0%) per year.

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IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of the Effective Date.

Plain City	Ogden Transfer Station, LLC
By: ____________________	By: ____________________
Name: ____________________	Name: ____________________
Title: ____________________	Title: ____________________
Date: ____________________	Date: ____________________

EXHIBIT A

FRF

Fuel Min	Fuel Max	FRF/Ton
$ 3.50	$ 3.74	$ 0.28
$ 3.75	$ 3.99	$ 0.57
$ 4.00	$ 4.24	$ 0.85
$ 4.25	$ 4.49	$ 1.14
$ 4.50	$ 4.74	$ 1.42
$ 4.75	$ 4.99	$ 1.71
$ 5.00	$ 5.24	$ 1.99
$ 5.25	$ 5.49	$ 2.28
$ 5.50	$ 5.74	$ 2.56
$ 5.75	$ 5.99	$ 2.85
$ 6.00	$ 6.24	$ 3.13
$ 6.25	$ 6.49	$ 3.41
$ 6.50	$ 6.74	$ 3.70
$ 6.75	$ 6.99	$ 3.98
$ 7.00	$ 7.24	$ 4.27
$ 7.25	$ 7.49	$ 4.55
$ 7.50	$ 7.74	$ 4.84
$ 7.75	$ 7.99	$ 5.12
$ 8.00	$ 8.24	$ 5.41

Certified Property Tax Rates

Tax Commission

View Data Entry Reports Forms Administration

Tax Year 2026 County 29_WEBER Entity 3060_PLAIN CITY

Tax Rate Summary (693) CTY

Preliminary Data

Data Entry (Auditor)	Auditor's Certified Rate Approved	Data Entry (Entity)	Proposed Rates Entity Approved	Proposed Rates County Approved	Proposed Rates USTC Approved *OK to Print*	Final Tax R USTC Approv

Save Approve

Proposed Tax Rate Value
Budgeted Revenue / Proposed Tax Rat

(1) Budget Code	(2) Budget Name		(3) Election Date	(4) Voted Rate Limit	(5) Utah Annotated Code	(6) Maximum By Law	(7) Calculated Certified Tax Rate	(8) Auditor's Certified Tax Rate	(9) Auditor's Certified Rate Revenue	(10) Proposed Tax Rate	(11) Budgete Revenu
10	General Operations				§11-6-133	.007	0.000227	0.000227	235,325		
190	Discharge of Judgement				§59-2-1328 & 1330	Sufficient			0		
	Total Tax Rate						0.000227	0.000227	235,325	0.000000	

NOTES:

OFFICE OF THE
STATE AUDITOR

Questionnaire

Revised December 2020

Fraud Risk Assessment

INSTRUCTIONS:

- Reference the *Fraud Risk Assessment Implementation Guide* to determine which of the following recommended measures have been implemented.
- Indicate successful implementation by marking "Yes" on each of the questions in the table. Partial points may not be earned on any individual question.
- Total the points of the questions marked "Yes" and enter the total on the "Total Points Earned" line.
- Based on the points earned, circle/highlight the risk level on the "Risk Level" line.
- Enter on the lines indicated the entity name, fiscal year for which the Fraud Risk Assessment was completed, and date the Fraud Risk Assessment was completed.
- Print CAO and CFO names on the lines indicated, then have the CAO and CFO provide required signatures on the lines indicated.

Fraud Risk Assessment

Continued

*Total Points Earned: 335 /395 *Risk Level:

Very Low	Low	Moderate	High	Very High
> 355	316-355	276-315	200-275	< 200

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

*Entity Name: Plain City

*Completed for Fiscal Year Ending: June 30, 2026 *Completion Date: June 10, 2026

*CAO Name: Diane Hirschi *CFO Name: Ryan Child

*CAO Signature: ____________________ *CFO Signature: ____________________

*Required

Basic Separation of Duties

See the following page for instructions and definitions.

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

* MC = Mitigating Control

Basic Separation of Duties

Continued

Instructions: Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☺ If all of the questions were answered "Yes" or "No" with mitigating controls ("MC") in place, or "N/A," the entity has achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will be answered "Yes." 200 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

☹ If any of the questions were answered "No," and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties. Question 1 of the Fraud Risk Assessment Questionnaire will remain blank. 0 points will be awarded for question 1 of the Fraud Risk Assessment Questionnaire.

Definitions:

Board Chair is the elected or appointed chairperson of an entity's governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of government.

Clerk is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

Chief Administrative Officer (CAO) is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

General Ledger is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

Mitigating Controls are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

Original Bank Statement means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity's place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

Treasurer is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.