EAGLE MOUNTAIN
CITY COUNCIL MEETING

June 16, 2020, 4:00 PM
Eagle Mountain City Council Chambers
1650 East Stagecoach Run, Eagle Mountain, Utah 84005

4:00 P.M. WORK SESSION - ELECTRONIC MEETING VIA LIFESIZE

Proposed interim adjustments to procedures relating to Council Work Sessions and Policy Meetings

Public meetings will be held electronically in accordance with Executive Order 2020-1 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus issued by Governor Herbert on March 18, 2020.

The public may monitor or listen to open portions of the meeting electronically by following the instructions below.

Lifesize electronic meeting through Granicus at https://eaglemountaincity.com/city-recorder/city-meetings-portal/#meetingdocs. Copy and paste the link to your web browser to view the live stream and meeting documents.

1. **CITY ADMINISTRATOR INFORMATION ITEMS**

This is an opportunity for the City Administrator to provide information to the City Council. These items are for information only and do not require action by the City Council.

1.A PRESENTATION - Parks & Open Space Master Plan Update, by MHTN Architects

2. **AGENDA REVIEW**

The City Council will review items on the Consent Agenda and Policy Session Agenda.

3. **ADJOURN TO A CLOSED EXECUTIVE SESSION**

The City Council will adjourn into a Closed Executive Session for the purpose of discussing reasonably imminent litigation, the purchase, lease or exchange of real property pursuant to Section 52-4-205(1) of the Utah Code, Annotated.

7:00 P.M. POLICY SESSION - ELECTRONIC MEETING VIA LIFESIZE

4. **CALL TO ORDER**

5. **PLEDGE OF ALLEGIANCE**

6. INFORMATION ITEMS/UPCOMING EVENTS

7. PUBLIC COMMENTS

8. CITY COUNCIL/MAYOR'S ITEMS

Time has been set aside for the City Council and Mayor to make comments.

CONSENT AGENDA

9. AGREEMENTS

10. BOND RELEASES

10.A Eagle Point Phase G, Plat 1 - Into Warranty
BR--EP G-1 Into Warranty Letter
EP G-1 Recorded Plat

10.B Harmony Phase A, Plat 2 - Into Warranty
BR--Harmony A-2 Into Warranty Letter
Harmony A-2 Recorded Plat

10.C Overland Phase C, Plat 1 - Into Warranty
BR--Overland C-1 Into Warranty Letter
Overland C-1 Recorded Plat

10.D Spring Ridge Church Lot - Into Warranty
BR--SR Church Lot Into Warranty Letter
SL 16 Recorded Plat

10.E Brandon Park Phase A, Plat 1 - Out of Warranty
BR--BP A-1 Out of Warranty Letter
BP A-1 Recorded Plat

10.F Heatherwood Church Lot - Out of Warranty
BR--Heatherwood Church Lot Out of Warranty Letter
Heatherwood Church Lot Recorded Plat

10.G Heatherwood Phase 3 - Out of Warranty
BR--HW 3 Out of Warranty Letter
HW 3 Recorded Plat

10.H SilverLake Plat 16 - Out of Warranty
BR--SL 16 Out of Warranty Letter
SL 16 Recorded Plat

11. CHANGE ORDERS

11.A Facebook Re-Use and Winter Storage Design and Construction Management Change Order #1 - Sunrise Engineering

12. MINUTES

12.A June 2, 2020 - Regular City Council Meeting
06.02.2020 City Council Minutes - DRAFT

13. RESOLUTIONS

13.A RESOLUTION - A Resolution of Eagle Mountain City, Utah, Amending the Eagle Mountain City Policies and Procedures Manual and Adopting a Fraud Prevention Policy as Appendix B.
RES--Policies and Procedures Manual - Fraud Risk and FMLA
Exhibit A: Policies and Procedures Manual - Redlined
Appendix B - Fraud Prevention Policy

13.B RESOLUTION - A Resolution of Eagle Mountain City, Utah, Amending the Consolidated Fee Schedule for Central Water Project Water Use Rates.
RES--2020-CFS CWP Water
RES--2020-CFS CWP Water-Page 13

14. SITE PLANS & PLAT AMENDMENTS

14.A Auto Zone Site Plan & Recorded Plat Amendment
Site Plan
Elevations
Amended Plat
Landscape Plan
Monument Sign
Auto Zone Revised Exterior Elevation
Auto Zone Revised Color Exterior Elevation
Auto Zone Revised Building Floor and Roof Plan

SCHEDULED ITEMS

15. ORDINANCES

15.A ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Adopting Final Budget Amendments for Fiscal Year 2019-2020.
BACKGROUND: (Presented by Assistant City Administrator/Finance Director Paul Jerome) State statute requires the City to amend its budget to appropriate funds for increased expenses. The proposed ordinance is the final budget amendment for Fiscal Year 2019-2020 and includes increases in the General Government, Enterprise, Capital Projects and Impact Fee funds.

ORD--FY 2020 Budget Amendment FINAL
Final FY 2020 Budget Amendments

15.B ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Adopting the Eagle Mountain Fiscal Year 2020-2021 Budget and Certified Tax Rate.
BACKGROUND: (Presented by Assistant City Administrator/Finance Director Paul Jerome) State statute requires that the City Council hold a public hearing on the tentative budget and that the budget be adopted by June 30. The tentative budget was accepted by the City Council on May 5, 2020 and a public hearing was held on May 19, 2020. The final budget and certified tax rate will be adopted on June 16 and will be the document that governs the expenditures for FY 2020-2021.
ORD--FY 2021 Budget and Certified Tax Rate Adoption
2021 Budget (General Fund) - FINAL
2021 Budget (Capital Projects) - FINAL
2021 Budget (Debt Service Funds) - FINAL
2021 Budget (Enterprise Fund) - FINAL
2021 Budget (Impact Fee Funds) - FINAL
Proposed Certified Tax Rate

15.C ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.37 Business Park Zone.
BACKGROUND: (Presented by Planning Staff) The proposed ordinance amends Chapter 17.37 Business Park Zone, changing the Business Park Zone into three separate zones.
ORD--EMMC Chapter 17.37 Business Park Zone
Exhibit A: EMMC Chapter 17.37 Business Park Zones

15.D ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.51 Warehouse Farming Overlay Zone.
BACKGROUND: (Presented by Planning Staff) The proposed ordinance adds Chapter 17.51 Warehouse Farming Overlay Zone to the Eagle Mountain Municipal Code.
ORD--EMMC Chapter 17.51 Warehouse Farming Overlay Zone
Exhibit A: EMMC Chapter 17.51 Warehouse Farming Overlay

15.E ORDINANCE - An Ordinance of Eagle Mountain, Utah, Amending Chapter 15.105.020 General Provisions of the Eagle Mountain Municipal Code for Flood Damage Prevention.
BACKGROUND: (Presented by City Engineer Chris Trusty) The proposed ordinance amends Chapter 15.105.020 of the Municipal Code to include areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, The Flood Insurance Study for Utah County, dated June, 19, 2020 and accompanying Flood Insurance Rate Maps and Flood Boundary-Floodway Maps (FIRM and FBFM).
ORD--EMMC Chapter 15.105 Flood Damage Prevention

Exhibit A: EMMC 15.105 Flood Damage Prevention

16. MOTION

16.A ANNEXATION - Acceptance of the Butterfield Annexation Petition for Further Review.
BACKGROUND: A petition for the Butterfield Annexation was submitted to the Recorder's Office on June 3, 2020. The annexation is approximately 204.69 acres and is located directly west of the Arrival subdivision, Utah County Parcels 58:044:0011 & 58:044:0012. The first action for consideration is the acceptance or denial of the petition by the City Council. This will begin the 30-day review period for certification, after which the annexation will be noticed to interested parties and may be approved by the City Council at a future meeting.
2018 General Plan
Annexation Policy Plan Boundary Map - With Proposed Butterfield Annexation
Butterfield Annexation Petition
Camp Williams - ACUB Map (2) Sentinel Landscape
Butterfield Slope
Butterfield Lots Closeup
Butterfield Slope with Contours

17. CITY COUNCIL/MAYOR'S BUSINESS
This time is set aside for the City Council's and Mayor's comments on City business.

18. CITY COUNCIL BOARD LIAISON REPORTS
This time is set aside for Councilmembers to report on the boards they are assigned to as liaisons to the City Council.

19. COMMUNICATION ITEMS

19.A Financial Report
Executive Summary of Revenue and Expenses as of 5-31-20

19.B Upcoming Agenda Items
CI--Upcoming Agenda Items

20. ADJOURNMENT

THE PUBLIC IS INVITED TO PARTICIPATE IN PUBLIC MEETINGS FOR ALL AGENDAS.
In accordance with the Americans with Disabilities Act, Eagle Mountain City will make reasonable accommodation for participation in all Public Meetings and Work Sessions. Please call the City Recorder's Office at least 3 working days prior to the meeting at 801-789-6610. This meeting may be held telephonically to allow a member of the public body to participate. This agenda is subject to change with a minimum 24-hour notice.

CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above agenda notice was posted on this 12th day of June, 2020, on the Eagle Mountain City bulletin boards, the Eagle Mountain City website www.emcity.org, posted to the Utah State public notice website http://www.utah.gov/pmn/index.html, and was emailed to at least one newspaper of general circulation within the jurisdiction of the public body.

Fionnuala B. Kofoed, MMC, City Recorder

EAGLE MOUNTAIN

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Wednesday, May 27, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Eagle Point phase "G" plat 1 into warranty Bond Release**

City Recorder:

The above referenced subdivision has completed all the required improvements as of this date. With the approval of the installed infrastructure, we are recommending this subdivision begin the required one year warranty period. A reduced bond letter has been generated, reducing all bond items which have been completed. A warranty bond for the remaining warranty amount must be issued and maintained until released from the warranty period by the city.

Please contact me should you have any comments, questions, or concerns. Thank you.

Sincerely,

Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder

EAGLE MOUNTAIN

BOND RELEASE REQUEST LETTER
Eagle Point phase G plat 1 Bond
Reduced

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

1st Bond Release	
Original Bond Amount:	$ 185,654.63
Previous Release Amount:	$ -
Amount to Release this Period:	$ 102,128.60
Amount Remaining in Bond :	$ 83,526.03

Bond Releases Summary	
#1	$ 102,128.60
#2	$ -
#3	$ -
#4	$ -
TOTAL	$ 102,128.60

6/1/2020

							QUANTITIES COMPLETED			MONIES RELEASED	
ITEM	DESCRIPTION	ORIGINAL QUANTITY	REDUCED QUANTITY	UNIT	UNIT COST	TOTAL	Previous Period	This Period	% to date	This Period	To Date
1	**SWPPP**										
a	Swppp	1	0.5	LS	$3,000.00	$1,500.00	0	1	100%	$1,500.00	$1,500.00
2	**ROADWAY IMPROVEMENTS**										
a	3 inch Surface Course	74624	0	SF	$1.20	$0.00	0	0	100%	$0.00	$0.00
b	6 inch Road base(also behind curb)	88424	0	SF	$0.55	$0.00	0	0	100%	$0.00	$0.00
c	9 inch sub-base(e-fill)9behind curb)	88424	0	SF	$0.75	$0.00	0	0	100%	$0.00	$0.00
d	4 inch Surface Course	4205	0	SF	$1.50	$0.00	0	0	100%	$0.00	$0.00
e	8 inch Road base	4205	0	SF	$0.65	$0.00	0	0	100%	$0.00	$0.00
f	12 inch sub-base(e-fill)	4205	0	SF	$0.90	$0.00	0	0	100%	$0.00	$0.00
g	30" curb & gutter	3943	0	LF	$21.00	$0.00	0	0	100%	$0.00	$0.00
h	6" curb	286	0	LF	$10.00	$0.00	0	0	100%	$0.00	$0.00
i	4' Sidewalk	3910	1955	LF	$21.00	$41,055.00	0	3910	100%	$41,055.00	$41,055.00
j	8' multiuse path	337	337	LF	$36.00	$12,132.00	0	337	100%	$12,132.00	$12,132.00
k	9' multiuse path	370	370	LF	$40.00	$14,800.00	0	370	100%	$14,800.00	$14,800.00
l	Demo 9' existing trail	484	484	LF	$5.00	$2,420.00	0	484	100%	$2,420.00	$2,420.00
m	Street signs	3	3	EA	$200.00	$600.00	0	3	100%	$600.00	$600.00
n	Stop signs	4	4	EA	$200.00	$800.00	0	4	100%	$800.00	$800.00
o	ADA access ramps	12	12	EA	$650.00	$7,800.00	0	12	100%	$7,800.00	$7,800.00
3	**CULINARY WATER**										
a	8" culinary water c-900 w/fittings	2173	325.95	LF	$28.00	$9,126.60	0	2173	100%	$9,126.60	$9,126.60
b	Fire Hydrant	4	0.6	EA	$4,200.00	$2,520.00	0	4	100%	$2,520.00	$2,520.00
c	8" gate valves	6	0.9	EA	$1,400.00	$1,260.00	0	6	100%	$1,260.00	$1,260.00
d	Hot tap	1	0.15	EA	$1,800.00	$270.00	0	1	100%	$270.00	$270.00
e	connect to existing water	1	0.15	EA	$1,400.00	$210.00	0	1	100%	$210.00	$210.00
f	1.5" water service	2	0.3	EA	$2,500.00	$750.00	0	2	100%	$750.00	$750.00
g	3/4" water service	38	5.7	EA	$1,100.00	$6,270.00	0	38	100%	$6,270.00	$6,270.00
h	Sampling station	1	0.15	EA	$1,100.00	$165.00	0	1	100%	$165.00	$165.00
i	2" blow off	3	0.45	EA	$1,000.00	$450.00	0	3	100%	$450.00	$450.00
4	**STORM DRAIN**										
a	15" RCP storm drain	847	0	LF	$25.00	$0.00	0	0	100%	$0.00	$0.00
b	18" RCP storm drain	526	0	LF	$30.00	$0.00	0	0	100%	$0.00	$0.00
c	24" RCP storm drain	891	0	LF	$36.00	$0.00	0	0	100%	$0.00	$0.00
d	Combo box	2	0	EA	$3,100.00	$0.00	0	0	100%	$0.00	$0.00
e	60" manhole	6	0	EA	$3,000.00	$0.00	0	0	100%	$0.00	$0.00
f	Catch basin	18	0	EA	$2,300.00	$0.00	0	0	100%	$0.00	$0.00
g	Flared end section	2	0	EA	$1,000.00	$0.00	0	0	100%	$0.00	$0.00
h	Snout type 42r	1	0	EA	$1,200.00	$0.00	0	0	100%	$0.00	$0.00
i	Retention pond	4415	0	CY	$5.00	$0.00	0	0	100%	$0.00	$0.00
5	**SEWER**										
a	8" Sewer pipe	1297	0	LF	$26.00	$0.00	0	0	100%	$0.00	$0.00
b	10" Sewer pipe	574	0	LF	$30.00	$0.00	0	0	100%	$0.00	$0.00
c	12" Sewer pipe	277	0	LF	$34.00	$0.00	0	0	100%	$0.00	$0.00
d	4" sewer laterals	40	0	EA	$650.00	$0.00	0	0	100%	$0.00	$0.00
e	60" sewer manhole	2	0	EA	$2,800.00	$0.00	0	0	100%	$0.00	$0.00
f	48" sewer manholes	6	0	EA	$2,600.00	$0.00	0	0	100%	$0.00	$0.00
g	connect to existing sewer manhole	1	0	EA	$1,000.00	$0.00	0	0	100%	$0.00	$0.00
	TOTAL CONSTRUCTION COST					**$102,128.60**					
	Original 10% Bond Coverage					$83,526.03					
							Released this Period			$102,128.60	
	TOTAL BOND AMOUNT:					**$185,654.63**					

Christopher T. Trusty P.E.
Engineering Director

6/1/2020
Date

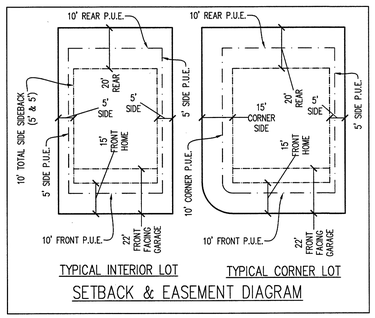
Robert Ballif
Engineering Tech. 1

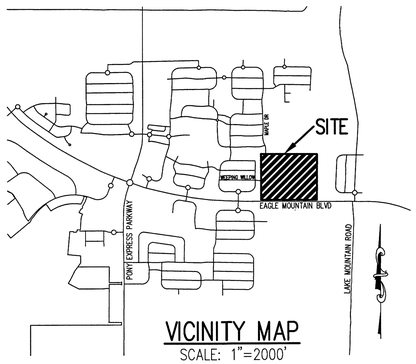
6-1-2020
Date

EAGLE POINT PHASE G, PLAT 1

PLAT NOTES:

1. ALL PUBLIC OPEN SPACE IS DEDICATED TO EAGLE MOUNTAIN CITY AND MAINTAINED BY THE CITY.
2. SETBACKS: FRONT=15'
   DRIVEWAY=22'
   REAR=20'
   CORNER=15'
   SIDE=10' TOTAL (MIN. OF 5')
3. ALL FRONT-FACING GARAGES MUST BE 22' FROM PROPERTY LINE.
4. EAGLE MOUNTAIN AGREES TO THE ALLOWANCE OF 5' + 5' SIDE SETBACKS IN THE ENTIRE PHASE G AS WAS PREVIOUSLY RECORDED IN PLAT G.
5. EAGLE MOUNTAIN AGREES TO THE USE OF 50' ROADWAY WIDTHS AS PREVIOUSLY RECORDED IN PLAT G.
6. EAGLE MOUNTAIN AGREES TO BE SIGNATORY TO THE EAGLE PARK PHASE G PLAT FOR PROPER DEDICATIONS AND VACATIONS.
7. ALL PUBLIC USE OPEN SPACE AND PARK AREA IS A PUBLIC UTILITY EASEMENT.





PLAT TABULATIONS

TOTAL ACREAGE:	41.20 ACRES
BUILDABLE ACREAGE:	36.85 ACRES
PARCELS ACREAGE:	23.85 ACRES
RESULTING PLAT 1 AREA:	17.35 ACRES
TOTAL ACREAGE IN LOTS:	6.00 ACRES
RIGHT-OF-WAY AREA*:	2.73 ACRES
TOTAL OPEN SPACE*:	8.73 ACRES
TOTAL IMPROVED OPEN SPACE*:	4.38 ACRES
AVERAGE LOT SIZE:	7,061 SF/0.16 ACRES
LARGEST LOT SIZE:	10,508 SF/0.24 ACRES
SMALLEST LOT SIZE:	5,591 SF/0.13 ACRES
OVERALL DENSITY:	2.13 LOTS/ACRE
TOTAL # OF LOTS:	37 LOTS

*-ISLAND INCLUDED IN BOTH R.O.W. & OPEN SPACE CALCS

FIRE NOTE:

FOUR (4) FIRE HYDRANTS MEET IFC REQUIREMENTS.
NO COMBUSTIBLE CONSTRUCTION UNTIL FIRE HYDRANTS ARE IN PLACE.

CURVE TABLE

CURVE	RADIUS	LENGTH	DELTA	CHORD	BEARING
C1	20.00	31.30	89°39'49"	28.20	N 44°49'55" W
C2	20.00	31.53	90°20'11"	28.37	N 45°10'6" E
C3	61.85	97.07	89°55'35"	87.41	N 44°57'47" E
C4	61.85	97.06	89°54'44"	87.40	N 44°57'22" E
C5	61.85	0.02	0°0'51"	0.02	N 89°55'9" E
C6	61.85	97.23	90°4'25"	87.53	N 45°2'13" W
C7	225.00	32.62	8°18'26"	32.59	N 85°55'11" W
C8	225.00	20.37	5°11'18"	20.37	N 79°10'19" W
C9	225.00	60.23	15°20'15"	60.05	N 68°54'32" W
C10	225.00	2.50	0°38'8"	2.50	N 60°55'21" W
C11	225.00	115.72	29°28'7"	114.45	N 75°20'20" W
C12	20.00	15.97	45°44'11"	15.54	N 83°28'22" W
C13	55.00	29.97	31°13'4"	29.60	S 89°16'4" W
C14	55.00	10.01	10°25'55"	10.00	N 69°54'27" W
C15	55.00	35.62	37°6'10"	35.00	N 46°8'24" W
C16	55.00	42.12	43°52'36"	41.10	N 5°39'1" W
C17	55.00	117.72	122°37'45"	96.50	N 45°1'36" W
C18	200.00	314.49	90°5'39"	283.08	N 45°1'36" W
C19	175.00	275.18	90°5'41"	247.69	N 45°1'36" W
C20	175.00	43.94	14°23'9"	43.82	N 82°52'52" W
C21	175.00	131.43	43°1'48"	128.36	N 54°10'23" W
C22	175.00	99.81	32°40'43"	98.46	N 16°19'7" W
C23	20.00	15.97	45°44'11"	15.54	N 6°34'49" W
C24	20.00	6.28	17°58'54"	6.25	N 7°17'50" E
C25	20.00	9.69	27°45'18"	9.59	N 15°34'16" W
C26	225.00	50.90	12°57'43"	50.79	N 22°58'3" W
C27	225.00	64.82	16°30'25"	64.60	N 8°13'58" W
C28	225.00	115.72	29°28'8"	114.45	N 14°42'50" W
C29	20.00	28.39	81°19'16"	26.06	N 40°38'24" W
C30	275.00	41.65	8°40'43"	41.61	N 85°38'23" W
C31	300.00	45.44	8°40'43"	45.40	N 85°38'23" W
C32	325.00	49.23	8°40'43"	49.18	N 85°38'23" W
C33	20.00	34.45	98°40'44"	30.34	N 49°21'36" E
C34	20.00	29.28	83°52'35"	26.73	S 41°55'4" E
C35	20.00	33.55	96°7'25"	29.75	S 48°4'57" W
C36	325.00	2.45	0°25'54"	2.45	N 84°4'18" W
C37	325.00	32.22	5°40'49"	32.21	S 87°7'40" E
C38	325.00	34.67	6°6'43"	34.65	S 86°54'42" E
C39	300.00	32.00	6°6'43"	31.99	S 86°54'42" E
C40	275.00	29.34	6°6'43"	29.32	S 86°54'43" E
C41	275.00	0.94	0°11'48"	0.94	N 83°57'15" W
C42	275.00	28.39	5°54'55"	28.38	S 87°0'37" E
C43	2957.04	34.77	0°40'25"	34.77	S 89°37'52" E
C44	2957.04	56.01	1°5'7"	56.01	S 88°45'5" E
C45	2957.04	56.04	1°5'9"	56.04	S 87°39'58" E
C46	2957.04	68.11	1°19'11"	68.11	S 86°27'48" E
C47	2957.04	52.70	1°1'16"	52.69	S 85°17'34" E
C48	2957.04	267.62	5°11'8"	267.53	S 87°22'30" E
C49	2932.04	265.36	5°11'8"	265.27	S 87°22'30" E
C50	2907.04	263.10	5°11'8"	263.01	S 87°22'30" E
C51	2907.04	30.95	0°36'36"	30.95	S 89°39'46" E
C52	2907.04	68.02	1°20'26"	68.02	S 88°41'15" E
C53	2907.04	56.06	1°6'17"	56.05	S 87°27'53" E
C54	2907.04	108.07	2°7'48"	108.07	S 85°50'50" E
C55	2957.04	154.39	2°59'29"	154.37	S 86°16'41" E
C56	2932.04	153.10	2°59'30"	153.08	S 86°16'41" E
C57	2907.04	151.78	2°59'29"	151.76	S 86°16'41" E
C58	2907.04	3.48	0°4'7"	3.48	N 84°49'0" W
C59	2907.04	10.03	0°11'52"	10.03	S 84°56'59" E
C60	2907.04	68.17	1°20'37"	68.17	S 85°43'13" E
C61	2907.04	56.07	1°6'18"	56.07	S 86°56'41" E
C62	2907.04	14.03	0°16'36"	14.03	S 87°38'8" E

DOMINION ENERGY

Dominion Energy approves this plat solely for the purposes of confirming that the plat contains public utility easements. Dominion Energy may require other easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations, or liabilities provided by law or equity. This approval does not constitute acceptance, approval, or acknowledgement of any terms contained in the plat,including those set forth in the owners dedication and the notes, and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Dominion Energy's Right-of-way department at 1-800-366-8532.

Approved this 17 day of July 20 19

Dominion Energy

By

Title Stakes Coordinator Rep

ROCKY MOUNTAIN POWER

1. Pursuant to Utah Code Ann § 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
2. Pursuant to Utah Code Ann § 17-27a-603(4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under
   (1) A recorded easement or right-of-way
   (2) The law applicable to prescriptive rights
   (3) Title 54,Chapter 8a, Damage to Underground Utility Facilities, or
   (4) Any other provision of law

Del Edwards 7/17/19

ROCKY MOUNTAIN POWER DATE

DIRECT COMMUNICATIONS

Direct Communications Cedar Valley, LLC certifies that it will provide telecommunications services to this subdivision utilizing the trenches provided by the developer as per the Direct Communications Cedar Valley P.S.C. Utah No.1Tariff.

Marjorie Clifford 7/17/19

DIRECT COMMUNICATIONS DATE

SURVEYOR: AZTEC ENGINEERING INC.
491 N. 450 W.
OREM, UT. 84057
(801) 224-7308

16727 SHEET 1 OF 2

SHEET 1 OF 2

SURVEYOR'S CERTIFICATE

I, AARON D. THOMAS, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, AND THAT I HOLD CERTIFICATE NO. 6418780 AS PRESCRIBED UNDER THE LAWS OF THE STATE OF UTAH, I FURTHER CERTIFY BY AUTHORITY OF THE OWNERS, I HAVE MADE A SURVEY OF THE TRACT OF LAND SHOWN ON THIS PLAT AND DESCRIBED BELOW, AND HAVE SUBDIVIDED SAID TRACT OF LAND IN LOTS, BLOCKS, STREETS, AND EASEMENTS AND THE SAME HAS BEEN CORRECTLY SURVEYED AND STAKED ON THE GROUND AS SHOWN ON THIS PLAT AND THAT THIS PLAT IS TRUE AND CORRECT.

JULY 10, 2019
DATE

AARON D. THOMAS (SEE SEAL BELOW)

BOUNDARY DESCRIPTION

BEGINNING AT A POINT LOCATED NORTH 00°16'09" EAST ALONG QUARTER SECTION LINE 47.95 FEET FROM THE SOUTH QUARTER CORNER OF SECTION 7, TOWNSHIP 6 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN;

THENCE NORTH 89°39'49" WEST 1560.22 FEET; THENCE NORTH 0°01'14" EAST 1279.43 FEET; THENCE SOUTH 89°44'07" EAST 225.43 FEET; THENCE SOUTH 153.20 FEET; THENCE SOUTH 89°44'07" EAST 1035.68 FEET; THENCE NORTH 89°49'10" EAST 50.09 FEET; THENCE SOUTH 86°46'50" EAST 254.18 FEET; THENCE SOUTH 00°16'09" WEST 1115.46 FEET TO THE POINT OF BEGINNING.

CONTAINS 41.19 ACRES MORE OR LESS

BASIS OF BEARING = UTAH STATE PLANE COORDINATE SYSTEM OF 1983, CENTRAL ZONE

EAGLE MOUNTAIN CITY PLAT DEDICATION

We, the undersigned owners of all the real property depicted on this plat and described in the surveyors certificate on this plat, have caused the land described on this plat to be divided into lots, streets, parks, open spaces, easements and other public uses as designated on the plat and now do hereby dedicate under the provisions of 10-9a-607, Utah Code, without condition, restriction or reservation to Eagle Mountain City, Utah, all streets, water, sewer and other utility easements and improvements, open spaces shown as public open spaces, parks and all other places of public use and enjoyment to Eagle Mountain City, Utah, together with all improvements required by the Development Agreement between the undersigned and Eagle Mountain City for the benefit of the City and the inhabitants thereof.

OWNER(S):
PRINTED NAME OF OWNER

AUTHORIZED SIGNATURE(S)

EAGLE MOUNTAIN DEVELOPER PLAT DEDICATION

We, the undersigned owners of all the real property depicted on this plat and described in the surveyors certificate on this plat, have caused the land described on this plat to be divided into lots, streets, parks, open spaces, easements and other public uses as designated on the plat and now do hereby dedicate under the provisions of 10-9a-607, Utah Code, without condition, restriction or reservation to Eagle Mountain City, Utah, all streets, water, sewer and other utility easements and improvements, open spaces shown as public open spaces, parks and all other places of public use and enjoyment to Eagle Mountain City, Utah, together with all improvements required by the Development Agreement between the undersigned and Eagle Mountain City for the benefit of the City and the inhabitants thereof.

OWNER(S):
PRINTED NAME OF OWNER
Patterson Development, LLC
Andrew Patterson, its manager

ENT 97060:2019 Map # 16727
JEFFERY SMITH
UTAH COUNTY RECORDER
2019 Sep 27 12:53 pm FEE 180.00 BY LT
RECORDED FOR EAGLE MOUNTAIN CITY

AUTHORIZED SIGNATURE(S)
Andrew Patterson

ACKNOWLEDGMENT

On the 30 day of August, 2019 personally appeared before me the persons signing the foregoing Owners Dedication known to me to be authorized to execute the foregoing Owners Dedication for and on behalf of the owners who duly acknowledged to me that the Owners Dedication was executed by them on behalf of the Owners.

MY COMMISSION EXPIRES 07-17-2021
NOTARY PUBLIC SIGNATURE

696013
COMMISSION NUMBER

Kent P. Smith
PRINTED FULL NAME OF NOTARY

ACCEPTANCE BY LEGISLATIVE BODY

THE CITY COUNCIL OF EAGLE MOUNTAIN CITY, COUNTY OF UTAH, APPROVES THIS SUBDIVISION PLAT AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS, EASEMENTS AND OTHER PARCELS OF LAND INTENDED FOR PUBLIC PURPOSES FOR THE PERPETUAL USE OF THE PUBLIC THIS 25 DAY OF September 2019

APPROVED BY MAYOR

APPROVED BY CITY ATTORNEY

APPROVED BY ENGINEER (SEE SEAL BELOW)

ATTEST BY CITY RECORDER (SEE SEAL BELOW)

PLAT VACATION NOTICE

EAGLE MOUNTAIN CITY IS SATISFIED THAT NEITHER THE PUBLIC NOR ANY PERSON WILL BE MATERIALLY INJURED BY THE VACATION OF EAGLE POINT PLAT "G" AND THAT THERE IS GOOD CAUSE FOR THE VACATION. EAGLE POINT PLAT "G" IS HEREBY VACATED.

FINAL PLAT 1

EAGLE POINT PHASE G

SUBDIVISION

INCLUDING A VACATION OF EAGLE POINT PLAT "G"

LOCATED IN THE SW CORNER OF SEC 7, TOWNSHIP 6S, RANGE 1W, S.L.B.&M.

EAGLE MOUNTAIN CITY UTAH COUNTY, UTAH

SCALE: 1" = 60 FEET

Surveyor's Seal	Notary Public Seal	City Engineer Seal	Clerk-Recorder Seal
7-10-19		No. 269552 CHRISTOFFER TODD TROSTY 7-11-19 STATE OF UTAH	EAGLE MOUNTAIN CITY EST 1996 STATE OF UTAH

JEC. 7-6-19 TC-038 (ALL EAGLE POINT G')

S 89°44'07" E 225.43'

CEDAR CORNERS MANAGEMENT LLC 59:007:0078

SOUTH 153.20'

MEADOWBROOK PROPERTIES LIMITED PARTNERSHIP
59:007:0056

FUTURE PHASE G-PLAT 5 (20 LOTS)

S 89°44'07" E 1035.68'

N 89°49'10" E 50.09'

S 86°46'50" E 254.18'

100.00'

154.18'

EAGLE MOUNTAIN CITY

484.69'

PARCEL C

FUTURE EAGLE PARK PHASE G PLAT 4 (49 LOTS)

421,330 SF
9.67 AC

330.98'

N 89°58'46" W 50.00' | S 85°26'25" W 68.00' | S 86°34'18" W 68.14' | S 87°50'24" W 56.05' | S 88°53'22" W 56.02' | S 89°57'56" W 68.00' | N 88°41'31" W 56.01' | N 87°46'21" W 56.03' | N 86°36'22" W 68.10' | N 85°25'54" W 66.19' | N 85°45'41" W 68.16' | N 86°51'45" W 56.07' | N 88°6'23" W 68.03' | N 89°28'33" W 68.00' | S 89°4'31" W 56.01' | S 87°55'45" W 68.06' | S 86°36'46" W 68.14' | S 85°4'32" W 83.12' | N 86°46'50" W 50.00'

S 0°1'14" W 61.28'

N 89°58'46" W 100.00'

N 3°13'10" E 66.46'

N 86°46'50" W 100.00'

PARCEL B

FUTURE EAGLE PARK PHASE G PLAT 3 (41 LOTS)

340,940 SF
7.83 AC

180.00'

246.00'

N 0°01'14" E 1279.43'

5' DRAINAGE & P.U.E. SIDE & REAR (TYP.)

N 89°58'46" W 50.00'
S 0°1'14" W 4.10'
N 89°58'46" W 100.00'

5' DRAINAGE & P.U.E. SIDE & REAR (TYP.)

SETBACK LINE (SEE DIAGRAM)

PUBLIC USE OPEN SPACE (TRAIL)
1,003 SF/0.02 AC

N 85°8'55" W 10.03'

N 89°24'22" W | N 89°53'28" W | N 88°45'45" W | N 89°38'49" W | N 89°44'7" W | N 88°45'10" W | N 87°42'51" W | N 86°34'16" W | N 85°26'31" W | N 85°43'53" W | N 86°50'2" W | N 88°4'38" W | N 89°26'48" W | N 89°11'57" W | S 88°1'35" W | S 86°29'44" W | S 85°15'59" W | N 86°46'50" W

113 6,690 SF 0.15 AC 2223 EAST 4121 NORTH	114 6,006 SF 0.14 AC 2243 EAST 4172 NORTH	115 6,558 SF 0.15 AC 2253 EAST	116 5,637 SF 0.13 AC 2263 EAST	117 5,609 SF 0.13 AC 2283 EAST	118 6,793 SF 0.16 AC 2293 EAST	119 5,591 SF 0.13 AC 2303 EAST	120 5,592 SF 0.13 AC 2313 EAST	121 6,794 SF 0.16 AC 2323 EAST	122 5,606 SF 0.13 AC 2343 EAST	123 6,831 SF 0.16 AC 2353 EAST	124 5,620 SF 0.13 AC 2363 EAST							

N 3°13'10" E 57.68'

N 86°46'50" W 100.00'

N 0°15'53" E 1052.16'

S 89°58'45" E 13.15'

S 81°18'2" E 55.54'

S 81°18'2" E 40.45'

S 83°51'21" E 117.44' | S 83°51'21" E 117.65' | S 83°51'21" E 107.77'

S 89°58'4" E 116.88' | S 89°58'4" E 116.88' | S 89°58'4" E 116.88'

10' DRAINAGE & P.U.E. (TYP.)

WEEPING WILLOW WAY (PUBLIC R.O.W.)

50'

N 2°13'34" E 50.00'

24.99'

25.01'

112 7,326 SF 0.17 AC 2224 EAST 4093 NORTH	111 6,997 SF 0.16 AC 4061 NORTH 4065 NORTH	131 9,991 SF 0.23 AC 2244 EAST 4096 NORTH	130 6,518 SF 0.15 AC 2254 EAST	129 7,623 SF 0.18 AC 2264 EAST	128 6,266 SF 0.14 AC 2284 EAST	127 6,266 SF 0.14 AC 2294 EAST	126 7,560 SF 0.17 AC 2304 EAST	125 6,115 SF 0.14 AC 2314 EAST										

10' DRAINAGE & P.U.E. (TYP.)

5' DRAINAGE & P.U.E. SIDE & REAR (TYP.)

MAPLE DRIVE (PUBLIC R.O.W.)

PUBLIC PARK
54,700 SF
1.26 AC

PARCEL A

FUTURE EAGLE PARK PHASE G PLAT 2 (31 LOTS)

276,480 SF
6.35 AC

GAS EASEMENT
BOOK NO. 2815, PAGE NO. 595

UP&L EASMENT EASEMENT
BOOK NO. 1195, PAGE NO. 269

UNIMPROVED OPEN SPACE
189,505 SF
4.35 AC

N 0°26'W 54.82'

S 0°1'14" W 41.57'

S 89°58'42" E 100.00'

S 89°58'42" E 109.27'

S 89°58'42" E 131.69'

110 6,734 SF 0.15 AC 4051 NORTH	109 9,846 SF 0.23 AC 4081 NORTH	132 7,425 SF 0.17 AC 2251 EAST	133 7,488 SF 0.17 AC 2261 EAST	134 6,223 SF 0.14 AC 2281 EAST	135 6,215 SF 0.14 AC 2291 EAST	136 7,535 SF 0.17 AC 2301 EAST	137 6,197 SF 0.14 AC 2321 EAST											

10' DRAINAGE & P.U.E. (TYP.)

10' DRAINAGE & P.U.E. (TYP.)

5' DRAINAGE & P.U.E. SIDE & REAR (TYP.)

SETBACK LINE (SEE DIAGRAM)

MAPLE DRIVE (PUBLIC R.O.W.)

S 89°55'35" W 522.36'

S 89°55'35" W 370.48'

S 89°55'35" W 151.89'

N 0°4'25" W 50.01'

N 89°55'35" E 251.51'

20' SEWER EASEMENT

N 64°29'43" E 114.88'

108 7,916 SF 0.18 AC 2268 EAST	107 9,908 SF 0.23 AC 2252 EAST	106 8,154 SF 0.19 AC 2262 EAST	105 10,508 SF 0.24 AC 2272 EAST	104 7,280 SF 0.17 AC 2282 EAST	103 7,280 SF 0.17 AC 2292 EAST	102 7,280 SF 0.17 AC 2302 EAST	101 7,280 SF 0.17 AC 2312 EAST											

N 30°1'46" W 256.06'

N 20°53'33" E 112.47'

N 0°4'25" W 130.00'

S 0°4'25" E 136.27'

N 0°4'25" W 130.00'

N 0°4'25" W 130.00'

N 0°4'25" W 130.00'

N 0°4'25" W 130.00'

N 0°4'25" W 130.00'

N 0°4'25" W 130.00'

5' DRAINAGE & P.U.E. SIDE & REAR (TYP.)

PUBLIC USE OPEN SPACE (TRAIL)
1,102 SF/0.03 AC

227.96'

319.51'

207.33'

10.63'

85.85'

20.18'

56.00'

8.00'

56.00'

56.00'

56.00'

56.00'

56.00'

S 89°55'35" W 380.18'

PUBLIC USE OPEN SPACE
64,922 SF
1.49 AC

SETBACK LINE (SEE DIAGRAM)

REDWOOD DRIVE (PUBLIC R.O.W.)

4050 NORTH

2350 EAST

NORTH 222.68'

NORTH 116.44'

N 89°55'35" E 33.16'

N 0°4'25" W 129.99'

537.61'

S 89°55'35" W 745.74'

208.13'

PUBLIC USE OPEN SPACE
64,452 SF
1.48 AC

NORTH 115.23'

114'

77.12'

76.88'

787.44'

73.87'

618.78'

S 00°16'09" W 1115.46'

1041.59'

EAGLE MOUNTAIN CITY

SW COR SEC 7
T6S, R1W, SLB&M

N 89°49'23" W 2675.85' BASIS OF BEARING

EAGLE MOUNTAIN BLVD

N 89°39'49" W 1560.22'

N 0°16'9" E 47.95'

S 1/4 SEC 7
T6S, R1W, SLB&M
ELEV = 4883.88'

ENT 97060:2019 Map $ 16727
JEFFERY SMITH
UTAH COUNTY RECORDER
2019 Sep 27 12:53 pm FEE 180.00 BY LT
RECORDED FOR EAGLE MOUNTAIN CITY

60 30 0 60 120 180

Scale 1" = 60'

16727 SHEET 2 OF 2

SHEET 2 OF 2

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Monday, June 1, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Harmony phase "A" plat 2 into warranty Bond Release**

City Recorder:

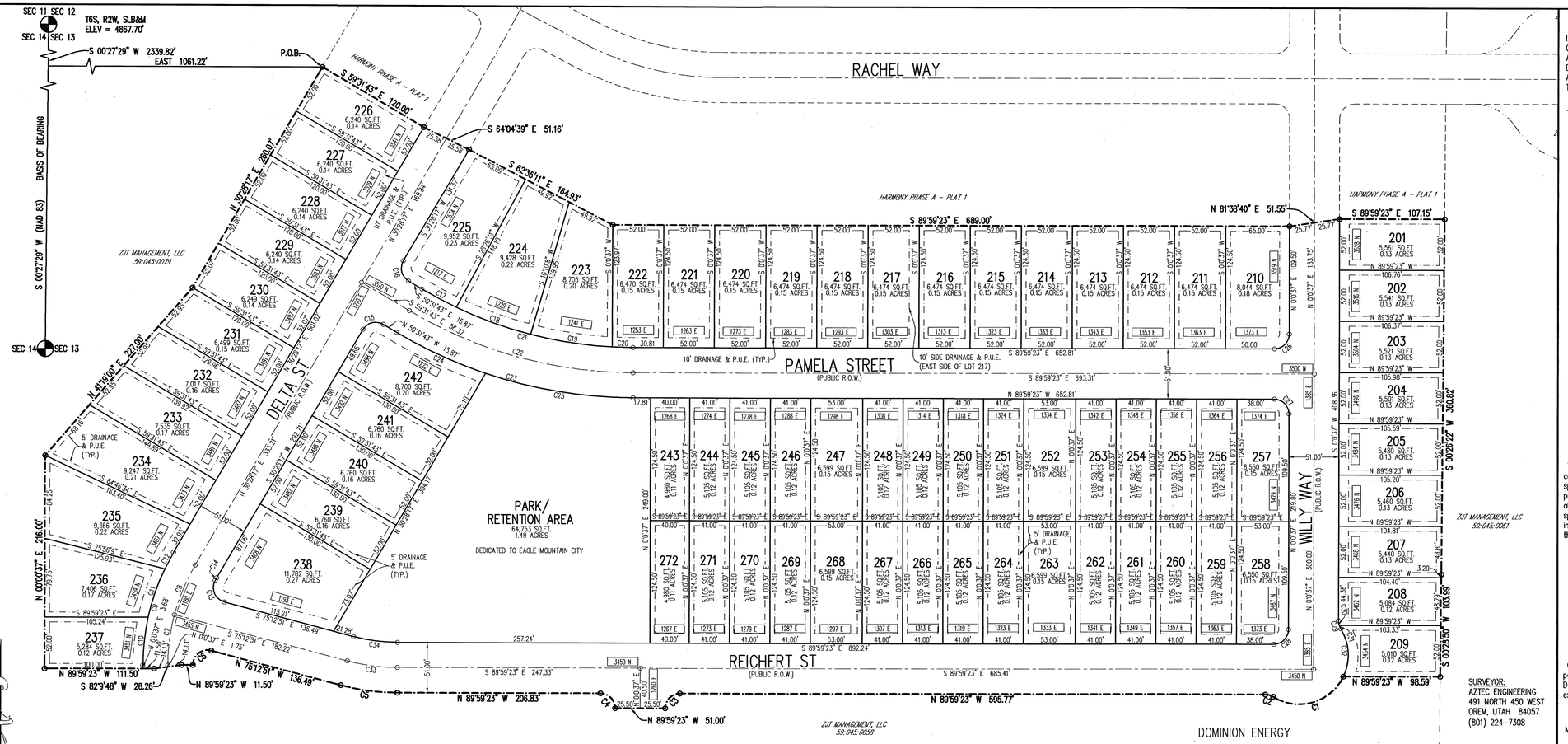
The above referenced subdivision has completed all the required improvements as of this date. With the approval of the installed infrastructure, we are recommending this subdivision begin the required one year warranty period. A reduced bond letter has been generated, reducing all bond items which have been completed. A warranty bond for the remaining warranty amount must be issued and maintained until released from the warranty period by the city.

Please contact me should you have any comments, questions, or concerns. Thank you.

Sincerely,

Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder


SEC 11 SEC 12
SEC 14 SEC 13
T6S, R2W, SLB&M
ELEV = 4867.70'
S 00°27'29" W 2339.82'
EAST 1061.22'
P.O.B.
BASIS OF BEARING
S 00°27'29" W (NAD 83)
SEC 14 SEC 13
HARMONY PHASE A - PLAT 1
S 59°31'43" E 120.00'
S 64°04'39" E 51.16'
S 62°35'11" E 164.93'
N 81°38'40" E 51.55'
S 89°59'23" E 689.00'
S 89°59'23" E 107.15'
RACHEL WAY
PAMELA STREET
(PUBLIC R.O.W.)
S 89°59'23" E 693.31'
N 89°59'23" W 652.81'
S 89°59'23" E 652.81'
10' DRAINAGE & P.U.E. (TYP.)
10' SIDE DRAINAGE & P.U.E.
(EAST SIDE OF LOT 217)
DELTA ST
(PUBLIC R.O.W.)
WILLY WAY
(PUBLIC R.O.W.)
REICHERT ST
(PUBLIC R.O.W.)
S 89°59'23" E 892.24'
S 89°59'23" E 685.41'
S 89°59'23" E 247.33'
N 89°59'23" W 206.83'
N 89°59'23" W 595.77'
N 89°59'23" W 98.59'
N 89°59'23" W 111.50'
N 89°59'23" W 11.50'
N 89°59'23" W 51.00'
S 82°9'48" W 28.26'
S 75°12'51" W 136.49'
S 75°12'51" E 182.22'
N 41°19'00" E 227.00'
N 00°00'37" E 216.00'
S 00°26'22" W 360.82'
S 00°26'50" W 103.99'
N 00°00'37" E 249.00'
N 00°00'37" E 219.00'
N 00°00'37" E 109.50'
N 00°00'37" E 153.75'
S 00°00'37" W 498.36'
N 00°00'37" E 300.00'
N 00°00'37" E 1.75'
N 00°00'37" E 3.68'
N 00°00'37" E 14.13'
N 00°00'37" E 15.87'
S 00°00'37" W 15.87'
S 00°00'37" W 129.97'
S 00°00'37" W 124.50'
S 00°00'37" W 109.50'
S 00°00'37" W 40.50'
N 00°00'37" E 40.50'
S 00°00'37" W 25.50'
N 00°00'37" E 25.50'
N 00°00'37" E 25.77'
S 00°00'37" W 25.77'
S 00°00'37" W 51.00'
N 00°00'37" E 51.00'
N 00°00'37" E 50.00'
S 00°00'37" W 50.00'
S 00°00'37" W 50.00'
S 00°00'37" W

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Thursday, June 4, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Overland phase "C" plat 1 into warranty Bond Release**

City Recorder:

The above referenced subdivision has completed all the required improvements as of this date. With the approval of the installed infrastructure, we are recommending this subdivision begin the required one year warranty period. A reduced bond letter has been generated, reducing all bond items which have been completed. A warranty bond for the remaining warranty amount must be issued and maintained until released from the warranty period by the city.

Please contact me should you have any comments, questions, or concerns. Thank you.

Sincerely,

Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder

EAGLE MOUNTAIN

BOND RELEASE REQUEST LETTER
Overland phase C plat 1 Bond

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

1st Bond Release	
Original Bond Amount:	$ 1,291,913.15
Previous Release Amount:	$ 1,066,592.31
Amount to Release this Period:	$ 107,874.19
Amount Remaining in Bond :	$ 117,446.65

Bond Releases Summary	
#1	$ 1,066,592.31
#2	$ 107,874.19
#3	$ -
#4	$ -
TOTAL	$ 1,174,466.50

6/8/2020

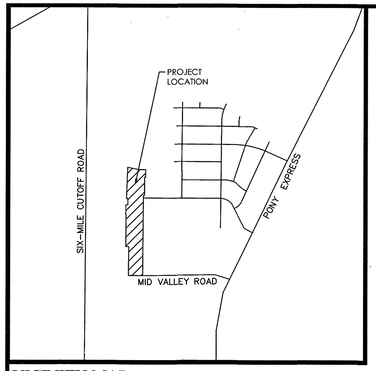
						QUANTITIES COMPLETED			MONIES RELEASED	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL	Previous Period	This Period	% to date	This Period	To Date
1	**SWPPP**									
a	Gravel construction entrance	3750	SF	$1.70	$6,375.00	3,750	0	100%	$0.00	$6,375.00
b	Curb inlet protection	10	EA	$105.00	$1,050.00	10	0	100%	$0.00	$1,050.00
2	**EARTHWORK**									
a	Import to fill ROW	3370	TON	$10.68	$35,991.60	3,370	0	100%	$0.00	$35,991.60
b	Trench spoils in PUE	12320	CY	$3.25	$40,040.00	12,320	0	100%	$0.00	$40,040.00
c	Compaction testing	1	LS	$29,825.00	$29,825.00	1	0	100%	$0.00	$29,825.00
3	**ROADWAY IMPROVEMENTS**									
a	3 inch Surface Course	66330	SF	$1.30	$86,229.00	0	66330	100%	$86,229.00	$86,229.00
b	6 inch Road base(also behind curb)	66330	SF	$0.72	$47,757.60	66,330	0	100%	$0.00	$47,757.60
c	9 inch sub-base(e-fill)9behind curb)	80925	SF	$0.68	$55,029.00	80,925	0	100%	$0.00	$55,029.00
d	30" curb & gutter	4330	LF	$21.43	$92,791.90	4,330	0	100%	$0.00	$92,791.90
e	5' Sidewalk	21730	SF	$5.03	$109,301.90	19,557	2173	100%	$10,930.19	$109,301.90
f	Street signs	6	EA	$500.00	$3,000.00	0	6	100%	$3,000.00	$3,000.00
g	Stop signs	6	EA	$500.00	$3,000.00	0	6	100%	$3,000.00	$3,000.00
h	ADA access ramps	10	EA	$471.50	$4,715.00	0	10	100%	$4,715.00	$4,715.00
4	**CULINARY WATER**									
a	8" culinary water c-900 w/fittings	2440	LF	$24.98	$60,951.20	2,440	0	100%	$0.00	$60,951.20
b	Fire Hydrant	5	EA	$6,308.00	$31,540.00	5	0	100%	$0.00	$31,540.00
c	8" gate valves	14	EA	$2,141.50	$29,981.00	14	0	100%	$0.00	$29,981.00
d	connect to existing water	1	EA	$4,776.00	$4,776.00	1	0	100%	$0.00	$4,776.00
e	3/4" water service	40	EA	$1,390.25	$55,610.00	40	0	100%	$0.00	$55,610.00
f	2" water service	1	EA	$5,641.00	$5,641.00	1	0	100%	$0.00	$5,641.00
g	Sampling Station	1	EA	$3,103.00	$3,103.00	1	0	100%	$0.00	$3,103.00
h	2" blow off	6	EA	$2,208.75	$13,252.50	6	0	100%	$0.00	$13,252.50
i	Import backfill	1205	TON	$10.68	$12,869.40	1,205	0	100%	$0.00	$12,869.40
5	**STORM DRAIN**									
a	15" RCP storm drain	1520	LF	$43.98	$66,849.60	1,520	0	100%	$0.00	$66,849.60
b	6" ADS storm drain	310	LF	$27.70	$8,587.00	310	0	100%	$0.00	$8,587.00
c	2x2 yard box	2	EA	$1,457.00	$2,914.00	2	0	100%	$0.00	$2,914.00
d	Combo box	5	EA	$5,865.00	$29,325.00	5	0	100%	$0.00	$29,325.00
e	60" manhole	4	EA	$3,495.00	$13,980.00	4	0	100%	$0.00	$13,980.00
f	Curb inlet box	5	EA	$3,011.00	$15,055.00	5	0	100%	$0.00	$15,055.00
g	Import backfill	724	TON	$11.10	$8,036.40	724	0	100%	$0.00	$8,036.40
6	**SEWER**									
a	8" Sewer pipe	2155	LF	$35.68	$76,890.40	2,155	0	100%	$0.00	$76,890.40
b	4" sewer laterals	40	EA	$1,149.75	$45,990.00	40	0	100%	$0.00	$45,990.00
c	60" sewer manhole	3	EA	$5,519.50	$16,558.50	3	0	100%	$0.00	$16,558.50
d	48" sewer manholes	7	EA	$4,489.50	$31,426.50	7	0	100%	$0.00	$31,426.50
e	Import backfill	11800	TON	$10.68	$126,024.00	11,800	0	100%	$0.00	$126,024.00
	TOTAL CONSTRUCTION COST				**$1,174,466.50**					
	10% Bond Coverage				$117,446.65					
								Released this Period	$107,874.19	
	TOTAL BOND AMOUNT:				**$1,291,913.15**					

Christopher T. Trusty P.E.
Engineering Director

6/9/2020
Date

Robert Ballif
Engineering Tech

6/8/2020
Date

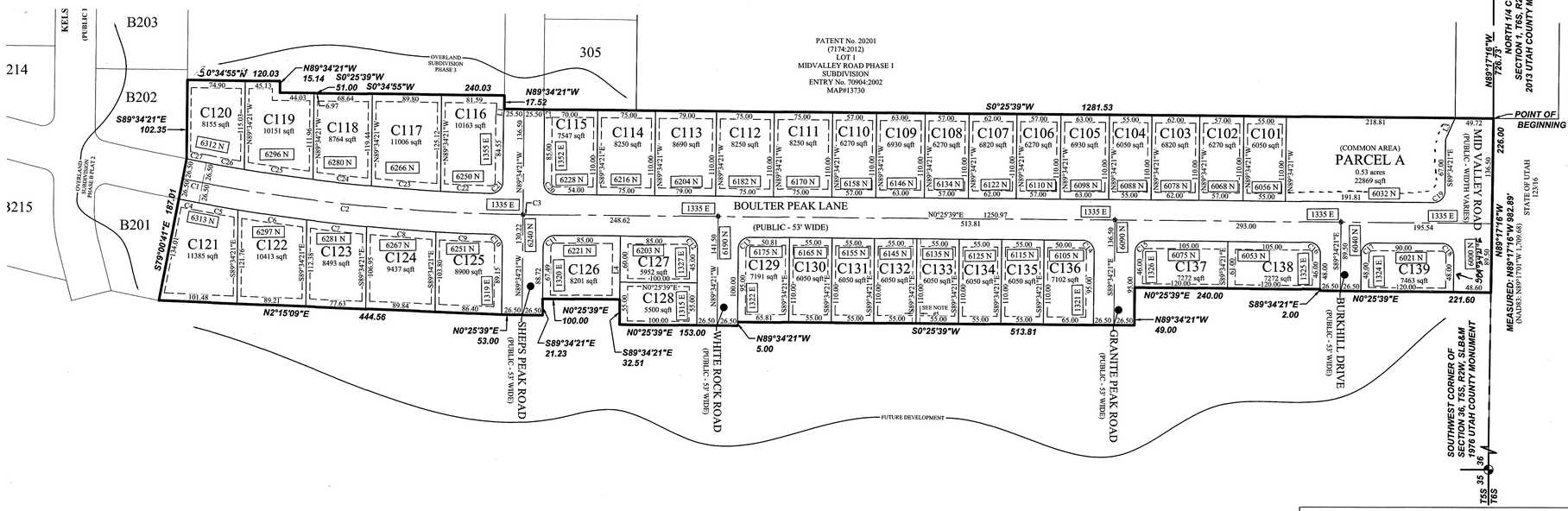


VICINITY MAP
N.T.S

NOTES:
1) #5 REBAR & CAP TO BE SET AT ALL REAR LOT CORNERS. NAIL OR LEAD PLUGS TO BE SET IN THE TOP BACK OF CURB AT THE EXTENSION OF THE SIDE LOT LINES.
2) ✠ STREET MONUMENT TO BE SET.
3) 10' DRAINAGE EASEMENT CENTERED ON THE LOT LINE BETWEEN LOTS c132 AND C133.

LEGEND
- SECTION LINE
- BOUNDARY
- RIGHT-OF-WAY LINE
- "P.U. & D.E." EASEMENT
- BUILDING SETBACK
- CENTERLINE
- SECTION MONUMENT (FOUND)
- STREET MONUMENT (TO BE SET)
- P.U.& D.E. — PUBLIC UTILITY & DRAINAGE EASEMENT
- BOUNDARY MARKERS

GRAPHIC SCALE
80 0 40 80 160 320
(IN FEET)
1 inch = 80 ft.

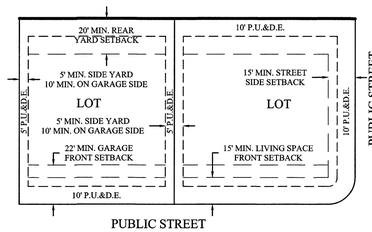


Line Table		
LINE	DIRECTION	LENGTH
L1	S83°51'43"E	10.05
L2	S84°43'01"W	10.05
L3	S66°22'26"E	30.46
L4	N89°34'21"W	82.49

Curve Table					
CURVE	RADIUS	DELTA	LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	3113.00	0°29'01"	26.28	S10°44'48"W	26.28
C2	2400.00	9°58'22"	417.74	S05°31'07"W	417.21
C3	2400.00	0°06'17"	4.38	S00°28'48"W	4.38
C4	3139.50	0°29'01"	26.50	N10°44'48"E	26.50
C5	2426.50	1°12'58"	51.50	N09°53'49"E	51.50
C6	2426.50	2°07'30"	90.00	N08°13'35"E	89.99
C7	2426.50	1°50'30"	78.00	N06°14'34"E	78.00
C8	2426.50	2°07'30"	90.00	N04°15'34"E	89.99
C9	2426.50	1°41'33"	71.68	N02°21'02"E	71.68
C10	15.00	88°55'23"	23.28	N45°57'57"E	21.01
C11	15.00	90°00'00"	23.56	N44°34'21"W	21.21
C12	15.00	90°00'00"	23.56	N45°25'39"E	21.21
C13	15.00	90°00'00"	23.56	N44°34'21"W	21.21
C14	15.00	90°00'00"	23.56	N45°25'39"E	21.21
C15	15.00	90°00'00"	23.56	N44°34'21"W	21.21
C16	15.00	90°00'00"	23.56	N45°25'39"E	21.21
C17	15.00	90°00'00"	23.56	N44°34'21"W	21.21
C18	15.00	90°00'00"	23.56	N45°25'39"E	21.21
C19	15.00	90°00'00"	23.56	S44°34'21"E	21.21
C20	15.00	90°00'00"	23.56	S45°25'39"W	21.21
C21	15.00	91°06'53"	23.85	S44°00'54"E	21.42
C22	2373.50	1°34'38"	65.34	S02°19'51"W	65.33
C23	2373.50	2°10'21"	90.00	S04°12'21"W	89.99
C24	2373.50	1°50'05"	76.00	S06°12'34"W	76.00
C25	2373.50	2°10'21"	90.00	S08°12'47"W	89.99
C26	2373.50	1°12'21"	49.95	S09°54'08"W	49.95
C27	3086.50	0°29'01"	26.05	S10°44'48"W	26.05

PLAT TABULATIONS

TOTAL ACREAGE:	10.21 ACRES
ACREAGE IN LOTS:	6.77 ACRES
ACREAGE IN OPEN SPACE:	0.53 ACRES
AVERAGE LOT SIZE:	0.17 ACRES OR 7370 SQFT.
LARGEST LOT SIZE:	0.26 ACRES OR 11385 SQFT.
SMALLEST LOT SIZE:	0.13 ACRES OR 5500 SQFT.
OVERALL DENSITY:	3.82 LOTS/ACRE
TOTAL NUMBER OF LOTS:	39 LOTS
TOTAL ACREAGE IN ROW:	2.91 ACRES



TYPICAL BUILDING SETBACKS
N.T.S.

16945

DIRECT COMMUNICATIONS
Direct Communications Cedar Valley, LLC certifies that it will provide telecommunications services to this subdivision utilizing the trenches provided by the developer as per the Direct Communications Cedar Valley P.S.C. Utah No. 1 Tariff.

Maggie Clifford — 1/15/2020
DIRECT COMMUNICATIONS — DATE

DOMINION ENERGY UTAH - NOTE:
Questar Gas Company dba Dominion Energy Utah, hereby approves this plat for the purposes of approximating the location, boundaries, course and dimensions of the rights-of-way and easement grants and existing underground facilities. Nothing herein shall be construed to warrant or verify the precise location of such items. The rights-of-way and easements are subject to numerous restrictions appearing on the recorded Right-of-Way and Easement Grant(s). Dominion Energy Utah also approves this plat for the purpose of confirming that the plat contains public utility easements; however, Dominion Energy Utah may require additional easements in order to serve this development. The approval does not constitute abrogation or waiver of any other existing rights, obligations or liabilities including prescriptive rights and other rights, obligations or liabilities provided by law or equity. This approval does not constitute acceptance, approval or acknowledgment of any terms contained in the plat, including those set forth in the Owners Dedication or the Notes, and does not constitute a guarantee of particular terms or conditions of natural gas service. For further information contact Dominion Energy Utah's Right-of-Way Department at 801-366-8532.

QUESTAR GAS COMPANY
dba DOMINION ENERGY UTAH

Approved this 15 DAY OF January A.D. 2020
By: Beverly Eldridge
Title: Re-Con Specialist

ROCKY MOUNTAIN POWER
1. Pursuant to Utah Code Ann § 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
2. Pursuant to Utah Code Ann § 17-27a-603(4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under
(1) A recorded easement or right-of-way
(2) The law applicable to prescriptive rights
(3) Title 54, Chapter 8a, Damage to Underground Utility Facilities, or
(4) Any other provision of law

Mark Estes — 1/15/2020
ROCKY MOUNTAIN POWER — DATE

SURVEYOR'S CERTIFICATE
I, Spencer W. Llewelyn, do hereby certify that I am a Professional Land Surveyor, and that I hold Certificate No. 10516507 in accordance with Title 58, Chapter 22 of Utah State Code. I further certify by authority of the owners(s) that I have completed a Survey of the property described on this Plat in accordance with Section 17-23-17 of said Code, and have subdivided said tract of land into lots, blocks, streets, and easements, and the same has, or will be correctly surveyed, staked and monumented on the ground as shown on this Plat, and that this Plat is true and correct.

Spencer W. Llewelyn
Professional Land Surveyor
Certificate No. 10516507
01/02/20
Date

BOUNDARY DESCRIPTION
A portion of the SW1/4 of Section 36, Township 5 South, Range 2 West, Salt Lake Base & Meridian, located in Eagle Mountain, Utah, more particularly described as follows:

Beginning at a point on the West line of MIDVALLEY ROAD PHASE 1, according to the Official Plat thereof recorded August 22, 2012 as Entry No. 70904:2012 in the Office of the Utah County Recorder, located N89°17'16"W along the Section line 726.73 feet from the North ¼ Corner of Section 1, TSS, R2W, S.L.B.& M.; thence N89°17'16"W along the Section line 226.00 feet; thence N00°25'39"E 221.60 feet; thence S89°34'21"E 2.00 feet; thence N00°25'39"E 240.00 feet; thence N89°34'21"W 49.00 feet; thence N00°25'39"E 513.81 feet; thence N89°34'21"W 5.00 feet; thence N00°25'39"E 153.00 feet; thence S89°34'21"E 32.51 feet; thence N00°25'39"E 100.00 feet; thence N89°34'21"W 21.23 feet; thence N00°25'39"E 53.00 feet; thence N02°15'09"E 444.56 feet; thence S79°00'41"E 187.01 feet; thence S89°34'21"E 102.35 feet to the Northwest Corner of Lot 306, PHASE "A", PLAT 3 OVERLAND SUBDIVISION, according to the Official Plat thereof recorded September 27, 2018 as Entry No. 93080:2018 in the Office of the Utah County Recorder; thence along said plat the following 6 (six) courses: 1) S00°34'55"W 120.03 feet; 2) N89°34'21"W 15.14 feet; 3)S00°25'39"W 51.00 feet; 4) S00°34'55"W 240.03 feet; 5) N89°34'21"W 17.52 feet; 6) S00°25'39"W along said plat and along the West line of said MIDVALLEY ROAD PHASE 1 1,281.53 feet to the point of beginning.

Contains: 10.21 acres+/-

OWNERS DEDICATION
THE UNDERSIGNED OWNER OF ALL THE REAL PROPERTY DEPICTED ON THIS PLAT AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE ON THIS PLAT, HAS CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE DIVIDED INTO LOTS, COMMON AREA, AND PUBLIC ROADS. THE STATE OF UTAH, THROUGH THE SCHOOL AND INSTITUTIONAL TRUST LANDS ADMINISTRATION ("SITLA"), DOES HEREBY DEDICATE AND CONVEY UNDER THE PROVISIONS OF 10-9A-607, UTAH CODE, TO EAGLE MOUNTAIN CITY, UTAH (THE "CITY"), ALL PARCELS OF LAND DEPICTED ON THIS PLAT AS PUBLIC ROADS, FOR THE BENEFIT OF THE CITY AND THE PUBLIC. SITLA DOES HEREBY DEDICATE AND CONVEY TO THE OVERLAND MASTER ASSOCIATION THE AREA DEPICTED ON THIS PLAT AS PARCEL A, FOR THE BENEFIT OF ITS MEMBERS. SITLA DOES HEREBY DEDICATE TO THE CITY PUBLIC UTILITY & DRAINAGE EASEMENTS ("P.U. & D.E.") ON PARCEL A AND ON THE AREAS DEPICTED ON THIS PLAT AS EASEMENTS, FOR THE BENEFIT OF THE CITY AND THE INHABITANTS THEREOF. EXCEPTING AND RESERVING TO THE STATE OF UTAH THE MINERAL ESTATE, INCLUDING ALL COAL, OIL AND GAS AND OTHER MINERALS IN ALL LANDS SO CONVEYED AND DEDICATED. ALL LOTS, COMMON AREAS, PUBLIC ROADS, AND EASEMENTS ARE AS NOTED OR SHOWN, ARE SUBJECT TO THE MASTER DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR OVERLAND IN EAGLE MOUNTAIN, UTAH RECORDED APRIL 27, 2017, AS ENTRY NO. 40466:2017

IN WITNESS WHEREOF WE HAVE HEREUNTO SET OUR HANDS THIS 10TH DAY OF January, 2020.
THE STATE OF UTAH, ACTING THROUGH THE SCHOOL AND INSTITUTIONAL TRUST LANDS ADMINISTRATION

David Ure — Pursuant to Utah Code 10-9a-604(6) the owner conveys Parcel "A" to Overland Master Association
DIRECTOR — 675 E Newpark Lane, Salt Lake City, Utah 84117

APPROVED AS TO FORM: SEAN REYES, UTAH ATTORNEY GENERAL
By: Chris Hill
SPECIAL ASSISTANT ATTORNEY GENERAL

JOINDER AND CONSENT
THE UNDERSIGNED AS LESSEE OF THE REAL PROPERTY DESCRIBED ON THIS PLAT PURSUANT TO THE DEVELOPMENT LEASE NUMBER 1074 BETWEEN IVORY HOMES, LTD, A UTAH LIMITED PARTNERSHIP, AND THE STATE OF UTAH ACTING THROUGH THE SCHOOL AND INSTITUTIONAL TRUST LANDS ADMINISTRATION, HEREBY JOINS IN AND CONSENTS TO THE ABOVE CONVEYANCES AND DEDICATIONS
IVORY HOMES, LTD, A UTAH LIMITED PARTNERSHIP

PRINTED NAME OF OWNER: BY: CLARK D. IVORY, CEO IVORY HOMES, LTD
AUTHORIZED SIGNATURE:

STATE OF UTAH
COUNTY OF SALT LAKE } S.S.

ON THE 13TH DAY OF January, 2020, PERSONALLY APPEARED BEFORE ME ~~RYAN TESCH~~ CLARK IVORY, WHO BEING BY ME DULY SWORN DID SAY THAT HE IS THE CEO OF IVORY HOMES, LTD., AND THE SIGNER OF THE ABOVE INSTRUMENT, WHO DULY ACKNOWLEDGED THAT HE EXECUTED THE SAME FOR THE USES AND PURPOSES STATED HEREIN.

MY COMMISSION EXPIRES: 1-10-2022
A NOTARY PUBLIC COMMISSIONED IN UTAH RESIDING IN SALT LAKE COUNTY
MY COMMISSION No. #698412
PETER STEVEN GIANNOULAS
PRINTED FULL NAME OF NOTARY

STATE OF UTAH ACKNOWLEDGEMENT
STATE OF UTAH
COUNTY OF UTAH } S.S.

ON THE 10th DAY OF January, 2020, PERSONALLY APPEARED BEFORE ME David Ure, WHO BEING BY ME DULY SWORN DID SAY THAT HE IS THE DIRECTOR OF THE SCHOOL AND INSTITUTIONAL TRUST LANDS ADMINISTRATION OF THE STATE OF UTAH, AND THE SIGNER OF THE ABOVE INSTRUMENT, WHO DULY ACKNOWLEDGED THAT HE EXECUTED THE SAME FOR THE USES AND PURPOSES STATED HEREIN.

MY COMMISSION EXPIRES: 05/06/21
Alan Russell Roe
A NOTARY PUBLIC COMMISSIONED IN UTAH RESIDING IN Salt Lake COUNTY
MY COMMISSION No. 694764
Alan Russell Roe
PRINTED FULL NAME OF NOTARY

ALAN RUSSELL ROE
Notary Public State of Utah
My Comm. Exp: May 6, 2021
Comm. Number: 694764

ACCEPTANCE BY LEGISLATIVE BODY
THE CITY COUNCIL OF EAGLE MOUNTAIN CITY, COUNTY OF UTAH, APPROVES THIS SUBDIVISION AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS, EASEMENTS, AND OTHER PARCELS OF LAND INTENDED FOR PUBLIC PURPOSES FOR THE PERPETUAL USE OF THE PUBLIC THIS 5 DAY OF January, 2020

APPROVED BY MAYOR — APPROVED BY CITY ATTORNEY
APPROVED BY CITY ENGINEER (SEE SEAL BELOW) — ATTEST: BY CITY RECORDER (SEE SEAL BELOW)

PHASE "C", PLAT 1
OVERLAND SUBDIVISION
LOCATED IN THE SW1/4 OF SECTION 36, TSS, R2W, SALT LAKE BASE & MERIDIAN
EAGLE MOUNTAIN CITY, UTAH COUNTY, UTAH

ENT 16008:2020 Mar $ 16945.00
JEFFERY SMITH
UTAH COUNTY RECORDER
2020 Feb 07 10:16 am FEE 130.00 BY DA
RECORDED FOR EAGLE MOUNTAIN CITY

SCALE: 1"=80'

SURVEYOR'S SEAL	NOTARY PUBLIC SEAL	CITY ENGINEER SEAL	COUNTY RECORDER SEAL
PROFESSIONAL LAND SURVEYOR No. 10516507 SPENCER W. LLEWELYN 01/02/20 STATE OF UTAH		LICENSED PROFESSIONAL ENGINEER No. 209052 CHRISTOPHER TODD TRUSTY 2-3-2010 STATE OF UTAH	CORPORATE SEAL EAGLE MOUNTAIN EST. 1996 STATE OF UTAH

Z:_2019\19-0163 Overland Phas...\9-0163\dwg\sheets\20.0 - FINAL PLAT.dwg JEC 28-5-2U T2-0W

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Tuesday, June 9, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Spring Ridge LDS Church into warranty Bond Release**

City Recorder:

The above referenced subdivision has completed all the required improvements as of this date. With the approval of the installed infrastructure, we are recommending this subdivision begin the required one year warranty period. A reduced bond letter has been generated, reducing all bond items which have been completed. A warranty bond for the remaining warranty amount must be issued and maintained until released from the warranty period by the city.

Please contact me should you have any comments, questions, or concerns. Thank you.

Sincerely,

Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder

EAGLE MOUNTAIN

BOND RELEASE REQUEST LETTER
Spring Ridge LDS church Site

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

1st Bond Release		
Original Bond Amount:	$	14,619.00
Previous Release Amount:	$	-
Amount to Release this Period:	$	13,290.00
Amount Remaining in Bond :	$	1,329.00

Bond Releases Summary		
#1	$	13,290.00
#2	$	-
#3	$	-
#4	$	-
TOTAL	$	13,290.00

6/9/2020

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL	QUANTITIES COMPLETED			MONIES RELEASED	
						Previous Period	This Period	% to date	This Period	To Date
1	**ROADWAY IMPROVEMENTS**									
a	Remove & replace existing sidewalk	10	LF	$16.00	$160.00	0	10	100%	$160.00	$160.00
b	Remove & replace existing curb & gutter	10	LF	$12.00	$120.00	0	10	100%	$120.00	$120.00
c	Approaches w/prep	600	SF	$7.00	$4,200.00	0	600	100%	$4,200.00	$4,200.00
d	Curb Cuts	80	LF	$6.00	$480.00	0	80	100%	$480.00	$480.00
e	Asphalt "T" patch	2	EA	$1,250.00	$2,500.00	0	2	100%	$2,500.00	$2,500.00
f	SWPPP	1	LS	$1,200.00	$1,200.00	0	1	100%	$1,200.00	$1,200.00
2	**CULINARY WATER**									
a	Hot Tap existing main	2	EA	$850.00	$1,700.00	0	2	100%	$1,700.00	$1,700.00
b	Remove existing 6" fire line	1	EA	$2,500.00	$2,500.00	0	1	100%	$2,500.00	$2,500.00
c	Testing	1	LS	$430.00	$430.00	0	1	100%	$430.00	$430.00
	TOTAL CONSTRUCTION COST				**$13,290.00**					
	10% Bond Coverage				$1,329.00					
								Released this Period	$13,290.00	
	TOTAL BOND AMOUNT:				**$14,619.00**					

Christopher T. Trusty P.E.
Engineering Director

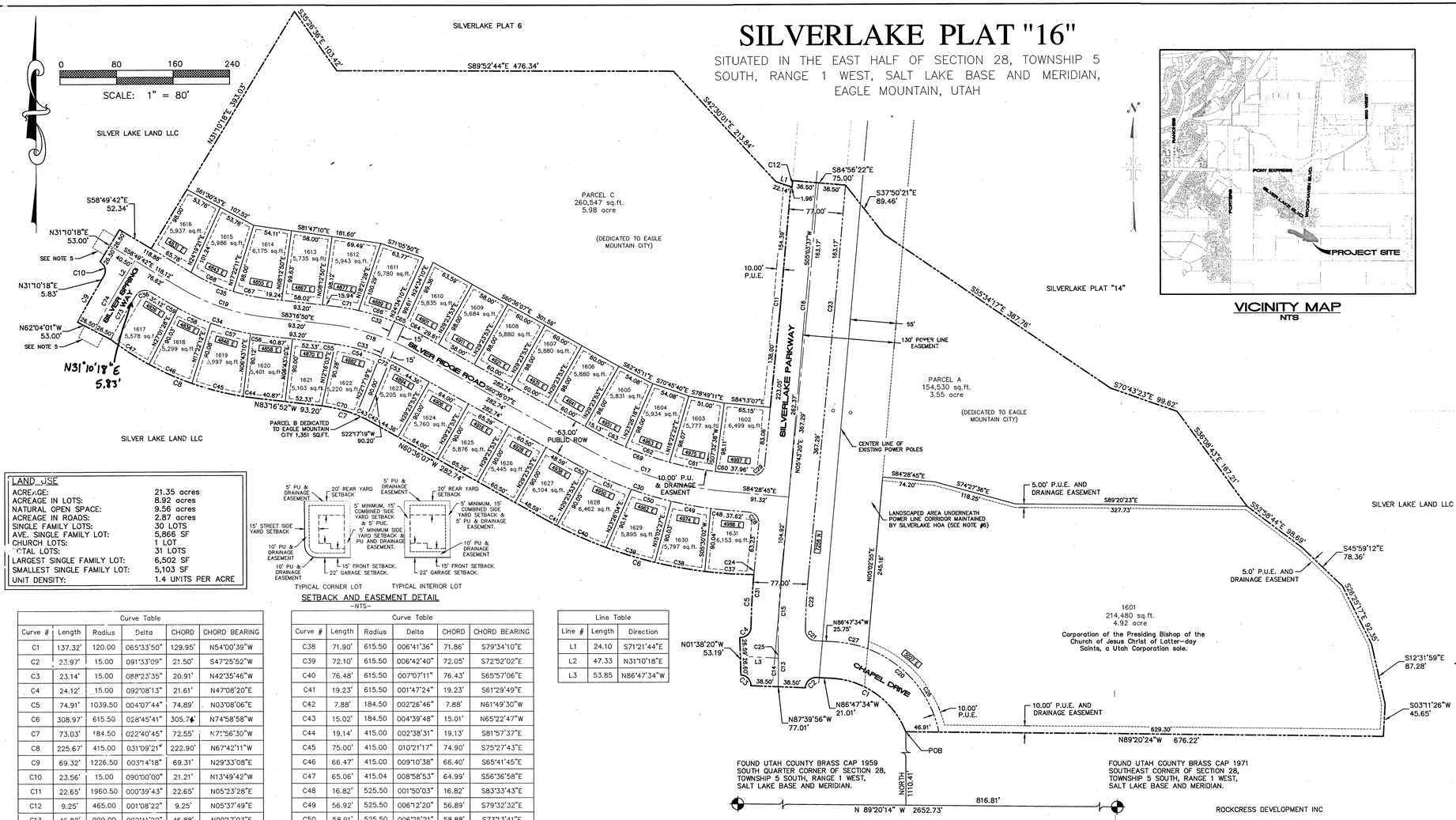
Date

Robert Ballif
Engineering Tech. 1

6/9/2020
Date

SILVERLAKE PLAT "16"

SITUATED IN THE EAST HALF OF SECTION 28, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, EAGLE MOUNTAIN, UTAH



VICINITY MAP
NTS

LAND USE	
ACREAGE:	21.35 acres
ACREAGE IN LOTS:	8.92 acres
NATURAL OPEN SPACE:	9.56 acres
ACREAGE IN ROADS:	2.87 acres
SINGLE FAMILY LOTS:	30 LOTS
AVE. SINGLE FAMILY LOT:	5,866 SF
CHURCH LOTS:	1 LOT
TOTAL LOTS:	31 LOTS
LARGEST SINGLE FAMILY LOT:	6,502 SF
SMALLEST SINGLE FAMILY LOT:	5,103 SF
UNIT DENSITY:	1.4 UNITS PER ACRE

SETBACK AND EASEMENT DETAIL
-NTS-

Curve Table					
Curve #	Length	Radius	Delta	CHORD	CHORD BEARING
C1	137.32'	120.00	065°33'50"	129.95'	N54°00'39"W
C2	23.97'	15.00	091°33'09"	21.50'	S47°25'52"W
C3	23.14'	15.00	088°23'35"	20.91'	N42°35'46"W
C4	24.12'	15.00	092°08'13"	21.61'	N47°08'20"E
C5	74.91'	1039.50	004°07'44"	74.89'	N03°08'06"E
C6	308.97'	615.50	028°45'41"	305.74'	N74°58'58"W
C7	73.03'	184.50	022°40'45"	72.55'	N71°56'30"W
C8	225.67'	415.00	031°09'21"	222.90'	N67°42'11"W
C9	69.32'	1226.50	003°14'18"	69.31'	N29°33'08"E
C10	23.56'	15.00	090°00'00"	21.21'	N13°49'42"W
C11	22.65'	1960.50	000°39'43"	22.65'	N05°23'28"E
C12	9.25'	465.00	001°08'22"	9.25'	N05°37'49"E
C13	46.88'	999.00	002°41'20"	46.88'	N00°17'03"E
C14	40.54'	999.00	002°19'31"	40.54'	N00°27'58"E
C15	118.50'	1001.00	006°46'57"	118.43'	S02°19'51"W
C16	23.09'	1999.00	000°39'43"	23.09'	N05°23'28"E
C17	207.95'	499.00	023°52'39"	206.45'	S72°32'27"E
C18	119.14'	301.00	022°40'43"	118.36'	N71°56'29"W
C19	127.60'	299.00	024°27'08"	126.64'	S71°03'16"E
C20	211.72'	161.00	075°20'50"	196.79'	N49°07'09"W
C21	22.96'	15.00	087°40'57"	20.78'	S42°57'06"E
C22	81.18'	962.50	004°49'57"	81.16'	S03°18'21"W
C23	23.54'	2037.50	000°39'43"	23.54'	N05°23'28"E
C24	9.49'	1039.50	000°31'23"	9.49'	S05°27'39"W
C25	6.34'	999.00	000°21'49"	6.34'	N00°52'43"W
C26	162.10'	161.00	057°41'13"	155.34'	N40°17'20"W
C27	49.63'	161.00	017°39'37"	49.43'	N77°57'45"W
C28	23.61'	15.00	090°12'04"	21.25'	N39°22'42"W
C29	23.51'	15.00	089°47'56"	21.18'	N50°37'18"E
C30	218.99'	525.50	023°52'38"	217.41'	S72°32'26"E
C31	84.40'	1039.50	004°39'06"	84.37'	S03°23'47"W
C32	129.63'	327.50	022°40'43"	128.78'	N71°56'29"W
C33	108.65'	274.50	022°40'43"	107.94'	N71°56'29"W
C34	138.91'	325.50	024°27'08"	137.86'	S71°03'16"E
C35	116.29'	272.50	024°27'08"	115.41'	S71°03'16"E
C36	23.56'	15.00	090°00'00"	21.21'	S76°10'18"W
C37	69.26'	615.50	006°26'50"	69.22'	S86°08'23"E

Curve Table					
Curve #	Length	Radius	Delta	CHORD	CHORD BEARING
C38	71.90'	615.50	006°41'36"	71.86'	S79°34'10"E
C39	72.10'	615.50	006°42'40"	72.05'	S72°52'02"E
C40	76.48'	615.50	007°07'11"	76.43'	S65°57'06"E
C41	19.23'	615.50	001°47'24"	19.23'	S61°29'49"E
C42	7.88'	184.50	002°26'46"	7.88'	N61°49'30"W
C43	15.02'	184.50	004°39'48"	15.01'	N65°22'47"W
C44	19.14'	415.00	002°38'31"	19.13'	S81°57'37"E
C45	75.00'	415.00	010°21'17"	74.90'	S75°27'43"E
C46	66.47'	415.00	009°10'38"	66.40'	S65°41'45"E
C47	65.06'	415.04	008°58'53"	64.99'	S56°36'58"E
C48	16.82'	525.50	001°50'03"	16.82'	S83°33'43"E
C49	56.92'	525.50	006°12'20"	56.89'	S79°32'32"E
C50	58.91'	525.50	006°25'21"	58.88'	S73°13'41"E
C51	67.12'	525.50	007°19'05"	67.07'	S66°21'28"E
C52	19.23'	525.50	002°05'48"	19.23'	S61°39'01"E
C53	19.05'	274.50	003°58'37"	19.05'	N62°35'26"W
C54	65.86'	274.50	013°44'51"	65.70'	N74°35'07"W
C55	8.73'	274.50	001°49'18"	8.73'	N82°22'11"W
C56	19.14'	325.50	003°22'12"	19.14'	S81°35'44"E
C57	58.27'	325.50	010°15'24"	58.19'	S74°46'56"E
C58	51.31'	325.50	009°01'53"	51.26'	S65°08'17"E
C59	10.19'	325.50	001°47'38"	10.19'	S59°43'32"E
C60	15.36'	472.50	001°51'45"	15.36'	S83°32'52"E
C61	66.15'	472.50	008°01'19"	66.10'	S78°36'20"E
C62	66.21'	472.50	008°01'45"	66.16'	S70°34'48"E
C63	49.18'	472.50	005°57'49"	49.16'	S63°35'01"E
C64	25.64'	327.50	004°29'11"	25.64'	N62°50'43"W
C65	15.00'	327.50	002°37'29"	15.00'	N66°24'03"W
C66	53.05'	327.50	009°16'54"	53.00'	N72°21'15"W
C67	50.65'	272.50	010°39'02"	50.58'	S77°57'19"E
C68	65.64'	272.50	013°48'06"	65.48'	S65°43'45"E
C69	196.91'	472.50	023°52'38"	195.49'	S72°32'26"E
C70	50.14'	184.50	015°34'11"	49.98'	N75°29'46"W
C71	35.93'	327.50	006°17'08"	35.91'	N80°08'16"W
C72	15.01'	274.50	003°07'57"	15.01'	N66°08'43"W
C73	66.33'	1173.50	003°14'18"	66.32'	S29°33'08"W
C74	67.82'	1200.00	003°14'18"	67.82'	S29°33'08"W

Line Table		
Line #	Length	Direction
L1	24.10	S71°21'44"E
L2	47.33	N31°10'18"E
L3	53.85	N86°47'34"W

DOMINION GAS COMPANY APPROVAL

Dominion approves this plat solely for the purpose of confirming that the plat contains public utility easements. Dominion may require other easements in order to serve this development. this approval does not constitute abrogation or waiver of any other existing rights, obligations or liabilities provided by law or equity. This approval does not constitute acceptance, approval of acknowledgement of any terms contained in the plat, including those set forth in the Owners Dedication and the Notes and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Dominion's right-of-way department at 1-800-366-8532

Approved this 29 day of November 2017 Dominion Gas Company

By: _____ Title: Pre-Const

ROCKY MOUNTAIN POWER APPROVAL

1. Pursuant to Utah Code Ann 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
2. Pursuant to Utah Code Ann 17-27a-603(4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under.
   (1). A recorded easement of right of way
   (2). The law applicable to prescriptive rights
   (3). Title 54, Chapter 8a, Damage to Underground Utility Facilities
   (4). Any other provision of law

_____ 11/29/17
ROCKY MOUNTAIN POWER DATE

DIRECT COMMUNICATIONS APPROVAL

Direct Communications Cedar Valley, LLC certifies that it will provide telecommunications services to this subdivision utilizing the trenches provided by the developer as per the Direct Communications Cedar Valley P.S.C. Utah No.1 Tariff.

_____ 11/29/17
DIRECT COMMUNICATIONS DATE

Basis of Bearing: the line between the Southeast Corner and the South Quarter Corner of Section 28, Township 5 South, Range 1 West, Salt Lake Base and Meridian which bears North 89°20'14" West taken from the State Plane Coordinate & Dependent Resurvey Plat found at the Utah County Surveyors Office. (NAD 83)

NOTES:
1- STUCCO SHALL NOT EXCEED 25% OF ANY FRONT ELEVATION AND ELEVATION FACING A PUBLIC STREET.
2- ALL EXTERIOR LIGHTING MUST COMPLY WITH EMMC CHAPTER 17.56 OUTDOOR LIGHTING STANDARDS.
3- PRIVACY FENCING FACING SILVERLAKE PARKWAY MUST BE CONSISTENT IN LOOK, MATERIALS, COLOR, AND CONSTRUCTION WITH THE RANCHES FENCING ALONG SILVERLAKE PARKWAY.
4-PARCELS A, B & C DEDICATED TO EAGLE MOUNTAIN CITY.
5-EXTEND ASPHALT A MIN. OF 60' FROM CENTERLINE FOR TURN AROUND
6-THE ACCESS BETWEEN LOTS 1610 & 1611 AND 1622 & 1623 (PARCEL B) AND THE LANDSCAPING ALONG SILVERLAKE PARKWAY TO BE MAINTAINED BY SILVERLAKE HOA.

15805

TRANE ENGINEERING, P.C.
CONSULTING ENGINEERS AND LAND SURVEYORS
37 EAST MAIN LEHI, UTAH 84043 (801) 768-4544

SURVEYOR'S CERTIFICATE

I, TRAVIS TRANE, do hereby certify that I am a Professional Land Surveyor, and that I hold Licence No. 5152741, as prescribed under the laws of the State of Utah. I further certify that by authority of the owners, I have made a survey of the tract of land shown on this plat and described hereon, and have subdivided said tract of land into lots and streets, together with easements, hereafter to be known as SILVERLAKE PLAT "16" and that the same has been correctly surveyed and monumented on the ground as shown on this plat.

PROFESSIONAL LAND SURVEYOR No. 5152741 TRAVIS TRANE STATE OF UTAH

BOUNDARY DESCRIPTION

Beginning at a point which is North 89°20'14" West 816.81 feet along the section line and North 1110.41 feet from the Southeast Corner of Section 28, Township 5 South, Range 1 West, Salt Lake Base and Meridian; thence Northwesterly 137.32 feet along the arc of a 120.00 foot radius curve to the left, through a central angle of 65°33'50" the chord of which bears North 54°00'39" West 129.95 feet; thence North 86°47'34" West 21.01 feet; thence Southwesterly 23.97 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 91°33'09" the chord of which bears South 47°25'52" West 21.50 feet; thence North 87°39'56" West 77.01 feet; thence Northwesterly 23.14 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 88°23'35" the chord of which bears North 42°35'46" West 20.91 feet; thence North 01°38'20" West 53.19 feet; thence Northeasterly 24.12 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 92°08'13" the chord of which bears North 47°08'20" East 21.61 feet; thence Northerly 74.91 feet along the arc of a 1039.50 foot radius curve to the right, through a central angle of 04°07'44" the chord of which bears North 03°08'06" East 74.89 feet; thence Northwesterly 308.97 feet along the arc of a 515.50 foot radius curve to the right, through a central angle of 28°45'41" the chord of which bears North 74°58'58" West 305.74 feet; thence North 60°36'07" West 282.74 feet; thence Northwesterly 73.03 feet along the arc of a 184.50 foot radius curve to the left, through a central angle of 22°40'45" the chord of which bears North 71°56'30" West 72.55 feet; thence North 83°16'52" West 93.20 feet; thence Northwesterly 225.67 feet along the arc of a 415.00 foot radius curve to the right, through a central angle of 31°09'21" the chord of which bears North 67°42'11" West 222.90 feet; thence North 62°04'01" West 53.00 feet; thence Northeasterly 69.32 feet along the arc of a 1226.50 foot radius curve to the right, through a central angle of 03°14'18" the chord of which bears North 29°33'08" East 69.31 feet; thence North 31°10'18" East 5.83 feet; thence Northwesterly 23.56 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 90°00'00" the chord of which bears North 13°49'42" West 21.21 feet; thence North 31°10'18" East 53.00 feet; thence South 58°49'42" East 52.34 feet; thence North 31°10'18" East 393.03 feet; thence along SILVERLAKE PLAT 6 the following five courses South 35°26'36" East 103.42 feet; thence South 89°52'44" East 476.34 feet; thence South 42°50'01" East 213.84 feet; thence South 71°21'44" East 24.10 feet; thence Northerly 9.25 feet along the arc of a 465.00 foot radius curve to the left, through a central angle of 01°08'22" the chord of which bears North 05°37'49" East 9.25 feet; thence South 84°56'22" East 75.00 feet; thence along SILVERLAKE PLAT "14" the following three courses South 37°50'21" East 89.46 feet; thence South 55°34'17" East 387.76 feet; thence South 70°43'23" East 99.62 feet; thence South 36°08.43" East 167.21 feet; thence South 52°58'44" East 98.69 feet; thence South 45°59'12" East 78.36 feet; thence South 26°25'17" East 92.35 feet; thence South 12°31'59" East 87.28 feet; thence South 03°11'26" West 45.65 feet; thence North 89°20'24" West 676.22 feet to the point of beginning.

Parcel contains: 21.35 acres more or less.

Nov. 28, 2017 DATE

Travis Trane SURVEYOR (See Seal Below)

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF ALL THE REAL PROPERTY DEPICTED ON THIS PLAT AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE ON THIS PLAT, HAVE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE DIVIDED INTO LOTS, STREETS, PARKS, OPEN SPACES, EASEMENTS AND OTHER PUBLIC USES AS DESIGNATED ON THE PLAT AND NOW DO HEREBY DEDICATE UNDER THE PROVISIONS OF 10-9A-607, UTAH CODE, WITHOUT CONDITION, RESTRICTION OR RESERVATION TO EAGLE MOUNTAIN CITY, UTAH, ALL STREETS, WATER, SEWER AND OTHER UTILITY EASEMENTS AND IMPROVEMENTS, OPEN SPACES SHOWN AS PUBLIC OPEN SPACES, PARKS AND ALL OTHER PLACES OF PUBLIC USE AND ENJOYMENT TO EAGLE MOUNTAIN CITY, UTAH TOGETHER WITH ALL IMPROVEMENTS REQUIRED BY THE DEVELOPMENT AGREEMENT BETWEEN THE UNDERSIGNED AND EAGLE MOUNTAIN CITY FOR THE BENEFIT OF THE CITY AND THE INHABITANTS THEREOF.

OWNER(S)

_____
AUTHORIZED SIGNATURE(S)

Nathan Hutchinson, President
PRINTED NAME/TITLE
SILVER LAKE LAND LLC AND Rockcress Development, Inc.
COMPANY

ACKNOWLEDGEMENT

STATE OF Utah)
COUNTY OF Utah) S.S.

ON THE 28th DAY OF November A.D. 2017 PERSONALLY APPEARED BEFORE ME THE SIGNERS OF THE FOREGOING DEDICATION WHO DULY ACKNOWLEDGE TO ME THAT THEY DID EXECUTE THE SAME.

MY COMMISSION EXPIRES 9/22/2018

_____
NOTARY PUBLIC SIGNATURE

Terry F. Rudd
AUTHORIZED SIGNATURE(S)

TERRY F. RUDD - AUTHORIZED AGENT
PRINTED NAME/TITLE
Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-day Saints, a Utah Corporation sole.
COMPANY

ACKNOWLEDGEMENT

STATE OF Utah)
COUNTY OF Salt Lake) S.S.

On the 29th day of Nov, A.D. 2017 personally appeared before me TERRY F RUDD, the signer of the foregoing dedication who duly acknowledged to me that he executed the same as Authorized Agent for Corporation of the Presiding Bishop of The Church of Jesus Christ of Latter-day Saints, a Utah corporation sole.

MY COMMISSION EXPIRES 6/9/19

Lori Guerrero
NOTARY PUBLIC SIGNATURE

ACCEPTANCE BY LEGISLATIVE BODY

The City Council of Eagle Mountain City, County of Utah, Approves this subdivision and hereby accepts the dedication of all streets, easements, and other parcels of land intended for public purposes for the perpetual use of the public this 5 day of December 20 17

_____
APPROVED BY MAYOR

_____
APPROVED BY CITY ENGINEER
(See Seal Below)

_____
APPROVED BY CITY ATTORNEY

_____
ATTEST BY CITY RECORDER
(See Seal Below)

ENT 121330:2017

15805

JEFFERY SMITH
UTAH COUNTY RECORDER
2017 Dec 29 10:59 am FEE 40.00 BY MA
RECORDED FOR EAGLE MOUNTAIN CITY

PLAT "16"

SILVERLAKE

A RESIDENTIAL SUBDIVISION

EAGLE MOUNTAIN UTAH COUNTY, UTAH

NOTARY PUBLIC SEAL
E. RACHEL WILSON
NOTARY PUBLIC • STATE OF UTAH
COMMISSION NUMBER 670373
My Commission Expires Sept. 22, 2018

NOTARY PUBLIC SEAL
LORI GUERRERO
NOTARY PUBLIC - STATE OF UTAH
My Comm. Exp. 06/09/2019
Commission # 682760

CITY-COUNTY ENGINEER SEAL
12-5-17

CLERK-RECORDED SEAL

Sec 28-5-1W TO 038

EAGLE MOUNTAIN

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Tuesday, May 26, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Brandon Park phase "A" plat 1 out of warranty Bond Release**

City Recorder:

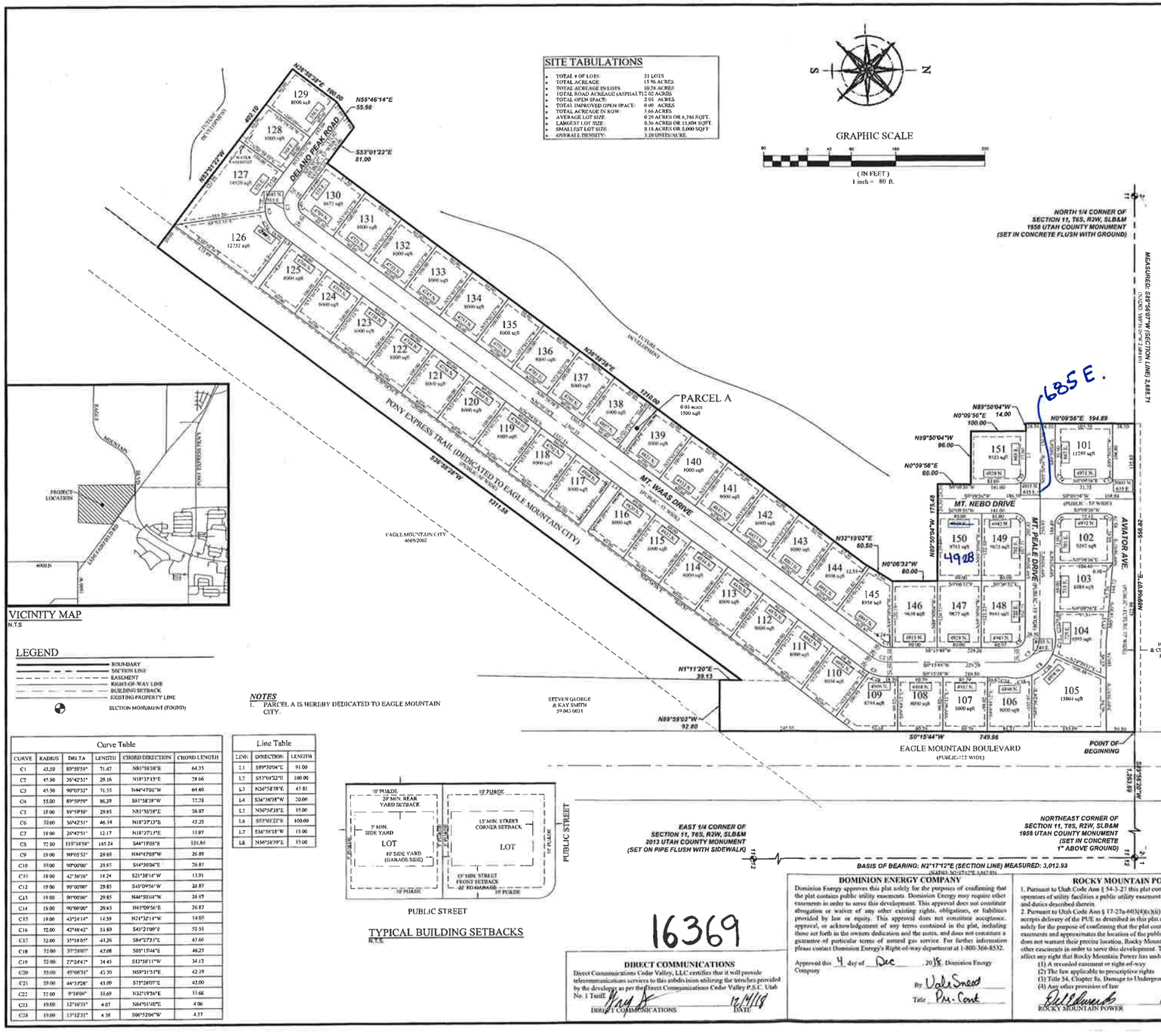
The above referenced subdivision has completed the required one year maintenance period as required in their development agreement. After performing a walkthrough of this subdivision, I would recommend that the city accepts the subdivision as complete and release all bonds placed by the developer and held by the city for this development.

Please contact me should you have any comments, questions, or concerns. Thank you.

Sincerely,

Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder



VICINITY MAP
N.T.S

LEGEND
BOUNDARY
SECTION LINE
EASEMENT
RIGHT-OF-WAY LINE
BUILDING SETBACK
EXISTING PROPERTY LINE
SECTION MONUMENT (FOUND)

NOTES
1. PARCEL A IS HEREBY DEDICATED TO EAGLE MOUNTAIN CITY.

Curve Table					
CURVE	RADIUS	DELTA	LENGTH	CHORD DIRECTION	CHORD LENGTH
C1	45.00	89°59'59"	71.47	N81°58'38"E	64.35
C2	45.00	36°42'51"	28.16	N18°37'13"E	27.66
C3	45.00	90°00'52"	71.55	N44°47'08"W	64.40
C4	55.00	89°59'59"	86.39	S81°58'38"W	77.78
C5	19.00	89°59'59"	29.85	N81°58'38"E	26.87
C6	33.00	36°42'51"	46.14	N18°37'13"E	45.35
C7	19.00	20°42'51"	12.17	N18°37'13"E	11.97
C8	72.00	115°18'58"	145.24	S44°19'05"E	121.86
C9	19.00	90°00'52"	29.85	N44°47'08"W	26.89
C10	19.00	90°00'00"	29.85	S44°58'04"E	26.87
C11	19.00	42°36'36"	14.24	S21°38'14"W	13.91
C12	19.00	90°00'00"	29.85	S45°09'56"W	26.87
C13	19.00	90°00'00"	29.85	N44°58'04"W	26.87
C14	19.00	90°00'00"	29.85	N45°09'56"E	26.87
C15	19.00	43°24'14"	14.39	N21°32'11"W	14.05
C16	72.00	42°48'42"	53.80	S45°27'09"E	52.55
C17	72.00	35°18'05"	44.36	S84°27'31"E	43.66
C18	72.00	37°28'07"	47.08	S05°15'44"E	46.25
C19	72.00	27°24'47"	34.43	S13°58'11"W	34.12
C20	53.00	45°00'31"	41.30	N59°31'51"E	42.19
C21	53.00	44°53'28"	41.09	S75°28'07"E	42.00
C22	72.00	9°18'04"	11.69	N32°19'56"E	11.68
C23	19.00	12°16'31"	4.07	N84°01'40"E	4.06
C24	19.00	13°12'31"	4.38	S06°52'04"W	4.37

Line Table		
LINE	DIRECTION	LENGTH
L1	S89°50'04"E	91.00
L3	S53°01'22"E	100.00
L3	N36°58'38"E	43.81
L4	S36°58'38"W	20.00
L5	N36°58'38"E	15.00
L6	S53°01'22"E	100.00
L7	S36°58'38"W	15.00
L8	N36°58'39"E	15.00

SURVEYOR'S CERTIFICATE

I, Spencer W. Llewelyn, do hereby certify that I am a Professional Land Surveyor, and that I hold Certificate No. 10516507 in accordance with Title 58, Chapter 22 of Utah State Code. I further certify by authority of the owner(s) that I have completed a Survey of the property described on this Plat in accordance with Section 17-23-17 of said Code, and have subdivided said tract of land into lots, blocks, streets, and easements, and the same has, or will be correctly surveyed, staked and monumented on the ground as shown on this Plat, and that this Plat is true and correct.

Spencer W. Llewelyn
Professional Land Surveyor
Certificate No. 10516507

11/29/18
Date

BOUNDARY DESCRIPTION

Located in the NE1/4 of Section 11, Township 6 South, Range 2 West, Salt Lake Base & Meridian, located in Eagle Mountain City, Utah more particularly described as follows:

Beginning at a point on the Westerly right of way line of Eagle Mountain Boulevard located S89°56'07"W along the Section line 1,263.69 feet from the Northeast Corner of Section 11, T6S, R2W, SLB&M (Basis of Bearing: N02°17'12"E along the Section line between the East 1/4 Corner and the Northeast Corner of Section 11, T6S, R2W, SLB&M); thence S00°15'44"W along said right of way 749.96 feet to North line of Parcel 59:043.0034 owned by Steven George & Kay Smith; thence N89°59'02"W along said Parcel 92.80 feet to the Easterly line of that Real Property described in Deed Entry No. 4669:2002 of the Official Records of Utah County; thence along said deed the following 2 (two) courses and distances: N01°11'20"E 39.13 feet; thence S36°58'28"W 1,311.58 feet; thence N53°01'22"W 402.10 feet; thence N36°58'38"E 100.00 feet; thence N55°46'14"E 55.98 feet; thence S53°01'22"E 81.00 feet; thence N36°58'38"E 1,210.00 feet; thence N32°19'02"E 60.50 feet; thence N00°08'32"W 80.00 feet; thence N89°50'04"W 175.48 feet; thence N00°09'56"E 60.00 feet; thence N89°50'04"W 96.00 feet; thence N00°09'56"E 100.00 feet; thence N89°50'04"W 14.00 feet; thence N00°09'56"E 194.89 feet to the point of beginning.

Contains: 15.96 acres+/-

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF ALL THE REAL PROPERTY DEPICTED ON THIS PLAT AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE ON THIS PLAT, HAVE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE DIVIDED INTO LOTS, STREETS, PARKS, OPEN SPACES, EASEMENTS AND OTHER PUBLIC USES AS DESIGNATED ON THE PLAT AND NOW DO HEREBY DEDICATE UNDER THE PROVISIONS OF 10-9A-607, UTAH CODE, WITHOUT CONDITION, RESTRICTION OR RESERVATION TO EAGLE MOUNTAIN CITY, UTAH, ALL STREETS, WATER, SEWER AND OTHER UTILITY EASEMENTS AND IMPROVEMENTS, OPEN SPACES SHOWN AS PUBLIC OPEN SPACES, PARKS AND ALL OTHER PLACES OF PUBLIC USE AND ENJOYMENT TO EAGLE MOUNTAIN CITY, UTAH TOGETHER WITH ALL IMPROVEMENTS REQUIRED BY THE DEVELOPMENT AGREEMENT BETWEEN THE UNDERSIGNED AND EAGLE MOUNTAIN CITY FOR THE BENEFIT OF THE CITY AND THE INHABITANTS THEREOF.

OWNER(S):
PRINTED NAME OF OWNER: Steve Maddox

AUTHORIZED SIGNATURE(S): Steve Maddox

LIMITED LIABILITY ACKNOWLEDGMENT

STATE OF UTAH
S.S.
COUNTY OF Utah

SHELLEY MAE KING
NOTARY PUBLIC-STATE OF UTAH
COMMISSION# 695804
COMM. EXP. 07-10-2021

ON THE 30 DAY OF November A.D. 2018 PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, IN AND FOR THE COUNTY OF Utah IN SAID STATE OF UTAH, Steve Maddox WHO AFTER BEING DULY SWORN, ACKNOWLEDGED TO ME THAT HE/SHE IS THE Manager OF Eagle Homes Utah, L.L.C., A UTAH L.L.C. AND THAT HE/SHE SIGNED THE OWNER'S DEDICATION FREELY AND VOLUNTARILY FOR AND IN BEHALF OF SAID LIMITED LIABILITY COMPANY FOR THE PURPOSES THEREIN MENTIONED.

MY COMMISSION EXPIRES: 7/10/2021
Shelley King
A NOTARY PUBLIC COMMISSIONED IN UTAH RESIDING IN Utah COUNTY

MY COMMISSION No. 695804
Shelley mae king
PRINTED FULL NAME OF NOTARY

ACCEPTANCE BY LEGISLATIVE BODY

THE CITY COUNCIL OF EAGLE MOUNTAIN CITY, COUNTY OF UTAH, APPROVES THIS SUBDIVISION AND HEREBY ACCEPTS THE DEDICATION OF ALL STREETS, EASEMENTS, AND OTHER PARCELS OF LAND INTENDED FOR PUBLIC PURPOSES FOR THE PERPETUAL USE OF THE PUBLIC THIS 13 DAY OF December 2018

APPROVED BY MAYOR

APPROVED BY CITY ATTORNEY

APPROVED BY CITY ENGINEER
(SEE SEAL BELOW)

ATTEST BY CITY RECORDER
(SEE SEAL BELOW)

ENT 132103:2018 Bk 0 16369
JEFFERY SMITH
UTAH COUNTY RECORDER
2018 Dec 18 10:25 am FEE 52.00 BY BA
RECORDED FOR EAGLE MOUNTAIN CITY

BRANDON PARK

PHASE "A" PLAT 1

SUBDIVISION

LOCATED IN THE NW & NE1/4 OF SECTION 11, T6S, R2W, SALT LAKE BASE & MERIDIAN
EAGLE MOUNTAIN CITY, UTAH COUNTY, UTAH

SURVEYOR'S SEAL	NOTARY PUBLIC SEAL	CITY-COUNTY ENGINEER SEAL	COUNTY RECORDER SEAL
LICENSED LAND SURVEYOR SPENCER W. LLEWELYN 10516507 STATE OF UTAH		PROFESSIONAL ENGINEER No. 10516507 STATE OF UTAH	CORPORATE SEAL EAGLE MOUNTAIN CITY EST. 1996 STATE OF UTAH

DOMINION ENERGY COMPANY

Dominion Energy approves this plat solely for the purposes of confirming that the plat contains public utility easements. Dominion Energy may require other easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations, or liabilities provided by law or equity. This approval does not constitute acceptance, approval, or acknowledgement of any terms contained in the plat, including those set forth in the owners dedication and the notes, and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Dominion Energy's Right-of-way department at 1-800-366-8532.

Approved this 4 day of Dec 2018 Dominion Energy Company

By Dale Sneed
Title Pro-Cont

ROCKY MOUNTAIN POWER

1. Pursuant to Utah Code Ann § 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
2. Pursuant to Utah Code Ann § 17-27a-603(4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under
(1) A recorded easement or right-of-way
(2) The law applicable to prescriptive rights
(3) Title 54, Chapter 8a, Damage to Underground Utility Facilities, or
(4) Any other provision of law

ROCKY MOUNTAIN POWER — DATE 11/21/18

16369

DIRECT COMMUNICATIONS

Direct Communications Cedar Valley, LLC certifies that it will provide telecommunications services to this subdivision utilizing the trenches provided by the developer as per the Direct Communications Cedar Valley P.S.C. Utah No. 1 Tariff.

DIRECT COMMUNICATIONS — DATE 12/4/18

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Tuesday, June 9, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Heatherwood Church out of warranty Bond Release**

City Recorder:

The above referenced subdivision has completed the required one year maintenance period as required in their development agreement. After performing a walkthrough of this subdivision, I would recommend that the city accepts the subdivision as complete and release all bonds placed by the developer and held by the city for this development.

Please contact me should you have any comments, questions, or concerns. Thank you.

Sincerely,

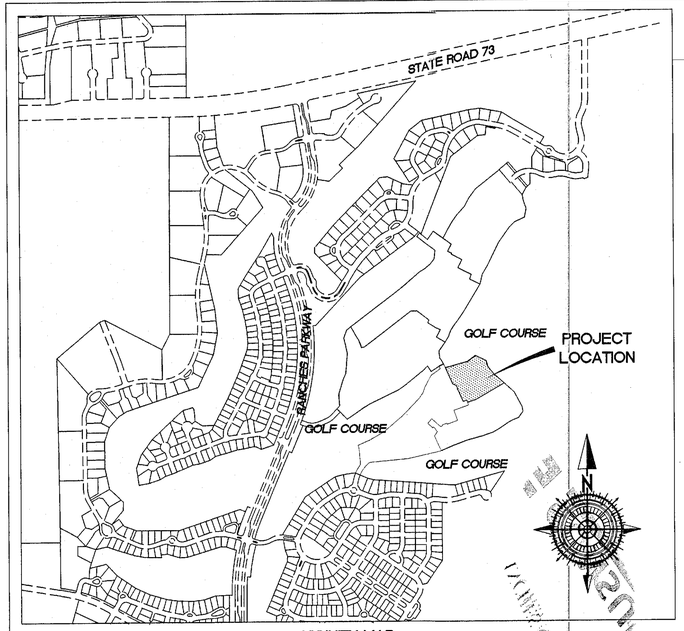
Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder

HEATHERWOOD CHURCH LOT,

VACATING LOT 8 HEATHERWOOD ON THE GREEN
PH1, 2nd AMENDMENT PLANNED UNIT DEVELOPMENT

LOCATED IN THE NORTHEAST QUARTER OF SECTION 20,
TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.



VICINITY MAP

BASIS OF BEARINGS

NORTH 00°54'56" WEST, 2697.59 FEET BETWEEN THE BRASS CAP MONUMENTS FOUND MARKING THE WEST QUARTER AND NORTHWEST CORNERS OF SAID SECTION 20, AS SHOWN ON ANTHEM AT THE RANCHES SUBDIVISION PHASE 1, RECORDED IN THE OFFICE OF THE UTAH COUNTY RECORDER.

PROJECT BENCHMARK

FOUND BRASS CAP MONUMENT AT NORTHEAST CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.

ELEV 4935.16

QUESTAR GAS COMPANY PLAT LANGUAGE

Questar approves this plat solely for the purposes of confirming that the plat contains public utility easements. Questar may require other easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations, or liabilities provided by law or equity. This approval does not constitute acceptance, approval, or acknowledgement of any terms contained in the plat, including those set forth in the owners dedication and the notes, and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Questar's Right-of-way department at 1-800-366-8532.
Approved this 5 day of January, 2016. Questar Gas Company

By Brenda Eldredge

Title Bus Dev Rep

ROCKY MOUNTAIN POWER PLAT LANGUAGE

1. Pursuant to Utah Code Ann § 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
2. 2. Pursuant to Utah Code Ann § 17-27a-603(4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under
   (1) A recorded easement or right-of-way
   (2) The law applicable to prescriptive rights
   (3) Title 54, Chapter 8a, Damage to Underground Utility Facilities, or
   (4) Any other provision of law

Mark Steele 1/5/16
ROCKY MOUNTAIN POWER DATE

DIRECT COMMUNICATIONS PLAT LANGUAGE

Direct Communications Cedar Valley, LLC certifies that it will provide telecommunications services to this subdivision utilizing the trenches provided by the developer as per the Direct Communications Cedar Valley P.S.C. Utah No. 1 Tariff.

Chuck Melvin 1-6-16
DIRECT COMMUNICATIONS DATE

UTILITY DEDICATION

OWNER HEREBY OFFERS AND CONVEYS TO ALL PUBLIC UTILITY AGENCIES, THEIR SUCCESSORS AND ASSIGNS, A PERMANENT EASEMENT AND RIGHT-OF-WAY IN AND TO THOSE AREAS REFLECTED ON THE PLAT AS "COMMON AND LIMITED COMMON AREA" (INCLUDING PRIVATE STREETS AND PRIVATE DRIVES) FOR THE CONSTRUCTION AND MAINTENANCE OF APPROVED PUBLIC UTILITIES AND APPURTENANCES, TOGETHER WITH THE RIGHT OF ACCESS THERETO.

ACCEPTANCE BY LEGISLATIVE BODY

The City Council of Eagle Mountain City, County of Utah, Approves this subdivision and hereby accepts the dedication of all streets, easements, and other parcels of land intended for public purposes for the perpetual use of the public this 7 day of January, 2016

APPROVED BY MAYOR

APPROVED BY CITY ATTORNEY

APPROVED BY CITY ENGINEER
(See Seal Below)

ATTEST BY CITY RECORDER
(See Seal Below)

SURVEYOR'S CERTIFICATE

I, Matthew Judd, do hereby certify that I am a Professional Land Surveyor and that I hold Certificate No. 167268 as prescribed under the laws of the State of Utah, I further certify that a survey has been made of the land shown on this plat and described hereon and have subdivided said tract of land into lots and streets, hereafter to be know as:

HEATHERWOOD CHURCH LOT, VACATING LOT 8 HEATHERWOOD ON THE GREEN PH1, 2nd AMENDMENT PLANNED UNIT DEVELOPMENT

and that the same has been correctly surveyed and staked on the ground as shown on this plat.

BOUNDARY DESCRIPTION

Beginning at a point 1335.22 feet, N 00°54'56" W along the section line and 4100.46 feet, N 89°05'04" E from the brass cap monument found marking the W Quarter corner of said Section 20 (basis of bearings being N 00°54'56" W 2697.59 feet between the brass cap monuments found marking the W Quarter and NW corners of said Section 20, as shown on Anthem at the Ranches Subdivision Phase 1, recorded in the Office of the Utah County Recorder), and running thence N 74°01'29" E 18.44 feet; thence N 52°45'30" E 104.22 feet; thence S 63°22'52" E 116.54 feet; thence S 16°35'06" E 64.81 feet; thence S 38°48'13" E 94.82 feet; thence S 49°09'18" E 120.10 feet; thence S 56°01'16" W 323.62 feet; thence S 70°03'55" W 87.68 feet; thence N 19°27'01" W 30.99 feet; thence S 68°12'23" W 39.86 feet; thence N 24°05'49" W 122.55 feet; thence N 27°34'40" W 50.10 feet; thence N 24°05'25" W 8.53 feet to a point on a 51.00' radius curve to the left, thence along arc of said curve 20.77 feet through a delta of 23°20'22" (chord bears N 65°23'57" W 20.63 feet) to a point on a 16.00' radius curve to the right; thence along arc of said curve 14.79 feet through a delta of 52°58'43" (chord bears N 50°34'46" W 14.27 feet); thence N 24°05'25" W 174.16 feet; thence N 79°18'09" E 37.22 feet; thence N 74°01'29" E 172.11 feet to the point of beginning.

Contains 150,309 square feet, or 3.45 acres, more or less.

Matthew B Judd DEC 11, 2015
DATE:

OWNER'S DEDICATION

We, the undersigned owners of all the real property depicted on this plat and described in the surveyors certificate on this plat, have caused the land described on this plat to be divided into lots, streets, parks, open spaces, easements and other public uses as designated on the plat and now do hereby dedicate under the provisions of 10-9a-607, Utah Code, without condition, restriction or reservation to Eagle Mountain City, Utah, all streets, water, sewer and other utility easements and improvements, open spaces shown as public open spaces, parks and all other places of public use and enjoyment to Eagle Mountain City, Utah together with all improvements required by the Development Agreement between the undersigned and Eagle Mountain City for the benefit of the City and the inhabitants thereof.

OWNER(S):

PRINTED NAME OF OWNER: Ali Rafati — Eagle 11, LLC

AUTHORIZED SIGNATURE(S)

ACKNOWLEDGEMENT

On the 29th day of December, 2015, personally appeared before me the persons signing the foregoing Owners Dedication known to me to be authorized to execute the foregoing Owners Dedication for and on behalf of the owners who duly acknowledge to me that the Owners Dedication was executed by them on behalf of the Owners.

My Commission Expires 4.25.2019 — Melanie A Lahman
NOTARY PUBLIC SIGNATURE

682813
COMMISSION NUMBER

Melanie A Lahman
PRINTED FULL NAME OF NOTARY

14932

ENT 6797:2016 Map # 14932
JEFFERY SMITH
UTAH COUNTY RECORDER
2016 Jan 26 2:55 pm FEE 61.00 BY ED
RECORDED FOR EAGLE MOUNTAIN CITY

Sheet 1of 2

NOTES

1. EAGLE MOUNTAIN CITY IS HEREBY GRANTED AN EMERGENCY ACCESS EASEMENT OVER ALL STREETS AND COMMON AND LIMITED COMMON AREAS FOR EMERGENCY VEHICLES, AND WITHIN ALL ROADS FOR PUBLIC UTILITIES AND DRAINAGE EASEMENTS.

2. EAGLE MOUNTAIN CITY IS HEREBY GRANTED A PUBLIC UTILITY EASEMENT OVER ALL STREETS AND COMMON AND LIMITED COMMON AREAS FOR PUBLIC UTILITIES, AND WITHIN ALL ROADS FOR PUBLIC UTILITIES AND DRAINAGE.

Date: DEC 3, 2015
File: CENTARRA_FPLAT CHURCH

SURVEYOR OF RECORD:

PEPG CONSULTING L.L.C.
8805 S. SANDY PARKWAY • SANDY, UT 84070
PHONE: (801) 562-2521 • FAX: (801) 562-2551

HEATHERWOOD CHURCH LOT,

VACATING LOT 8 HEATHERWOOD ON THE GREEN
PH1, 2nd AMENDMENT PLANNED UNIT DEVELOPMENT
LOCATED IN THE NORTHEAST QUARTER OF SECTION 20,
TOWNSHIP 5 SOUTH, RANGE 1 WEST,
SALT LAKE BASE AND MERIDIAN.

SHEET NO 1/2

PROJECT ENGINEER:
GATEWAY CONSULTING, Inc
P.O. BOX 951005 SOUTH JORDAN, UT 84095
PH: (801) 694-5848 FAX: (801) 432-7050
paul@gatewayconsultingllc.com
CIVIL ENGINEERING • CONSULTING • LAND PLANNING
CONSTRUCTION MANAGEMENT

REGISTERED UTAH SURVEYOR No. 167268 Matthew B Judd STATE OF UTAH

NOTARY PUBLIC SEAL

CITY ENGINEER'S SEAL — LICENSED PROFESSIONAL ENGINEER No. 281022 CHRISTOPHER TODD TRUSTY 12-21-15 STATE OF UTAH

CLERK-RECORDER SEAL — CORPORATE SEAL EAGLE MOUNTAIN EST. 1996 STATE OF UTAH

SEC 20-5-1W TV-038
(LOT 8, HEATHERWOOD ON THE GREEN PH 1 2 AMD)

HEATHERWOOD CHURCH LOT,

VACATING LOT 8 HEATHERWOOD ON THE GREEN
PHI, 2nd AMENDMENT PLANNED UNIT DEVELOPMENT

LOCATED IN THE NORTHEAST QUARTER OF SECTION 20,
TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.

NORTHWEST CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN (FOUND BRASS CAP MON.)

– SECTION LINE –
N89°02'47"W 5355.84'
(MEAS. MON. TO MON.)

N 744,714.49
E 1,865,386.21

NORTHEAST CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN (FOUND BRASS CAP MON.)
N 744,624.17
E 1,870,939.56

N89°05'04"E
4100.46' (P.O.B.)

BASIS OF BEARINGS
N00°54'56"W 2697.59'
(MEAS.)
N00°54'13"W 2697.82' (REC.)

SECTION LINE
1335.22' (P.O.B)

N 742,017.80
E 1,865,628.74

WEST 1/4 CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN (FOUND BRASS CAP MON.)

POB

VANGAURD RANCHES GOLF COURSE LLC

N74°01'29"E 18.44'
N52°45'30"E 104.22'
N5°9'11"E 329.22.93'
N79°18'09"E 37.22'
N74°01'29"E 172.11'
5' PUE SIDE
S63°35'06"E 64.81'
S26°18'54"E 282.76'
5' PUE REAR
S64°02'28"E 62.40'

8736 North

DESERT CANYON ROAD (PUBLIC)

OLD LOT 8 BOUNDARY

R = 16.00
L = 14.79'
Chd= N50°34'46"W 14.27
Δ = 52°58'43"

R = 51.00'
L = 20.77'
Chd= N65°23'57"W 20.63'
Δ = 23°20'22"

N24°05'25"W 8.53'

PARCEL "A"
75' R.O.W.
ADDITIONAL ROADWAY DEDICATED TO EAGLE MOUNTAIN CITY

L=47.71', R=51.00
Δ=53°35'44"
Chord=N26°55'53"W L=45.99

N27°34'40"W 50.10'

N24°05'25"W 122.85'

10' PUE FRONT

LOT 8
150,309 SF
3.45 AC

5' PUE SIDE
S66°01'16"W 323.62'

S68°12'23"W 39.86'
N19°27'01"W 30.99'
S70°03'55"W 87.68'

VANGAURD RANCHES GOLF COURSE LLC

VANGAURD RANCHES GOLF COURSE LLC

EXISTING HEATHERWOOD PHASE 1

CUNNINGHILL DRIVE (PUBLIC)

ATHERTON ROAD (PUBLIC)

OPEN SPACE "C"

EAGLE 11 LLC

EXISTING HEATHERWOOD PHASE 1

VANGAURD RANCHES GOLF COURSE LLC

PLAT CALCULATION TABLE:
1 LOT
3.45 AC

VANGAURD RANCHES GOLF COURSE LLC

50 0 50 100
SCALE IN FEET
1"=50' (24"x36" SIZE ONLY)

ENT 67971:2016 Map # 14932
JEFFERY SMITH
UTAH COUNTY RECORDER
2016 Jan 26 2:55 pm FEE 61.00 BY EO
RECORDED FOR EAGLE MOUNTAIN CITY

LEGEND

- PHASE BOUNDARY LINE
- SECTION LINE
- CENTER LINE
- 10.0' P.U.E. LINE
- PREVIOUSLY REBAR AND CAP SET BY PEPG ENGR. PER PREVIOUS RECORDED PLAT
- NEW FIRE HYDRANT (7 TOTAL)
- MONUMENT TO BE SET
- STATE PLANE COORDINATE (NAD 27)
- PRIVATE AREA
- LIMITED COMMON AREA (HOA RESPONSIBILITY)
- COMMON AREA (HOA RESPONSIBILITY)
- PUBLIC ROADS

14932
sheet 2 of 2

SHEET NO
2/2

PROJECT ENGINEER:
GATEWAY CONSULTING, Inc
P.O. BOX 951005 SOUTH JORDAN, UT 84095
PH: (801) 694-5848 FAX: (801) 4. 2-7050
paul@gatewayconsultingllc.co n
CIVIL ENGINEERING • CONSULTING • LAND PLANNING
CONSTRUCTION MANAGEMENT

SURVEYOR OF RECORD:
PEPG CONSULTING L.L.C.
8805 S. SANDY PARKWAY • SANDY, UT 84070
PHONE: (801) 562-2521 • FAX: (801) 562-2551

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Monday, June 8, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Heatherwood phase 3 out of warranty Bond Release**

City Recorder:

The above referenced subdivision has completed the required one year maintenance period as required in their development agreement. After performing a walkthrough of this subdivision, I would recommend that the city accepts the subdivision as complete and release all bonds placed by the developer and held by the city for this development.

Please contact me should you have any comments, questions, or concerns. Thank you.

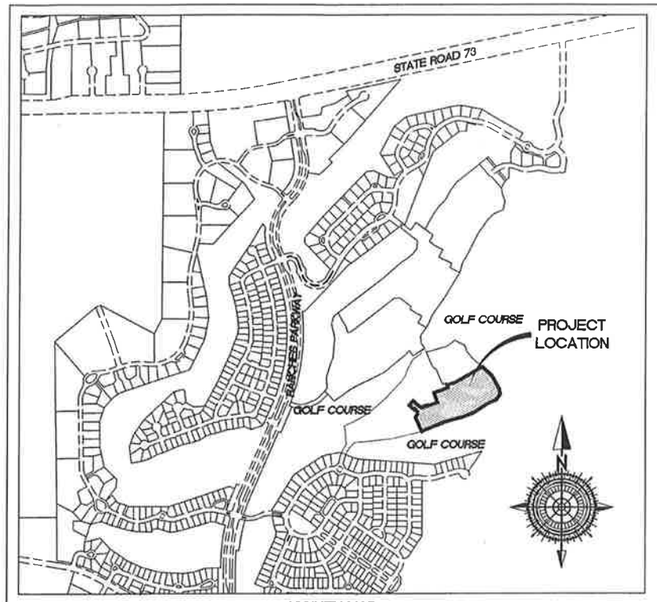
Sincerely,

Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder

HEATHERWOOD ON THE GREEN
PHASE 3
PLANNED UNIT DEVELOPMENT

LOCATED IN THE NORTHEAST QUARTER OF SECTION 20,
TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.



VICINITY MAP

BUILDING ADDRESSES

LOT	ADDRESSES	LOT	ADDRESSES
1	8641 N COTTONWOOD ALLEY (3985 E)	37	8685 N SHADOW CREEK ALLEY (4010 E)
2	8633 N COTTONWOOD ALLEY (3985 E)	38	8679 N SHADOW CREEK ALLEY (4010 E)
3	8627 N COTTONWOOD ALLEY (3985 E)	39	8675 N SHADOW CREEK ALLEY (4010 E)
4	8621 N COTTONWOOD ALLEY (3895 E)	40	8665 N SHADOW CREEK ALLEY (4010 E)
5	8620 N COTTONWOOD ALLEY (3895 E)	41	8670 N SHADOW CREEK ALLEY (4010 E)
6	8626 N COTTONWOOD ALLEY (3895 E)	42	8676 N SHADOW CREEK ALLEY (4010 E)
7	8632 N COTTONWOOD ALLEY (3895 E)	43	8680 N SHADOW CREEK ALLEY (4010 E)
8	8638 N COTTONWOOD ALLEY (3895 E)	44	8684 N SHADOW CREEK ALLEY (4010 E)
9	8644 N COTTONWOOD ALLEY (3895 E)	45	8688 N SHADOW CREEK ALLEY (4010 E)
10	8651 N CYPRESS ALLEY (3930 E)	46	8698 N ATHERTON LANE (4025 E)
11	8645 N CYPRESS ALLEY (3930 E)	47	8710 N ATHERTON LANE (4025 E)
12	8639 N CYPRESS ALLEY (3930 E)	48	8713 N SOMERSET ALLEY (4025 E)
13	8631 N CYPRESS ALLEY (3930 E)	49	8721 N SOMERSET ALLEY (4025 E)
14	8630 N CYPRESS ALLEY (3930 E)	50	8727 N SOMERSET ALLEY (4025 E)
15	8636 N CYPRESS ALLEY (3930 E)	51	8733 N SOMERSET ALLEY (4025 E)
16	8642 N CYPRESS ALLEY (3930 E)	52	8720 N RIVIERA ALLEY (4000 E)
17	8650 N CYPRESS ALLEY (3930 E)	53	8714 N RIVIERA ALLEY (4000 E)
18	8656 N CYPRESS ALLEY (3930 E)	54	8708 N RIVIERA ALLEY (4000 E)
19	8661 N OAKRIDGE ALLEY (3955 E)	55	8702 N RIVIERA ALLEY (4000 E)
20	8655 N OAKRIDGE ALLEY (3955 E)	56	8693 N RIVIERA ALLEY (4000 E)
21	8647 N OAKRIDGE ALLEY (3955 E)	57	8703 N RIVIERA ALLEY (4000 E)
22	8637 N OAKRIDGE ALLEY (3955 E)	58	8703 N RIVIERA ALLEY (4000 E)
23	8636 N OAKRIDGE ALLEY (3955 E)	59	8709 N RIVIERA ALLEY (4000 E)
24	8648 N OAKRIDGE ALLEY (3955 E)	60	8715 N RIVIERA ALLEY (4000 E)
25	8654 N OAKRIDGE ALLEY (3955 E)	61	8704 N PEBBLE ALLEY (3970 E)
26	8658 N OAKRIDGE ALLEY (3955 E)	62	8696 N PEBBLE ALLEY (3970 E)
27	8666 N OAKRIDGE ALLEY (3955 E)	63	8692 N PEBBLE ALLEY (3970 E)
28	8671 N PINE VALLEY ALLEY (8815 E)	64	8686 N PEBBLE ALLEY (3970 E)
29	8667 N PINE VALLEY ALLEY (8815 E)	65	8683 N PEBBLE ALLEY (3970 E)
30	8659 N PINE VALLEY ALLEY (8815 E)	66	8697 N PEBBLE ALLEY (3970 E)
31	8657 N PINE VALLEY ALLEY (8815 E)	67	8690 N OAKMONT ALLEY (3945 E)
32	8649 N PINE VALLEY ALLEY (8815 E)	68	8686 N OAKMONT ALLEY (3945 E)
33	8652 N PINE VALLEY ALLEY (8815 E)	69	8678 N OAKMONT ALLEY (3945 E)
34	8656 N PINE VALLEY ALLEY (8815 E)	70	8677 N OAKMONT ALLEY (3945 E)
35	8664 N PINE VALLEY ALLEY (8815 E)	71	8681 N OAKMONT ALLEY (3945 E)
36	8674 N PINE VALLEY ALLEY (8815 E)	72	8687 N OAKMONT ALLEY (3945 E)

NOTES

1. EAGLE MOUNTAIN CITY IS HEREBY GRANTED AN EMERGENCY ACCESS EASEMENT OVER ALL STREETS AND COMMON AND LIMITED COMMON AREAS FOR EMERGENCY VEHICLES, AND WITHIN ALL ROADS FOR PUBLIC UTILITIES AND DRAINAGE EASEMENTS.

2. EAGLE MOUNTAIN CITY IS HEREBY GRANTED A PUBLIC UTILITY EASEMENT OVER ALL STREETS AND COMMON AND LIMITED COMMON AREAS FOR PUBLIC UTILITIES, AND WITHIN ALL ROADS FOR PUBLIC UTILITIES AND DRAINAGE.

3-22-18
Heatherwood on the Green

BASIS OF BEARINGS

NORTH 00°54'56" WEST, 2697.59 FEET BETWEEN THE BRASS CAP MONUMENTS FOUND MARKING THE WEST QUARTER AND NORTHWEST CORNERS OF SAID SECTION 20, AS SHOWN ON ANTHEM AT THE RANCHES SUBDIVISION PHASE 1, RECORDED IN THE OFFICE OF THE UTAH COUNTY RECORDER.

PROJECT BENCHMARK

FOUND BRASS CAP MONUMENT AT NORTHEAST CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.

ELEV 4935.18

QUESTAR GAS COMPANY

Questar approves this plat solely for the purposes of confirming that the plat contains public utility easements. Questar may require other easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations, or liabilities provided by law or equity. This approval does not constitute acceptance, approval, or acknowledgement of any terms contained in the plat, including those set forth in the owners dedication and the notes, and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Questar's Right-of-way department at 1-800-366-8532.

Approved this 13 day of June, 2018.

Questar Gas Company
By [signature]
Title QMS Account Support REP

ROCKY MOUNTAIN POWER

1. Pursuant to Utah Code Ann § 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
2. 2. Pursuant to Utah Code Ann § 27-27a-603(4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under
   (1) A recorded easement or right-of-way
   (2) The law applicable to prescriptive rights
   (3) Title 54, Chapter 8a, Damage to Underground Utility Facilities, or
   (4) Any other provision of law

Del Edwards 6-12-18
ROCKY MOUNTAIN POWER DATE

DIRECT COMMUNICATIONS

Direct Communications Cedar Valley, LLC certifies that it will provide telecommunications services to this subdivision utilizing the trenches provided by the developer as per the Direct Communications Cedar Valley P.S.C. Utah No. 1 Tariff.

Margaret Clifford 6/13/18
DIRECT COMMUNICATIONS DATE

UTILITY DEDICATION

OWNER HEREBY OFFERS AND CONVEYS TO ALL PUBLIC UTILITY AGENCIES, THEIR SUCCESSORS AND ASSIGNS, A PERMANENT EASEMENT AND RIGHT-OF-WAY IN AND TO THOSE AREAS REFLECTED ON THE PLAT AS "COMMON AND LIMITED COMMON AREA" (INCLUDING PRIVATE STREETS AND PRIVATE DRIVES) FOR THE CONSTRUCTION AND MAINTENANCE OF APPROVED PUBLIC UTILITIES AND APPURTENANCES, TOGETHER WITH THE RIGHT OF ACCESS THERETO.

ACCEPTANCE BY LEGISLATIVE BODY

The City Council of Eagle Mountain City, County of Utah, Approves this subdivision and hereby accepts the dedication of all streets, easements, and other parcels of land intended for public purposes for the perpetual use of the public this 19 day of June, 2018.

[signature] [signature]
APPROVED BY MAYOR APPROVED BY CITY ATTORNEY

[signature] [signature]
APPROVED BY CITY ENGINEER (See Seal Below) ATTEST BY CITY RECORDER (See Seal Below)

16117 SHEET 1 OF 2

LIMITED LIABILITY PARTNERSHIP ACKNOWLEDGMENT

STATE OF UTAH
S.S.
COUNTY OF

On the 20 day of June A.D. 2018 personally appeared before me, the undersigned Notary Public in and for said County of in said State of Utah, Al Rafati who, after being duly sworn, acknowledged to me that Eagle II, a Limited Liability Company ( ), that he signed the owner's dedication freely and voluntarily for, and on behalf of, said Limited Liability Partnership for the purposes therein.

MY COMMISSION EXPIRES 11/17/2020

[signature]
NOTARY PUBLIC
RESIDING IN Utah COUNTY

SURVEYOR OF RECORD:

PEPG CONSULTING L.L.C.
9270 SOUTH 300 WEST • SANDY, UT 84070
PHONE: (801) 562-2521 • FAX: (801) 562-2551

SHEET NO 1/2

PROJECT ENGINEER:
GATEWAY CONSULTING, Inc
P.O. BOX 951005 SOUTH JORDAN, UT 84095
PH: (801) 694-5848 FAX: (801) 432-7050
paul@gatewayconsultingllc.com
CIVIL ENGINEERING • CONSULTING • LAND PLANNING
CONSTRUCTION MANAGEMENT

SURVEYOR'S CERTIFICATE

I, ROBERT LAW, do hereby certify that I am a Professional Land Surveyor and that I hold Certificate No. 4679988 as prescribed under the laws of the State of Utah, I further certify that a survey has been made of the land shown on this plat and described hereon and have subdivided said tract of land into lots and streets, hereafter to be know as:

HEATHERWOOD ON THE GREEN PHASE 3
PLANNED UNIT DEVELOPMENT

and that the same has been correctly surveyed and staked on the ground as shown on this plat.

BOUNDARY DESCRIPTION

Beginning at a point N 00°54'56" W 925.52 feet along the section line, and N 89°05'04" E 4,116.79 feet, from the brass cap monument found marking the West Quarter corner of said Section 20 (basis of bearings being North 00°54'56" W 2,697.59 feet between the brass cap monuments found marking the West Quarter and Northwest corners of said Section 20, as shown on Anthem at the Ranches Subdivision Phase 1, recorded in the Office of the Utah County Recorder), and running thence along phase 2 boundary the following 2 calls: 1) thence N 70°03'55" E 87.68 feet; thence N 56°01'16" E 323.62 feet; thence S 49°08'19" E 8.27 feet; thence S 47°45'12" E 142.04 feet; thence S 28°14'09" E 165.20 feet; thence S 11°14'24" E 51.03 feet; thence S 34°53'35" W 76.82 feet; thence S 69°45'29" W 53.80 feet; thence S 63°03'22" W 49.60 feet; thence S 55°43'34" W 122.46 feet; thence S 60°08'56" W 71.33 feet; thence S 71°08'59" W 116.48 feet; thence S 74°57'35" W 157.02 feet; thence S 69°09'53" W 151.83 feet; thence S 67°33'58" W 55.90 feet; thence S 64°48'14" W 69.48 feet to phase 1 boundary, thence along said boundary the following 18 calls: 1) thence N 24°14'37" W 161.23 feet; 2) thence N 35°11'13" E 52.68 feet to a 50.00-foot radius curve to the right (center bears N 35°11'13" East); 3) thence northwesterly 32.40 feet along the arc of said curve through a central angle of 37°07'35" (chord bears N 36°15'00" W 31.84 feet) to the point of reverse curvature with a 15.00-foot radius curve to the left; 4) thence northwesterly 8.07 feet along the arc of said curve through a central angle of 30°48'53" (chord bears N 33°05'39" W 7.97 feet); 5) thence N 48°30'05" W 21.71 feet; 6) thence S 41°29'55" W 11.00 feet; 7) thence N 48°30'05" W 67.00 feet; 8) thence N 41°29'55" E 61.00 feet; 9) thence S 48°30'05" E 107.83 feet to the point of curvature with a 15.00-foot radius curve to the left; 10) thence southeasterly 15.98 feet along the arc of said curve through a central angle of 60°56'56" (chord bears S 78°58'33" E 15.21 feet); 11) thence N 70°32'59" E 13.83 feet; 12) thence N 19°27'01" W 10.00 feet; 13) thence N 70°32'59" E 48.50 feet; 14) thence S 19°27'01" E 10.00 feet; 15) thence N 70°32'59" E 109.54 feet; 16) thence N 19°27'01" W 108.75 feet; 17) thence N 70°32'59" E 156.98 feet; 18) thence N 19°27'01" W 22.55 feet to the point of beginning.

Contains 6.66 acres, more or less.

[signature] 6/12/2018
DATE

OWNER'S DEDICATION

We, the undersigned owners of all the real property depicted on this plat and described in the surveyors certificate on this plat, have caused the land described on this plat to be divided into lots, streets, parks, open spaces, easements and other public uses as designated on the plat and now do hereby dedicate under the provisions of 10-9a-607, Utah Code, without condition, restriction or reservation to Eagle Mountain City, Utah, all streets, water, sewer and other utility easements and improvements, open spaces shown as public open spaces, parks and all other places of public use and enjoyment to Eagle Mountain City, Utah together with all improvements required by the Development Agreement between the undersigned and Eagle Mountain City for the benefit of the City and the inhabitants thereof.

OWNER(S):
PRINTED NAME OF OWNER: Al Rafati for Eagle II, LLC Manager
AUTHORIZED SIGNATURE(S): [signature]

ACKNOWLEDGEMENT

On the 20 day of June, 2018, personally appeared before me the persons signing the foregoing Owners Dedication known to me to be authorized to execute the foregoing Owners Dedication for and on behalf of the owners who duly acknowledge to me that the Owners Dedication was executed by them on behalf of the Owners.

My Commission Expires 11/17/2020
[signature]
NOTARY PUBLIC SIGNATURE

#686717
COMMISSION NUMBER
Fernanda B. Lino
PRINTED FULL NAME OF NOTARY

ENT 57980:2018 Mtn # 16117
JEFFERY SMITH
UTAH COUNTY RECORDER
2018 Jun 21 1:59 pm FEE 132.00 BY SA
RECORDED FOR EAGLE MOUNTAIN CITY

SURVEYOR'S SEAL: PROFESSIONAL LAND SURVEYOR 9679988 ROBERT LAW 6/12/18 STATE OF UTAH
NOTARY PUBLIC SEAL: FERNANDA B. LINO NOTARY PUBLIC STATE OF UTAH COMMISSION # 686717 COMM. EXP. 01-17-2020
CITY ENGINEER'S SEAL: LICENSED PROFESSIONAL ENGINEER No. 264852 CHRISTOPHER TODD TRUSTY 6-18-18 STATE OF UTAH
CLERK-RECORDER SEAL: CORPORATE SEAL EAGLE MOUNTAIN EST 1996 STATE OF UTAH

HEATHERWOOD ON THE GREEN
PHASE 3
PLANNED UNIT DEVELOPMENT
LOCATED IN THE NORTHEAST QUARTER OF SECTION 20,
TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.

SEC. 20-5-1W TN-03E

HEATHERWOOD ON THE GREEN
PHASE 3
PLANNED UNIT DEVELOPMENT

LOCATED IN THE NORTHEAST QUARTER OF SECTION 20,
TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN.

CURVE TABLE					
CURVE	LENGTH	RADIUS	CHORD DIST.	CHORD BRG.	DELTA
C19	18.45'	50.00'	18.34'	S65°22'54"E	21°08'13"
C20	12.71'	50.00'	12.67'	N45°45'19"E	14°33'47"
C21	33.15'	298.50'	33.13'	N67°22'06"E	6°21'45"
C22	20.16'	263.75'	20.15'	N62°23'11"E	4°04'32"
C23	3.52'	263.75'	3.52'	N59°59'37"E	0°42'36"
C24	5.08'	15.00'	5.06'	N49°55'45"E	19°25'07"
C25	34.45'	50.00'	33.77'	N59°57'23"E	39°28'22"
C26	23.75'	47.88'	23.50'	S49°19'59"E	28°25'02"
C27	22.18'	50.00'	22.00'	S23°01'53"E	25°24'51"
C28	5.25'	15.00'	5.22'	S20°20'34"E	20°02'13"
C29	21.93'	223.50'	21.92'	S33°10'22"E	5°37'22"
C30	29.82'	289.50'	29.81'	N43°44'13"W	5°54'08"
C31	4.25'	289.50'	4.25'	N40°21'56"W	0°50'28"
C32	22.59'	276.50'	22.59'	N37°33'11"W	4°40'53"
C33	23.41'	276.50'	23.40'	N32°47'13"W	4°51'04"
C34	23.56'	15.00'	21.21'	N75°21'41"W	90°00'00"
C35	21.93'	351.50'	21.93'	S61°25'33"W	3°34'28"
C36	61.89'	325.00'	61.80'	N65°05'39"E	10°54'40"
C37	42.54'	289.50'	42.50'	N50°53'51"W	8°25'07"
C38	32.62'	50.00'	32.04'	S81°37'03"E	37°22'48"
C39	112.97'	50.00'	90.43'	S75°03'08"E	129°2'21"
C40	41.01'	351.50'	40.99'	N66°33'21"E	6°41'07"
C41	66.94'	351.50'	66.84'	N65°05'39"E	10°54'40"
C42	4.00'	351.50'	4.00'	S70°13'26"W	0°39'05"
C43	44.52'	50.00'	43.06'	N78°32'36"E	51°00'48"
C44	20.60'	223.50'	20.59'	S38°37'29"E	5°16'52"
C45	46.09'	210.50'	46.00'	S47°27'01"E	12°32'40"
C46	5.74'	223.50'	5.74'	S54°22'16"E	1°28'18"
C47	107.97'	250.00'	107.14'	S42°44'03"E	24°44'44"
C48	76.61'	289.50'	76.39'	N47°31'33"W	15°09'43"
C49	108.07'	50.00'	88.23'	N79°36'23"W	123°50'22"
C50	23.70'	283.75'	23.69'	N62°01'53"E	4°47'08"

EXISTING HEATHERWOOD PHASE 1

CUNNINGHILL DRIVE (PUBLIC)

NORTHWEST CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN (FOUND BRASS CAP MON.)

– SECTION LINE – N89°02'47"W 5355.84' (MEAS. MON. TO MON.)

N 744,714.49
E 1,865,586.57

NORTHEAST CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN (FOUND BRASS CAP MON.)
N 744,624.17
E 1,870,939.56

N89°05'04"E 4,116.79' (P.O.B.)

POB

BASIS OF BEARINGS N00°54'56"W 2697.59' (MEAS.) N00°54'13"W 2697.82' (REC.) SECTION LINE – 923.52' (POB)

N 742,017.80
E 1,865,628.74

WEST 1/4 CORNER OF SECTION 20, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE & MERIDIAN (FOUND BRASS CAP MON.)

PHASE 1 PARK

EX CHURCH

N56°01'16"E 323.62'

S49°09'18"E 8.27'

S47°45'12"E 142.04'

S28°14'09"E 165.20'

S11°14'24"E 51.03'

VANGAURD RANCHES GOLF COURSE LLC

ATHERTON ROAD (PUBLIC)

ATHERTON LANE (PUBLIC)

ATHERTON LANE (PUBLIC)

COMMON AREA SOMERSET ALLEY

COMMON AREA RIVIERA ALLEY

COMMON AREA PEBBLE ALLEY

COMMON AREA OAKMONT ALLEY

COMMON AREA COTTONWOOD ALLEY

COMMON AREA CYPRESS ALLEY

COMMON AREA OAKROSE ALLEY

COMMON AREA PINE VALLEY ALLEY

COMMON AREA SHADOW CREEK ALLEY

COMMON AREA

N41°29'55"E 61.00'

S48°30'05"E 107.83'

N48°30'05"W 67.00'

S41°29'55"W 11.00'

N48°30'05"W 21.71'

N35°11'13"E 52.69'

N24°43'17"W 191.23'

N19°27'01"W 108.75'

N70°32'59"E 156.98'

N70°03'55"E 87.68'

N19°27'01"W 22.55'

N70°32'59"E 13.83'

S19°27'01"E 10.00'

N70°32'59"E 48.50'

N19°27'01"W 10.00'

N70°32'59"E 109.54'

R = 60°56'56" L = 15.00' Chd= 15.96' S78°58'33"E 15.21'

R = 30°48'53" L = 15.00' Chd= 8.07' N33°05'39"W 7.97'

R = 37°07'35" L = 50.00' Chd= 32.40' N36°15'00"W 31.84'

S74°57'35"W 157.02'

S69°09'53"W 151.83'

S64°48'14"W 69.48'

S67°33'58"W 55.90'

S71°08'59"W 116.48'

S60°08'56"W 71.33'

S55°43'34"W 122.46'

S34°53'35"W 76.82'

S69°45'29"W 53.80'

S63°03'22"W 49.60'

PLAT CALCULATIONS	
TOTAL ACREAGE	6.66 ac.
BUILDABLE ACREAGE	6.66 ac
TOTAL ACREAGE IN LOTS	4.1 ac
TOTAL OPEN SPACE	0.0
COMMON AREA	1.13 ac
TOTAL IMPROVED OPEN SPACE	0.0
AVERAGE LOT SIZE	2482 sf
LARGEST LOT SIZE	3797 sf
SMALLEST LOT SIZE	1891 sf
OVERALL DENSITY	10.81 LOT/ACRE
TOTAL NUMBER OF LOTS	72 LOTS

ENT 57980:2018 Bk 0 16117
JEFFERY SMITH
UTAH COUNTY RECORDER
2018 Jun 21 1152 PM FEE 137.00 BY SR
RECORDED FOR EAGLE MOUNTAIN CITY

16117 SHEET 2 OF 2

LEGEND
- PHASE BOUNDARY LINE
- SECTION LINE
- CENTER LINE
- 10.0' P.U.E. LINE
- PREVIOUSLY REBAR AND CAP SET BY PEPG ENGR. PER PREVIOUS RECORDED PLAT
- NEW FIRE HYDRANT
- MONUMENT TO BE SET
- COMMON AREA (HOA RESPONSIBILITY)

30 0 30 60
SCALE IN FEET
1"=30' (24"x36" SIZE ONLY)

SHEET NO 2/2

PROJECT ENGINEER:
GATEWAY CONSULTING, Inc
P.O. BOX 951005 SOUTH JORDAN, UT 84095
PH: (801) 694-5848 FAX: (801) 432-7050
paul@gatewayconsultingllc.com
CIVIL ENGINEERING • CONSULTING • LAND PLANNING
CONSTRUCTION MANAGEMENT

SURVEYOR OF RECORD:
PEPG CONSULTING L.L.C.
9270 SOUTH 300 WEST • SANDY, UT 84070
PHONE: (801) 562-2521 • FAX: (801) 562-2551

3-22-18

EAGLE MOUNTAIN

Engineering Division
2565 North Pony Express Parkway
Eagle Mountain City, Utah 84005
(801) 789-6671

Tuesday, June 2, 2020

City Recorder's Office
Eagle Mountain City
1650 East Stage Coach Run
Eagle Mountain City, UT 84005

SUBJECT: **Silverlake plat 16 out of warranty Bond Release**

City Recorder:

The above referenced subdivision has completed the required one year maintenance period as required in their development agreement. After performing a walkthrough of this subdivision, I would recommend that the city accepts the subdivision as complete and release all bonds placed by the developer and held by the city for this development.

Please contact me should you have any comments, questions, or concerns. Thank you.

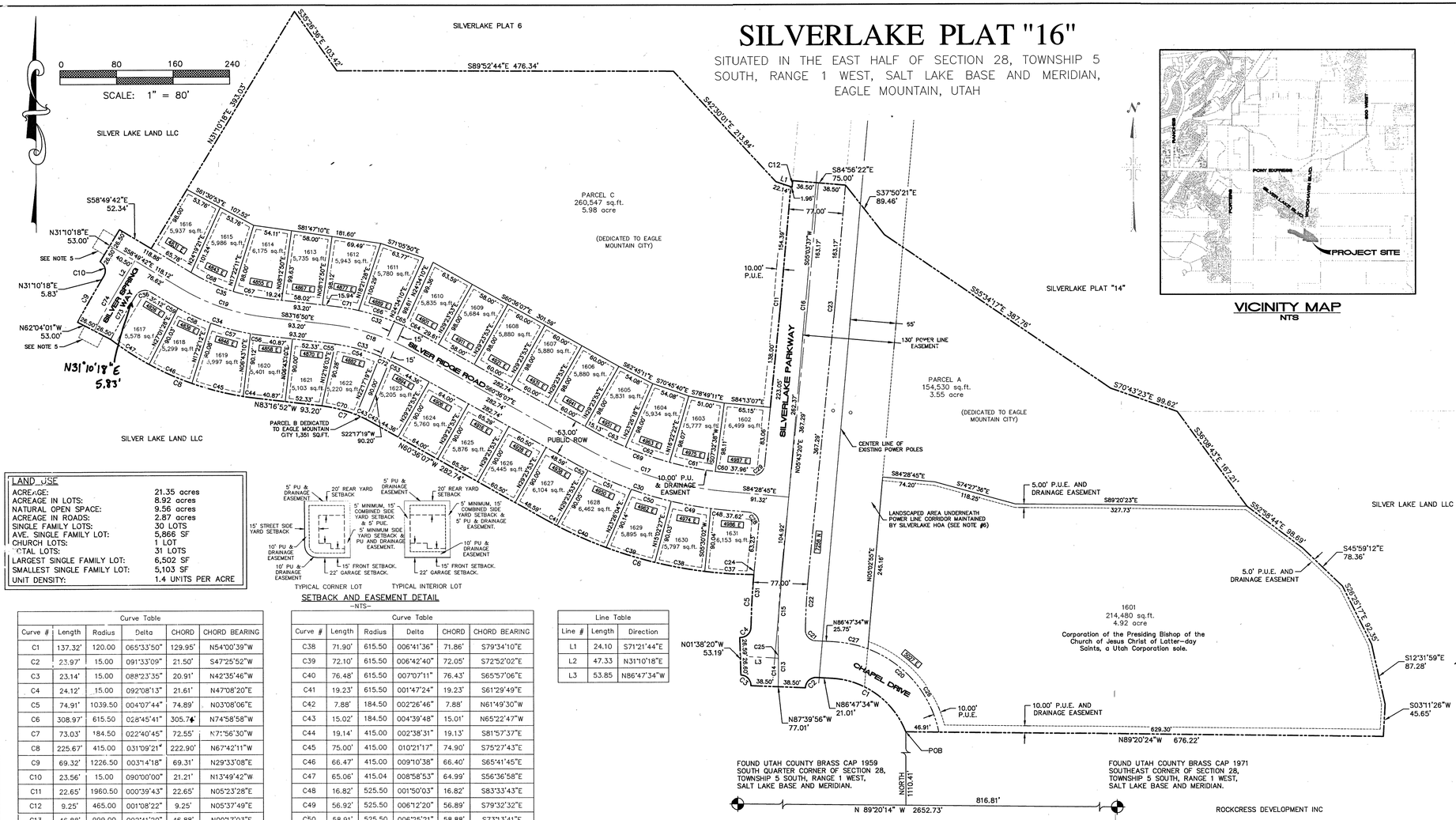
Sincerely,

Christopher T. Trusty, P.E.
Engineering Director
Eagle Mountain City

Cc: Fionnuala Kofoed, City Recorder

SILVERLAKE PLAT "16"

SITUATED IN THE EAST HALF OF SECTION 28, TOWNSHIP 5 SOUTH, RANGE 1 WEST, SALT LAKE BASE AND MERIDIAN, EAGLE MOUNTAIN, UTAH



VICINITY MAP
NTS

LAND USE	
ACREAGE:	21.35 acres
ACREAGE IN LOTS:	8.92 acres
NATURAL OPEN SPACE:	9.56 acres
ACREAGE IN ROADS:	2.87 acres
SINGLE FAMILY LOTS:	30 LOTS
AVE. SINGLE FAMILY LOT:	5,866 SF
CHURCH LOTS:	1 LOT
TOTAL LOTS:	31 LOTS
LARGEST SINGLE FAMILY LOT:	6,502 SF
SMALLEST SINGLE FAMILY LOT:	5,103 SF
UNIT DENSITY:	1.4 UNITS PER ACRE

SETBACK AND EASEMENT DETAIL
-NTS-

Curve Table					
Curve #	Length	Radius	Delta	CHORD	CHORD BEARING
C1	137.32'	120.00	065°33'50"	129.95'	N54°00'39"W
C2	23.97'	15.00	091°33'09"	21.50'	S47°25'52"W
C3	23.14'	15.00	088°23'35"	20.91'	N42°35'46"W
C4	24.12'	15.00	092°08'13"	21.61'	N47°08'20"E
C5	74.91'	1039.50	004°07'44"	74.89'	N03°08'06"E
C6	308.97'	615.50	028°45'41"	305.74'	N74°58'58"W
C7	73.03'	184.50	022°40'45"	72.55'	N71°56'30"W
C8	225.67'	415.00	031°09'21"	222.90'	N67°42'11"W
C9	69.32'	1226.50	003°14'18"	69.31'	N29°33'08"E
C10	23.56'	15.00	090°00'00"	21.21'	N13°49'42"W
C11	22.65'	1960.50	000°39'43"	22.65'	N05°23'28"E
C12	9.25'	465.00	001°08'22"	9.25'	N05°37'49"E
C13	46.88'	999.00	002°41'20"	46.88'	N00°17'03"E
C14	40.54'	999.00	002°19'31"	40.54'	N00°27'58"E
C15	118.50'	1001.00	006°46'57"	118.43'	S02°19'51"W
C16	23.09'	1999.00	000°39'43"	23.09'	N05°23'28"E
C17	207.95'	499.00	023°52'39"	206.45'	S72°32'27"E
C18	119.14'	301.00	022°40'43"	118.36'	N71°56'29"W
C19	127.60'	299.00	024°27'08"	126.64'	S71°03'16"E
C20	211.72'	161.00	075°20'50"	196.79'	N49°07'09"W
C21	22.96'	15.00	087°40'57"	20.78'	S42°57'06"E
C22	81.18'	962.50	004°49'57"	81.16'	S03°18'21"W
C23	23.54'	2037.50	000°39'43"	23.54'	N05°23'28"E
C24	9.49'	1039.50	000°31'23"	9.49'	S05°27'39"W
C25	6.34'	999.00	000°21'49"	6.34'	N00°52'43"W
C26	162.10'	161.00	057°41'13"	155.34'	N40°17'20"W
C27	49.63'	161.00	017°39'37"	49.43'	N77°57'45"W
C28	23.61'	15.00	090°12'04"	21.25'	N39°22'42"W
C29	23.51'	15.00	089°47'56"	21.18'	N50°37'18"E
C30	218.99'	525.50	023°52'38"	217.41'	S72°32'26"E
C31	84.40'	1039.50	004°39'06"	84.37'	S03°23'47"W
C32	129.63'	327.50	022°40'43"	128.78'	N71°56'29"W
C33	108.65'	274.50	022°40'43"	107.94'	N71°56'29"W
C34	138.91'	325.50	024°27'08"	137.86'	S71°03'16"E
C35	116.29'	272.50	024°27'08"	115.41'	S71°03'16"E
C36	23.56'	15.00	090°00'00"	21.21'	S76°10'18"W
C37	69.26'	615.50	006°26'50"	69.22'	S86°08'23"E

Curve Table					
Curve #	Length	Radius	Delta	CHORD	CHORD BEARING
C38	71.90'	615.50	006°41'36"	71.86'	S79°34'10"E
C39	72.10'	615.50	006°42'40"	72.05'	S72°52'02"E
C40	76.48'	615.50	007°07'11"	76.43'	S65°57'06"E
C41	19.23'	615.50	001°47'24"	19.23'	S61°29'49"E
C42	7.88'	184.50	002°26'46"	7.88'	N61°49'30"W
C43	15.02'	184.50	004°39'48"	15.01'	N65°22'47"W
C44	19.14'	415.00	002°38'31"	19.13'	S81°57'37"E
C45	75.00'	415.00	010°21'17"	74.90'	S75°27'43"E
C46	66.47'	415.00	009°10'38"	66.40'	S65°41'45"E
C47	65.06'	415.04	008°58'53"	64.99'	S56°36'58"E
C48	16.82'	525.50	001°50'03"	16.82'	S83°33'43"E
C49	56.92'	525.50	006°12'20"	56.89'	S79°32'32"E
C50	58.91'	525.50	006°25'21"	58.88'	S73°13'41"E
C51	67.12'	525.50	007°19'05"	67.07'	S66°21'28"E
C52	19.23'	525.50	002°05'48"	19.23'	S61°39'01"E
C53	19.05'	274.50	003°58'37"	19.05'	N62°35'26"W
C54	65.86'	274.50	013°44'51"	65.70'	N74°35'07"W
C55	8.73'	274.50	001°49'18"	8.73'	N82°22'11"W
C56	19.14'	325.50	003°22'12"	19.14'	S81°35'44"E
C57	58.27'	325.50	010°15'24"	58.19'	S74°46'56"E
C58	51.31'	325.50	009°01'53"	51.26'	S65°08'17"E
C59	10.19'	325.50	001°47'38"	10.19'	S59°43'32"E
C60	15.36'	472.50	001°51'45"	15.36'	S83°32'52"E
C61	66.15'	472.50	008°01'19"	66.10'	S78°36'20"E
C62	66.21'	472.50	008°01'45"	66.16'	S70°34'48"E
C63	49.18'	472.50	005°57'49"	49.16'	S63°35'01"E
C64	25.64'	327.50	004°29'11"	25.64'	N62°50'43"W
C65	15.00'	327.50	002°37'29"	15.00'	N66°24'03"W
C66	53.05'	327.50	009°16'54"	53.00'	N72°21'15"W
C67	50.65'	272.50	010°39'02"	50.58'	S77°57'19"E
C68	65.64'	272.50	013°48'06"	65.48'	S65°43'45"E
C69	196.91'	472.50	023°52'38"	195.49'	S72°32'26"E
C70	50.14'	184.50	015°34'11"	49.98'	N75°29'46"W
C71	35.93'	327.50	006°17'08"	35.91'	N80°08'16"W
C72	15.01'	274.50	003°07'57"	15.01'	N66°08'43"W
C73	66.33'	1173.50	003°14'18"	66.32'	S29°33'08"W
C74	67.82'	1200.00	003°14'18"	67.82'	S29°33'08"W

Line Table		
Line #	Length	Direction
L1	24.10	S71°21'44"E
L2	47.33	N31°10'18"E
L3	53.85	N86°47'34"W

DOMINION GAS COMPANY APPROVAL

Dominion approves this plat solely for the purpose of confirming that the plat contains public utility easements. Dominion may require other easements in order to serve this development. this approval does not constitute abrogation or waiver of any other existing rights, obligations or liabilities provided by law or equity. This approval does not constitute acceptance, approval of acknowledgement of any terms contained in the plat, including those set forth in the Owners Dedication and the Notes and does not constitute a guarantee of particular terms of natural gas service. For further information please contact Dominion's right-of-way department at 1-800-366-8532

Approved this 29 day of November 2017 Dominion Gas Company

By: _____ Title: Pre-Const

ROCKY MOUNTAIN POWER APPROVAL

1. Pursuant to Utah Code Ann 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
2. Pursuant to Utah Code Ann 17-27a-603(4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under.
   (1). A recorded easement of right of way
   (2). The law applicable to prescriptive rights
   (3). Title 54, Chapter 8a, Damage to Underground Utility Facilities
   (4). Any other provision of law

_____ 11/29/17
ROCKY MOUNTAIN POWER DATE

DIRECT COMMUNICATIONS APPROVAL

Direct Communications Cedar Valley, LLC certifies that it will provide telecommunications services to this subdivision utilizing the trenches provided by the developer as per the Direct Communications Cedar Valley P.S.C. Utah No.1 Tariff.

_____ 11/29/17
DIRECT COMMUNICATIONS DATE

Basis of Bearing: the line between the Southeast Corner and the South Quarter Corner of Section 28, Township 5 South, Range 1 West, Salt Lake Base and Meridian which bears North 89°20'14" West taken from the State Plane Coordinate & Dependent Resurvey Plat found at the Utah County Surveyors Office. (NAD 83)

NOTES:
1- STUCCO SHALL NOT EXCEED 25% OF ANY FRONT ELEVATION AND ELEVATION FACING A PUBLIC STREET.
2- ALL EXTERIOR LIGHTING MUST COMPLY WITH EMMC CHAPTER 17.56 OUTDOOR LIGHTING STANDARDS.
3- PRIVACY FENCING FACING SILVERLAKE PARKWAY MUST BE CONSISTENT IN LOOK, MATERIALS, COLOR, AND CONSTRUCTION WITH THE RANCHES FENCING ALONG SILVERLAKE PARKWAY.
4-PARCELS A, B & C DEDICATED TO EAGLE MOUNTAIN CITY.
5-EXTEND ASPHALT A MIN. OF 60' FROM CENTERLINE FOR TURN AROUND
6-THE ACCESS BETWEEN LOTS 1610 & 1611 AND 1622 & 1623 (PARCEL B) AND THE LANDSCAPING ALONG SILVERLAKE PARKWAY TO BE MAINTAINED BY SILVERLAKE HOA.

15805

TRANE ENGINEERING, P.C.
CONSULTING ENGINEERS AND LAND SURVEYORS
37 EAST MAIN LEHI, UTAH 84043 (801) 768-4544

SURVEYOR'S CERTIFICATE

I, TRAVIS TRANE, do hereby certify that I am a Professional Land Surveyor, and that I hold Licence No. 5152741, as prescribed under the laws of the State of Utah. I further certify that by authority of the owners, I have made a survey of the tract of land shown on this plat and described hereon, and have subdivided said tract of land into lots and streets, together with easements, hereafter to be known as SILVERLAKE PLAT "16" and that the same has been correctly surveyed and monumented on the ground as shown on this plat.

PROFESSIONAL LAND SURVEYOR No. 5152741 TRAVIS TRANE STATE OF UTAH

BOUNDARY DESCRIPTION

Beginning at a point which is North 89°20'14" West 816.81 feet along the section line and North 1110.41 feet from the Southeast Corner of Section 28, Township 5 South, Range 1 West, Salt Lake Base and Meridian; thence Northwesterly 137.32 feet along the arc of a 120.00 foot radius curve to the left, through a central angle of 65°33'50" the chord of which bears North 54°00'39" West 129.95 feet; thence North 86°47'34" West 21.01 feet; thence Southwesterly 23.97 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 91°33'09" the chord of which bears South 47°25'52" West 21.50 feet; thence North 87°39'56" West 77.01 feet; thence Northwesterly 23.14 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 88°23'35" the chord of which bears North 42°35'46" West 20.91 feet; thence North 01°38'20" West 53.19 feet; thence Northeasterly 24.12 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 92°08'13" the chord of which bears North 47°08'20" East 21.61 feet; thence Northerly 74.91 feet along the arc of a 1039.50 foot radius curve to the right, through a central angle of 04°07'44" the chord of which bears North 03°08'06" East 74.89 feet; thence Northwesterly 308.97 feet along the arc of a 515.50 foot radius curve to the right, through a central angle of 28°45'41" the chord of which bears North 74°58'58" West 305.74 feet; thence North 60°36'07" West 282.74 feet; thence Northwesterly 73.03 feet along the arc of a 184.50 foot radius curve to the left, through a central angle of 22°40'45" the chord of which bears North 71°56'30" West 72.55 feet; thence North 83°16'52" West 93.20 feet; thence Northwesterly 225.67 feet along the arc of a 415.00 foot radius curve to the right, through a central angle of 31°09'21" the chord of which bears North 67°42'11" West 222.90 feet; thence North 62°04'01" West 53.00 feet; thence Northeasterly 69.32 feet along the arc of a 1226.50 foot radius curve to the right, through a central angle of 03°14'18" the chord of which bears North 29°33'08" East 69.31 feet; thence North 31°10'18" East 5.83 feet; thence Northwesterly 23.56 feet along the arc of a 15.00 foot radius curve to the left, through a central angle of 90°00'00" the chord of which bears North 13°49'42" West 21.21 feet; thence North 31°10'18" East 53.00 feet; thence South 58°49'42" East 52.34 feet; thence North 31°10'18" East 393.03 feet; thence along SILVERLAKE PLAT 6 the following five courses South 35°26'36" East 103.42 feet; thence South 89°52'44" East 476.34 feet; thence South 42°50'01" East 213.84 feet; thence South 71°21'44" East 24.10 feet; thence Northerly 9.25 feet along the arc of a 465.00 foot radius curve to the left, through a central angle of 01°08'22" the chord of which bears North 05°37'49" East 9.25 feet; thence South 84°56'22" East 75.00 feet; thence along SILVERLAKE PLAT "14" the following three courses South 37°50'21" East 89.46 feet; thence South 55°34'17" East 387.76 feet; thence South 70°43'23" East 99.62 feet; thence South 36°08'43" East 167.21 feet; thence South 52°58'44" East 98.69 feet; thence South 45°59'12" East 78.36 feet; thence South 26°25'17" East 82.35 feet; thence South 12°31'59" East 87.28 feet; thence South 03°11'26" West 45.65 feet; thence North 89°20'24" West 676.22 feet to the point of beginning.

Parcel contains: 21.35 acres more or less.

Nov. 28, 2017 DATE

Travis Trane SURVEYOR (See Seal Below)

OWNER'S DEDICATION

WE, THE UNDERSIGNED OWNERS OF ALL THE REAL PROPERTY DEPICTED ON THIS PLAT AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE ON THIS PLAT, HAVE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE DIVIDED INTO LOTS, STREETS, PARKS, OPEN SPACES, EASEMENTS AND OTHER PUBLIC USES AS DESIGNATED ON THE PLAT AND NOW DO HEREBY DEDICATE UNDER THE PROVISIONS OF 10-9A-607, UTAH CODE, WITHOUT CONDITION, RESTRICTION OR RESERVATION TO EAGLE MOUNTAIN CITY, UTAH, ALL STREETS, WATER, SEWER AND OTHER UTILITY EASEMENTS AND IMPROVEMENTS, OPEN SPACES SHOWN AS PUBLIC OPEN SPACES, PARKS AND ALL OTHER PLACES OF PUBLIC USE AND ENJOYMENT TO EAGLE MOUNTAIN CITY, UTAH TOGETHER WITH ALL IMPROVEMENTS REQUIRED BY THE DEVELOPMENT AGREEMENT BETWEEN THE UNDERSIGNED AND EAGLE MOUNTAIN CITY FOR THE BENEFIT OF THE CITY AND THE INHABITANTS THEREOF.

OWNER(S)

AUTHORIZED SIGNATURE(S)

Nathan Hutchinson, President
PRINTED NAME/TITLE
SILVER LAKE LAND LLC AND Rockcress Development, Inc.
COMPANY

AUTHORIZED SIGNATURE(S)

TERRY F. RUDD - AUTHORIZED AGENT
PRINTED NAME/TITLE
Corporation of the Presiding Bishop of the Church of Jesus Christ of Latter-day Saints, a Utah Corporation sole.
COMPANY

ACKNOWLEDGEMENT

STATE OF Utah) : S.S.
COUNTY OF Utah)

ON THE 28th DAY OF November A.D. 20 17 PERSONALLY APPEARED BEFORE ME THE SIGNERS OF THE FOREGOING DEDICATION WHO DULY ACKNOWLEDGE TO ME THAT THEY DID EXECUTE THE SAME.

MY COMMISSION EXPIRES 9/22/2018

NOTARY PUBLIC SIGNATURE

ACKNOWLEDGEMENT

STATE OF Utah) : S.S.
COUNTY OF Salt Lake)

On the 29th day of Nov A.D. 2017 personally appeared before me TERRY F RUDD, the signer of the foregoing dedication who duly acknowledged to me that he executed the same as Authorized Agent for Corporation of the Presiding Bishop of The Church of Jesus Christ of Latter-day Saints, a Utah corporation sole.

MY COMMISSION EXPIRES 6/9/19

NOTARY PUBLIC SIGNATURE

ACCEPTANCE BY LEGISLATIVE BODY

The City Council of Eagle Mountain City, County of Utah, Approves this subdivision and hereby accepts the dedication of all streets, easements, and other parcels of land intended for public purposes for the perpetual use of the public this 5 day of December 20 17

APPROVED BY MAYOR

APPROVED BY CITY ENGINEER (See Seal Below)

APPROVED BY CITY ATTORNEY

ATTEST BY CITY RECORDER (See Seal Below)

ENT 121330:2017

15805

JEFFERY SMITH
UTAH COUNTY RECORDER
2017 Dec 29 10:59 am FEE 14.00 BY MA
RECORDED FOR EAGLE MOUNTAIN CITY

PLAT "16"

SILVERLAKE

A RESIDENTIAL SUBDIVISION

EAGLE MOUNTAIN UTAH COUNTY, UTAH

NOTARY PUBLIC SEAL
E. RACHEL WILSON
NOTARY PUBLIC - STATE OF UTAH
COMMISSION NUMBER 670373
My Commission Expires Sept. 22, 2018

NOTARY PUBLIC SEAL
LORI GUERRERO
NOTARY PUBLIC - STATE OF UTAH
My Comm. Exp. 06/09/2019
Commission # 682760

CITY-COUNTY ENGINEER SEAL
12-5-17

CLERK-RECORDED SEAL

SEC 28-5-1W TO 038

EAGLE MOUNTAIN	**EAGLE MOUNTAIN CITY** **CITY COUNCIL MEETING** **JUNE 16, 2020**

TITLE:	Facebook Re-Use and Winter Storage Design and Construction Management Change Order #1 - Sunrise Engineering		
ITEM TYPE:	Change Order		
FISCAL IMPACT:	$25,000		
APPLICANT:			
GENERAL PLAN DESIGNATION	**CURRENT ZONE**	**ACREAGE**	**COMMUNITY**

PUBLIC HEARING:
No

PREPARED BY:
Chris Trusty, Public Works

PRESENTED BY:
Chris Trusty

RECOMMENDATION:
Staff recommends the City Council approve the change order for Sunrise Engineering in the amount of $25,000.

BACKGROUND:
The original bid for the design and construction management for the Reuse and Winter Storage Ponds was for $420,130. Included in this price was a Phase 4 - Construction Engineering Services Contingency. The estimated compensation budget will be increased by $25,000 from $16,392 to $41,392, based on a Time and Materials basis in accordance with the terms of the original contract. This brings the total contract to $425,130.

This project is being funded by Facebook.

ITEMS FOR CONSIDERATION:

REQUIRED FINDINGS:

PLANNING COMMISSION ACTION/RECOMMENDATION:

ATTACHMENTS:

EAGLE MOUNTAIN
CITY COUNCIL MEETING MINUTES

June 2, 2020, 4:00 p.m.
Eagle Mountain City Council Chambers
1650 East Stagecoach Run, Eagle Mountain, Utah 84005

4:00 P.M. WORK SESSION – ELECTRONIC MEETING VIA LIFESIZE

ELECTED OFFICIALS PRESENT ELECTRONICALLY: Mayor Tom Westmoreland, Councilmembers Donna Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love.

CITY STAFF PRESENT ELECTRONICALLY: Ifo Pili, City Administrator; Paul Jerome, Assistant City Administrator/Finance Director; Fionnuala Kofoed, City Recorder; Jeremy Cook, City Attorney; Elizabeth Fewkes, Recording Secretary; Steve Mumford, Community Development Director; Michael Hadley, Planning Manager; Pete Kane, Long-Range Planning Manager; Chris Trusty, City Engineer; Aaron Sanborn, Economic Development Director; Mack Straw, Public Utilities Manager; Zac Hilton, Streets and Storm Drain Manager; Ross Fowlks, Fire Chief; Jessa Porter, Planner; and Brad Hickman, Parks and Recreation Director.

Mayor Westmoreland called the work session to order at 4:09 p.m.

City Recorder Fionnuala Kofoed explained the procedural adjustments due to the electronic meeting and the proposed interim adjustments to practices relating to Council Work Sessions and Policy Meetings.

Public meetings will be held electronically in accordance with Executive Order 2020-1 Suspending the Enforcement of Provisions of Utah Code 52-4-202 and 52-4-207 due to Infectious Disease COVID-19 Novel Coronavirus issued by Governor Herbert on March 18, 2020.

1. CITY ADMINISTRATOR INFORMATION ITEMS

1.A. DISCUSSION – Eagle Mountain Municipal Code Amendments

1. Chapter 17.37 Business Park Zones

Community Development Director Steve Mumford stated that the Business Park Zone is being amended to include three zones: Light Manufacturing/Distribution, Medical/Educational Campus, and Office Professional. He explained the intended uses and the locations indicated on the Future Land Use Map for each zone.

Mr. Mumford explained the Planning Commission was heavily involved in the creation of Business Park Zones. A public hearing was held during the May 12, 2020 Planning Commission meeting and no public comments were made. The Planning Commission voted unanimously to recommend approval to City Council.

Discussion ensued regarding the acreage designated for zones on the Future Land Use Map and potentially permitting universities and university satellite locations in the Office Professional Zone.

2. Chapter 17.55 Warehouse Farming Overlay Zone

Mr. Mumford explained the purpose of Warehouse Farming Overlay Zone is to comply with Utah State Code to determine an area approved for cannabis production, otherwise production is allowed in all farming areas. He stated the same standards apply to agricultural areas.

The proposed overlay zone accomplishes State Code requirements if the overlay is approved for specific property within the City. An alternative option could include cannabis production as a permitted or special use in the industrial and agricultural zones. The proposal has been on hold since November awaiting feedback from the Utah Department of Agriculture and Food. The Industrial Hemp and Medical Cannabis Program Manager's suggestions included changes to the proposal to allow storage containers inside warehouses but prohibit temporary buildings and containers outside of warehouses and a minor change to sign restrictions.

The Planning Commission recommended approval of the Warehouse Farming Overlay Zone on November 12, 2019.

Mr. Mumford explained the five-story height maximum is the standard in the Industrial and Office Professional Zones. He stated the application of the Warehouse Farming Zone would not supersede the underlying zone requirements, clarified the purposes and uses for overlay zones, and explained industrial and agricultural areas would be most appropriate for application of the overlay due to the unpleasant odors associated with cannabis production.

1.B. DISCUSSION – Pole Canyon Extraction Permit

City Engineer Chris Trusty explained the City received a material processing permit request from DAI Land Development for the Pole Canyon area adjacent to Camp Eagle Mountain. The purpose of the extraction is to remove approximately a half million cubic yards of material from a 68-acre area, in 11-acre increments, in order to grade the site for home development. The extracted material would be used within the Pole Canyon development for the Tyson Foods site or other areas; the Pole Canyon Master Development Agreement does not permit the use or sale of extracted materials outside of the Pole Canyon area.

Mr. Trusty explained such applications are generally processed by staff; however, because of resident's concern regarding past extraction activity within the City, staff elected to present the information to the City Council for review and discussion. He said even though the project does not fall within the Extractive Industries Overlay Zone, the City has requested that the project adhere to the overlay guidelines. He stated, as City Engineer, he may deny permit applications if the extraction process is deemed to negatively impact neighboring properties and the City could require additional measures for adequate dust control.

Mayor Westmoreland and the City Council expressed concerns regarding blasting, truck routes, dust control, the realignment of 4000 North, the sale of extracted materials, infrastructure strain, implementing specific regulations defining the allowed activities and fines for noncompliance, location in relation to residents and water tanks, slope and ridgeline grading regulations, resident concerns and complaints regarding extractive activities, and material processing.

Applicant Nate Shipp with DAI said the truck routes would utilize existing roads that do not pass through residential areas. He explained that the plan to utilize the materials within the area results in a lower impact to infrastructure and neighboring properties than other residential developments that require the removal or addition of materials from external sources.

Applicant representative Steve Jackson with Jackson Engineering LLC stated the Tyson Foods infrastructure package includes the improvement and realignment of 4000 North in partnership with the Utah Department of Transportation. The materials in the area are suitable for extraction and will not require blasting, the project is within the allowable slope percentage to permit grading, and the erosion control plan includes dust control measures. The use of the material within the Pole Canyon area will limit the hauling of materials from other sources and result in less strain to infrastructure.

Mr. Jackson explained the raw material would be screened onsite to sort the material for specific uses and larger material would be crushed before being screened. He said the screening would include dust control and the material processing does produce industrial noise levels; however, the process will be located far from residential areas to mitigate noise and dust concerns.

Mr. Jackson explained the extraction activities are estimated to conclude by the end of 2020. Mr. Shipp clarified construction activity would continue for several years to develop the full 3,000 acres in the Pole Canyon area.

Mr. Jackson believed that improvement of the Camp Eagle Mountain access road to mitigate dust would be wasteful. The location of the road was not approved, and the contractor constructed the road across lots the applicant owns and intends to develop, requiring the relocation of the road. He indicated other options for and willingness to ensure dust control.

Mr. Trusty explained the regulations governing the material processing permit and that offsite use or the sale of the materials would require the application of the extractive industries overlay zone. He stated the City Council may request that the permit application return as an action item, if desired; otherwise, staff will move forward with approving the permit.

2. AGENDA REVIEW

10. CHANGE ORDERS

10.A. SilverLake Woodhaven Park Design Change Order #1 – Environmental Planning Group

Councilmember Curtis explained the geological features in the area necessitated additional work to install the park, resulting in the cost increase. He stated various sources of funding have been resourced to cover the expense.

12. ARRIVAL

12.A. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Approving the Second Amendment to the Arrival Master Development Plan.

Mr. Mumford explained that shallow bedrock and unacceptable soils were found in this project area. The purpose of the redesign is to provide each lot with suitable soils for septic drain fields based on geotechnical explorations of the area. The State and County Health Departments now require two redundant drain field locations on each lot. The Planning Commission recommended denial with a 3:2 vote on May 12, 2020. The votes to recommend denial were due to reduced connectivity, an increase in 0.5-acre and 0.75-acre lots and a reduction in one-acre lots, septic systems on 0.5-acre lots, and the lots adjacent to Camp Williams and North Ranch not all being one-acre lots.

Items to consider include density and lot sizes, septic systems, connectivity, open space, and lot size transitioning. The proposed plan contains three fewer lots than the existing plan. The existing plan has 178 residential lots and one church parcel; the proposed plan has 175 residential lots and one church parcel. The number of lots over two acres in size increased from 6 to 9 lots; lots between 1 and 1.99 acres decreased from 137 lots to 119 lots, and lots between 0.5 and 0.99 acres increased from 36 lots to 48 lots.

Septic tanks are not permitted on lots smaller than one acre in size, unless they are in an existing subdivision designated specifically for septic system use on a recorded subdivision plat. There is no possibility of a sewer connection in this development. The area may be considered an "existing subdivision that is designated specifically for septic system use." The proposed plan does not increase septic systems in the development.

The Arrival Master Development Plan was approved prior to City's adoption of connectivity standards. The plan proposed to Planning Commission contained two long, loop roads without connectivity between them. The applicant has responded to the Planning Commissioners' concerns by adding a road connection between the two loops.

The previous Residential zone did not require open space for projects with a density less than 0.8 units per acre. However, the developer chose to provide a 2.16-acre park, which fulfills the new residential zoning requirement for open space.
The applicant adjusted the plan to include lots larger than one acre in size adjacent to Camp Williams and the North Ranch subdivision, which fulfills lot size transitioning requirements.

Applicant Scot Hazard explained the trail system and stated the trails are for pedestrian and equestrian use. A trail along Tickville Wash between the Arrival and North Ranch subdivisions was not feasible due to the nonlinear edge of the wash and slope height and instability concerns.

Mr. Hazard explained the Church of Jesus Christ of Latter-day Saints requested the relocation of the church site. He stated the Arrival Master Development Agreement predated the reduction of lot count requirement due to church sites and requested leniency from the Council due to the voluntarily inclusion of parks and a trail system.

13. ORDINANCES

13.A. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.35 Commercial Zones.

Mr. Mumford presented the item and reviewed proposed amendments to address the concerns expressed by the City Council during the previous meeting.

Automobile Gas/Service Stations have been changed to a special use, as Municipal Code already contains special use standards. Auto Sales and/or Minor Services has been changed to a special use so size, parking locations, and other concerns can be regulated. No changes were made to childcare centers and preschools, as their use is similar to schools, which are special uses. The brewery section now includes "ancillary to a restaurant" verbiage. Religious/Cultural Meeting Halls are included as a permitted use in the Commercial Regional zone. Developments in the Commercial Regional zone must provide transitioning toward less intensive uses. The language was changed in zoning descriptions to give more direction for approval.

The Planning Commission was heavily involved in the creation of the proposal. The Planning Commission held a public hearing on April 28, 2020 and no public comments were made. The Planning Commission unanimously voted to recommend approval to the City Council.

Councilmember Love inquired if the draft includes restrictions concerning traffic safety around childcare and preschool locations. Mr. Mumford stated it does not include standards specific to childcare services and explained options to develop traffic safety standards.

Councilmember Curtis inquired about standards to piping natural washes in response to concerns raised by residents. Mr. Mumford indicated Municipal Code requires significant setbacks unless the piping of the wash has been approved and provides for utility corridors to be deeded to the City. He stated the wash may be piped in instances where roads cross over the wash. A proposal to pipe the wash near Ridley's was withdrawn due to expense.

Discussion ensued regarding the preservation of natural washes. Mr. Mumford stated the City is working with the Division of Wildlife Resources (DWR) to preserve a wildlife migratory corridor within the City. Shane Hill with DWR stated their role is to assist the City in identifying the wildlife corridor and obtaining funding; the DWR is not a regulatory agency.

13.B. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.80 Sign Regulations and Sign Permits.

Mr. Mumford explained the amendment adds a category for "official signs" in the Exempt Signs section of Municipal Code Chapter 17.80. The additional language clarifies that official signs which are owned and operated by the City and are used for informational or civic purposes are exempt from Chapter 17.80 regulations and do not require a permit. Official signs may include electronic message centers, reader boards, and other replaceable copy signs. Any official sign that doesn't comply with Chapter 17.80 standards requires City Council approval.

The Planning Commission held a public hearing on April 28, 2020 and no public comments were made. The Planning Commission unanimously voted to recommend approval to the City Council. After additional research and consideration, staff recommends including verbiage that states, "Electronic Signs shall comply with EMMC 17.80.070(F)(5)(c) in relation to maximum nighttime brightness and illumination."

Councilmember Curtis asked if his previous comments regarding limiting distracting content and prohibiting advertising had been taken into consideration. Mr. Mumford explained he focused the verbiage on the type of signs and illumination and other concerns could be addressed in the standards, if desired.

13.C. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Repealing the regulations in Chapter 17.45 Airpark Zone of the Eagle Mountain Municipal Code.

Mr. Mumford explained that the Planning Commission expressed concern regarding the Airpark Zone, specifically the permitted and conditional uses. The zone was created many years ago and was intended for a much more robust airpark than has been recently considered by landowners and applicants. There are no active applications for the Airpark zone at this time. While the City has reviewed several proposals for a residential airpark, the current zone allows for manufacturing, distribution, research and development, shopping centers, aircraft manufacturing, and much more. The City Council discussed this item at the last meeting and recommended that the title of the chapter remain, so it is clear that the City is still open to the possibility of an airpark in the future. Text has been added that indicates that the chapter is reserved for future regulations for airparks or airports.

The Planning Commission held a public hearing on April 28, 2020 and no public comments were made. The Planning Commission unanimously voted to recommend approval to City Council.

13.D. ORDINANCE – An Ordinance of Eagle Mountain City, Utah, Adopting an Updated Impact Fee Enactment for a Parks and Recreation Impact Fee; Providing for the Calculation and Collection of Such Fees; Providing for Appeal, Accounting, and Severability of the Same and Other Related Matters.

Fred Philpot, Lewis, Young, Robertson, and Burningham Vice President, explained that a public hearing for the Parks and Recreation Impact Fee was held on May 5, 2020 with a follow up meeting on May 19, 2020. The City received feedback and input, including from the Utah Valley Home

Builders Association, and modified fees and documents accordingly. The updated evaluations include modified land-value assumptions, removed SID Buy-In but maintained the reimbursement agreement, removed unnecessary scenario analysis, and ensured consistency between the Impact Facility Facilities Plan (IFFP) and the Impact Fee Analysis (IFA).

IMPACT FEE PER HH	MID-VALLEY REGIONAL BUY-IN	FEE PER HH	TOTAL
Single Family	$110	$3,580	**$3,690**
Multi Family	$77	$2,511	**$2,588**

Discussion ensued regarding public concerns about the proposed impact fee, the option to permit a second public hearing, and the potential additional delays to the item.

Mr. Philpot explained the requirements regarding the frequency of updating master plans in relation to IFFP and IFA reassessment and the level of service and level investment correlations to the fees in response to concerns raised regarding the fee calculation. He expressed confidence in the validity of the IFA calculation.

3. ADJOURN TO A CLOSED EXECUTIVE SESSION

No closed session was held. Mayor Westmoreland adjourned the meeting at 6:37 p.m.

7:00 P.M. POLICY SESSION – ELECTRONIC MEETING VIA LIFESIZE

ELECTED OFFICIALS PRESENT ELECTRONICALLY: Mayor Tom Westmoreland, Councilmembers Donna Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love.

CITY STAFF PRESENT ELECTRONICALLY: Ifo Pili, City Administrator; Paul Jerome, Assistant City Administrator/Finance Director; Fionnuala Kofoed, City Recorder; Jeremy Cook, City Attorney; Elizabeth Fewkes, Recording Secretary; Steve Mumford, Community Development Director; Michael Hadley, Planning Manager; Pete Kane, Long-Range Planning Manager; Chris Trusty, City Engineer; Aaron Sanborn, Economic Development Director; Mack Straw, Public Utilities Manager; Zac Hilton, Streets and Storm Drain Manager; Ross Fowlks, Fire Chief; Jessa Porter, Planner; and Brad Hickman, Parks and Recreation Director.

4. CALL TO ORDER

Mayor Westmoreland called the meeting to order at 7:12 p.m.

5. PLEDGE OF ALLEGIANCE

Mayor Westmoreland led the Pledge of Allegiance.

6. INFORMATION ITEMS/UPCOMING EVENTS

Seniors Meal Pick Up: Free meals for seniors are available for curbside pickup Monday through Thursday at the Senior Center. Visit the City website calendar for details.

Free Water Checks: Utah State University offers free irrigation system checks at residences in Eagle Mountain, which may help you save money on your water bill. Sign up at emcity.org/waterchecks.

2020 Census: Door-to-door census takers will be in Eagle Mountain for the next few months. Census takers will always present a badge with a U.S. Department of Commerce watermark and expiration date before collecting information. They will also have other Census-issued materials or items such as a bag or laptop and will never ask for banking or credit card information. If you would like to respond before Census takers visit your home, you can quickly and securely respond online at my2020census.gov.

Business After Hours: Eagle Mountain Chamber of Commerce will hold a Business After Hours event at Mountain View Nursery on June 11, 2020 from 5:30 p.m. to 7:00 p.m. Register at eaglemountainchamber.com.

COVID-19 Yellow Phase: For guidelines in the yellow phase of COVID-19 response, please visit coronavirus.utah.gov.

Mayor Westmoreland stated the City is working to open the splash pads within safety guideline standards and more information will be forthcoming.

7. PUBLIC COMMENTS

City Recorder Fionnuala Kofoed stated a public comment had been received from Landon Duckworth expressing support for the Arrival Master Development Plan amendment. Ms. Kofoed explained that public comments may be submitted to recorder@emcity.org, to the phone line at 801.789.6611, submitted online at https://eaglemountaincity.com/city-recorder/city-meetings-portal/#meetingdocs, or made in person at City Hall.

City Attorney Jeremy Cook suggested allowing the public to comment on items, even if the item is not scheduled for a public hearing. Ms. Kofoed stated she had made accommodations for Deann Huish with the Utah Valley Home Builders Association to comment on the Parks and Recreation Impact Fee. Mayor Westmoreland stated resident Bettina Cameron was at City Hall to make a public comment on an item scheduled for the meeting.

8. CITY COUNCIL/MAYOR'S ITEMS

Mayor Westmoreland

Mayor Westmoreland spoke concerning the current difficulties impacting the world and expressed the desire for citizens to work together. He requested unity in efforts to assist, lift, and protect one another and to stand as an example. He stated COVID-19 response efforts to maintain City operations has promoted ingenuity, fiscal frugality, and efficiency. He called for local government to be above reproach and to use conscientious and creative approaches to transparently fulfill leadership responsibilities and to avoid all appearances of impropriety in Councilmember communications.

Councilmember Curtis
Councilmember Curtis thanked everyone for participating in the remote meeting and for their patience with the Council during difficult times. He thanked staff for their patience and expressed gratitude for their work and stated that the City cares about the citizens.

Councilmember Gray
Councilmember Gray stated the Eagle Mountain Rodeo will be held on June 11, 12 and 13 with two performances on Saturday. Limited seating is available to adhere to social distancing requirements and the events will be broadcast. He expressed sadness for current difficulties and advocated for peaceful and lawful protests and expressions of frustration.

Councilmember Love
Councilmember Love expressed concern regarding the current troubles and the difficulty in determining the most appropriate response, especially considering COVID-19 restrictions. She thanked residents for their increased efforts in order to remain involved with City meetings.

Councilmember Clark
Councilmember Clark expressed concern regarding current events around the country. She encouraged residents to continue appropriate communication with the City Council and staff to increase understanding of resident concerns.

Councilmember Burnham
Councilmember Burnham expressed concern and frustration regarding the events occurring around the country and advocated for increased understanding regarding racial issues, empathy in discussions, and a desire for solutions.

CONSENT AGENDA

9. BID AWARDS

   9.A Construction Management for the Facebook West Access Road and Waterline Project – Project Engineering Consultants

   9.B Facebook West Access Road and Waterline Project – Skip Dunn and Sons Excavating

   9.C Wastewater Treatment Plant Expansion – FX Construction

10. CHANGE ORDERS

   10.A. SilverLake Woodhaven Park Design Change Order #1 – Environmental Planning Group EPG Contract Modifications

11. MINUTES

   11.A. May 19, 2020 – Regular City Council Meeting

MOTION: ***Councilmember Curtis moved to approve the consent agenda. Councilmember Clark seconded the motion. Those voting aye: Donna Burnham, Melissa Clark, Colby Curtis, and Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.***

SCHEDULED ITEMS

12. ARRIVAL

12.A. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Approving the Second Amendment to the Arrival Master Development Plan.

Community Development Director Mumford reviewed the information presented during the work session. He verified the plan changes reduced the block length and addressed the concerns discussed during the Planning Commission meeting.

Councilmember Gray inquired if the amended plan adhers to the terms of the original master development agreement.

Mr. Mumford stated the master development agreement did not require a specific percentage of larger lots. He explained an amended plan could be determined to not meet the intent of the original agreement, if it increased the infrastructure demands; as the total number of lots has decreased, the amended plan would not increase the strain on infrastructure. The overall original 0.8 units per acre density has reduced slightly due to the removal of three lots.

Applicant Scot Hazard stated the addition of the road to address connectivity concerns resulted in the removal of two lots from the project. He explained his efforts to adjust the property lines to create lots with sufficient space for outbuildings, as construction on redundant drainage fields is prohibited. He stated resident Landon Duckworth's lot is the only sold lot impacted by the reduction of an adjacent lot. Mr. Hazard spoke with Mr. Duckworth prior to the meeting to confirm Mr. Duckworth did not have concerns with the adjacent lot adjustment from one acre to ¾ acre. He stated the 500, 600, and 800 lots series have not yet been sold or developed.

Mayor Westmoreland opened the public hearing at 8:26 p.m.

Mr. Duckworth and Diane Bradshaw submitted email comments to voice support for the amended Arrival Master Development Plan.

Mayor Westmoreland closed the public hearing at 8:27 p.m.

MOTION: ***Councilmember Burnham moved to adopt an ordinance of Eagle Mountain City, Utah, approving the second amendment to the Arrival Master Development Plan. Councilmember Clark seconded the motion. Those voting aye: Donna Burnham,***

Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.

12.B. MOTION – Arrival Phase B Preliminary Plat Amendment

Mr. Mumford stated staff examined the lot frontages, lot sizes, roads, and Municipal Code and the Phase B preliminary plat amendment complies with the standards, except for the prohibition of septic systems on half acre lots; however, due to the sewers not being available in the subdivision, a septic system exemption may be granted.

Councilmember Gray stated when he had previously discussed the relocation of the church site and the density impact, he had neglected to mention that the park, voluntarily provided by the developer, resulted in the loss of three lots. He stated appreciation for the applicant adhering to the intent of the agreement and providing a desirable product.

MOTION: ***Councilmember Clark moved to approve the Arrival Phase B preliminary plat amendment. Councilmember Love seconded the motion. Those voting aye: Donna Burnham, Melissa Clark, and Colby Curtis, Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.***

13. ORDINANCES

13.A. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.35 Commercial Zones.

Mr. Mumford reviewed the information presented during the work session.

Mayor Westmoreland opened the public hearing at 8:36 p.m.

Bettina Cameron served as spokesperson in behalf of the Eagle Mountain Wildlife Group, whose members include Marian Burningham, Kevin Burningham, Shon Reed, Mike Kieffer, Craig Whiting, and Trista Torson. She stated the group was formed to assist the City in the preservation of wildlife corridors. Ms. Camerson suggested prohibiting the piping of natural washes and expressed concern that the setback requirement verbiage was vague. She stated Shane Hill at the Department of Wildlife Resources (DWR) recommended a minimum of a fifty-foot setback from the washes. A fifty-foot setback would provide space for deer migration and allow for a connection to the Camp Williams and Herriman trail systems. She stated the setback requirement would assist with land preservation until the location of the wildlife corridor is finalized.

Councilmember Gray inquired how normal setbacks compare to the guidelines for significant setbacks. Mr. Mumford stated Municipal Code requires a slope stability study for washes or hillsides with a 25 percent or steeper grade within 200 feet of a development, and the setbacks are determined accordingly. He expressed a preference to allow for some flexibility due to natural terrain variations.

Councilmember Clark inquired if the setback distance is calculated from the center or edge of a wash.

Ms. Cameron clarified that the suggested setbacks from the DWR were measured from the outermost edge of the wash.

Mayor Westmoreland closed the public hearing at 8:45 p.m.

Mr. Cook stated river setbacks are measured from the top of bank. Councilmember Clark verified the determined setback should be significant enough to account for potential erosion or expansion of the wash.

Councilmember Clark asked if setbacks are unbuildable land or a deeded right-of-way. Mr. Cook stated generally the area would be dedicated in residential areas and the area could be required to be dedicated to the City; however, the City would then be responsible for land maintenance.

Mr. Mumford explained permanent structures include anything requiring a building permit and excludes sheds and fences, and ideally the land included in the wildlife corridor would need to be deeded to the City to prevent obstructions.

Discussion ensued regarding natural wash setback standard specifications to ensure wildlife corridor preservation and resident safety.

MOTION: ***Councilmember Curtis moved to approve an ordinance amending Eagle Mountain Municipal Code Chapter 17.35 Commercial Zones, creating the Commercial Regional Zone as discussed. Councilmember Clark seconded the motion. Those voting aye: Donna Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.***

Mayor Westmoreland recessed the meeting from 9:05 p.m. to 9:13 p.m.

13.B. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.80 Sign Regulations and Sign Permits.

Mr. Mumford reviewed the item information presented during the work session. He explained staff suggested verbiage removing the time period restriction to turn off electronic signs between the hours of 11:00 p.m. and 6:00 a.m. suggested by the Planning Commission to prevent City signs from having standards not imposed upon non-civic signage, and replaced the time limitation with the standard brightness restriction regulations. Mr. Mumford stated the time limitation suggested by the Planning Commission was due to concerns regarding the nighttime brightness levels of school electronic signs.

Councilmember Curtis inquired about the need for the City's electronic signs to function at night and voiced support for the Planning Commission's suggested time limitation. He expressed concern regarding compliance issues with the dark sky ordinance and stated he did not perceive a

benefit to allow the electronic signs at night. He expressed concern regarding the potential future use of municipal electronic signage for political or in-kind commercial advertisement.

Councilmember Gray stated due to the location of the City electronic signs, nighttime dimming of the signs should be sufficient to mitigate light pollution and dark sky ordinance compliance concerns. He requested clarification regarding the potential advertisement usage of the signs.

Mr. Cook stated a condition of the easement agreement with the landowner for the electronic sign located near the Ranches Golf Course restricts commercial advertisement and the current intent of the City is to prohibit commercial advertisement on the electronic signs. He stated the City Council could create standards, if desired, or wait to address issues should any arise.

Ms. Kofoed stated the allowance of commercial advertising would be unlikely due to the resulting issues such partnerships would cause. She stated emergency situations may require the use of electronic signs and the mobile electronic signs currently used by the City run through the night.

Councilmember Burnham stated her preference for staff's suggested verbiage to allow nighttime electronic signage to provide information to residents traveling at night due to nonstandard work hours.

Mr. Mumford stated that during the Planning Commission meeting, Commissioner Pengra used the Frontier Middle School sign's brightness concerns as an example of potential issues regarding electronic signs and a time restriction would hold the City accountable regarding light pollution concerns, should any arise.

Councilmember Gray verified the Frontier Middle School sign did not dim at night and suggested amending the signage time restriction to 12:00 a.m. to 5:00 a.m.

Mayor Westmoreland stated the mobile electronic signs currently used by the City provide residents with information regarding road construction and other nonemergency, important information that may be missed by some residents if the signs are turned off at night.

Councilmember Curtis stated his desire to protect and preserve dark sky standards, even as the City expands, as one of Eagle Mountain City's unique and beneficial features.

Councilmember Clark suggested beginning with more restrictive standards as it is easier to reduce than to increase restrictions.

Councilmembers Curtis and Love suggested amending the verbiage to allow necessary communication in addition to emergency communication.

Discussion ensued regarding permitting staff to determine nighttime communication exemptions and electronic signage time restrictions and dimming.

Mayor Westmoreland opened the public hearing 9:41 p.m. No comments were submitted to the City Recorder's Office and no public was in attendance to make comment. As there were no comments, Mayor Westmoreland closed the hearing.

MOTION: ***Councilmember Curtis moved to approve an ordinance of Eagle Mountain City, Utah, amending the Eagle Mountain Municipal Code Chapter 17.80 Sign Regulations and Sign Permits amending the verbiage to "Electronic signs should be turned off between the hours of 12:00 a.m. and 5:00 a.m., except in the case of necessary communications. Electronic signs shall comply with EMMC 17.80.070(F)(5)(c) in relation to maximum nighttime brightness and illumination." Councilmember Gray seconded the motion. Those voting aye: Donna Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.***

13.C. ORDINANCE/PUBLIC HEARING – An Ordinance of Eagle Mountain City, Utah, Repealing the Regulations in Chapter 17.45 Airpark Zone of the Eagle Mountain Municipal Code.

Mr. Mumford reviewed the information presented during the work session.

Councilmember Love stated she would be in favor of approving an airport or an airpark within the City, should the opportunity arise.

Mayor Westmoreland opened the public hearing at 9:45 p.m. No comments were submitted to the City Recorder's Office and no public was in attendance to make comment. As there were no comments, Mayor Westmoreland closed the hearing.

MOTION: ***Councilmember Gray moved to approve an ordinance of Eagle Mountain City, Utah, repealing the regulations in Eagle Mountain Municipal Code Chapter 17.45 Airpark Zone. Councilmember Clark seconded the motion. Those voting aye: Donna Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.***

13.D. ORDINANCE – An Ordinance of Eagle Mountain City, Utah, Adopting an Updated Impact Fee Enactment for a Parks and Recreation Impact Fee; Providing for the Calculation and Collection of Such Fees; Providing for Appeal, Accounting, and Severability of the Same and Other Related Matters.

City Engineer Chris Trusty stated the item has been presented to the City Council previously and adjustments have been made to the Impact Fee Analysis (IFA) and Impact Fee Facilities Plan (IFFP) to address public concerns expressed during the previous meetings.

Fred Philpot, Lewis, Young, Robertson, and Burningham Vice President, reviewed the information presented during the work session.

Mayor Westmoreland explained, because of the circumstances, he would allow time for public comment, although a public hearing was not required or scheduled.

Mayor Westmoreland opened public comment at 9:52 p.m.

Deann Huish with Utah Valley Home Builders Association expressed appreciation for the accommodation to allow public comment, as the IFFP had changed. She stated the Utah Valley Home Builders Association hired Arthur C. Nelson, Professor of Urban Planning and Real Estate Development at the University of Arizona, as a consultant to review the Parks and Recreation Impact Fee. She expressed concern with the new IFFP and with the short amount of time permitted to review the documents. She said the May 2020 IFFP and IFA are inconsistent with the level of service (LOS) of policy established in the adopted the 2009 Parks and Recreation Master Plan; the documents show that the City has sufficient regional and community parks to meet the established LOS by the year 2030 with the adopted 2009 Parks Master Plan. The LOS of dollars per unit of the impact fee is inconsistent with the act, because the impact being mitigated is on facilities not dollars, and three identified regional parks state some funds are used for revitalization which are ineligible for impact fee projects. She suggested that future impact fee calculations follow the pattern of a master plan revision and then the IFFP and IFA.

Ms. Huish clarified the Utah Valley Home Builders Association did not express concerns regarding the IFFP calculation by Horrocks Engineers, because it was in accordance with the 2009 Parks and Recreation Master Plan. She said their request had been for corrections on the IFA; however, the IFFP also changed including the addition of parks and trails that were not included in the summary of projects to be completed. She stated the original IFFP correlated to the 2009 Parks and Recreation master plan but not the IFA; the IFFP and IFA recalculations correlate with each other, but neither is in accordance with the 2009 Parks and Recreation Master Plan. Ms. Huish stated Mr. Philpot is correct that the IFFP and IFA do not need to correlate with the 2009 Parks and Recreation Master Plan. She stated she wanted the City Council and the Mayor to know the IFFP and IFA do not match the master plan and asked why the master plan was not updated before the IFFP and IFA were changed, especially considering the fact that the master plan is eleven years old.

Mr. Philpot stated the level of investment was reviewed by the State Ombudsman Office in 2015 and 2018 and was deemed an acceptable standard to determine LOS; the act does not articulate how to determine LOS. He explained determining the LOS for parks requires more flexibility due to the variety of potential amenities, and the Ombudsman Office determined the LOS calculation approach used to be reasonable. He explained the revitalization inclusion in the impact fee included the expansion of installed parks, not the repair and maintenance of areas within existing parks. He stated the calculations were to maintain the current LOS within the City.

Councilmember Curtis inquired if Ms. Huish had the opportunity to discuss her concerns with staff. Ms. Huish stated she has met with staff twice, once before the May 5, 2020 meeting and the morning of May 11, 2020. She stated if the numbers are correct, the word “revitalization” should be removed to prevent confusion.

Councilmember Clark asked if the City met the statuary notification requirements and expressed concern that members of the public had received the documentation on Tuesday and the City Council did not receive the documentation until Thursday. Ms. Kofoed stated all the required notifications had been met and one of the reasons for tabling the item at the May 5, 2020 meeting had been because the documentation had been received by the Recorder's Office on a Monday instead of the previous Friday. She explained as the changes to the document had been made based upon the conversation during the public hearing for the item on May 5, 2020, a second public hearing had not been scheduled. She stated a second public hearing may be held, if the documentation changes significantly, to provide an opportunity to allow the public to comment on the changes. She had not reviewed the documents closely enough to determine if the changes were sufficient enough to merit an additional public hearing; however, staff determined to permit additional public comment.

Mr. Cook stated he believed all public notification requirements have been met. He said the item has been on the agenda three times and the only entity that responded was the Utah Valley Home Builders Association, and staff has discussed the impact fee with that organization twice. He stated if the City staff, consultants, and Council have had sufficient time to review and address the Utah Valley Home Boulderers Associations comments and concerns and are comfortable to move forward with a vote, they can do so; the legal requirements have been met.

Parks and Recreation Director Brad Hickman verified impact fees have never been used for a repair and replacement program, clarified the term "revitalization" in the impact fee calculation indicates expansion and competition of the parks in accordance with growth, and stated the use of the term represents a misuse or misinterpretation of the verbiage.

Mayor Westmoreland closed public hearing at 10:17 p.m.

Discussion ensued regarding concerns with the inclusion of the word "revitalization" and verification that noneligible projects were not included in the impact fee calculation.

MOTION: ***Councilmember Gray moved to approve an ordinance of Eagle Mountain City, Utah adopting an updated impact fee enactment for the Parks and Recreation Impact Fee, removing the word "revitalization" from the verbiage in the report. Councilmember Curtis seconded the motion. Those voting aye: Donna Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.***

14. CITY COUNCIL/MAYOR'S BUSINESS

Councilmember Clark
Councilmember Clark reminded residents the Eagle Mountain Rodeo will be held on June 11, 12 and 13 and inquired if there would be a dignitary wagon.

Councilmember Burnham
None.

Councilmember Love
Councilmember Love expressed appreciation of Councilmember Gray's efforts in assisting to provide rodeo events while maintaining social distancing safety standards.

Councilmember Curtis
None.

Councilmember Gray
None.

Mayor Westmoreland
Mayor Westmoreland clarified his earlier statement that it is appropriate for staff to communicate with and provide information to the Mayor and City Council during the City Council meetings; however, it is inappropriate for Councilmembers to engage in private electronic communications during public meetings. He stated he had received information from staff that the splash pads would open on Saturday, June 6, 2020.

15. CITY COUNCIL BOARD LIAISON REPORTS

Councilmember Curtis
Councilmember Curtis stated the Eagle Mountain Arts Alliance requested to discuss their renewal agreement and affiliate organizations with the City. He thanked Councilmember Burnham for attending a Chamber of Commerce meeting on his behalf.

Councilmember Burnham
Councilmember Burnham stated she enjoyed the event she attended on Councilmember Curtis' behalf. The Eagle Mountain Chamber of Commerce awarded two technical scholarships at the meeting; she had the opportunity to speak with the recipients and discuss their plans for the future.

Councilmember Gray
Councilmember Gray stated due to social distancing restrictions, a dignitary wagon was not planned for the rodeo.

Councilmember Clark
None.

Councilmember Love
None.

16. COMMUNICATION ITEMS

16.A. Upcoming Agenda Items

MOTION: ***Councilmember Clark moved to adjourn the meeting at 10:32 p.m. Councilmember Gray seconded the motion. Those voting aye: Donna***

Burnham, Melissa Clark, Colby Curtis, Jared Gray, and Carolyn Love. The motion passed with a unanimous vote.

The meeting was adjourned at 10:32 p.m.

Approved by the City Council on June 16, 2020.

_____

Fionnuala B. Kofoed, MMC
City Recorder

EAGLE MOUNTAIN	**EAGLE MOUNTAIN CITY** **CITY COUNCIL MEETING** **JUNE 16, 2020**

TITLE:	RESOLUTION - A Resolution of Eagle Mountain City, Utah, Amending the Eagle Mountain City Policies and Procedures Manual and Adopting a Fraud Prevention Policy as Appendix B.
ITEM TYPE:	Resolution
FISCAL IMPACT:	
APPLICANT:	

GENERAL PLAN DESIGNATION	CURRENT ZONE	ACREAGE	COMMUNITY

PUBLIC HEARING:
No

PREPARED BY:
Angela Valenzuela, Admin

PRESENTED BY:
Angela Valenzuela

RECOMMENDATION:
Staff recommends that the City Council amends the Eagle Mountain Policies and Procedures Manual as proposed in Exhibit A and adopts a Fraud Prevention Policy as Appendix B.

BACKGROUND:
Staff recommends the proposed revisions to the Policy and Procedures Manual: Section II: Employment Classifications/Compensation, Section III: Salary Planning, Section XII: Family and Medical Leave Act, and Section XII: Leaves of Absence.

Many of the policies are outdated and need to be revised. Since this is a time-consuming project, staff is focusing on items according to their level of importance and those that are recommended or required by the State and or the Federal Government.

The proposed revisions to the policy include Section II: Employment Classifications/Compensation, Section III: Salary Planning, Section XII: Family and Medical Leave Act, and Section XII: Leaves of Absence of the Policies and Procedures Manual.

Staff further recommends that the Council adopts a Fraud Prevention

Policy as Appendix B to the manual, to address specific requirements and recommendations from the State Auditor's Office. This is a time-sensitive issue and once adopted, the policy will eventually be incorporated into the Policies and Procedures manual. Until then, anything that is in direct conflict with the policy is superseded with the adopted Fraud Prevention Policy.

ITEMS FOR CONSIDERATION:

REQUIRED FINDINGS:

PLANNING COMMISSION ACTION/RECOMMENDATION:

ATTACHMENTS:

RES--Policies and Procedures Manual - Fraud Risk and FMLA
Exhibit A: Policies and Procedures Manual - Redlined
Appendix B - Fraud Prevention Policy

RESOLUTION NO. R- -2020

A RESOLUTION OF EAGLE MOUNTAIN CITY, UTAH, AMENDING THE EAGLE MOUNTAIN CITY POLICIES AND PROCEDURES MANUAL AND ADOPTING A FRAUD PREVENTION POLICY AS APPENDIX B

PREAMBLE

WHEREAS, the City Council of Eagle Mountain City, Utah, finds that it is in the public interest and in the interest of the management of the City and the employees of the City to revise and amend the Eagle Mountain City Policies and Procedures Manual in use up to the date of this Resolution; and

WHEREAS, the Eagle Mountain City Policies and Procedures Manual has been edited, reviewed and compiled to represent the needs of the City and the rights and responsibilities of its employees and should be amended as presented in Exhibit A;

BE IT RESOLVED by the City Council of Eagle Mountain City, Utah:

1. The Eagle Mountain City Policies and Procedures Manual is hereby amended and adopted as set forth specifically in Exhibit A.

2. This Resolution shall take effect upon its first publication or posting.

ADOPTED by the City Council of Eagle Mountain City, Utah, this 16th day of June 2020.

EAGLE MOUNTAIN CITY, UTAH

_____
Tom Westmoreland, Mayor

ATTEST:

_____
Fionnuala B. Kofoed, MMC
City Recorder

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CERTIFICATION

The above resolution was adopted by the City Council of Eagle Mountain City on the 16th day of June 2020.

Those voting aye:	Those voting nay:	Those excused:
☐ Donna Burnham	☐ Donna Burnham	☐ Donna Burnham
☐ Melissa Clark	☐ Melissa Clark	☐ Melissa Clark
☐ Colby Curtis	☐ Colby Curtis	☐ Colby Curtis
☐ Jared Gray	☐ Jared Gray	☐ Jared Gray
☐ Carolyn Love	☐ Carolyn Love	☐ Carolyn Love

_____

Fionnuala B. Kofoed, MMC
City Recorder

00049042.DOC

Exhibit A

EAGLE MOUNTAIN

2020 Policies and Procedures Manual

Amended February 4, 2020

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Preface

It is the policy of Eagle Mountain City (City) to establish reasonable rules of employment conduct (i.e., guidelines for management and employees to follow) and to ensure compliance with these rules through a program consistent with the best interests of the City and its employees. THE EAGLE MOUNTAIN CITY POLICIES AND PROCEDURES MANUAL IS NOT, AND SHALL NOT BE CONSTRUED AS, AN EXPLICIT OR IMPLIED CONTRACT, SHALL NOT MODIFY ANY EXISTING AT-WILL STATUS OF ANY CITY EMPLOYEE, AND SHALL NOT CREATE ANY DUE PROCESS REQUIREMENT IN EXCESS OF FEDERAL OR STATE CONSTITUTIONAL OR STATUTORY REQUIREMENTS.

It is also the policy of the City to comply with Federal and State Equal Employment Opportunity guidelines. All employment decisions will be made without unlawful regard as to race, color, religion, sex, national origin, age or disability. To this end, the City will not engage in any unlawful discrimination against any employee or applicant for employment because of race, color, religion, sex, national origin, disability, age, or veteran status, and will ensure that applicants and employees are treated without unlawful regard to these characteristics.

Additionally, it is the policy of the City to strive for safety in all activities and operations and to carry out the commitment of compliance with health and safety laws applicable to the City by enlisting the help of all employees to ensure that public and work areas are free of hazardous conditions.

The City reserves the right to change any of its policies and/or procedures set forth in this Manual (defined below) at any time for any reason. Therefore, if you have suggestions or comments concerning the content of this Manual, please submit them, in writing, to the Mayor for review and consideration.

Introduction

Welcome to employment with Eagle Mountain City! We are pleased to have you as part of the team serving City residents.

Experience has shown that written policies promote consistency, continuity, and understanding within an organization. The 2020 Eagle Mountain Policies and Procedures Manual (Manual) also aids in consistently achieving fair and equitable interpretation of policy. Employees are expected to uniformly follow and

administer the policies and procedures set forth in this Manual to the best of their abilities and understanding.

As an employee of the City, you are expected to read, understand, and follow the policies and procedures contained in this Manual. No employee, officer, agent, or other representative of the City has any authority to enter into any agreement for employment for any specified period of time or to make any agreement or representation, verbally or in writing, which alters, amends, or contradicts the provisions of this Manual.

It is the obligation of all employees of the City to conduct themselves in conformity with the principle of Equal Employment Opportunity at all times. All employment activities including, but not limited to, advertising, recruitment, hiring, promotion, demotion, transfer, disciplinary action, separation from employment, compensation, and training, shall be conducted without unlawful regard to race, color, religion, sex, national origin, age, or disability.

If there are questions pertaining to policies contained herein, please do not hesitate to contact the Human Resources ~~Director~~ Department. We wish you the best of luck and success in your position and hope that your employment relationship with the City will be a rewarding experience.

Sincerely,

Mayor and City Council

Eagle Mountain City

Section I: Equal Employment Opportunity

General Policy

It is the policy of the City to comply with Equal Employment Opportunity (EEO) standards in all phases of personnel administration, job structuring, recruitment, examination, selection, appointment, placement, training, upward mobility, discipline, etc., without unlawful regard to race, color, religion, sex, age, physical or mental disability, national origin, or veteran status. The City is an equal opportunity employer. The City prohibits any form of unlawful employee discrimination or harassment based on the foregoing factors. The Mayor, or designee, will ensure that the City is in compliance with all EEO standards.

Supervisor Responsibilities

The Mayor, or designee, will ensure that the City is in compliance with all of the personnel policies and procedures in this Manual. Additionally, the Mayor, or designee, will ensure that each employee receives a copy of this Manual (either in print form or electronic form) and that the employee signs and dates a Policy Statement and Acknowledgment Form acknowledging receipt of the Manual. The Mayor, or designee, will then cause the signed and dated Policy Statement and Acknowledgment Form to be placed in the employee's personnel file.

Employee Responsibilities

Employees are responsible for informing themselves about the policies, practices, and benefits set forth in this Manual by reading them and, if necessary, asking that they be explained to them. As set forth above, all employees are required to sign and date a Policy Statement and Acknowledgment Form stating receipt of this Manual (either in print form or electronic form).

Section II: Employment Classifications/Compensation

General Policy

The City will pay at least minimum wage and overtime to all employees except those who are specifically exempt from minimum wage and overtime under the Fair Labor Standards Act of 1938 (FLSA). The City will also provide equal pay to all employees doing similar work which requires substantially equal skill, effort, and responsibility and is performed under similar working conditions, in accordance with the FLSA and the Equal Pay Act of 1963.

Employment Classifications

City employees are classified as follows:

A. Full-time: Full-time employees are employees hired to work the City's normal, full-time, forty-hour workweek on a regular basis. Full-time employees are eligible for all City benefits. All full-time, employees are expected to work a minimum of 40 hours per week, 80 hours per pay period. For nonexempt employees, any hours less than 40 per week must be made up with paid time off (PTO), holiday leave, or compensatory time within the applicable pay period.

B. Part-time: Part-time employees are nonpublic safety employees hired to work less than 30 hours a week on a regular basis. Part-time employees are not eligible for City benefits.

C. Temporary/Seasonal: Temporary/seasonal employees are employees hired to work until the completion of a specific assignment, task, or time period, or employees hired to work less than 20 hours per week on a regular basis. A temporary/seasonal employee may be offered and may accept a new temporary assignment with the City and thus still retain temporary/seasonal status. Intern and training positions are considered temporary/seasonal. Individuals working for temporary employment agencies are employees of the respective agency and not of the City.

D. Elected Officials: All elected officials, except a full-time Mayor, shall be classified as part-time.

Employees will be notified of their initial employment classification during their orientation and will be notified of any changes in their classification. Please direct any questions regarding your employment classification status to the Human Resource ~~Director.~~ Department.

Employment Status

To facilitate provisions of the FLSA, employees are classified as either exempt or nonexempt, with respect to eligibility for overtime payment. The classifications are defined as follows:

A. Exempt. Positions of a managerial, administrative, or professional nature, as defined by the FLSA, shall be exempt from mandatory overtime payment.

B. Nonexempt. Positions of a clerical, technical, or service nature, as defined by the FLSA, which are covered by provisions for minimum wage and mandatory overtime payment.

C. Public Safety. Position designated as public safety by the Mayor, or designee

Workweek/Work Period

A. The workweek for employees not engaged in public safety activities begins on Sunday at 12:00:01 a.m. and ends on Saturday at 11:59:59 p.m.

Workdays

A. Office and Clerical: Monday – Friday, 7:30 a.m. to ~~6:30~~ 5:30 p.m. Employees work four 10-hour shifts, or five 8-hour shifts.
B. Public Works: Monday – Friday, 7:00 a.m. to 5:30 p.m.
C. Part Time: As directed by the Mayor, or designee.
D. Public Safety: Employees engaged in public safety activities, such as law enforcement and fire protection departments, as directed by the Mayor, or designee.

Work Hours

A. Full-time office and clerical positions: as assigned by Mayor, designee or supervisor.
B. Full-time public works positions: 7:00 a.m. – 5:30 p.m. including one half-hour (1/2-hour) unpaid lunch period – these are employees engaged in "utility installation/maintenance" activities and other positions as directed by Mayor or designee.
C. Part time: as directed by the Mayor, or designee.
D. Employees engaged in public safety activities, such as law enforcement and fire protection: as directed by the Mayor or designee

Attendance

Employees shall be in attendance at their workstations during normal working hours. Refer to the section entitled Employee Code of Conduct for specific policies regarding absences and tardiness.

Breaks and Lunch Periods

A. Full time:
    1. Breaks: Two (2) fifteen-minute (15-minute) paid breaks are allowed during a standard workday. One break, if taken, must be taken during the first half of the workday, and the second break, if taken, must be taken during the second half of the workday. Breaks cannot be used in conjunction with an extended lunch period or unused breaks to shorten an employee's workday.

2. Lunch: One half-hour (1/2-hour) unpaid lunch period during a standard workday.

B. Part time: as directed by the Mayor or designee.

C. Employee breaks and lunch periods will be taken at the discretion of the Mayor, or designee, to ensure continuity in the flow of work.

D. If employees choose to work through their paid breaks, it is their decision to do so and no extra compensation will be paid for the extra time worked.

E. Employees engaged in public safety activities, such as police and fire departments: as directed by the Mayor, or designee.

F. Pursuant to Section 7 of the Fair Labor Standards Act (FLSA) an employee who is nursing will be allowed reasonable break time as needed to express milk for her nursing child for one year following the child's birth. Break rooms shall be free from intrusion from co-worker and the public. Such rooms shall be designated on an as-needed basis by the nursing mother's department head. Designated area will not be a bathroom.

Compensatory Time Off

A. Only nonexempt employees may receive compensatory time off in lieu of overtime pay. The City's policy is to pay such employees working overtime unless the employee's supervisor approves compensatory time in advance. The employee's supervisor reserves the right to schedule when an employee's accrued compensatory time off will be used. Written employee requests to use their accumulated leave, including compensatory time during specific dates and times, must be approved by the employee's supervisor, who shall honor the requests unless granting the compensatory time off would create substantial hardship to the City. Employees who have accrued compensatory time before changing into exempt status have one (1) year from status change to use it.

B. Overtime will be paid after employees have accumulated specific maximum amounts of compensatory time off during any work period as follows:

1. For employees not engaged in public safety activities, not more than forty (40) hours of compensatory time off may accrue.

C. Compensatory time off will be accumulated at the rate of one-and-one-half (1.5) times the regular hourly rate.

Overtime Pay/Special Situations

A. For nonexempt employees not engaged in public safety activities, overtime pay applies for over forty (40) hours worked in a workweek and shall be compensated at the rate of one-and-one-half (1.5) times the regular hourly rate of the employee.

B. For employees not engaged in public safety activities; if a holiday, PTO, falls within a workweek, the employee must actually work forty (40) hours over and above these hours before overtime applies. If an employee is regularly scheduled by their supervisor to work on a holiday for ~~5~~ 4 or more hours, such employee will:

   1. Receive regular holiday pay, plus regular hourly pay for the time actually worked, plus a $50 holiday premium pay; or
   2. With approval of the Mayor, or designee, be allowed to take a day off in lieu of the regular holiday pay at a later date, provided such in-lieu-of date is within 30 days of such holiday.

C. Overtime shall be approved by the Mayor, or designee, before it is worked, except for public safety activities, such as law enforcement officers and firefighters. Overtime shall be authorized for personnel only when absolutely necessary to provide required services. Violation of this policy may result in disciplinary action, up to and including termination.

   1. Public safety employees, such as law enforcement officers and firefighters, may work overtime without prior authorization only in emergency situations.
   2. Public safety employees, such as law enforcement officers and firefighters, who work overtime in emergency situations shall notify the Police/Fire Chief as soon as possible of the amount of overtime worked.
   3. Work time for non-exempt employees could include checking and responding to work-related messages. To avoid unnecessary overtime, non-exempt employees shall not use City-owned wireless devices after hours without advanced permission from the Department Head or City Administrator, unless the employee is in an on-call status.

D. If the Mayor or City Council has declared a "disaster emergency," employees who are called in to assist during the designated disaster period, regardless of the number of actual hours worked prior to the designated disaster period, will be paid at the rate of one-and-one-half (1.5) times the regular hourly rate of the employee for emergency hours worked outside of, or in addition to, their normal schedule. Hours worked under the condition described in this paragraph shall be paid and cannot be accrued as compensation time. During designated disaster periods, exempt employees may be eligible for overtime pay as approved by the Mayor.

Work Records

A. All non-exempt employees of Eagle Mountain City are required to maintain an accurate and legible record of all their hours worked for Eagle Mountain City on timecards. (Either in print form or electronic form).

B. All non-exempt employees of the City shall complete and sign, as verification of accuracy, a timesheet, showing all hours worked, including approved overtime.

C. All exempt employees shall complete and sign, as verification of accuracy, a work period record, showing any type of leave taken during such work period (either in print form or electronic form).

D. Completed timesheets will be submitted to the employee's supervisor for approval. The timesheets should then be forward to the Human Resources ~~Director~~ Department for review and payment. Falsification of timesheets or failure of the employee to timely submit timesheets to the employee's supervisor will result in disciplinary action up to and including termination.

After-hour On-call/Call-out

A. On-Call.

1. One (1) employee from Water, Sewer, Parks, Streets, and or Stormwater will be on call for after-hours emergencies. These employees will be on call for an assigned period of time. During the period these employees are on call, they will be required to answer their cellular phone at any time and must remain within a ~~45~~-30 minute response time of the City for that period of time. In the event of an emergency, the on-call employee will be the first contact and will be notified through a call placed to their cellular phone.
2. The on-call employee will receive additional compensation of one (1) hour of straight time for each day they are on call seven (7) hours for a period of one week. If the on-call employee is called out for an emergency after normal working hours, such hours will be paid at an overtime rate, 1.5 times their hourly rate, with a two-hour minimum.

B. Call-Out.

1. In the event that additional assistance is required beyond that which can be provided by the first contact on-call employee, other employees with technical expertise may be called out with the other on-call employees.

2. If an employee who is not the first contact is called out to provide additional assistance for an after-hour emergency, they will be compensated at the overtime rate of 1.5 times their hourly rate, with a two-hour minimum.

Safe Harbor Provision

A. If an employee believes that they have not been appropriately compensated, or are subject to inappropriate deductions from their salary, the employee shall utilize the City's grievance procedure to resolve this matter.
   1. During the grievance process, if it is determined that the City was not appropriately compensating the employee or was otherwise making inappropriate deductions from an employee's salary, the City shall reimburse the employee for all compensation not paid or improperly deducted.
   2. If it is determined during the grievance process that the City failed to appropriately compensate the employee, or made improper deductions from an exempt employee's salary, the City shall take steps to correct the problems leading to the grievance.

Section III: Salary Planning

General Policy

The City is committed to maintaining wage ranges which are competitive with other Wasatch Front cities. ~~Every three years~~ Periodically, the Mayor, or designee, shall conduct a wage and benefits survey of cities of comparable size, or cities that provide similar services, to ensure that the City is offering competitive pay ranges. Annually, the Mayor, or designee, may conduct a wage and benefits survey of cities of comparable size or cities that provide similar services to ensure that the City is offering competitive pay ranges. Based on the market and classification analysis, the Mayor will review wage ranges and benefits and may recommend changes, as appropriate. The Mayor may make recommendations for market adjustments for specific job classifications or for the City as a whole.

Since City positions are not always equivalent with positions in cities of comparable size or cities that provide similar services, a classification analysis may also be done on each City position in conjunction with the market survey. The wage and benefit survey and classification analysis consider such factors as:

A. Education and experience requirements;

B. Supervisory and financial responsibilities;
C. Level of risk in the position and the analytical requirements of the position;
D. Prevailing rates of pay for similar employment in both public and private organizations;
E. Cost of living factors;
F. Other benefits received by employees; and/or
G. The financial policy and economic conditions of the City.

New Employees Pay

Pay for newly hired employees shall normally be set at the minimum of the pay range assigned to a job classification. However, the Mayor may authorize pay for approved new hires as warranted by job qualification and experience within the range, subject to budget limitations.

Merit Increase

Please refer to Section III: Salary Planning- General Policy for information on wage and benefits surveys to ensure competitive pay ranges.

~~The City strives to recognize good performance and to give employees appropriate suggestions for improvement, when necessary. Consistent with this objective, an employee's performance will be evaluated by their supervisor, and the employee will receive a written evaluation at least annually. These written evaluations will be used in deciding the employee's merit increases each year~~.

~~Any merit increases employees receive will be based on their supervisor's evaluation and subject to budget limitations~~.

~~Selective Salary Adjustment~~

~~A. The Mayor or designee may recommend a selective salary adjustment in order to mitigate an inequity in pay ranges.~~
~~B. The Mayor or designee shall submit a written rationale supporting the recommendation to the City Council if the salary adjustment is above the budgeted amount.~~

~~Longevity Increase~~

~~The City may grant a longevity increase, subject to budget limitations.~~

Cost of Living Adjustments

Please refer to Section III: Salary Planning-General Policy for information on wage and benefits surveys to ensure competitive pay ranges

~~The City may grant a cost-of-living adjustment (COLA), subject to budget limitations. The COLA shall not exceed the new range maximum.~~

Promotion

A. At the discretion of the Mayor or designee, a salary increase may be granted to an employee receiving a promotion. Such new salary shall be at least the minimum of the new range.

B. The Mayor or designee may approve an increase up to the midpoint of the new range when a promotion results from a competitive recruitment to a new position level. Such an adjustment shall be based on exceptional qualification and subject to budget limitations.

~~Order of Salary Calculation~~

~~Multiple categories of pay increases awarded simultaneously shall be calculated in the following order:~~

~~A. Cost of living adjustment.~~

~~B. Merit.~~

~~C. Selective adjustment.~~

~~D. Promotion.~~

E. ~~Longevity.~~

Reclassification

A. If the Mayor or designee reclassifies a position to a higher level, the Mayor or designee shall adjust the incumbent's salary to at least the minimum of the new range, based upon increased responsibility.

B. A reclassification increase is subject to budget limitations.

~~C.~~ If the Mayor or designee reclassifies a position to a lower level, the incumbent's salary shall remain the same. If the incumbent's salary exceeds the maximum of the new range, ~~or provided the individual meets longevity status criteria (the longevity scale maximum),~~ the incumbent is ineligible to receive a salary increase until the salary range ~~or longevity scale~~ increases to incorporate the incumbent's pay rate. ~~An employee is ineligible to receive cost-of-living increases until the salary range increases.~~

Demotion

If an employee is demoted, either voluntarily or involuntarily, the Mayor may treat the employee's salary according to paragraph C in the Reclassification Section above, or reduce the salary to the applicable pay range.

Section IV: Benefits

Benefits

Employees are eligible for employee benefits as described in this section.

Workers' Compensation

A. All employees are covered by Workers' Compensation, which provides medical reimbursement and disability benefits for job-related illness or injury. An employee does not accrue benefits while receiving Workers' Compensation payments. For exact compensation coverage, check the Workers' Compensation contract on file with the City.

B. Employees may use accrued PTO to make up the difference between Workers' Compensation benefits and their base pay.

C. An employee who sustains a bona fide, on-the-job injury may seek medical attention from a hospital or WorkCare, as appropriate. They must tell the doctor HOW, WHEN, and WHERE the accident occurred. The doctor will complete a medical report and copies of this report should be sent within seven (7) days to the insurance carrier, the Industrial Commission, and to the injured worker *(Please Note: do not submit doctor or hospital bills for on-the-job injuries or illness to the regular medical plan).*

D. Reporting the accident or illness is critical to qualification for payment under Workers' Compensation. If an employee is injured while on the job, no matter how minor, the circumstances should be reported to the Mayor or designee immediately. After the required report (copies of this form may be obtained by contacting the Human Resource Director) is filled out, a copy must be sent to the insurance carrier and to the Industrial Commission within seven (7) days of the date of injury.

E. While on leave because of a bona fide, on-the-job injury or illness, an employee must contact their supervisor or the Mayor to report on their condition. Failure to provide the required medical status reports may result in revocation of the leave and/or disciplinary action, up to and including termination.

F. All employees must return to work after the approval of the attending physician. A statement from the attending physician stating the employee is able to resume normal duties will be

required before returning to work. Failure to return to work when directed may result in disciplinary action, up to and including termination. An employee who is able to return to work in light duty status may be required to work in a different department and perform duties not contained within their current job classification.

G. At the time of final release or settlement of a Workers' Compensation claim, if no vacancy exists, and if a reasonable effort which has proven to be unsuccessful has been made to place the employee in another position, they may be terminated and paid any accrued benefits due to them.

Insurance

A. Disability Insurance. The City provides disability insurance for benefit-qualified employees in lieu of the coverage typically provided by the social security system.

B. Medical Health Insurance. The City provides health insurance for benefit-qualified employees. Subject to budget limitation, the City generally pays the full cost of single, double, or family coverage for the least expensive medical option offered by the City. Any full-time employee may carry a more expensive medical option by paying the difference in cost.

C. Option for City to Make Additional Contributions to Employee Retirement Account. If an employee has health benefits through another health insurance plan and the benefits and evidence of such insurance are acceptable to the Mayor or designee, then upon written request by such employee, the City may at its option make an additional contribution into such employee's 401(k) or 457 retirement account maintained by the Utah State Retirement System in an amount equal to the premium of the City-sponsored health insurance plan for single coverage.

D. Life Insurance. The City provides a basic life insurance policy for benefit-qualified employees free of charge.

E. Insurance Termination and Conversion.

   1. Termination. When an employee is separated from employment with the City, the City will cease making contributions to the employee's insurance plans.
   2. Conversion. The City shall comply with the requirements of the Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1985.

State and Federal Unemployment

All employees are generally covered by the benefits of State and Federal Unemployment.

Continuing Education

Employees are encouraged to obtain continuing education through attendance at job-related seminars. Requests for attendance must be approved in advance by the Mayor or designee.

A. Required by City. When the City requires an employee to attend any education or training course, conference, seminar, or certification course, the City will pay for all associated costs including tuition or registration fees, authorized travel, meals, and lodging, and provide the necessary time off with pay.
B. Encouraged by City. Employees are encouraged to further their education and training in areas that will enhance their job performance. Upon advance approval by the Mayor or designee, and upon successful completion of relevant training courses, employees shall be reimbursed for tuition fees, materials, and other necessary and approved expenses upon presentation of proper receipts up to a maximum of $1,500 per City fiscal year, subject to budget availability (or as otherwise approved by the Mayor or designee as part of an employee's total compensation package). Proof of successful completion shall be submitted to the Mayor or designee and shall include one of the following:
    1. A certificate indicating successful course completion, if applicable.
    2. A grade point average of 2.0 or higher on a 4.0 (A, B, C, D) scale.
    3. A grade of pass on a pass/fail grading system.

Investment Account

The City does not participate with the social security system (specifically, the old-age survivor and disability insurance portion) but does participate in the hospital insurance portion. Subject to budget limitations, the City will match up to 6.2 percent of the employee's salary, when an employee makes a contribution into their City-approved investment account.

Retirement System

All City employees who are not part-time, temporary/seasonal employees and who receive at least one benefit normally provided by the City are enrolled in the Utah State Retirement Systems (URS) Public Employees Non-Contributory Retirement Plan. (This is in addition to their investment account in lieu of Social Security coverage.) The City will contribute the required payments for the Public Employees Non-

Contributory Retirement Plan. Full-time elected officials, taking office after June 30, 2011, are restricted to participation in the URS Tier 2 Defined Contribution Plan. Part-time elected officials are ineligible under Tier 2, so no statutory contributions are required.

Section V: Employee Code of Personal Conduct

Professionalism

The City is a professional association whose purpose, among others, is to provide professional services to its citizens. Its employees must adhere to high standards of public service that emphasize professionalism and courtesy. Employees shall efficiently and effectively carry out the work items assigned, maintain good moral conduct, and do their part in maintaining good relationships with citizens, fellow employees, and any members of the public while working and representing the City.

Privileged Information

City employees involved with information of significant public interest may not use this privileged information for personal gain, nor to benefit friends or acquaintances. If an employee has an outside interest which could be affected by any City plan or activity, this situation must be reported to the Mayor, or designee, immediately. Each employee is charged with the responsibility of ensuring only information that should be made available to the general public is released as defined in the Government Records Access and Management Act (GRAMA).

Confidentiality

Fellow employees have an unquestionable right to expect all personal information about themselves, their health, their family, and financial circumstances to be kept confidential. Every employee has an obligation to protect this confidence. Never discuss privileged information with others who are not authorized to receive it, either inside or outside the office.

Gifts and Gratuities

City employees are prohibited from soliciting or accepting any gift, privilege, gratuity, favor, entertainment, loan, or item of monetary value from any person seeking to obtain business with the City, or from any person within or outside the City employment whose interests may be affected by the employees' performance or nonperformance of official duties, except under circumstances allowed by the Utah Public Offices and Employee Ethics Act, Utah Code Ann. § 67-16-1, et seq.

Attendance

Regular attendance and punctuality are essential to providing high-quality work, service to customers, and to avoid extra work for fellow employees. The following information defines excused absences, unexcused/unauthorized absences, excessive tardiness, and excessive absences:

A. Excused Absences. Excused absences may include but not be limited to personal illness, illness in the immediate family, bad weather that prohibits attendance, and important personal business that cannot be resolved after working hours.

B. Unexcused/Unauthorized Absences. Unexcused/unauthorized absences are not tolerated. Any unexcused/unauthorized absence for any length of time may result in disciplinary action up to and including termination. When an employee is going to be late or will not be able to report to work, the employee must notify his supervisor prior to the scheduled work time. If the employee is ill or has an emergency, he should notify their supervisor as soon as possible on each day of absence

C. Excessive Tardiness. Reoccurring and unapproved tardiness will not be tolerated. Employees are expected to be at work at the appointed time their shift begins. Department heads and supervisors are given flexibility to work with employees in establishing flexible shift assignments with approval of the Mayor or designee, so long as service levels are not compromised. Reoccurring tardiness may result in disciplinary action, up to and including termination.

D. The City expects its employees to be at work at their appointed times. The City also understands that employees may need to take time off for personal matters, and, therefore, offers PTO leave in order for employees to attend to those matters. These leave options are benefits and privileges and approval of such may be subject to the needs of the City. Employees who excessively abuse these leave options may be subject to disciplinary action, including termination. If an employee's excessive absences are deemed by the supervisor and Mayor to be detrimental to the City and its ability to perform its services and responsibilities, which are detrimentally unattended to, disciplinary action may result, up to and including termination.

Appearance

In order to promote professionalism and quality customer service, the City has established the following minimum dress and grooming standards for all employees.

A. Office Personnel. The City expects office personnel to present a favorable impression during any contact or possible contact with the public. All such employees are expected to maintain a neat, clean, and professional personal appearance. Standards of dress shall be appropriate to the job and the tasks to be accomplished. Office personnel shall, at a minimum, dress in casual business attire. Casual business attire shall mean clothing that is not unreasonably loose, baggy, revealing, provocative, sheer, tight-fitting, frayed, holey, torn, cutoff shorts, Bermudas, or capris. Plastic or rubber-type sandals (generally referred to as flip flops) are not allowed. Hats are not allowed. Extreme and distracting hair styles/or colors and clothing are not allowed. All jewelry must be conservative and businesslike in nature so that its presence does not distract from the nature of public services and employment. Tongue studs and other visible body piercing (other than ear piercings) and visible tattoos are not allowed at work or when representing the City. The City reserves the right to request the removal or covering of such body piercings and the covering of visible tattoos during office hours, or while representing the City.

B. Building Inspectors, Public Works Field Personnel and Code Enforcement Officers. Building inspectors, public works field personnel, and code enforcement officers shall wear approved City uniforms during such time that they are regularly scheduled by the supervisor to work. Building inspectors, public works field personnel, and code enforcement officers shall not wear such uniforms during such times that they are not regularly scheduled by the supervisor to work. Building inspectors, public works field personnel, and code enforcement officers shall arrive at work at such times that they are regularly scheduled by the supervisor to work with clean, well-maintained, unsoiled, approved uniforms. Building inspectors, public works field personnel, and code enforcement officers who fail to comply with these rules are subject to disciplinary action, up to and including termination.

C. Field Personnel. The City expects all other field personnel to present a favorable impression during any contact or possible contact with the public. Standard of dress shall be appropriate for the work assignment. Field personnel shall, at a minimum, wear shirts/blouses that cover their shoulders. The City supplies appropriate shirts for most field positions. Jeans are appropriate, as is rugged footwear that can handle daily work assignment demands. Clothing is likely and expected to become soiled during a day's assignments. However, employees are expected to arrive at work each morning with clean, well-maintained, unsoiled clothing. Unmaintained, permanently soiled, ragged-looking clothing is not acceptable. Hats with minimal or no wording/symbols may be worn under these same guidelines. Extreme and distractive hair

styles/colors and clothing are not allowed. Safety is paramount, and employees shall wear clothing that is considered safe for specific work assignments. Field employees are not allowed to wear earrings, necklaces, or nonmedical bracelets.

Smoking

In compliance with the Utah Indoor Clean Air Act, smoking is not permitted in City facilities. The City also prohibits smoking in City-owned vehicles. Employees smoking in any City facility or vehicle are subject to disciplinary action, up to and including termination. The use of e-cigarettes or other similar devices that provide a vapor of nicotine or other substance or simulate smoking are included in the definition of smoking in the Utah Clean Air Act. Accordingly, the use of e-cigarettes or any similar device will be treated the same as regular cigarettes, and anyone using e-cigarettes in a City owned building or vehicle will be subject to disciplinary action.

Personal Use of City Equipment and Facilities

A. All equipment issued to an employee by the City shall be used only for City purposes and shall not be used by the employee, nor shall the employee allow anyone else to use said equipment, for personal or private uses. This general prohibition on the use of municipal equipment is subject to the following exceptions.

B. Computer Equipment.

1. Personal use of City-owned computer systems is permitted only when all of the following criteria are satisfied:
    a. The use offers an opportunity for the employee to increase the employee's job-related knowledge and skills;
    b. The employee is not compensated for the work performed, unless the employee has received prior written approval by the Mayor or designee;
    c. The employee pays for the cost of consumables and other attendant expenses (for example, diskettes, paper, computer on-line/access charges, etc.);
    d. The employee uses such computer system on the employee's personal time;
    e. The employee does not use such computer system for permanent storage of data; and
    f. Use does not conflict with the employee's City responsibilities or normal City business.

2. All data stored on, and software developed on, City-owned computer equipment is the property of the City and may be accessed, opened, read, archived, deleted, viewed/reviewed or monitored by the Mayor or designee at any time.
3. Employees, except as prompted by the City-owned computer system, are not permitted to establish or change passwords or any encryption on City-owned computer system without the prior written consent of their supervisor. Employees shall not disclose computer passwords.

C. Communication Systems/Computer System.

1. The City provides e-mail, voicemail, on-line subscriber services, the internet, intranet, website (Communications Systems), computers, printers, monitors, hardware, software (Computer System) to certain of its employees for their use to transact City business. The term Communications Systems may include Computer System, and the term Computer System may include Communications Systems.
2. Although the City recognizes that there will be incidental non-work-related use of Communication Systems or Computer System by its employees, these systems are intended to be used primarily for City purposes associated with the performance of each employee's job. Except as provided above, any use of the Communication Systems or Computer System for non-work-related purposes beyond limited incidental use is prohibited. All use must comply with this Manual. Any use of the Communications Systems or Computer System that adversely affects the operation of the Communications Systems or Computer System is prohibited. Employee will not be held responsible for unsolicited email that includes material (attachments, links, etc.) that would be considered prohibited pursuant to this Manual, provided the employee promptly deletes such email and does not forward such email to any other recipient.
3. The use of the Communication Systems or Computer System for the following purposes is prohibited:
    a. Disparaging communications or jokes which are based on race, national origin, marital status, sex, sexual orientation, disability, age, religion, or any other characteristic protected under Federal, State or local law.
    b. Communications that are lewd, vulgar, indecent, or obscene, or which contain sexual innuendo, metaphor or simile.
    c. Communications that constitute libel, slander, or defamation.

d. Downloading or sending or uploading of proprietary information, including copyrighted materials, trade secrets, proprietary financial information, or similar materials or media of unknown origin.
e. Accessing, storing, viewing/reviewing, downloading, copying, or sending pornographic or sexually explicit materials.
f. Gambling, wagering, or engaging in a lottery.
g. Gaming.
h. Shopping for items of a personal nature or items not City-related.
i. Knowingly introducing into the Computer System any piece of code used or intended to spy, copy, corrupt or destroy data, processes or programs (commonly referred to as virus, Trojan horse, worm, etc.).
j. Accessing chat rooms, message boards or any website not directly related to employee's duties.
k. Tampering with the configuration of antivirus software utilized by the Computer System without the prior written approval of the Mayor or designee.
l. Disabling or overloading the Computer System or related network or circumventing any system intended to protect the privacy or security of any user.
m. Installing or running any program or utility which reveals weaknesses in the security of the Computer System.
n. Accessing unauthorized or confidential information (including, but not limited to, protected, controlled, or private information as defined in GRAMA) for which access has not been granted to such person.

4. No software or hardware may be downloaded or copied (from the internet or otherwise), or installed without the prior written approval of the Mayor or designee.
5. Information created, sent or retrieved through the Communication Systems or Computer System is generally regarded as public information. Employee should not expect that such information is private. In order to assure the proper and authorized use of the Communication Systems or Computer System, the City reserves the right to access, open, read, archive, delete, view/review, or monitor all of these systems, including stored communications. Examples of instances in which accessing or monitoring may be used include, but are not limited to, determine whether there is personal use, to determine whether copyrighted materials or trade secrets may have been transmitted, to determine

whether sexually explicit materials have been accessed,; or to investigate other communications which may be illegal or otherwise contrary to this Manual.

6. Employees are expected to respect the confidentiality of messages sent to others. Employees may not access or review communications sent or received through any of the Communications Systems or Computer System that are not intended for or distributed to them, except for the purpose of monitoring as described above.
7. All employees or departments having computers shall turn them off daily at the end of the work shift. The exceptions, of course, are those computers used to monitor or run the SCADA system, weather system, the sewer plant or the water systems. The monitors on the computers should also be turned off.
8. The City will terminate access to the Communications Systems or Computer System of any employee or other user of the Communications Systems or Computer System who violates these rules.
9. Any employee who fails to comply with these rules is subject to disciplinary action, up to and including termination. In addition, violation of this Manual may subject employees to civil or criminal liability.
10. FAX and Copying Machines. Any employee desiring to use City-owned FAX or copying machines for items of a personal nature may do so after paying for such use at the published rate.

D. Municipal Vehicles. Policies regarding municipal vehicles are set forth in the Eagle Mountain City's Fleet Policies and Procedure Manual. A copy of this document is set forth in an addendum to this Manual.

E. Telephone calls.

1. Employees are expressly prohibited from making long-distance telephone calls of a personal nature on City-owned telephones.
2. All employees will use City-owned telephones for local personal calls judicially. Local telephone calls will be limited to necessity and must not disrupt the carrying out of employee responsibilities.

F. Mobile Communication Devices. It is the policy of the City to provide City-owned mobile communication devices to selected personnel for the convenience of the City and employees in the performance of their official duties. City-owned cellular phones are intended for City business. Employees are discouraged from using these devices for personal use. It is recognized

that some incidental and minimal personal use may be required to save time and make the employee more efficient. Personal phone calls should be extremely limited in duration and frequency.

G. Postage Meters. No employee shall be allowed to use City-owned postage metering machines at any time for posting and mailing of any material of a personal nature.

Credit Cards

City credit cards shall be used for official business in accordance with the following procedures:

A. Credit card use cannot in any fashion be used to avoid adopted Purchasing Policies. Employees shall use existing accounts with vendors.

B. Credit card use shall be for bona fide emergencies (when time restraints do not allow for the Finance Department to issue a check), for making traveling reservations, or when the amount of the purchase is unknown (such as a lunch meeting expense, etc.).

C. The credit card shall only be used by the card holder or authorized representative, and the card holder is personally responsible for all purchases made on such credit card.

D. Upon receiving a credit card receipt, employees shall record the following information on the receipt: the general ledger account number; a description of the deductible of the expense (which shall include information required by the IRS to document the deductibility of such expense); and a signature. Employees shall submit the receipt to the Accounts Payable Clerk before the close of business on the next business day after the receipt of the credit card receipt that they work.

E. Credit card shall not be used for personal purchases.

F. Stolen or lost credit cards must be reported promptly to the Finance Department but in no event, later than the close of business on the next business day after the card is lost or stolen.

Outside Activities

City employees shall not use City-owned property in support of outside interests and activities when such use would compromise the integrity of the City or interfere with the employee's duties. Specifically, an employee who is involved in an outside activity such as a civic organization, church organization, committee unrelated to City business, public office, or service club, shall:

A. Pursue the outside activity on the employee's own time.

B. Pursue the outside activity away from City offices.

C. Discourage any phone, mail or visitor contact related to the outside interest at City offices.

D. Arrange for leave or compensatory time off in advance to pursue the outside interest during business hours.

E. Except as allowed by policy, not use City-owned equipment or supplies for the outside interest.

Political Activity

A. An employee shall not be directly or indirectly approached, asked, or coerced to support a political activity, whether funds or anything else of value or time are involved.

B. An employee shall not engage in political activity during work hours, unless on approved leave.

C. An employee shall not use City-owned equipment, supplies or resources (for example, diskettes, paper, computer online and access charges, etc.) when engaged in political activity.

D. An employee shall not use, discriminate in favor of or against, any person or applicant for employment based on political activities, political opinion, or political affiliation.

E. An employee shall not use the employee's title or position while engaging in political activity.

F. The City shall comply with the requirements of Utah Code Ann. § 34-32-1.1.

Secondary Employee

A. City employment is primary.

1. Employment with the City shall be the employee's primary employment. City employees are permitted to engage in secondary or outside employment under the following guidelines. Outside employment must not be of a type that would reasonably give rise to criticism or suspicion of conflicting interests or duties.
2. Employees are required to provide written notification to the Mayor or designee using the City form before starting any secondary or outside employment (or continuing secondary or outside employment after the effective date of this version of the Manual, and on an annual basis thereafter). This notification should include the following information:
    a. The secondary employer's name, business name, and business address.
    b. A general overview of the type of business engaged in by the secondary employer.
    c. The specific duties engaged in by the employee at their secondary employment.

B. City's approval process.

1. The Mayor or designee shall review the information contained in the form and determine whether the employee's secondary employment is approved or denied. Factors to consider include, but are not limited to, the following:

a. That the secondary employment reasonably articulates some factor or factors which could negatively impact their employment with the City. For example, that the secondary employment could reasonably be expected to be too physically or mentally draining on the employee.
b. That the secondary employment could invoke a conflict of interest with their employment with the City.

2. This decision shall be communicated in writing to the employee. The employee:
   a. Shall abide by that decision.
   b. May voluntarily resign their employment with the City.

Information Reporting

A. Employees have a responsibility to formally inform appropriate administrative officials if they become aware of or reasonably suspect the waste of public funds, property, manpower, or a violation of law.

B. Employees shall refrain from spreading information which is hostile to City operations or have reason to know is malicious, false, or frivolous. Employees are not to disclose, or induce others to disclose, confidential information acquired due to their position. Employees are not allowed to use confidential information for gain or benefit.

C. Employees have a duty to participate in an investigation, hearing, inquiry, or other form of administrative review by the City arising from a report of the existence of any waste of public funds, property, manpower, or violation of law.

Use of Media/Media Requests

Employees may be subject to disciplinary action, up to and including termination of employment, if an employee either directly uses any form of media (print, broadcast, digital, and online services such as Facebook, MySpace, Twitter, blogs, etc.) or the employee provides information or content for use in any form of media that:

A. Creates a harassing, demeaning, or hostile work environment for any employee;

B. Indicates or implies that the employee has or may in the future discriminate against another employee in the context of their employment based on a classification protected by state or federal equal protection laws, including, but not limited to, race, sex, religion, national origin, physical disability or age;

C. Disrupts the smooth and orderly flow of City work;
D. Discloses non-public information related to the City or its operations;
E. Discloses non-public information about any person or entity that has contracted with or provided information to the City;
F. Places in doubt the honesty, reliability, trustworthiness, or sound judgment of the employee;
G. Attacks, demeans or disparages another employee, the Mayor, or the City Council related to any City issue or matter in a manner that is threatening, abusive or unprofessional;
H. Establishes or suggests that the employee has violated or may violate any policy of the City including, but not limited to, use of illegal drugs or other unlawful activity;
I. Establishes or suggests that the employee is not making efficient use of the employee's time while the employee is at work; or
J. Harms the goodwill and reputation of the City among the community at large.

All requests from the media shall be directed to and managed by the Public Information Director. The Public Information Director will then notify the Mayor regarding all such requests from the media. In the event the Public Information Director is unavailable, media requests will be directed to and managed by the City Administrator or, in his/her absence, the Assistant City Administrator.

Unless specifically authorized by the Mayor, City Administrator or Public Information Officer, employees shall not publish or otherwise provide information for use in any form of media in a manner that suggests or implies that it is an official position or policy of the City. Employees are encouraged to either refrain from publishing information that may violate this policy, or request guidance from the City Administrator prior to publishing any information that may violate this policy. Depending on the circumstances, failure to seek such guidance may be considered evidence of intent to conceal a violation of this policy and to hinder an investigation into the matter.

Securing City Offices

The last employee in City Hall after operational hours is responsible for securing the building. Employees who believe that they are the last employee in the building shall announce using the paging feature on the phone that they are securing the building unless another employee contacts them. Any other employee in the building shall notify the employee making the announcement that they are remaining and will take responsibility for securing the building. If no other employee responds to the

announcement, the employee shall check each outside door to ensure that they are locked. Employees shall also close and lock all doors to the different suites. Prior to leaving the building employees shall set the security system.

Section VI: Sexual/Gender Harassment

General Policy

It is the policy of the City that:

A. The giving or withholding of tangible job benefits based on the granting of sexual favors (quid pro quo) and any behavior or conduct of a sexual/gender-based nature which is demeaning, ridiculing, or derisive and results in a hostile, abusive, or unwelcome work environment constitutes sexual harassment.

B. Unlawful discrimination/harassment of employees of any type, on or off duty, based on sex/gender, subtle or otherwise, shall not be tolerated, and violators will be subject to disciplinary action, up to and including termination.

C. Retaliation or reprisals are prohibited against any employee who opposes a forbidden practice, has filed a charge, testified, assisted, or participated in any manner in an investigative proceeding or hearing under this policy.

D. False or bad faith claims regarding sexual or gender harassment shall result in disciplinary action, up to and including termination, against the accuser.

E. Employees accused of sexual harassment and facing disciplinary action shall be entitled to receive notice of charges, the evidence to be used against them, and an opportunity to respond before any disciplinary action may be taken.

F. Records and proceedings of sexual harassment claims, allegations, or investigations are confidential and shall be maintained separate and apart from the employee's personnel file. In the event that a complaint is substantiated, documents of disciplinary action shall be placed in the offending employee's personnel file.

G. All employees, supervisors and management personnel shall receive training on the sexual/gender harassment policy and grievance procedures during orientation and in-service training.

Prohibited Conduct

A. Any deliberate, unwanted, or unwelcome behavior of a sex/gender-based nature, whether verbal, nonverbal, or physical is prohibited.

B. Two major categories of sexual/gender harassment are:

1. Quid Pro Quo, or the granting or conditioning of tangible job benefits for the granting of sexual favors.
2. Creating a hostile or unwelcome work environment, which can occur through any or all of the following general means.
    a. Level One: Sex role stereotyping.
        i. Assignments made or denied solely on the traditional historic perceptions regarding the types of jobs that specific gender may/should perform.
        ii. Comments or written material reinforcing traditional historic perceptions regarding gender.
    b. Level Two: Gender harassment/discrimination.
        i. Intentional or unintentional behavior/conduct of a visual or verbal nature directed at a specific gender which is demeaning, ridiculing, or derisive.
        ii. Creating an environment that demonstrates a demeaning, ridiculing, or derisive attitude toward a specific gender.
    c. Level Three: Targeted or individual harassment.
        i. Intentional behavior predicated on gender or expressing sexuality which is directed at a specific group or individual.
        ii. Offensive conduct may be verbal, visual, or physical, including unwanted touching of a noncriminal nature.
    d. Level Four: Criminal touching.
        i. The intentional unwanted touching of the breasts, buttocks, or genitals of another.
        ii. Forcible sexual abuse.

Types of Corrective Action

Any employee who is being sexually harassed or who has personal knowledge of clearly offensive conduct may address the issue either through the formal or informal processes described below:

A. Informal Action.

1. Employees who are experiencing an unwelcome or hostile work environment at Level One, Level Two, or Level Three as described above may, if they so desire, choose to address that unwelcome behavior/conduct informally by notifying the individual responsible for the behavior of the behavior that is objectionable, that the conduct/behavior is unwelcome, and that future similar behavior will result in a formal complaint. Employees experiencing sexual harassment at this level are not required to use the informal process and may file a formal complaint, if they so desire.
2. This notification may be:
    a. Verbally, in person.
    b. In writing, signed or unsigned.
    c. Through a supervisor (or a higher-level supervisor if a supervisor is the employee engaging in the offensive behavior), verbally or in writing. The victim may:
        i. Ask the supervisor for assistance in determining what to say and how to approach the offending employee.
        ii. Request the supervisor to accompany the victim when the victim gives the offending employee notice.
        iii. Ask the supervisor to give notice to the offending employee, accompanied by the victim.
        iv. Ask the supervisor to provide notice to the offending employee alone.

B. Formal Action.

1. Employees who are experiencing an unwelcome or hostile work environment which is clearly offensive or at Level Four as described above, or who have been subjected to quid pro quo-type sexual harassment, should address that unwelcome behavior/conduct through the formal remedial process.
2. Formal complaints should be in writing and specify:
    a. The identity of the victim.
    b. The identity of the offending employee.
    c. The offensive behavior that the employee engaged in.
    d. The frequency of the offensive behavior.
    e. Damage the victim suffered as a result of the offensive behavior.
    f. How the victim would like the matter settled, or what the victim would like to see happen.

3. The victim will be allowed a reasonable amount of time during work to prepare a formal complaint.
4. The victim should submit formal written complaints to their immediate supervisor. If the immediate supervisor is the employee engaging in the offensive behavior, the formal complaint should be submitted to the next highest supervisor, the department head, the Mayor, or designee.
5. All information regarding a formal action shall be held in strict confidence.

Disciplinary Action

Employees found guilty of sexual harassment may face disciplinary action, up to and including termination, based on all the circumstances of the case, as well as the offending employee's work history.

Victim Protection

A. Individual complaints, either verbal or written, are confidential.
B. Victims of alleged sexual harassment shall not be required to confront the accused outside of a formal proceeding.
C. The accused shall not contact the victim regarding the alleged harassment.
D. Retaliation or reprisals are prohibited against any employee who opposed a practice forbidden under this policy, or who has filed a charge, testified, assisted, or participated in any manner in an investigation, proceeding or hearing.
    1. Any employee engaging in prohibited retaliatory activities shall be subject to disciplinary action, up to and including termination.
    2. Retaliation is an additional and separate disciplinary offense.
    3. Retaliation may consist of, but is not limited to, any of the following:
        a. Open hostility.
        b. Exclusion or ostracism.
        c. Special or more closely monitored attention to work performance.
        d. Assignment to demeaning duties not otherwise performed during the regular course of the employee's duties.
    4. Dating, sexual relationships, and/or romantic relationships between or among employees must not interfere with such employees' work. For purposes of this subsection, dating, sexual relationship, and/or romantic relationship include any form of physical intimacy and

cohabitation. The City expects employees who become involved in such relationships to exercise discretion and maturity in the manner in which they relate to each other at work. Dating, sexual relationships, and/or romantic relationships between or among employees of different levels of authority within the City may affect the morale of coworkers by creating actual or perceived favoritism and may create potential claims of discrimination or harassment. For these reasons, any party to such a relationship should not participate in formal or informal supervision, review, or evaluation of the other employee(s) in such relationship. The City reserves the right to alter work relationships of parties engaged in such relationships in order to limit their professional contact. Also, to avoid claims of sexual harassment or gender-based discrimination, except for employees who are married, an employee who is or becomes involved in such a relationship must immediately notify the Mayor or designee in writing of such relationship, and the writing must be signed by all employees intending to be involved in such a relationship. The Mayor or designee will then meet with such employees to discuss the impact of such relationship on the operations of the City. For purposes of this subsection, writing does not include an e-mail.

Section VII: General Safety

General Policy

The following general safety rules will apply in all agency workplaces. Each department may propose for approval by the Mayor, or designee, safety rules applicable to the specific nature of work in their area but not in conflict with these rules.

A. Proper licensing and extreme caution are required by all employees operating any type of power equipment.
B. Employees will use safety equipment appropriate to the job, such as safety glasses, gloves, toe guards, back supports, orange vests, and hard hats, if required or appropriate to the work performed.
C. Employees will avoid wearing loose clothing and jewelry while working on or near equipment and machines. Long hair will be properly secured.
D. All accidents, regardless of severity, personal or vehicular, shall be reported immediately to the supervisor/manager.
E. Defective equipment will be reported immediately to the supervisor, Mayor, or designee.

F. Employees will not operate equipment or use tools for which licensing and training has not been received.

G. In all work situations, safeguards required by State and Federal laws and regulations will be provided.

H. Employees are to report all dangerous situations that they witness throughout the City, whether employees are on or off duty. Employees that discover dangerous situations around the City are to do what is feasible to secure the situation and report the problem to the appropriate department immediately. Some dangerous situations include but are not limited to: defective sidewalks, broken curbs, hanging limbs, loose handrails, open manholes, sunken basins and sewers, missing signs, physical assaults, threatening behavior, etc.

I. Warning coworkers of unsafe conditions or practices they are engaged in which could lead to or cause an accident.

J. Due to the potential risk of serious injury or death, employees are prohibited from entertaining, or caring for, guests or family members in or around inherently dangerous work areas. These areas include, but are not limited to:

1. Road repair.
2. Construction areas.
3. Vehicle maintenance areas.
4. Swimming pools.
5. Animal control.
6. Power plants.
7. Sewers.

Proper Use of City Equipment and Tools

The use of City equipment or tools for private purposes is strictly prohibited. However, reasonable use of City tools and equipment to protect property and preserve life is authorized.

A. Employees shall be required to attend training provided by the City; including an explanation of job hazards, safety procedures and training on all equipment, tools, etc., necessary for the accomplishment of the employee's job description. Employees may attend additional training, as approved by the City.

B. Mobile communication devices shall not be used in situations that constitute an immediate hazard.

Section VII: Alcohol- and Drug-free Workplace

General Policy

The purpose of this policy is to implement the Federal Drug-Free Workplace Act of 1988 by providing for a safe and productive work environment that is free from impaired performance caused by employee use or abuse of alcohol, controlled substances, and/or medication.

Employee Responsibilities

A. No employee shall unlawfully manufacture, dispense, possess, use, or distribute any controlled substance, medication, or alcohol.
B. Any employee convicted under a Federal or State statute regulating controlled substances shall notify their supervisor and the Mayor within five (5) days after the conviction.
C. No employee shall consume alcoholic beverages immediately before work, during work hours, while at work during breaks or lunches, or while on call for work.
D. No employee shall be impaired by alcohol, illegal drugs, or medication during work hours.
E. No employee shall represent the City in an official capacity while impaired by alcohol, illegal drugs, or medication.
F. No employee using medication that may impair performance shall operate a motor vehicle or engage in safety-sensitive functions while on duty for the City.
G. If an employee is using prescription or nonprescription medication that may impair performance of duties, the employee shall report that fact to their supervisor.
H. An employee who has reason to believe that the performance of another employee is impaired by alcohol, illegal drugs, and/or medication shall immediately notify the Mayor or designee.

Disciplinary Action

Because of the serious nature of illegal use or abuse of alcohol, controlled substances, and/or medication, appropriate employee disciplinary action will be taken, up to and including termination.

Section IX: Drug and Alcohol Testing

General Statement

A. It is the policy of the City that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance and/or the distribution, dispensation, possession, or use of alcohol in the workplace is expressly prohibited.

1. In order to achieve a drug-free workplace, employees in, and applicants for, safety sensitive positions shall be required to participate in all of the following alcohol and controlled substances testing:
    a. When an applicant has been extended a conditional offer of employment but before beginning work.
    b. When there is a reasonable suspicion to believe that the employee is in an impaired state.
    c. When the employee has been involved in an on-duty accident or unsafe work practice.
    d. On a random basis.
    e. As a condition for return to duty after testing positive for controlled substances or alcohol.
    f. As part of follow-up procedures to employment-related drug or alcohol violations.
2. In order to achieve a drug-free workplace, applicants for any positions shall, as a condition of employment, be required to participate in alcohol and controlled substance testing after the applicant has been extended a conditional offer of employment, but before beginning work.

B. Scope. This policy covers all employees of and applicants to the City.

C. Definitions.

1. Alcohol. Alcohol is defined as the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols in methyl and isopropyl alcohol, no matter how packaged or in what form the alcohol is stored, utilized, or found.
2. Controlled Substances. Controlled substances are defined as marijuana (THC), cocaine, phencyclidine (PCP), opiates, and amphetamines (including methamphetamine), or other substances which may only be legally obtained and used pursuant to a physician's prescription.
3. On-duty Accident. Any accident involving the loss of life or the issuance of a moving traffic citation to the employee.
4. Positive Test. Any test result showing a blood alcohol content (BAC) of 0.02 or greater, or the presence of any controlled substance in the test subject.
5. Refusal to Submit to Testing. Failure to provide an adequate breath or urine sample without a valid and verified medical explanation, after the employee has received notice that they are

being tested and a breath or urine sample is required, or engaging in conduct that clearly obstructs the testing process.

6. Reasonable Suspicion. Knowledge sufficient to induce an ordinarily prudent and cautious man under the circumstances to believe that a prohibited activity is occurring.
7. Safety-sensitive Duties. Any duties requiring a Commercial Driver License (CDL), firefighter or paramedic duties, law enforcement duties, any other duties or positions deemed safety sensitive.

Policy

A. Testing Notice.

1. Before performing any alcohol or drug test authorized by this policy, the City, through its designated representative, shall notify the employee being tested, verbally or in writing, whether the test being administered is required by the Omnibus Transportation Employees Testing Act of 1991, or whether it is required by this policy.
2. City employees who, under City requirements, hold CDLs are required under rules established by the Federal Highway Administration to be subjected to preemployment, reasonable suspicion, random, post-accident, return-to-duty, and follow-up drug and alcohol testing.
    a. When conducting any of the above noted tests on CDL employees, the City shall provide the employee with the following notice:
        i. The drug and/or alcohol test you are being required to take is required under rules established by the Federal Highway Administration pursuant to the Omnibus Transportation Employees Testing Act of 1991
        ii. If you refuse to submit to the required testing you may be subject to disciplinary action, up to and including termination.
3. City employees who are not required by the City to hold a CDL, but who are employed in safety-sensitive positions, while not subject to testing under Federal statute, are subject to preemployment, reasonable suspicion, random, post-accident, return-to-duty, and follow-up drug and alcohol testing under this policy.
    a. When conducting any of the above noted tests on non-CDL, safety-sensitive employees, the City shall provide the employee with the following notice:
        i. The drug and/or alcohol test you are being required to take is required by the policies and procedures of the City.

ii. If you refuse to submit to the required testing you may be subject to disciplinary action, up to and including termination.

B. Prohibited Conduct.

1. Employees shall not use, be under the influence of (0.02 BAC), or be in possession of alcohol while on duty, on City premises or while in City vehicles. City premises includes buildings, parking lots, grounds and vehicles owned by the City, or personal vehicles being used for City business.
2. Employees shall not use, be under the influence of, be in possession of, or be in such a condition as to test positive for alcohol or controlled substances while on duty, on City premises or while in City vehicles. City premises includes buildings, parking lots, grounds and vehicles owned by the City or personal vehicles being used for City business.
3. Employees using, possessing, distributing, dispersing, or being at the workplace under the influence of alcohol or illegal or illegally obtained/used controlled substances shall be subject to questioning and disciplinary action, up to and including termination.
4. Any employee violating this policy may be subject to disciplinary action, up to and including termination.

C. Reasonable Suspicion Testing.

1. When a designated supervisor makes a determination that there is reasonable suspicion to believe that an employee performing or assigned to safety-sensitive positions is using, is under the influence or, or is in possession of alcohol or controlled substances, the employee shall be subject to drug/alcohol testing.
    a. The supervisor making the determination that reasonable suspicion exists shall submit written documentation setting forth the specific, contemporaneous articulate observations concerning the appearance, behavior, speech or body odors of the employee which resulted in the reasonable suspicion determination. Reasonable suspicion of use of a controlled substance may also be based on observation of indications of the chronic and withdrawal effects of controlled substances.
        i. The required observations underlying reasonable suspicion testing must be made by a supervisor or City official who has received at least two (2) hours of training on the physical, behavioral, speech, and performance indicators of alcohol and drug use.

ii. Observations underlying the reasonable suspicion testing must be documented in writing and signed by the supervisor or City-designated official within twenty-four (24) hours, or before the results of the test are announced, whichever is later.

iii. Reasonable suspicion testing may not be conducted by the same supervisor who makes the reasonable suspicion determination.

2. Special requirements associated with reasonable suspicion alcohol testing.
   a. Alcohol testing is authorized only if the observations set forth above are made during, just proceeding, or just after the performance of safety-sensitive functions.
   b. If an alcohol test is not administered within two (2) hours following the identification of reasonable suspicion, the supervisor shall prepare and maintain documentation stating why the test was not administered within two (2) hours.
   c. If an alcohol test is not administered within eight (8) hours following the identification of reasonable suspicion, the supervisor shall cease attempts to administer an alcohol test and shall prepare and maintain documentation stating why the test was not administered within eight (8) hours.
3. Special requirements associated with reasonable suspicion drug testing. If a drug test is not administered within thirty-two (32) hours following the identification of reasonable suspicion, the supervisor shall cease attempts to administer a controlled substance test and shall prepare and maintain documentation stating why the test was not administered within thirty-two (32) hours.
4. Upon required testing due to reasonable suspicion, the employee tested shall not engage in the operation of any City equipment or engage in any employment-related duties, which their supervisor deems dangerous to themselves or others, until the results of the tests are received and the employee is released back to work by the Mayor or designee.

D. Random Testing.
   1. Employees assigned to, or performing, safety-sensitive duties are subject to random drug/alcohol tests.
   2. Random tests shall be both of the following:
      a. Unannounced.
      b. Reasonably spread throughout the year.
   3. Each employee within a testing pool must have an equal chance of being tested each time a random test is conducted.

4. Random Testing for CDL Drivers.
    a. CDL drivers may be subjected to random alcohol testing only while performing safety-sensitive functions, just before the driver is to perform safety-sensitive functions, or just after the driver has ceased performing safety-sensitive functions.
    b. Drug tests may be performed at any time the driver is on duty.
5. Random Testing for Non-CDL Safety-sensitive Employees.
    a. Non-CDL safety-sensitive employees may be subjected to random alcohol and drug tests any time the employee is on duty.
6. Pool Testing - Consortiums.
    a. The City may join a consortium with testing pools large enough so that City's CDL drivers are always subject to random testing, and the required annual testing rate shall be met by tests conducted of all drivers within the pool.
    b. If and when the City chooses to join a drug/alcohol testing consortium, the City shall designate a liaison to coordinate with the testing consortium and obtain and maintain all of the following records and information:
        i. How the random selection pool was assembled.
        ii. The method of selection and notification of drivers.
        iii. The location of collection sites.
        iv. Methods of reporting the test results on each driver.
        v. Summary reports on the consortiums program showing that the consortium tested at the prescribed minimum annual rates for alcohol and/or controlled substances.

E. Consequences of Positive Drug/Alcohol Test.
1. Alcohol.
    a. If any alcohol test result shows a BAC of 0.04 or greater, the employee shall be removed from, and cannot return to, a safety-sensitive function until, at a minimum, all of the following are met:
        i. The employee undergoes evaluation by a substance abuse professional, and where necessary, rehabilitation.
        ii. The substance abuse professional determines that the employee has successfully complied with any required rehabilitation.
        iii. The employee undergoes a return-to-duty test with a result of less than 0.02 BAC.

b. If an employee's test results show a BAC of greater than 0.02, but less than 0.04, the employee shall not be permitted to perform any safety-sensitive functions for at least twenty-four (24) hours.

2. Drug/Controlled Substances. If a drug test result shows that the employee has misused a controlled substance, the employee shall be removed from, and cannot be returned to, a safety-sensitive position until, at a minimum, all of the following are met:
   a. The employee undergoes evaluation by a substance abuse professional, and where necessary, rehabilitation.
   b. The substance abuse professional determines that the employee has successfully complied with any required rehabilitation.
   c. The employee undergoes a return-to-duty test with a verified negative test result for controlled substances.
3. General.
   a. Through any of these detection methods or on their initiative, if an employee tests positive or seeks rehabilitation treatment, the City will pay for an initial substance abuse evaluation.
   b. The City encourages employees to enroll in a counseling or rehabilitation program. An employee will be required to sign a document agreeing to the following conditions in order to remain employed with full rights and benefits:
      i. Any employee for whom treatment is recommended will be responsible for costs not covered by insurance. The employee will be required to use leave in the following order: long-term sick, compensatory time, and PTO leave until all leave is expended. The City will pay the employee's benefit package during the allotted treatment time, but not wage supplements during this time. Each incident will be reviewed on a case-by-case basis.
      ii. If a required treatment or rehabilitation program involves confinement, the employee's position may be held for the determined length of the treatment and the employee restored to their former position upon successful completion of the substance abuse rehabilitation. Each incident will be reviewed on a case-by-case basis.

F. Follow-up Testing. Employees who have violated this policy and continue to work for the City shall be subject to follow-up drug/alcohol testing for a period of not less than one (1) year and not to exceed sixty (60) months.
    1. Employees subject to follow-up testing will be tested a minimum of six (6) times in the first (1st) twelve (12) months following their return to duty.
    2. Follow-up testing beyond one (1) year shall be based on a need assessment provided by a substance abuse professional.

G. General.
    1. The City maintains the right to conduct unannounced inspections of City-owned property, vehicles, workstations, equipment, desks, cabinets, etc.
    2. The City maintains the right to utilize detection methods necessary for the enforcement of this policy including blood, urine, or other tests, and the use of electronic detection equipment and trained animals.
    3. Failure to cooperate with these detection methods or inspections is grounds for disciplinary action, up to and including termination.
    4. Employees may direct any questions regarding this policy to the Human Resource Director.

Section X: Utah OSHA Requirements

General Policy

It is the policy of the City to maintain an environment which is in compliance with all Federal and State worker safety laws and regulations and free from any recognizable hazard which is likely to cause death or serious injury to any employee.

Posting UOSHA Notices

The City will post all required UOSHA notices in conspicuous places (such as employee bulletin boards or where similar notices are usually posted).

Inspection Procedures

All employees should follow the procedures listed below in the event an inspector from UOSHA presents themselves on the jobsite.

A. If an inspector arrives on the jobsite, an employee should understand that he/she is not authorized to offer any information requested by the inspector.
B. The employee will inform the inspector that the employee will contact his/her supervisor, Mayor, or designee, who will accompany the inspector during any inspection.
C. The Mayor should make sure that all employees know who they are required to contact, including all alternates, in the event an UOSHA inspector shows up on the jobsite.
D. If the UOSHA inspector does not reveal the appropriate credentials at the outset of the inspection, the Mayor or designee should ask the inspector to reveal his/her credentials and should examine them before allowing an inspection of the jobsite.
E. The Mayor or designee should not refuse an inspection of the jobsite where the inspector does not have a warrant to inspect.
F. If the credentials are appropriate, and before beginning the inspection, the Mayor or designee should ask the inspector the reason the inspection is being conducted. If it is routine, no further requests are required. If the inspection was due to an employee complaint, the Mayor or designee should request a copy of the complaint to inform the City concerning any safety problems. Under no circumstances should the information received on an employee complaint be used for disciplinary action against the complaining employee, as this type of action is prohibited by law.
G. The Mayor or designee should accompany the inspector during the entire inspection of the jobsite.
H. The Mayor or designee should take notes throughout the entire inspection. The Mayor or designee should note every comment and observation made by those participating in the inspection. The Mayor or designee accompanying the inspector should not volunteer any unsolicited information.

Accident Reporting Procedures

A. Employees who are injured in connection with employment, regardless of the severity of the injury, must immediately notify their supervisor, Mayor, or designee, who will ensure prompt and qualified medical attention is provided and all required UOSHA reports are completed. Employees who do not and/or will not accept qualified medical attention when directed by their supervisor, Mayor, or designee, may be subject to disciplinary action, up to and including termination.
B. The Mayor or designee will investigate the job-related injury to determine the cause of the injury.

C. The City shall contact UOSHA within the time required by UOSHA of the occurrence of any job-related death, disabling, serious, or significant injury, and/or any occupational disease.

D. The City shall file the required report with UOSHA within the time required by UOSHA after first knowledge or notification of an injury or occupational disease resulting in medical treatment, loss of consciousness, loss of work, restriction of work, or transfer to another job. Minor injuries such as scratches and cuts do not need to be reported to UOSHA if they require only minor first-aid treatment.

E. The City shall keep a copy of the UOSHA report in their UOSHA file.

F. The City shall give the employee a copy of the UOSHA report and explain the employee's rights and responsibilities concerning the work-related injury or occupational disease.

G. If an employee later dies as a result of work-related injury, the City shall file a report with UOSHA within the time required by UOSHA.

Section XI: Confined Space Entry

General Policy

The City has a written confined space entry policy. Employees may obtain a copy of such policy from the Mayor, designee, or appropriate department head.

Section XII: Family and Medical Leave Act

General Policy

A. The Family and Medical Leave Act (FMLA) grants eligible employees the statutory right to take up to 12 weeks of unpaid, job-protected leave for specified family and medical reasons. An employee's leave will be calculated on a calendar-year basis. Job protection includes continuation of health insurance benefits.

~~B. The Family and Medical Leave Act of 1993 (FMLA) requires the City to provide up to a total of twelve (12) workweeks of unpaid leave during any twelve-month (12-month) period for eligible employees at the time of the birth or adoption of a child, or at the time of a serious health condition affecting the employee or a family member. An employee's leave year will be calculated on a calendar-year basis.~~

~~C. A single public agency is defined under Section 3(x) of the FLSA to include the City.~~

~~D. A serious health condition is an illness, injury, impairment, or physical or mental condition that involves inpatient care in a medical facility or continuing treatment by a health care provider.~~

~~E. Intermittent leave or a reduced leave schedule for medical reasons can be taken under this policy when medically necessary. Intermittent leave or a reduced leave schedule to care for a new child can be taken only if the employee and the City mutually agree to that arrangement.~~

~~1. Intermittent leave is leave that is not taken consecutively.~~

~~2. A reduced leave schedule is a leave schedule that reduces the usual number of hours per workweek or hours per workday.~~

Eligibility

To be eligible for FMLA leave, an employee must:

A. Have been employed for at least twelve (12) months by the City.

B. Have been employed for at least one thousand two hundred fifty (1,250) hours of service with the City during the previous twelve (12) months.

~~C. Be employed by the City, who employs at least fifty (50) people within a seventy-five-mile(75-mile) radius around the worksite.~~

D. To care for the employee's child after birth, or placement for adoption or foster care. Spouses who both work for the City are limited to 12 weeks of FMLA leave for the birth or adoption of a child or to care for a sick parent. However, if the FMLA leave is requested for either the husband's or the wife's own serious health condition, or the serious health condition of the couple's child, such single limit does not apply.

E. To care for employee's child, spouse, or parent who has a serious health condition. A serious health condition means an illness, injury, impairment, or physical or mental condition that involves inpatient care in a hospital, hospice, or residential medical care facility, or continuing treatment by a healthcare provider.

F. For the employee's own serious health condition (including any period of incapacity due to pregnancy, prenatal medical care, or childbirth) that makes an employee unable to perform one or more essential functions of the employee's job.

G. Military family leave also provides certain military family leave entitlements. You may take FMLA leave for specified reasons related to certain military deployments. Additionally, you may take up to 26 weeks of FMLA leave in a single 12-month period to care for a covered servicemember with a serious injury or illness.

H. Experience any qualifying exigency (as the Secretary of Labor shall, by regulation, determine) arising out of the fact that the spouse, son, daughter, or parent of the employee is on active duty (or has been notified of an impending call or order to active duty) in the Armed Forces in support of a contingency operation.

Servicemember Family Leave applies to an eligible employee who is the spouse, son, daughter, parent, or next-of-kin of a covered servicemember, and the eligible employee shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for a service member.

Eligible employees should make requests for family and medical leave to Human Resources and notify supervisors in writing, at least 30 days in advance for foreseeable event(s) and as soon as practical for unforeseeable event(s).

Leave Options

When taking FMLA leave for your own serious health condition, the City requires employees to use all accrued paid leave before going on unpaid leave status. Prior to taking FMLA leave to care for a spouse or other family member, the City requires employees to use all accrued paid leave before going on unpaid leave status.

A. An eligible employee may take leave consecutively or intermittently for qualifying conditions. If intermittent or reduced leave is needed, employees are strongly encouraged to schedule their leave so it does not unduly disrupt city operations.
B. Men and women have the same right to take FMLA leave to bond with their child but it must be taken within one year of the child's birth or placement and must be taken as a continuous block or leave unless the employer agrees to allow intermittent leave (for example, a part-time schedule).

Notice and Medical Certification Requirements

When an employee notifies the City of their request for FMLA leave, the City will provide the employee with an Employer Response to Employee Request for Family and Medical Leave Form (Form WH-381). The City may require the employee to provide advanced leave notice and medical certification will require all employees requesting leave under this policy to complete the applicable certification of healthcare provider form (Form WH-380) and return it to Human Resources within 15 working days. Employees who are required to provide medical certification will use a Certification of Physician or Practitioner Form (Form

~~WH-380).~~ Human Resources will process the certification and provide the employee with the notice of eligibility rights and responsibilities form and designation notice. Additionally, FMLA leave may be denied if the following requirements are not met:

A. If the employee foresees the need for an FMLA-covered purpose, the employee must provide at least thirty (30) days' advance notice to the City. If the 30-day notice is not practicable, such as because of a lack of knowledge of approximately when leave will be required to begin, a change in circumstances, or a medical emergency, notice must be given as soon as practicable.

B. The City may request that the employee provide the City with a medical certification by the health care provider of the employee or the employee's family member. If the City is not satisfied with the original certification, the City may require a second (2nd) or third (3rd) opinion, and they will both be at the City's expense.

C. If the employee took the FMLA leave for his/her own serious medical condition, then he/she must obtain a medical certification "fitness-for-duty certification" from their healthcare provider as proof that the employee is able to resume work. If the employee is unable to return due to illness, they may qualify for long-term disability.

D. An employee on designated FMLA leave will have absences related to that qualifying event count toward the total eligible 12 weeks of FMLA leave by recording time off as FMLA in the time keeping system.

Benefits and Employment Status

~~A.~~ Subject to terms, conditions, and limitations of the applicable health insurance plans, the City will continue to contribute premiums in accordance with established policy during an employee's approved FMLA leave. The employee must continue to pay any portion of the premiums that the employee would typically pay if not on leave, either through payroll deduction or in person. The City has the right to recover health insurance premiums if the employee does not return from FMLA leave as outlined in 29 C.F.R. § 825.213(a). ~~During the FMLA leave, the City will maintain the employee's health benefits coverage under any group health plan that the employee has with the City. However, if the employee fails to return to work after FMLA leave, the City shall recover its share of health coverage premiums paid for such employee on unpaid FMLA leave, unless the employee's reason for not returning to work is~~

~~1. The continuation, recurrence, or onset of a serious health condition that entitles the employee to FMLA leave, or~~

~~2. Other conditions beyond employee's control as outlined in 29 C.F.R. § 825.213(a).~~

B. The use of FMLA leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee's FMLA leave. However, no seniority or other benefits will accrue during ~~the~~ unpaid FMLA leave.

C. Upon return from FMLA leave, most employees must be restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms. Under limited circumstances, an employee who qualifies as a "key" employee under the law may be denied reinstatement after FMLA leave. Upon requesting FMLA, or at a later time if appropriate, the affected employee will be notified of their key employee status if there is any possibility that they may be denied reinstatement after their leave.

Section XIII: Leaves of Absence

Absent without Leave

A. Any unauthorized absence of an employee from duty shall be grounds for disciplinary action, up to and including termination.

B. Any employee who is absent for three (3) or more consecutive workdays without authorized leave shall be deemed to have voluntarily resigned their position and employment without notice. Where extenuating circumstances are found to have existed, however, such absence may be covered by the Mayor, or designee, by subsequent grant of leave with or without pay as the circumstances dictate.

C. Use of unpaid leave may indicate that an employee's absenteeism is excessive and is therefore discouraged; unless otherwise required by law, such as military or family medical leave. Excessive absenteeism, besides the ones mentioned above, may result in disciplinary action including up to termination.

D. Full time employees may donate PTO to another benefited employee in need at an hour for hour rate. All donations shall be voluntary and may only be used on an as needed basis, after all other leave has been exhausted. All donations must comply with current IRS guidelines permitting PTO donations for medical emergencies only.

Paid Time Off Leave

The City grants paid time off to its full-time employees.

A. Full-time: Full-time employees accrue paid time off based on the length of service since their hire date, as follows:
    1. For the first two (2) years of service, 144 hours of PTO shall accrue at the rate of 5.54 hours bi-weekly.
    2. For 2-5 years of service, 156 hours of PTO shall accrue at the rate of 6 hours bi-weekly.
    3. For 5-10 years of service, 168 hours of PTO shall accrue at the rate of 6.47 hours bi-weekly.
    4. For 10+ years of service, 180 hours of PTO shall accrue at the rate of 6.93 hours bi-weekly.
B. Part-time: Part-time employees do not accrue PTO but may be allowed leave without pay, if approved in advance by an employee's supervisor.
C. Temporary/Seasonal: Temporary/seasonal employees do not accrue PTO but may be allowed leave without pay, if approved in advance by an employee's supervisor.
D. Pay in Lieu of PTO: Employees may accrue PTO, but payments will not be made in lieu of taking PTO, except for accrued PTO at the time of separation from employment. PTO payout hours will be capped at 240 hours.
E. Vacation Scheduling: Vacations may be taken as weekly periods, individual days or even hourly increments as long as the periods chosen receive advanced departmental approval. For employees not working in public safety activities or except in emergency situations, vacation time should be requested in writing or via e-mail and scheduled with the employee's supervisor, preferably seven (7) days in advance. For employees engaged in public safety activities, vacation time should be scheduled with the employee's supervisor the December of the previous year in which the vacation is scheduled. The City reserves the right to schedule vacation leave for an employee.
F. Accrued PTO: No more than three hundred twenty (320) hours of PTO leave may be accrued. Any accrued PTO leave in excess of the three hundred twenty (320) hours will be forfeited every January 1 of the year following the calendar year in which the three hundred twenty (320) hours were accrued.
G. Vacation usage will be tracked by the Mayor or designee using attendance forms, and/or using the electronic timekeeping system in place.

Holiday Leave

A. The City provides 10 paid holidays each calendar year to all full-time employees. The employee may take his/her holiday on the nearest regularly scheduled workday in the same pay period, if approved by his/her supervisor. The ten (10) paid holidays consist of the following:
    1. New Year's Day: January 1
    2. Dr. Martin Luther King, Jr. Day: Third Monday in January
    3. Presidents Day: Third Monday in February
    4. Memorial Day: Last Monday in May
    5. Independence Day: July 4
    6. Pioneer Day: July 24
    7. Labor Day: First Monday in September
    8. Thanksgiving Day: Fourth Thursday in November
    9. Christmas Eve: December 24
    10. Christmas Day: December 25
B. Shift Work Holidays: Those employees on shift work may have to work on recognized holidays.
C. General employees who are called back to work on City-recognized holidays will be paid for the holiday and for the hours worked.
D. When a non-exempt employee is unable to take a holiday on the scheduled day, the holiday must be taken within 30 days of the scheduled holiday. When an exempt employee is unable to take a holiday on the scheduled day, the holiday must be taken within 90 days of the scheduled holiday.
E. Holiday pay will not be paid if it is the employee's first or last day of employment.

Sick Leave

The City recognizes that the inability to work because of illness or injury may cause economic hardship. For this reason, the City provides PTO leave to full-time employees for illness or injury for employees and immediate family, which is limited to spouse and dependents.

A. Employee shall, as soon as practicable, notify his/her supervisor in the event that he/she is ill on the job or is sick and cannot come to work on a given day. If employees expect to be absent for more than three (3) workdays as a result of an illness, injury, or disability, employee should submit a written request to their supervisor as far in advance of employee-anticipated leave date as practical. In the event of extended or numerous sick days (absences 3 consecutive days or more), employee may be required by the supervisor to submit a medical statement from the attending

physician. When employee absence is due to an emergency, employee or a member of the employee's immediate family should inform the employee's supervisor as soon as is practical.

B. Employees who have long-term sick hours accrued from previous years can use it for any illnesses, FMLA, or injuries that prevent them from working for more than 4 days (40 hours) consecutively.

Maternity Leave

An employee who becomes pregnant, or whose legal or common law spouse becomes pregnant, may continue working prior to the birth of the child until such time as the employee can no longer satisfactorily perform the essential functions of his/her duties. The Mayor or designee may grant an employee annual PTO, and/or leave without pay for this period of absence. Regulations governing annual PTO and leave without pay will apply.

During a maternity leave period in excess of thirty (30) calendar days, an employee's annual PTO, and/or time toward their performance evaluation, if applicable, shall not accrue.

The City may fill vacancies created by maternity leave with temporary or provisional appointments. At the expiration of the maternity leave, the employee shall return to the same position where feasible, or to a similar position. Failure of the employee to return to work at the expiration of maternity leave shall be considered a voluntary resignation of their position and employment without notice.

Injury Leave

Any employee injured on the job, however slightly, must report the fact immediately to his/her supervisor and the Mayor. It shall be the duty of the supervisor, Mayor, or designee to obtain information regarding the accident or injury and to complete and submit such reports as are required. Unused PTO or long-term sick leave may be granted in accordance with applicable rules and regulations. During injury leave periods, PTO leave, or time toward yearly performance evaluation shall not accrue, unless an exception is granted by the Mayor. However, injury leave for periods greater than six (6) months shall in no case be granted. Furthermore, eligibility for such leave requires conformance with all Workers' Compensation regulations.

Emergency Leave

The Mayor or designee may allow an employee reasonable time off, not to exceed three (3) working days with pay, in case of an emergency. Time will be charged to the employee's PTO leave, or accrued

compensatory time. The Mayor shall have the authority to grant longer leaves in unusual circumstances in which an emergency exists. During an emergency leave period in excess of thirty (30) calendar days, an employee's annual PTO leave, or time toward their yearly performance evaluation, if applicable, shall not accrue.

Military Leave

~~It is the policy of the City not to discriminate against persons because of their service in the Armed Forces Reserve, the National Guard, or other uniformed services. (See UTAH CODE ANN. § 39-3-1, et seq.). Employees who are ordered to active duty who are members of the Armed Forces Reserve, the National Guard, or other uniformed services shall be granted special compensation equal to the difference between the employee's salary paid by the Armed Forces Reserves, National Guard, or other uniformed services for active duty (but not annual or weekend encampment), and the employee's regular salary, if the employee's regular salary is more than the salary paid by the Armed Forces Reserves, National Guard, or other uniformed services for active duty. In addition, an employee shall be granted a leave of absence for active military service in any branch of the Armed Forces of the State of Utah or the United States and shall be, on timely request, be restored to the same position or to an equivalent position, which the person held immediately prior to the commencement of active military service, as provided in UTAH CODE ANN. § 39-3-1, et seq. Unless it is otherwise impossible or unreasonable, an employee shall on receipt of his/her orders for active military service in the uniformed services, promptly give notice of such to his/her supervisor and Human Resources Director to leave the employment position to perform active military service in the uniformed services~~. To qualify for military leave and reemployment, an employee must, when possible, give notice of the anticipated military service. Upon receipt of orders for active or reserve duty, an employee must notify their department manager and Human Resources immediately. It is preferable for a copy of the employee's military orders to be included with the notification.

In accordance with the "Uniformed Services Employment and Reemployment Rights Act" (USERRA), eligible full-time employees who perform service in the uniformed services (as defined by USERRA) are entitled to a military leave of absence from their current positions, subject to the limitations and restrictions set forth in federal and state laws and City policy.

Employer contributions for participation in a 401k or 457 retirement programs will be administered as per USERRA guidelines.

Jury Leave

An employee may be granted leave with full pay when performing jury duty or when required to serve as a witness in any City litigation in any municipal, County, State, or Federal court, or before an administrative tribunal. Any compensation, including travel and expense allowance, received by the employee must be turned back to the City. Paid leave will not be granted when the employee is serving as their own witness in financial and related suits which they have initiated.

Funeral Leave

The Mayor or designee shall grant ~~an~~ a full time employee up to three (3) ~~consecutive~~ days of funeral leave with pay to attend the funeral of the employee's legal or common law spouse, child, step-child, daughter- or son-in-law, parent, step-parent, grandchild, mother- or father-in-law, sister- or brother-in-law, grandparent, spouses' grandparent, brother or sister. Funeral leave shall not be charged against accrued annual PTO leave.

Administrative Leave with~~out~~ Pay

A. While performing authorized duties, an employee may be granted administrative leave with pay to perform authorized duties in connection with City business, attend trade or professional meetings which relate to official duties, participate in recognized and authorized training programs, or facilitate the needs of the City.

B. Pending possible disciplinary action, an employee may be granted administrative leave with pay pending the outcome of an investigation undertaken to determine if disciplinary action against the employee is warranted.

Leave without Pay

A. The Mayor may grant an employee leave without pay for a specified period of time, not to exceed one (1) year. At the expiration of the leave without pay, the employee shall return to the same position, where feasible, or to a similar position. Failure of the employee to return to work at the expiration of leave without pay shall be considered a voluntary resignation of his/her position and employment without notice.

B. Leave without pay shall not constitute a break in service. However, during a leave without pay period in excess of thirty (30) calendar days, an employee's PTO shall not accrue.

C. Leave without pay may be granted:
    1. For education purposes when the employee's course of study will be of direct benefit to the City, the absence will not be a hardship for his/her department, and the employee agrees to return to work at the end of the leave without pay period;
    2. To attend funerals not covered by the funeral leave policy;
    3. To attend to an ill or injured member of the employee's immediate family when the absence is not covered by PTO leave.
D. Employees are expected to apply for leave without pay in advance and in writing, providing as much detail about the absence as possible so that the Mayor may decide whether the leave without pay is warranted.

Documentation of Leave

Some of the above absences must be supported by a copy of the official paperwork causing the absence. Such paperwork must be submitted to the Mayor or designee as soon as possible. In some cases where official paperwork is not available, the Mayor or designate representative may request that the employee supply additional information in writing to support the absence.

Section XIV: Grievance Procedures

General Policy

A. Employees who perceive that they have a grievance against the City should exhaust the administrative procedure set forth in this section before addressing their grievance through any other forum. An employee may file a grievance about any perceived work-related injustice or oppression resulting from an act, occurrence, omission, condition, or unfair labor practice. Issues addressable through the grievance process means those items that are not of a disciplinary nature and include:
    1. Employee-supervisor relationships.
    2. Duty assignments not affecting job classification.
    3. Shift and job location assignments.
    4. Working conditions.
    5. Practices affecting granting of leave.

B. Grievances should be resolved at the lowest administrative level possible. Employees and supervisors shall attempt to resolve grievances informally by discussing the grievance issues before any formal written grievance is filed. If an employee fails to timely file a formal written grievance with the Human Resources Director, then the employee loses his/her rights to pursue the matter as a grievance, even if the employee is attempting to resolve the grievance informally. Each employee pursuing a formal grievance must prepare and submit a separate written grievance/appeal. Written grievances shall contain, at a minimum, the following information:
    a. Name of the employee.
    b. Date the occurrence or action underlying the grievance occurred.
    c. Nature of the grievance.
    d. Historical information related to the grievance.
    e. Requested resolution.
    f. Signature of the employee filing the grievance and date filed.

C. Employees will be allowed a reasonable amount of time during work to prepare written grievances. Employee grievances must be filed within ten (10) days of the occurrence or event giving rise to the grievance, or within ten (10) days of when the employee acquires knowledge of the occurrence or event giving rise to the grievance, but in no event later than three (3) months after the occurrence or event giving rise to the grievance.

D. At each level of the grievance process, after an administrator has received an employee grievance, the administrator shall have ten (10) working days to respond in writing to the grievance.

E. If an administrator is unable to answer the grievance within the specified time period due to extenuating circumstances, the administrator may take an additional ten (10) working days to answer the grievance if they notify the employee in writing of the exigent circumstances and that the extension is being exercised. If the grievance remains unresolved or the decision is considered unacceptable, the employee may appeal the decision to the next level of appeal.

F. Absent exigent circumstances, if the supervisor fails to respond within the allotted time, the employee may proceed to the next level of appeal.

G. Only the issues presented in the original grievance may be considered throughout the appellate process. A grievance and any necessary appeals shall be processed through the following chain of command, if applicable:
    a. City Administrator.
    b. Mayor.

c. Employee Appeal Board.

Confidentiality

Generally, records and documents regarding a grievance will be classified as a private document under the Government Records Access Management Act.

Filing

No document relating to a grievance shall be placed in the employee's personnel file.

Section XV: Disaster Response Planning

General Policy

The City has developed an Emergency Operation Plan. All employees are expected to adhere to the Emergency Operation Plan to the maximum extent possible and practicable.

Section XVI: Employee Hiring

Employment

Job descriptions defining the essential functions of the vacant position shall be drafted and adopted before the vacancy is posted or otherwise advertised internally or externally.

Recruitment

All recruitment shall be conducted in accordance with the City's equal opportunity guidelines.

A. Internal Promotions. It is the City's policy to give first consideration to current employees desiring to fill an open job position.
B. External Advertising.
    1. Only the Mayor or designee is authorized to place advertisements and respond to inquiries from employment agencies and/or job applicants.
    2. Each Job Opening Notice should contain a statement indicating that the City is an equal opportunity employer.
    3. Job Opening Notices may be advertised in the appropriate media, and through any other channels the Mayor or designee deems appropriate.

4. All Job Opening Notices must specify the name and the office of the person from whom Job Applications are to be obtained, the name and office of the person to whom completed applications are to be returned, and the deadline for filing an application.

Selection

A. Nepotism. The City restricts and, in some cases, prohibits the hiring and promotion of a current employee's relatives to avoid actual or perceived conflicts of interest. The City will exercise sound business judgment in the placement of related employees in accordance with Utah Code Ann. §§ 52 3-1 through 4. Employees may not participate in the hiring or supervision of their own relatives, except when specifically permitted under State law. No relative of any current City employee may be hired unless the head of each involved employing department agrees that it will not cause a conflict or other problem in either department. Department heads may place additional restrictions on the hiring or supervision of relatives specific to their own department.

B. Employment of Minors. It is the policy of the City that no one under the age of sixteen (16) shall be hired for any position. Employees 16 and 17 years of age shall only be employed in compliance with applicable requirements and shall not be employed in any occupation which the Secretary of Labor "shall find and by order declare to be particularly hazardous or detrimental to their health and well- being" as set forth in WH Publication 1330, entitled "Child Labor Requirements in Nonagricultural Occupations" or its successor.

C. Rehires. Job applications received from former employees will be processed using the same procedures and standards that govern all other nonemployee applications. The Mayor or designee will review the former employee's personnel records and the circumstances surrounding termination of previous employment with the City.
   1. Former employees who have been terminated for cause, or who voluntarily resign while facing disciplinary action, are not eligible for rehire.
   2. Applicants who are rehired shall be required to serve a probationary period.

D. Job Applications. All interested job applicants shall complete a Job Application.
   1. All applications and resumes received for the job opening will be forwarded to the Mayor or designee. Upon receipt, each application and resume will be marked with the date it was received and placed in an applicant's file for at least two (2) years.

2. Job applications shall be signed by the job applicant and the truth of all information contained therein shall be certified by the job applicant's signature. The job applicant shall provide a copy of required certified educational transcripts either with the application or upon hire.

E. General Aptitude Test Battery (GATB). If the City deems it necessary, job applicants will be required to take the GATB. If the City deems the GATB is necessary, then it may be administered by the Utah Department of Workforce Services. When the City requires the GATB for job applicants, the City will ensure that reasonable accommodations are made for disabled applicants.

F. Other Tests. Job Applicants may be required to take other tests which the City deems necessary for a specific position. Job applicants for certain positions may require skills for which a known level of competence must exist such as mathematics or timed typing tests. When the City uses other ability tests, the City shall make reasonable accommodations for disabled applicants.

G. Job Applicant Disqualification. An application may be rejected for, but not limited to, the following reasons. When the Job Applicant:

1. Does not meet minimum qualifications established for the position.
2. Is physically or mentally unable to perform the essential duties and responsibilities of the position with, or without, reasonable accommodation(s) (determined only after a conditional offer of employment, pending the results of a medical examination, has been extended to a job applicant).
3. Has falsified a material fact or failed to complete the application.
4. Has failed to timely file the application.
5. Has an unsatisfactory employment history or poor work references.
6. Has failed to attain a passing score, if an examination is required.

H. Interviewing.

1. The Mayor or designee will select applicants to interview from applicants who are not disqualified and who have passed the preliminary screening tests. Job-related duties and qualifications will provide the basis for initial screening of job applicants. During the interview, all job applicants should be advised that any and all of the information provided will be verified.
2. Individuals conducting job interviews shall only ask questions that pertain to the job position. In addition, during the interview, each interviewer completes an Interview Guide which is consistent with the City's Equal Employment Opportunity policy.

I. Reference Checks. In order to facilitate references checks, written permission shall be obtained from the applicant using the Applicant's Consent to Release Information Form. The City may contact the references for each job applicant and ask job-related questions which include similar questions for each job applicant checked, using City's Telephone and Written Reference Check Questionnaires.

Placement

A. Job Offers. Except for job placements (i.e., city attorney, city engineer, city treasurer, and city recorder) that require advice and consent of the City Council, after a job applicant is approved by the City, the Mayor or designee shall notify the successful job applicant of their conditional selection through a written Job Offer Letter. The written conditional Job Offer Letter shall clearly state the job description, salary conditions, and any provisional conditions of employment (i.e., successfully passing drug/alcohol tests). Additionally, the written conditional Job Offer Letter shall clearly state that the offer is not accepted until the candidate signs the written conditional Job Offer Letter and returns it to the City by the requested date. The original Job Offer Letter is then filed in the employee's file, and a copy is given to the new employee during orientation. Written conditional Job Offer Letters should also include the following:

1. A clear statement of the job description.
2. The employee's starting salary. Starting salary offers for exempt positions shall be figured for a specified period, such as a two (2) week period. Starting salary offers for nonexempt positions shall be figured at an hourly wage.
3. The employee's job title.
4. The employee's supervisor.
5. Any relocation commitments, if applicable.
6. Employment is at-will.
7. The employee's starting date.
8. The length of the employee's probationary period.
9. Notice that employment is contingent upon passing a background examination, drug tests, medical/physical examinations, etc.

B. Job Rejection Letters. Within five (5) working days after the job offer has been accepted, non-selected job applicants may be notified. The Mayor or designee may send a Job Rejection Letter to each job applicant who was not selected for a job opening.

C. Medical Examinations. Once the City has extended a conditional job offer to the job applicant, a medical interview or examination may be conducted by a health professional chosen by the City to determine a job applicant's ability to fulfill essential job-related requirements. Only the Mayor or designee may authorize such interviews or physical examinations. All costs for required medical interviews or physical examinations will be borne by the City. The prospective employee must sign a written release of this information to the City.

D. Reinstatements. Employees who are reinstated into the City may maintain their original anniversary date for seniority purposes, as well as for those benefit programs governed by the anniversary date. The policy will be as follows:

1. Layoffs. Employees who terminate because of reduction in work force will maintain their original anniversary date for seniority purposes if they are reemployed by the City within one (1) year after date of termination.
2. Voluntary resignations. Employees who voluntarily terminate their employment with the City may maintain their original anniversary date, subject to Mayor's approval, if they are reemployed by the City within six (6) months after date of termination.

E. Hiring New Employees.

1. Required for All Employees: The Mayor or designee is responsible for having new employees fill out all preemployment forms, benefit applications, enrollment forms and providing basic information on the City's policies and a copy of this Manual.
2. Additional Requirement for All Part-time, Temporary, and Seasonal Employees Only: If applicable, the Mayor or designee is responsible for filling out a Part-Time/Temporary/Seasonal Employment Agreement.

F. Orientation. Newly hired City employees shall complete all documentations required by law and receive an orientation.

G. Probationary Period.

1. All new employees shall be subject to a six-month (6-month) probationary period. During this period, probationary employees may be terminated with or without notice for any or no reason without any right to due process, notice, explanation, or appeal in connection with said termination.
2. Probationary periods begin on the first day of employment and continue for six (6) months. Management will provide guidance to probationary employees so they understand work requirements.

3. An employee on probation shall have a performance evaluation at the end of the probationary period. This performance evaluation may be used to provide information to both the employee and management regarding the employee's performance. A performance evaluation and the results of such evaluation shall not obligate management to a particular course of action relative to the probationary employee, nor shall it create any property/due process rights for the probationary employee relative to their job/position.
4. Employees that apply for and are moved to another position either through transfer or promotion are subject to a new probationary period of six (6) months. During this period, probationary employees may be terminated with or without notice for any or no reason without any right to due process, notice, explanation, or appeal in connection with said termination.

Volunteers

A. City employees shall not be a volunteer with respect to official City-sponsored events or functions, such as Pony Express Days.
B. A City employee may volunteer to perform other types of services for the City or the City's benefit if such services are not the same type of services which the employee is employed to perform for the City. For purposes of this subsection, the phrase "same type of services" means similar or identical services determined by City administration or designee after review of the volunteer status checklist submitted by the proposed volunteer. The decision of City Administrator or designee may not be appealed.
C. Court-ordered community service volunteer labor is not authorized and shall not be accepted by the City unless specifically approved by the Mayor or designee on a case-by-case basis.
D. The Mayor may establish the volunteer programs.
E. The Mayor or designee shall develop guidelines for use of volunteers.
F. Prior to accepting any volunteer services, the Mayor and the volunteer shall sign a Volunteer Agreement defining the nature and terms of the volunteer services.
G. All volunteers for the municipality shall be recorded on a volunteer roster approved by the Mayor.
H. A volunteer shall be provided the protections as an employee of City for:
    1. Workers compensation benefits for compensable injuries sustained by the volunteer while acting in the scope of employment.

2. Operating City-owned vehicles or equipment only when the volunteer is properly licensed and authorized to do so.
3. Liability insurance coverage offered to employees.

I. Volunteer service experience will be recognized for determining minimum qualifications for an employment position with City.

Section XVII: Disciplinary Action

General Policy

A. It is the policy of the City that management will inform its employees about what is expected at work, what constitutes employee misconduct or failure to perform, and what the employee's rights are, if disciplined.

B. It is the responsibility of all employees to observe rules of conduct necessary for the proper operation of the City. Administrative procedures have been established for the handling of disciplinary measures when required. All such measures shall follow the presentation of charges to the employee.

C. Disciplinary action, up to and including termination, may be imposed for misconduct or failure to perform.

D. Written documentation concerning employee disciplinary action imposed will become a permanent part of an employee's personnel record.

Types of Disciplinary Action

A. Verbal Warning.

1. Whenever grounds for disciplinary action exist, and the supervisor, Mayor, or designee determines that more severe action is not immediately necessary, the deficiency demonstrated should be verbally communicated to the employee.
2. Whenever possible, sufficient time for improvement should precede additional disciplinary action.
3. Whenever possible, documentation regarding the verbal warning shall be made and permanently placed in the employee's personnel file.

B. Written Reprimand.

1. Whenever grounds for disciplinary action exist, the supervisor, Mayor, or designee may reprimand an employee by issuing to the employee an Employee Written Reprimand Notification setting forth the reason(s).
2. A copy of the Employee Written Reprimand Notification, signed by the department head, Mayor, or designee and the employee, shall be permanently placed in the employee's personnel file. If the employee refuses to sign the form; the department head, Mayor, or designee, will so state.

C. Suspension.

1. Whenever grounds for disciplinary action exist, the Mayor or designee may suspend an employee with or without pay for up to, but not exceeding, thirty (30) calendar days for cause.
2. When suspending an employee, the Mayor or designee shall follow the due process proceedings hereinafter set forth in the section, entitled Imposing Disciplinary Action.
3. On or before the effective date of the suspension, the Mayor or designee shall furnish the employee with a written Employee Suspension Notification setting forth the reason(s) for suspension.
4. A copy of the Employee Suspension Notification, signed by the Mayor or designee and the employee, shall be permanently placed in the employee's personnel file. If the employee refuses to sign the form; the Mayor or designee will so state.
5. An employee on suspension shall be responsible for making full employee contributions to their employee medical insurance benefits.
6. An employee on suspension shall continue to be eligible to receive City retirement, health, dental, disability and life insurance programs, subject to the employee's paying the employee portion of insurance premiums to continue coverage through the period of suspension.

D. Demotion.

1. Whenever grounds for disciplinary action exist, the Mayor or designee may demote or reduce in grade an employee for cause or provide for reasonable accommodation in appropriate circumstances, which may include reduction in pay concurrent with demotion or reduction in grade.
2. When demoting an employee, the Mayor or designee shall follow the due process proceedings hereinafter set forth the section, entitled Imposing Disciplinary Action.

3. On or before the effective date of the demotion, the Mayor or designee shall furnish the employee with a written Employee Demotion Notification setting forth the reason(s) for demotion.
4. A copy of the Employee Demotion Notification, signed by the Mayor or designee and the employee, shall be permanently placed in the employee's personnel file. If the employee refuses to sign the form; the Mayor or designee will so state.

E. Transfer.
1. The Mayor or designee may transfer an employee (with the exception of a probationary employee) by furnishing the employee with a written Employee Transfer Notification.
2. A copy of the Employee Transfer Notification, signed by the Mayor or designee and the employee, shall be permanently placed in the employee's personnel file. If the employee refuses to sign the form; the Mayor, or designee, will so state.

F. Termination.
1. Whenever grounds for disciplinary action exist, the Mayor or designee may terminate an employee for cause.
2. When terminating an employee for cause, the Mayor or designee shall follow the due process proceedings hereinafter set forth in the section, entitled Imposing Disciplinary Action.
3. On or before the effective date of the termination for cause, the Mayor or designee shall furnish the employee with a written Employee Termination Notification setting forth the reason(s) for termination.
4. A copy of the Employee Termination Notification, signed by the Mayor or designee and the employee, shall be permanently placed in the employee's personnel file. If the employee refuses to sign the form; the Mayor, or designee, will so state.

Causes for Disciplinary Action

A. Causes for disciplinary action, up to and including termination, may include, but are not limited to, the following:
1. Violation of the laws of the State of Utah or the United States, other than minor traffic offenses.
2. Violation of the code of personal conduct.
3. Conduct which endangers the peace and safety of others or poses a threat to the public interest.

4. Unjustified interference with work of other City employees.
5. Misconduct.
6. Malfeasance.
7. Misfeasance.
8. Nonfeasance.
9. Incompetence.
10. Negligence.
11. Insubordination.
12. Failure to perform or maintain skills.
13. Inadequate performance of duties.
14. Unauthorized absence or tardiness.
15. Falsification or unauthorized alteration of records.
16. Violation of City policies or executive orders.
17. Falsification of employment application.
18. Discrimination in hiring, assignment, or promotion.
19. Sexual harassment or filing a false sexual harassment claim.
20. Violation of this Manual.
21. Use of alcohol or drugs, other than medication prescribed by a physician, that affect job performance.
22. Falsifying City Records.
23. Except for a supervisor submitting a time slip for an employee, knowingly marking the time slip of another employee, authorizing one's time slip to be marked by another employee, unauthorized alteration of a time slip.
24. Unauthorized possession of firearms, weapons, or explosives on City-owned property (provided, however, for purposes of this subsection, police officers or an employee who has been issued a permit or temporary permit by the State of Utah to carry a concealed firearm are authorized to possess a firearm on City-owned property).
25. Carelessness which affects the safety of personnel.
26. Threatening, intimidating, coercing, or interfering with fellow employees on the job, or the public at large.
27. Theft or removal of any City property or the property of any employee from the work area premises without proper authorization.

28. Gambling, wagering, or engaging in a lottery while on City business.
29. Misusing, destroying, or damaging any City property or the property of any employee.
30. Deliberately restricting work output of themselves or others.
31. Drinking any alcoholic beverage during the workday or being under the influence of illicit drugs or alcohol during the workday.
32. Sleeping during working hours.
33. Fighting (verbal or physical) on City premises, or while on City business, or in a City uniform.
34. Any act which might endanger the safety or lives of others.
35. Failure to provide evidence of identity and employment eligibility within three (3) business days of the date employment begins, or receipt for the application of documents within three (3) business days of the date employment begins and production of actual documents within ninety (90) calendar days of the date employment begins.
36. Accessing, storing, or viewing/reviewing, downloading, copying, or sending child pornography or pornographic or sexually explicit material on City-owned equipment, including, but not limited to, computers, cell phones, or facsimile machines.
37. Violation of the uniform policy.

Conducting an Investigation

A. The Mayor or designee may conduct an investigation into the allegations which form the grounds for disciplinary action.
B. During an investigation to determine the facts upon which disciplinary action may be imposed, the Mayor or designee may place an employee on paid administrative leave.
C. Disciplinary action shall not be imposed until an informal pre-disciplinary hearing, with appropriate written notice, has been completed by the Mayor or designee. The investigation shall include an opportunity for the employee to respond to the allegations.

Imposing Disciplinary Action

A. The Mayor or designee shall conduct disciplinary action in a consistent manner.
B. Each employee shall be afforded prior access to City's rules, policies, and procedures.
C. The employee shall receive timely notice of the pre-disciplinary meeting, overview of allegations, and potential disciplinary action.

D. Prior to imposing disciplinary action, the employee shall have the opportunity to review the disciplinary action with the Mayor or designee. The employee shall have the opportunity to respond to the allegations. The employee's written response, if any, and other related documents shall be placed in the employee's personnel file.

E. In determining the type and severity of the disciplinary action, the Mayor or designee may consider aggravating and mitigating circumstances which include, but are not limited to, the repeated nature of misconduct or failure to perform; prior disciplinary action imposed; the severity of the misconduct or failure to perform; the employee's work record; the effect on City operations; and/or the potential of the misconduct or failure to perform to harm person(s) or property.

F. For disciplinary action other than a verbal reprimand, the department head, Mayor, or designee shall notify the employee in writing of the findings of the investigation/pre-disciplinary hearing. The written statement shall include:

   1. The grounds for disciplinary action, including a description of the specific misconduct or failure to perform for which the disciplinary action is being imposed.
   2. Any prior disciplinary action imposed.
   3. The disciplinary action to be imposed.
   4. The effective date and duration of the disciplinary action.
   5. The corrective action necessary, if any, for the employee to avoid further disciplinary action.

G. Suspension, demotion, transfer, or termination of an employee shall require the approval of the Mayor.

H. The Mayor or designee shall complete the employee's performance evaluation form and shall cause it to be permanently placed in the employee's personnel file.

Appeal Procedures

A. The following employees do not have appeal rights:

   1. An officer appointed by the Mayor or other person or body exercising executive power in the municipality (City Administrator);
   2. A police chief of the City;
   3. A deputy police chief of the City;
   4. A fire chief of the City;
   5. A deputy or assistant fire chief of the City;

6. A head of a municipal department;
7. A deputy of a head of a municipal department;
8. A probationary employee of the City;
9. A part-time employee of the City; or
10. A seasonal employee of the City.

B. Employees have no verbal warning appeal rights.

C. Employees have no written reprimand appeal rights.

D. Employee Appeal Board. Employees have the right to first appeal the disciplinary process and action imposed by the Mayor or designee to an Employee Appeal Board as established by City ordinance (with the exceptions noted above):

1. If an employee is discharged, suspended for more than two days without pay, or involuntarily transferred from one position to another with less remuneration for any reason, the employee may appeal the discharge, suspension without pay, or involuntary transfer to a board to be known as the Employee Appeal Board.
    a. An employee shall exhaust the employee's rights under that grievance procedure before appealing to the Employee Appeal Board.
2. Each appeal shall be taken by filing written notice of the appeal with the City Recorder within ten (10) days.
    a. Upon the filing of an appeal, the City Recorder shall forthwith refer a copy of the appeal to the Employee Appeal Board.
    b. Upon receipt of the referral from the City Recorder, the Employee Appeal Board shall forthwith commence its investigation, take and receive evidence, and fully hear and determine the matter which relates to the cause for the discharge, suspension, or transfer.
    c. An employee who is the subject of the discharge, suspension, or transfer may:
        i. Appear in person and be represented by counsel;
        ii. Have a public hearing;
        iii. Confront the witness whose testimony is to be considered; and
        iv. Examine the evidence to be considered by the Employee Appeal Board.
    d. Each decision of the Employee Appeal Board shall be certified to the City Recorder within fifteen (15) days from the date the matter is referred to it, except as provided below.

i. For good cause, the Employee Appeal Board may extend the fifteen-day (15-day) period under to a maximum of sixty (60) days, if the employee and the City both consent.

e. If it finds in favor of the employee, the Employee Appeal Board shall provide that the employee shall receive:
   i. The employee's salary for the period of time during which the employee is discharged or suspended without pay; or
   ii. Any deficiency in salary for the period during which the employee was transferred to a position of less remuneration.

f. A final action or order of the Employee Appeal Board may be appealed to the Court of Appeals by filing with that court a notice of appeal.
   i. Each notice of appeal under Subsection (6)(a) shall be filed within thirty (30) days after the issuance of the final action or order of the Employee Appeal Board.
   ii. The Court of Appeals' review shall be on the record of the Employee Appeal Board and for the purpose of determining if the Employee Appeal Board abused its discretion or exceeded its authority.

Section XVIII: Termination of Employment

Types of Termination

Any involuntary termination or termination of any employee who is allowed to resign, in lieu of an involuntary termination, should be reviewed with legal counsel before termination is pursued or a resignation is accepted to ensure the employee's due process rights are not violated.

A. Retirement. Voluntary termination at the end of an employee's career.

B. Voluntary Resignation. When an employee wishes to leave the City, they will complete a Notice of Voluntary Resignation Form and present it to the Mayor or designee.

C. Resignation in Lieu of an Involuntary Termination Agreement. The Mayor or designee may conclude that an employee should be involuntarily terminated for no reason (for probationary employees and Department Heads) or for cause. If involuntary termination proceedings have begun but have not been completed and an employee suggests that they would like to voluntarily resign, the Mayor or designee may agree to a Resignation In Lieu Of An Involuntary Termination Agreement.

D. Involuntary Termination. The Mayor or designee may conclude that an employee should be involuntarily terminated for no reason (for probationary employees and Department Heads) or for cause.

E. Reductions in Force/Layoffs. Whenever it is necessary to reduce the number of employees in the City because of lack of work or lack of funds, the City may attempt to minimize layoffs by readjustment of personnel through reassignment of duties in other work areas.

F. Medical. The Americans with Disabilities Act (ADA) prohibits illegal discrimination by an employer against an otherwise qualified individual with a disability. Consequently, an employee should not be terminated for medical reasons without prior consultation with legal counsel.

G. Death. If an employee of the City dies, their estate receives all pay due and any earned and payable benefits as of the date of death.

H. All the types of termination described above shall sometimes be referred to in this Manual as "separation from employment."

Required Notice Prior to Termination

A. All employees, including at-will employees, must notify the City at least two (2) weeks before retiring or voluntarily resigning to be eligible for the following:
   1. Receive pay for unused, accrued PTO leave.
   2. For rehire.

B. The City does not have a requirement to give any prior notice to an employee before terminating their employment with the City.

C. Unused leaves of absence shall be paid as provided in Section XIII with respect to separation from employment.

Termination Procedures

A. A Notice of Voluntary Resignation Form, signed by the employee and the Mayor or designee, may be utilized in Voluntary Resignations.

B. Involuntary Terminations/Separations for Cause require the City to provide their terminating employees with written notification of due process. At-Will Involuntary Terminations (for probationary employees and department heads) do not require the City to provide their terminating employees with written notification of due process.

C. A Resignation in Lieu of an Involuntary Termination Agreement, signed by the employee and the Mayor or designee, may be utilized in negotiated terminations. A Resignation In Lieu of an Involuntary Termination Agreement does not require the City to provide their terminating employees with written notification of due process.

D. The following steps should be taken for Voluntary Retirements:

1. Employees who desire retirement should notify the City three (3) months prior to the anticipated retirement date.
2. The City should communicate the status of each employee's retirement benefits. Upon request for retirement benefits, the City should notify the administrator of the retirement program and the appropriate Federal and State regulatory agencies.
3. The City should carefully explain to the employee what the options are (such as COBRA and retirement plan options).
4. The City should give the employee ample time to review the retirement plan.
5. The City should have the employee sign a release or a declaration statement to the effect that they are electing retirement of their own free will.

E. The following steps should be taken for Reductions in Force/Layoffs:

1. Determine whether the City is required to follow statutory guidelines related to the reduction in force/layoff. If the City is required to follow statutory guidelines, policy, procedure and actual practice must comply with said guidelines.
2. If the City is facing a possible reduction in labor force, the City should explain the situation to its employees, advising them of the possibility that reductions in force/layoffs may become an economic necessity for City.
3. In the selection of employees for the City's reduction in force/layoff, the following guidelines should be considered:
    i. Selection should be based upon the employee's ability to perform the work assignments within the affected department.
    ii. Seniority should govern the selection when ability is equal.
    iii. Temporary/seasonal and probationary employees should be laid off first.
    iv. Full-time and part-time employees should be the last to be laid off, when possible, in inverse order of their length of service.

v. Before any reduction in force/layoff, the City should determine whether it is subject to the requirements of the Worker Adjustment and Retraining Notification Act, 29 U.S.C. 2101, et seq.

vi. The City should carefully explain to the employee what the options are (such as COBRA and retirement plan options).

vii. If the City cannot give advanced notice of a reduction in force/layoff to the employee, two weeks' severance pay may be given in lieu of notice for a bona fide reduction in force/layoff.

4. Written reduction in force/layoff notices should contain the following information:
   a. Statement that separation from employment is based on reduction in force/layoff.
   b. Anticipated date of layoff.
   c. Any options regarding employee placement in another position.

F. Outstanding Pay.
   1. The City shall arrange for distribution of any paychecks with respect to employees separated from employment, including paying for unused leaves of absence as provided in Section XIII.
   2. Final payment is payable as follows:
      a. A Voluntary Resignation. Within one (1) workday of effective resignation date.
      b. An Involuntary Termination/Separation for Cause. Within one (1) workday of last day worked.

G. The terminating employee must return any supplies, equipment, or uniforms which are the property of the City to the City at termination.

H. All terminated employees should complete an exit interview form with the Mayor or designee. The exit interview form should be signed by the employee and the Mayor or designee.

COBRA

Any employee who is eligible for benefits that is separated from employment is entitled to a continuation of insurance coverage and notice pursuant to COBRA or other applicable laws or regulations.

Section XIX: Reimbursable Expenses

General Policy

With prior approval, legitimate expenses will be reimbursed by the City to the employee. Receipts should be required to reimburse the employee. Reimbursement may be in the form of petty cash, an addition to a paycheck, or a separate check. Records must be kept reflecting the amount of reimbursement each employee has received.

Training and Conferences

If required to attend training seminars, conferences, briefings, or to gather information, an employee will be compensated, in addition to paying any tuition or fees, at the rate of one and one-half (1.5) times their regular workday pay, if hours worked exceed forty (40) hours in that week.

Travel Policy

The travel policy of the City of Eagle Mountain provides guidance for City personnel related to their attendance at conferences, conventions, seminars, and other training opportunities.

Purpose

To provide guidelines whereby City personnel may travel to increase their knowledge and effectiveness, keep current on new developments, and infuse new and innovative practices and procedures into the City's various work functions.

Definitions

A. Local Area Travel: Local travel is defined as being less than one hundred miles one way with no overnight stay required.
B. Out-of-Area Travel: Any travel by a City employee exceeding 100 miles one way.
C. Overnight Travel: Any travel requiring or necessitating an overnight stay away from the employee's home.
D. Out-of-State Travel: Any travel requiring the employee to leave the State of Utah.

Guidelines

A. Travel shall be limited by budget constraints and restricted to training that is appropriate and beneficial to the City and its business functions. Travel shall be done in as cost-conscious and efficient a manner as reasonable.

B. City personnel may attend professional development training as approved by their Department Director and/or the City Administrator or their assigned designee.

C. The number of City personnel traveling to the same conference, convention, seminar, or training session shall be kept to a minimum. Special training needs requiring a group to attend shall be approved by the City Administrator.

D. City personnel attending a conference, convention, seminar, or training session shall share any and all pertinent information with other employees upon their return. Methods of imparting this information to others may range from a formal training session to an informal discussion in a department staff meeting.

E. Department Directors shall be responsible to see that personnel within their respective departments comply with the travel policies and procedures and stay within the approved travel appropriation.

F. Prior to traveling, a travel authorization form shall be completed and delivered to the City Finance Director or assigned designee. The authorization form must be signed by the employee and approved by the employee's Department Director and/or the City Administrator or their assigned designee.

G. Overnight travel and any associated expenditure of funds must be made according to the procedures outlined below:

    1. Housing. The City will provide hotel accommodations at the government rate or single room conference rate. An itemized hotel bill must be submitted with the final travel authorization. Room service will fall under the per diem guidelines. City business phone calls will be covered but should be kept to a minimum. The individual will be responsible to pay for in-room movies and other hotel services. Multiple employees attending the same conference shall each have their own room, unless the employees expressly choose to share a room.
    2. Ground Transportation. The City will pay the cost of necessary ground transportation. City personnel are expected to secure the least expensive means of appropriate transportation under the circumstances. Receipts must be submitted for reimbursement.
    3. Hotel costs for travel occurring along the Wasatch Front will not be reimbursed unless approved in advance by the City Administrator.
    4. Airfare. The City will pay the cost of the economy class airfare. Flight arrangements should be made so that arrival times allow for sufficient rest to fully participate for and benefit from

the conference, convention, seminar, or training session. The employee's travel itinerary and other supporting cost documentation must be submitted for reimbursement.

5. Mileage. If airline service is available to the conference, convention, seminar, or training session and the employee elects to drive, the mileage reimbursement shall not exceed the cost of airfare, standard rental car, and other applicable costs (such as airport parking, etc.).
6. Meals. The City allows a daily meal per diem for each day of business-related travel. Certain cities have been classified as "premium" cities and have a higher daily meal per diem. The full per diem may not be claimed if a meal is provided as part of a conference, convention, seminar, or training session. For a listing of destination cities and their applicable daily per diem rates, please contact the Accounts Payable Office or go online to www.gsa.gov. A Department Director may choose to pay an amount lower than the daily per diem as circumstances dictate but may not exceed it.
7. Entertainment. The City will not pay for any entertainment expenses (i.e. golf, city tours, sporting events, cultural arts events, concerts, etc.) that are not included as part of the basic seminar/conference registration fee.

H. For business travel exceeding 100 miles one way that does not require an overnight stay, a lunch per diem is available. Please contact the Human Resources Office for the applicable per diem rate or go online to www.gsa.gov.

I. City personnel may receive a cash advance for travel expenses up to $300. Amounts in excess of $300 must be approved by the City Administrator.

J. Local area travel that has a multiple-day conference requiring more than one round trip to the conference site will not be considered local travel and will require authorization from the City Administrator.

K. Exact receipts are required for approved expenses. Receipts and mileage must be submitted on a Mileage and Expense Report obtainable from the Finance Department.

L. Local travel expenses between the employee's home and assigned work location are not reimbursable. However, if employees are required by business necessity to travel from home to a site other than their assigned work location, the City will reimburse them for the difference between the mileage of their normal commute to their assigned work location and the total miles driven on business.

M. The City will reimburse City personnel for out-of-pocket expenses for gasoline and other necessary expenses when driving a City vehicle, if approved.

N. Costs incurred for traveling companions who are not City personnel will be considered ineligible expenses and will not be reimbursed. There is an exception for spouses of City personnel who are expected to participate in the event for which the travel is required. Such exceptions must first be approved by the City Administrator.

Section XX: Record Keeping

General Policy

Federal law requires employers to keep detailed data about their employees.

Confidentiality

Employee records are maintained in compliance with the law.

A. Confidentiality must be maintained at all times with access limited to employees and their supervisory chain.
B. The City's policy is that only relevant, job-related information is maintained on its employees, that such information is held in strict confidence, and that access is limited only to those who require it for legitimate business reasons.
C. Employees have the opportunity to review their own files in the presence of the Mayor or designee on City premises during regular business hours.

Personnel Files Requirements

A. General.
    1. Personnel files are maintained on each employee and kept by the Human Resources Department only. The record copy (original) of all appropriate personnel information, as set forth hereafter, related to an employee shall be filed in the employee's personnel file.
    2. No information from any record placed in an employee's personnel file will be communicated to any person or organization except by the Mayor or designee.
    3. Employees or their representative designated by a power of attorney may examine the employee's personnel file upon request during normal working hours at the City. When a supervisor requires access to the personnel file of an employee under their supervision for the handling of personnel matters, the supervisor must obtain authorization from the Mayor or designee.

B. Contents.

1. An employment record, including the employee's job application, resume, interview forms, Employee's Withholding Allowance Certificate (Form W-4), etc.
2. A signed copy of the employee's acknowledgment of receiving a copy of this Manual and the performance standard for the position the employee currently occupies.
3. Election form to disclose or keep confidential the employee's home address and home telephone number.
4. All personnel action forms, including:
    a. Performance evaluations.
    b. Promotions or transfers.
    c. Salary rate changes.
    d. Disciplinary action taken. The employee will be asked to sign the disciplinary action form. If the employee refuses to sign this form; the Mayor or designee will so state.
5. Any information the employee wants included in response to any of the above actions.
6. Records of citations for excellence or awards for good performance.
7. Record of any other pertinent information having a bearing on the employee's status.

C. Employee Information/Change of Employee Status. Employees are responsible for ensuring that personal employee information contained in their personnel files is current and accurate. Employee information (any change in number of dependents, marital status, address, telephone number, etc.) should be updated by completing an Employee Information/Change of Status Form and giving it to the Mayor or designee to file in his/her personnel file.

D. Giving References. City limits information given in a reference to the following.

    a. Verification that the employee worked, full time or part time, for the City during a stated period.
    b. A description of the position held.
    c. Verification that the employee achieved a given salary range.

Other Files Requirements

Records related to the items listed below should be kept for a period of at least one (1) year. In addition, records should be examined annually to keep the files current and to save those records that management feels should be kept longer.

A. Job applications.

B. Test papers completed by job applicants or candidates for any position.
C. Results of any preemployment physical exam and mobility exams should be kept for a period of a least four (4) years.
D. Any advertisements or notices relating to job openings, promotions, training programs, or opportunities for overtime work.
E. Records of promotion, demotion, transfer, selection for training, layoff, rehire, or termination of any employee. These should also be signed by the employee.

Maintaining Sexual harassment Complaint Files

A. Information related to any sexual harassment complaint or proceeding shall be maintained in a separate and confidential sexual harassment complaint file. This information shall not be placed or maintained in an employee's personnel file.
B. Information contained in the sexual harassment complaint files shall be released only with the written authorization of the victim and the Mayor or designee.
C. Participants in any sexual/gender harassment proceeding/investigation shall treat all information related to that proceeding/investigation as confidential.

Medical Information

Information relating to medical information shall be maintained in a separate and confidential medical information file. Information in this file includes all written or orally obtained information pertaining to medical issues, FMLA forms, medical and dental enrollment forms which contain health-related information, health statements, applications for additional life insurance, and any other medical information. Information regarding the results from fitness for duty evaluations shall be maintained in a separate file (file separate from personnel file and medical information file).

Salary/Wage Requirements

The FLSA requires the City to keep all of the following data on all employees for a period of at least three (3) years.

A. Employee's sex.
B. Time and day workweek begins.
C. Hours worked each day and total hours worked each week.
D. Total daily or weekly straight-time earnings.

E. Total additions to or deductions from wages paid each pay period, including an explanation of items that make up additions and deductions.
F. Date of payment and pay period covered.
G. Total overtime above regular compensation for workweek.

Other Requirements

There are record keeping requirements under other Federal and State laws over which the personnel record keeping function has jurisdiction:

A. Occupational Safety and Health Act (OSHA) record of injuries.
B. Employee Retirement Income Security Act (ERISA) record of pensions.
C. The Immigration Reform and Control Act (IRCA) of 1986 requires verification of status forms to be kept for three (3) years after the person is hired or for one (1) year after employment is terminated, whichever is later.

Section XXI: Payroll Administration

Pay Periods

The FLSA requires wages be calculated on a weekly basis for employees not working in public safety activities. The FLSA requires wages be calculated on a recurring period of work that is not less than seven (7) consecutive days nor more than twenty-eight (28) consecutive days for employees working in public safety activities. All employees shall be paid bi-weekly.

Paydays

All employees will be paid by check or direct deposit on a biweekly basis (26 times annually), usually on Thursday. If a scheduled payday falls on a City-observed holiday, employees will usually be paid on the day preceding the holiday.

Minimum Wage/Salary

The FLSA requires that the City pay an employee at least the minimum wage as a gross wage/salary, minus the legally required pay deductions.

Pay Deductions

The City is permitted to make deductions authorized by their employees and in compliance with the FLSA. Improper deductions should be reported immediately to the affected employee's supervisor. Further, the City shall comply with the requirements of Utah Code Ann. § 34-32-1.1.

Section XXII: Website Live Chat Policy

Definitions

A. "Agent" is any City employee or elected official representing the City through the Live Chat tools on the City website.
B. "Chat" is a two-way conversation held between an agent and another individual on a digital platform such as the Live-Chat platform used on the City website.
C. "Chat Session" is the digital conversation between a customer and agent, with its beginning being initiated at the time a customer requests assistance and ending when the customer disengages from the chat tool.
D. "City" is Eagle Mountain City.
E. "Customer" is any individual who initiates a chat session with a City agent.
F. "Discrimination" is the act of selectively and deliberately altering the normal customer service practices to demean, degrade, or otherwise commit harm to individuals of a race, sex, age, disability, religion, veteran status, or other federally protected classes.
G. "Forwarding" is the act of one agent orchestrating the disengagement of a chat with a customer following the initiation of a new agent being presented to continue the conversation.
H. "Harass or Harassment" is unwelcome conduct that is severe or pervasive enough to create an environment where a reasonable person would feel intimidated, threatened, abused, or annoyed. Conduct can include offensive jokes, slurs, epithets or name calling, threats of physical assault to an individual or members of their family, intimidation, ridicule or mockery, insults or put-downs, and interference with work performance.
I. "Live Chat" is a chat session happening in real-time on the City website via the Live Chat tool.
J. "Script" is a prepared text to be used in conversation.
K. "Transient Communication" is any record with temporary value and serves to convey information of temporary importance. Transient communications are not retained.

Purpose

The policies found herein are intended to ensure proper use of Live Chat functionality found on the Eagle Mountain City website. When followed, the policies aid in the reduction of risk of a poor customer service experience, inadvertently transmitting or retaining sensitive information, or creating improper expectations of the use of the tool. Live Chat is a very powerful capability that can be a significant component in communication with residents or otherwise, but it also requires careful management.

Personal Information and Payments

A. Agents should at no time share personal information with the customer including their personal contact information, address, age, and so forth. Agents are permitted to share their work phone number and email to improve support, as needed.

B. Agents should at no time request personal information from the customers, except information necessary for serving the customer such as a service address, account number, name, and basic contact information.

   1. Any personal information collected for the purpose of serving the customer should not be retained or shared by the agent except with other City employees who are providing assistance.

C. Payment information is not to be shared on the Live Chat tool. If a customer requests to make a utility payment or other payment, they are to be directed to the online means of payment such as Xpress Bill Pay, or the Agent should provide a call-in number for the customer to make a payment over the phone.

Retention

A. Live Chat sessions shall be treated as transient communications. Any logs of chat sessions with customers shall be removed daily.

B. Agents shall not keep records on their computers, in print or otherwise, of any chat logs.

   1. Exception when customers are being evaluated for a potential ban from the Live Chat tool and records of conversations become necessary in properly assessing that decision.
   2. Chat transcripts may begin to be preserved beginning with the first transcript that contains harassment as defined herein or any other improper conduct described in this policy.
   3. Chat transcripts to be preserved for evaluation of a ban should be marked for retention within the chat tool.

4. Individuals that are banned but do not reside within Eagle Mountain City may have records destroyed following the decision.
5. Records of the decision to ban a customer that resides in Eagle Mountain City including the chat session transcripts that led to the decision must be retained for two years.

Discrimination

A. Agents should not discriminate by demeaning, ignoring, or otherwise providing substandard service to those of a particular race, sex, age, disability, religion, veteran status, or other federally protected classes.

B. Agents should not transfer a customer to another agent based on race, sex, age, disability, religion, veteran status, or other federally protected classes.

Communication Practices

A. Agents shall maintain a behavior of professionalism in conversations with all customers.
   1. Agents shall maintain a high level of professionalism in their communication, avoiding casual speaking.
   2. Agents should refrain from sharing opinions on the City, City staff or elected officials, businesses, policies, and so forth.
   3. Positive attitudes should prevail, ensuring that professionalism also includes a courteous, kind, and respectful interaction.

B. Agents should always remain honest and transparent. In instances where it is inappropriate to share information, or the agent does not have the full information needed to provide an adequate or accurate response, the agent should refer the customer to a staff member or other entity as required that would have the answers needed.

C. Agents should not use profanity or other vulgar language at any time.

D. Agents should respond quickly to Live Chat requests, treating an incoming request the same as an incoming phone call. If an Agent must leave his/her computer for more than five minutes, he/she should change the status on the Live Chat tool to *offline* to not receive additional Live Chat requests until he/she has returned.

E. Management of time dedicated to phone calls, Live Chat, and in-person conversations is the responsibility of the supervisor who may elect to dedicate staff to certain communication channels permanently or for periods of time or allow staff to balance all three.

1. Communication priorities are as follows:
    a. In-person communication;
    b. Phone calls;
    c. Live chats
2. As with typical phone conversations, a request for a customer to hold can be used. If all staff are occupied and cannot quickly respond to a Live Chat request, an agent should communicate the following or something similar: "We are currently assisting others at this time and cannot immediately respond. If you are able to wait, someone will be with you shortly; otherwise you are welcome to send an email to [department email address]."
    a. Agents should not frequently be offline but instead remain online for most of their workday. Agents who are unable to be online for most of their workday may be removed as an agent.

F. Agents may engage in up to three Live Chat sessions concurrently after meeting performance requirements.
    1. Agents will start with one Live Chat session at a time. If after 100 chats, their satisfaction score is over 80% and their first response time is under one minute, they may begin to chat with two customers concurrently.
    2. Agents who maintain an 80% satisfaction score and a first response time under one minute after 500 chats will be permitted to chat with up to three customers concurrently.
    3. Agents whose scores fall below the performance levels indicated will need to step down to a lower number of concurrent chats until performance improves.

G. If a customer becomes unresponsive for more than two minutes, the agent should verify the customer is still present and kindly make them aware that the chat session will be terminated for inactivity after two further minutes. If inactive for four total minutes, the agent may recommend to the customer to reach back out or call at a suggested phone number, and then terminate the chat session.

H. Agents may forward customers to other agents who may be able to provide greater assistance on a particular topic.
    1. Agents should ensure that the customer was successfully transferred.

I. Customers requiring service in another language should be transferred to bilingual agents, when available.

J. Agents should not in any way harass a customer.

1. Additionally, customers are not permitted to harass agents. If an agent believes they are being harassed, they should contact a supervisor and retain the chat transcript. The supervisor will determine if the harassment warrants further action and address the needs of the harassed agent.
2. In cases where customers continue to harass after being asked to cease, a supervisor may request the agent transfer the chat to him/her in an attempt to resolve the issue. If the customer continues the harassment, the supervisor may authorize the ban of the customer from the Live Chat tool.
    a. Agents are not permitted to ban customers without first speaking with their supervisor.

Work Hours and Safeguards

A. Agents are only permitted to accept Live Chat requests during established work hours.
    1. The last chat session should begin no later than 30 minutes prior to closing time.
B. Agents are not permitted to click on any links shared by a customer.
C. Supervisors should daily select random Live Chats to examine for improper conduct, customer service quality, and any trends of common questions that might require preparing a response template or using other communications methods to educate the public.

Handling Improper Conversations

A. Customers may at times request to chat with an agent about a subject in which they have no expertise, familiarity, or is otherwise more appropriate for a different department. In these cases, the Agent should advise the customer of the appropriate department and share a link to the page associated with that department from within the City website.
B. If customers are requesting to discuss topics that are completely unrelated to City operations, the Agent should ask the customer if they have any question related to City operations. If they have no question, the Agent should kindly inform the customer of the purpose of the Live Chat tool, recommend they request a chat again when they have a question that would benefit from the Live Chat tool, and then terminate the chat.

Other General Policies

A. Agents are permitted to create and use scripts to expedite the response to frequently asked questions.

B. Agents are not emergency dispatchers. Customers reporting medical, police, or fire emergencies should be directed to immediately call 911 if there is risk to life or property. If there is no risk to life or property, they should be advised to call the appropriate non-emergency line. Customers reporting City emergencies including fallen or ruptured utilities, damaged roads, flooding, or otherwise should be advised to immediately call 801-789-5959.

Penalties

A. Supervisors shall evaluate penalties for actions contrary to policy on a case-by-case basis.
B. Agents are encouraged to self-report when they have not adhered to policy to receive further training.
C. Should an Agent violate policy in more than one occasion, a supervisor may elect to suspend the Agent from using the Live Chat tool or permanently prohibit use if deemed appropriate.

DRAFT

As of June 2020

Cash Receipting and Deposits Policy

The City intends to establish a uniform control design for all departments of Eagle Mountain City that receive cash. This policy has been developed by the Treasurer with input received from the Finance Department, external auditors and approved by the City Council who ultimately is responsible for the overall design and implementation of organizational controls. Over time it is expected this policy will be adjusted for changes in systems and organizational structure at which time the Treasurer will propose changes to the City Council for review and approval.

**Please note that this addendum will be reviewed further with current policies for redundancy and further revisions may result.

Cash Receipts at Separate Individual Locations

1. All funds received are entered into the accounting system at the time of the transaction or if the transaction occurs at a location without access to the accounting system the funds will be logged into a pre-numbered receipt book with enough detail to determine where/who the funds came from, the purpose for receiving the funds, the method of payment; cash, check, credit card etc., and designate the appropriate account. Manual receipts should have three copies: a customer copy, a Treasurer copy, and a location copy.

2. At the end of each day, the person responsible for receiving cash will close out their cash drawer, reconcile the system generated report to the cash in the drawer, place cash, checks and credit card receipts received along with the report in a deposit bag and either deliver it to the Treasurer's office or place it in a secure (locked) place for deposit or use on the next business day.

3. Void/adjusted transactions. If a transaction needs to be voided or adjusted it should be done by someone who does not receive cash. If an office does not have enough employees to have adjustments made by a supervisor that doesn't receive cash, two employees will sign off on the adjustment or voided transaction explaining the circumstances causing the adjustment. If the location is using a manual receipt book all copies of the receipt should be present for any voided receipt. The system should be designed to generate a report of all adjusted/voided transactions to facilitate monitoring of this process.

4. Every effort should be made to ensure large quantities of cash are not on hand at any location overnight. If a location has a large transaction or series of transactions leaving cash on hand over $1,000, the deposit should be made in the same day.

5. When deposits are made with the Treasurer's office the employee making the deposit will turn over the funds and watch as it is counted, receive a receipt detailing the amount, date of receipt and the signature of the Treasurer's office employee who took custody of the funds. This receipt will be returned to the location and kept with the receipt records. Any discrepancy in the funds

being deposited and the supporting documentation should occur when custody of the funds changes.

6. A clerk enters the deposit into the accounting system, delivers the deposit to the Treasurer to review and commit the batch, and then delivers the batch to the Finance Director or Designee who does a final review of the batch and takes funds to the bank.
7. Eagle Mountain City will install and maintain surveillance systems in offices receiving funds.
8. Mail will be opened in the presence of two or more employees and any correspondence containing payments will be removed and processed prior to distributing mail to individual persons or departments.

Deposits with Treasurer

1. Treasurer's office employee (Clerk) will receive funds, count the funds, compare the amount received to the supporting documentation provided and give a receipt to the employee who turned over the funds with the amount received, date and that employees name and signature.
2. An employee from the Treasurer's office enters the information from the deposit into the Accounting system.
3. At the end of each day, the Treasurer will review the batches from Clerks, match the total to the total receipts in the accounting system, and create a deposit slip (deposit information should be sufficiently detailed to allow a reviewer to trace individual transactions from satellite locations into the deposit and verify that the funds were received by the bank).
4. Copies of deposit slips are maintained and used to reconcile bank statements to the accounting records.
5. Department heads for departments that collect cash should review the revenue recorded into the accounting system with their copy of the deposits to ensure correct recording of cash.

Credit Card Policy

By requesting an Eagle Mountain Credit Card, each applicant acknowledges that they have read and understand the Policy and Procedures, in their entirety. These procedures provide information about the process, the types of purchases that can and cannot be made, records that must be maintained and reconciled monthly and miscellaneous information about the program.

To Obtain a Card

Complete an Eagle Mountain Credit Card Acceptance Agreement (Appendix A). All requests will be processed through the Finance Department with final approval by City Administration. The cardholder's signature on the Acceptance Agreement (Appendix A) indicates that the cardholder understands the intent of the program and agrees to adhere to the guidelines established for Credit Card Policy and Procedures.

Upon receipt of an approved credit card, it is the responsibility of the cardholder to sign the back of the issued card. Applicants are responsible for the security of the card issued and the transactions made with the card. The credit card is issued in the name of the applicant and it will be assumed that any purchases made with the card will have been made by the applicant. The cardholder is the only person entitled to use the card issued. Failure to comply with the guidelines established for the program may result in severe consequences, up to and including termination of employment.

Card Holder Responsibilities

It is the responsibility of the cardholder to:

A. Read and understand Eagle Mountain's Credit Card Policies and Procedures

B. Sign the Credit Card Acceptance Agreement. (See Appendix A)
C. Make only authorized purchases as prescribed by the Purchasing Policy and approved departmental budget
D. Retain receipts for all transactions. In the absence of a receipt, a statement must be made and signed by the card holder explaining the absence of the receipt. This statement must be signed and approved by the employee's department hear or city administration.
E. Reconcile the credit card statement upon its arrival. All reconciliations, statements, and receipts, with an attached [Warrant/claim] for each transaction, are due to the cardholder's department head by the first week of the month following the transaction.
F. Keep the credit card and the corresponding account information secure. Immediately report any lost or stolen credit card and/or account information to your department head and the finance department.
G. Report fraudulent charges or any discrepancies in the credit card statement in a timely manner to your department head.
H. Failure to follow the policy may result in loss of card privileges, repayment of funds, suspension or termination.

Treasurer Responsibilities

It is the responsibility of the Treasurer to:

A. Request and oversee the issuance of new cards, through the Finance Department and city Administration. The credit limit will be determined at the discretion of the City Administration.
B. Inform the City Administration when limit changes or cancellations are needed due to personnel changes
C. Payment on Credit Cards is to be done immediately upon receipt
D. Credit Card reconciliations are to be completed within 15 days of payment due date
E. Review the cardholder's reconciliation and transactions for completeness, accuracy, and compliance with Eagle Mountain's policies and procedures
F. Address the cardholder about questionable transactions for clarification purposes
G. Report any misuses of credit cards immediately to the City Administration
H. Ensure that the Treasurer's Office receives copies of receipts, if sales tax has been paid, to facilitate reimbursement from the State

Approved Credit Card Purchases

The following purchases are approved for credit card use by the city:

A. Business related uses, subscriptions, seminars, dues, books
B. Office supplies, furniture
C. Small tools (purchase/rental), electrical, safety and building maintenance supplies
D. Vehicle maintenance supplies
E. Certain allowable travel expenditures:
    i. Conference registrations or seminar rooms
    ii. Entity sponsored group gatherings
    iii. Hotel rooms

Prohibited Credit Card Purchases

The following purchases are strictly prohibited from being purchased using an Eagle Mountain City credit card:

A. Any merchant, product, or service normally considered to be inappropriate use of Entity funds
B. Purchase of items for personal use or consumption
C. Purchasing in violation of the Purchasing Policy
D. Capital equipment purchases/repair
E. Gift cards/certificates
F. Alcohol
G. Fuel for fleet vehicles unless traveling outside of Utah. The City gas card should be used for fuel purchases.
H. Splitting a purchase to remain under purchasing policy limits
I. Consultants:
    a. Architects
    b. Engineers
    c. Attorneys and Attorney's fees
    d. Medical, including hospital/doctor visits

Built-In Restrictions

Credit limits for credit lines are dependent upon the supplier. If you find over time that these limits are too low to accommodate your monthly requirements, please contact a member of the City Council to review the limit given. Eagle Mountain City can block, if necessary, certain supplier's Merchant Category Codes. Please refer to the Treasurer's Office regarding issues with a possible blocked card.

Reconciliation and Payment

The Eagle Mountain Credit Card Program carries city, not individual, liability. Credit Card Invoices will be paid by the Treasurer as outlined in Section 3. The cardholder will not be required to pay the Monthly Statement using personal funds. The program does not impact the cardholder's personal credit rating in any way.

The cardholder is required to obtain and retain all receipts for goods and services purchased when using the credit card. If purchases are made via phone, mail, e-mail or other electronic means, ask the supplier to include an itemized receipt with the date when the product is shipped to you. This itemized receipt is the only original documentation specifying whether sales tax has been paid against the purchase.

Each cardholder will receive a statement identifying all transactions made against the card during the previous billing cycle. The statement must be reconciled against the receipts for accuracy. The reconciled statement is to be sent to the Department Head for review, and approval. The cardholder's activity may be audited at any time.

Disputed Transactions

Disputes on credit cards must be identified in writing to the issuing credit card company within 60 days of the monthly statement date. If a dispute is not identified in writing within 60 days of the Monthly Statement date the issue must then be resolved between the City and the supplier.

The cardholder is responsible to identify possible disputed or fraudulent transactions on the monthly statement provided to them for reconciliation. If an audit is conducted on the cardholder's account, the cardholder must be able to produce receipts and/or proof that the transaction occurred. If an error is discovered, the cardholder is responsible for showing that the error or dispute resolution process was completed.

It is the cardholder's responsibility to immediately notify their Department Head if there is a possible dispute on an issued credit card.

Employee Termination

Upon notice of a cardholder terminating their current employment, the cardholder's supervisor is responsible to take possession of the card and any outstanding original receipts. The supervisor should immediately notify the Finance Department so they can notify the card issuer and close the account.

Appendix A

CREDIT CARD HOLDER ACCEPTANCE AGREEMENT

The following Credit Card Acceptance Agreement must be signed by all Eagle Mountain City employees with access to a credit card.

I understand that Eagle Mountain City has authorized my use of a credit card for authorized expenditures on its behalf. In accepting and/or using the card, I agree to be bound by the terms and conditions which follow.

1. I will use the card issued to me for the payment of authorized expenses consistent with my organizational responsibilities and to satisfy the needs of my department and Eagle Mountain City
2. I will not use the card to obtain cash advances
3. I understand that I am the only authorized card user and accept the responsibility and accountability for the protection and proper use of the card
4. I will not use the card for personal use or for any other non-Entity purposes
5. I understand that all purchases shall be made in accordance with applicable purchasing and credit card policies and procedures approved by the City Council.
6. I understand that I will be responsible for the timely reconciliation of all credit card transactions charged to my assigned card
7. I understand that I am responsible to provide appropriate documentation/receipts for credit card transactions charged to my assigned card
8. I will surrender my assigned card to the [Entity Accountant/Administrator] in the event of my separation from Eagle Mountain City
9. I understand that any charges against my assigned card that are not properly identified or not allowed by Eagle Mountain City shall be paid by me by check, United States currency or salary deduction. I further understand that any employee who has been issued a card shall not use the card if any disallowed charges are outstanding and shall surrender the card upon demand of the City Administration.
10. I will immediately report any stolen or lost card to my Department Head.

I understand that any variance and/or violation of the above conditions will result in cancellation of my assigned credit card. Misuse of the card could result in disciplinary action and/or personal liability for unapproved charges. All Entity credit cards are subject to examination by external and internal auditors.

I HAVE READ AND I UNDERSTAND THE ABOVE CONDITIONS.

Name: _____ Department: _____

Signature: _____ Credit Card #: _____

IT and Computer Security Policy

Eagle Mountain City furnishes computers and access to e-mail and Internet for employees' use in conducting city business. The purpose of this policy is to establish basic rules for employees' use of the city's computer system, including the Internet and email.

Internet and E-mail Use Policies

Employees should not expect or assume any privacy regarding the content of email communications. The City reserves the express right to monitor and inspect the activities of the employee while accessing the Internet at any time, including reading and using employee emails. In addition, all software, files, information, communications, and messages (including emails) downloaded or sent via the Internet using city resources are the city's records and property of the city; such records are subject to potential review and disclosure under the public disclosure law of the State of Utah. Even after an email message has been "deleted," it may still be possible to retrieve it.

Internet use must comply with applicable laws and city policies including but not limited to all federal and state laws, and city policies governing sexual harassment, discrimination, intellectual property protection, privacy, public disclosure, confidentiality, misuse of city resources, information and data security.

Some individuals may find information on the Internet offensive or otherwise objectionable. Individual users must be aware that the City has no control over available information on the Internet and cannot be responsible for the content of information.

Violation of this policy is grounds for disciplinary action, up to and including termination.

Prohibited Uses of the Internet

The following is a non-exclusive list of prohibited uses of the Internet and email:

- Commercial use – any form of commercial use of the Internet is prohibited;
- Solicitation – the purchase or sale of personal items or non-business items through advertising on the Internet is prohibited;
- Discrimination / Harassment – the use of the Internet to send messages or other content which is harassing, derogatory or unlawfully discriminatory to employees, citizens, vendors or customers is prohibited;
- Political – the use of the Internet for political purposes is prohibited;
- Aliases / Anonymous messages / misrepresentation – the use of aliases or transmission of anonymous messages is prohibited. Also, the misrepresentation of an employee's job title, job description, or position with the City is prohibited;
- Social networking sites – the accessing and/or creation of social networking sites, such as Facebook, Twitter, Instagram, Blogs and similar sites is prohibited for non-entity business purposes;
- Instant messaging;
- Misinformation / Confidential Information – the release of untrue, distorted, or confidential information regarding City business is prohibited;

- Viewing or Downloading of Non-business Related Information - the accessing, viewing, distribution, downloading, or any other method for retrieving non-city related information is prohibited. This includes, but is not limited to, entertainment sites, pornographic sites, sexually explicit sites, chat rooms and bulletin boards;
- Unauthorized attempts to access another's network or e-mail account;
- Display or transmission of sensitive or proprietary information to unauthorized persons or organizations;
- Spamming email accounts from the city's email services or city machines.

Computer System Use Policies

Eagle Mountain's computer system permits employees to perform jobs, share files, and communicate internally and with selected outside individuals and entities in the performance and conduct of city business. Employees are prohibited from gaining unauthorized access to another employee's email messages, or sending messages using another employee's password.

To prevent potential city liability, it is the responsibility of all Internet users to clearly communicate to the recipient when the opinions expressed do not represent those of Eagle Mountain City.

Eagle Mountain City has the capability and reserves the right to access, review, copy, modify and delete any information transmitted through or stored in its computer system. The City may disclose all such information to any party (inside or outside the City) it deems appropriate and in accordance with applicable law. Accordingly, employees should not use the computer system to send, receive or store any information they wish to keep private. Employees should treat the computer system like a shared file system–with the expectation that files sent, received or stored anywhere in the system will be available for review by any authorized representative of the City for any purpose, as well as the public if a proper request is made for public records.

Good judgment should always be employed in using the city's email and Internet systems. Employee email messages may be read by someone other than the person(s) to whom they were sent. Emails inconsistent with the city's policies are to be avoided. Accordingly, employees should create and send only courteous, professional, and businesslike messages that do not contain objectionable offensive or potentially discriminatory material.

Caution should be taken in transmitting confidential information on the computer system. Employees should use due care in addressing email messages to assure messages are not inadvertently sent to the wrong person inside or outside the City. Email creates a written record subject to court rules of discovery and may be used as evidence in claims or legal proceedings. Once sent, email cannot be retracted. Even after deletion at a workstation, email can be retrieved and read.

The safety and security of the city's network and resources must always be considered when using the Internet. Any programs from a non-current source (i.e., software that is not purchased in original diskette or CD ROM format) or which involve executable or binary files must not be downloaded or installed without prior permission from an employee's direct supervisor and without being properly scanned for viruses. Employees are not to share or reveal individual passwords to anyone or change their computer's password without permission from a direct supervisor.

Nothing in this chapter prohibits the use and access of the described systems for bona fide law enforcement and investigation purposes. The City Council has the right to restrict or prohibit any employee from Internet access or computer use for violation of these policies. Any employee who fails

to comply with these rules is subject to disciplinary action, up to and including termination. In addition, violation of this Manual may subject employees to civil or criminal liability.

Personal Use of City Assets

Eagle Mountain City prohibits the use of city IT, computer, and telephone resources for personal for-profit business, religious, or political activities, or for personal financial benefit outside of employment. Offensive (i.e. pornographic), harassing, discriminatory, or illegal (i.e. gambling) activities are prohibited. Personal use of software or applications which disrupts or distracts the conduct of city business due to volume, timing, or frequency is considered an unacceptable use of city resources.

The personal use of social networking applications (e.g. Facebook, Twitter, Instagram, and LinkedIn) is not permitted during work time.

Computers

Office computers may be used at home by the employee since use of authorized software increases the employee's knowledge of the software. Unauthorized software may not be installed or used on the computer. The computer is only to be used by city employees. Installation of employee personal printers must be pre-authorized.

Personal Use of Printers, Photocopy and Fax Machines

Photocopiers and printers are primarily reserved for city use; however, personal copies and printed materials can be made at a cost of 10 cents per page. Fax machines and scanning devices can be also be used according to the fee schedule approved by the City Council.

City Vehicles

Policies regarding municipal vehicles are set forth in the Eagle Mountain City's Fleet Policies and Procedure Manual. A copy of this document is set forth in an addendum to this Manual.

Telephones

Long-distance telephone calls of a personal nature on city-owned telephones are prohibited; local phone calls for personal use are to be made judiciously.

Mobile Phones

It is the policy of the City to provide city-owned mobile communication devices to selected personnel for the convenience of the City and employees in the performance of their official duties. City-owned cellular phones are intended for city business. Personal use of city phones is discouraged; however, the City recognizes some incidental personal use may occur. Personal phone calls should be limited in duration and frequency.

Costs associated with applications downloaded to Eagle Mountain City cell phones is the financial responsibility of the user assigned to the cell phone. Downloaded applications should not be offensive, harassing, discriminatory or illegal (i.e. gambling) in content. Applications with security vulnerabilities should be uninstalled.

Non-Entity Use of Equipment

Eagle Mountain City equipment may only be used for official purposes, except when rented for personal use. Specific city equipment may be rented after hours, on weekends, and on government holidays for personal use by employees and the public based upon the fee schedule set by the City Council. Equipment may not be rented for commercial uses. The availability of equipment is subject to the

discretion of the department head who is responsible for the equipment. Renters of city equipment must abide by the terms of the rental agreement.

Entity issued credit or purchasing card

An entity credit or purchasing card may be issued to certain employees to assist in handling city purchases or travel costs. Please refer to the Credit Card Procedures Policy to learn more about appropriate credit card use.

Administrative or staff time

Employees should not ask administrative or clerical staff to use city time to work on assignments or perform tasks which are not city-related or are for personal use or gain.

Hotline Policy

Introduction

The Eagle Mountain City Hotline provides an avenue for citizens, including public employees and contractors, to report improper governmental activities including:

- Waste or misuse of public funds, property, or manpower
- Violations of a law, rule, or regulation applicable to the government
- Gross mismanagement
- Abuse of authority
- Unethical conduct

Filing a Complaint

Complaints may be submitted in writing using the attached form. Complainants may also submit any evidence that supports the complaint. Essential information includes specifics on 'who, what, where, when' as well as any other details that may be important such as information on other witnesses, documents, and pertinent evidence. Due to limited resources Eagle Mountain City is unable to accept complaints that are not supported by evidence or provide a means for us to investigate the problem further. At a minimum, please use the form as a guide to ensure the necessary information is provided. Submit complaints via the following methods:

Email: hotline@emcity.org
US Mail: 1650 Stagecoach Run, Eagle Mountain, UT 84005
Complainants may call the hotline at (801) 794-3970 for more information.
Entity Processing of a Hotline Complaint

1. After receipt of the complaint, the Internal Auditor will review the allegation and any evidence provided by the complainant. The list below represents some of the factors that are considered during the screening and prioritization process.
    a. Does the complaint involve actions by a person subject to the Eagle Mountain City's authority?
    b. Does the complaint pertain to improper governmental activities? Disagreements with management decisions or actions taken by elected officials that are within the law will not be investigated.
    c. Has the complainant taken appropriate steps to resolve the issue with the entity? If the entity is not responsive, the concern relates to top management, or the complainant desires anonymity, consideration will be increased.
    d. What is the timing and frequency of alleged improper activity? Allegations of improper activities that are recent and/or on-going may receive a higher priority.
    e. Should the allegation be investigated by another entity? Are there other agencies that have oversight of the complaint? Is a member of the governing body or the audit committee being accused?
    f. Can the complaint be efficiently and effectively investigated? Overly broad or vague complaints or complaints where evidence is unavailable may be declined or receive a low priority.
2. The Internal Auditor communicates to the Audit Committee:

    a. The allegation of the complaint
    b. Any facts supporting or refuting the complaint
    c. A recommendation based upon preliminary inquiry
3. Audit Committee decides the appropriate next action (if a member of the Audit Committee is the subject of the complaint they may not be included in this process):
    a. Discontinue the investigation
    b. Continue with the investigation
    c. Refer the investigation to another agency
4. If the investigation proceeds, the audit committee sets the following:
    a. Time and resource budget
    b. Scope of the audit
5. Internal Auditor completes the audit
6. Internal Auditor creates a report outlining the work performed and conclusions
7. Internal Auditor provides the report to the Audit Committee
8. Audit Committee reports investigation results to the whole governing body (if a separate audit committee exists).
9. Governing body addresses any findings noted in the report

Whistleblower Protection

Utah Code § 67-21-3 prohibits public employers from taking adverse action against their employees for reporting government waste or violations of law in good faith, to the appropriate authorities. A public entity employee, public body employee, legislative employee, or judicial employee, is presumed to have communicated in good faith if they have given written notice or otherwise formally communicated the conduct to the entity (see *Utah Code* § 67-21-3(1)(b)(iv)(A) for more information).

Confidentiality

The identity of the complainant is considered protected information under the Utah Government Records Access and Management Act (GRAMA) and will be kept confidential if requested by the complainant. (See *Utah Code* Section 67-3-1(15)).

Complaints may be submitted anonymously to the Hotline. However, it is preferable that the complainant provide their name and contact information to allow for follow-up questions and reporting the results back to the complainant. Whistleblower protections do not apply to anonymous complaints.

Appendix B

HOTLINE REPORTING FORM

Email completed form to:

[hotline email address]

or Mail to:

[Entity Name]

Attn: [Internal Audit]

[Entity mailing address]

Complainant Information:

Complainant to remain anonymous? Yes No Complainant would like a response? Yes No			
	Complainant Name	Check One ____ Elected Official ____ Entity Employee ____ Citizen/Contractor	Date Submitted
	Home Address		
	Phone/cell/email		
	Work Address and information (if applicable)		

Information Concerning the Complaint (Please complete one form for each separate complaint)

Each improper action should be noted separately and supported with reliable and sufficient evidence. Supplying detailed information contributes to a thorough and efficient investigation. This form is designed to help you supply the needed information.

Who is the person(s) the complaint is against? (Please provide name, position, agency, division, and phone #)
Who is the above person's supervisor? (Please provide name, position, and phone#)
What is the assertion of improper governmental activity? Please describe in detail.
When did the event(s) take place? Please include dates, time, and frequency.
Where did the event(s) occur?
Are there any other persons who might provide information or who witnessed the event? If so, what are their names, positions, agencies, divisions, and their contact information?

Is there evidence that can be examined or documentation that can be reviewed? (Please provide any available documentation)
How do you know about the improper action? Did you see it occur? Did you see documentation indicating it occurred? Did you hear about it from someone else?
What specific law or state regulation has been violated?

Please attach to the email supporting documentation, details and ANY and ALL other information available to support the complaints or concerns.

Reporting Fraud or Abuse Policy

Definition

"Improper governmental action" means any action by an Eagle Mountain City employee:

1) That is undertaken in the performance of the employee's official duties, whether the action is within the scope of the employee's employment; and

2) That is in violation of any federal, state, or local law or rule, is an abuse of authority, is of substantial and specific danger to the public health or safety or is a gross waste of public funds.

Reporting Fraud or Abuse

Employees who become aware of improper governmental actions should raise the issue first with their supervisor. If requested by the supervisor, the employee shall submit a written report to the supervisor, or to some person designated by the supervisor, stating in detail the basis for the employee's belief that an improper governmental action has occurred. Where the employee reasonably believes the improper governmental action involves his or her supervisor, the employee may raise the issue directly with the City Administrator or such other person as may be designated by the City Administrator to receive reports of improper governmental action.

In the case of an emergency, where the employee believes that damage to persons or property may result if action is not taken immediately, the employee may report the improper governmental action directly to the appropriate department with responsibility for investigating the improper action.

The supervisor, City Administrator, or the designated role by the City Administrator shall take prompt action to assist Eagle Mountain City in properly investigating the report of improper governmental action. Eagle Mountain City officers and employees involved in the investigation shall keep the identity of reporting employees confidential to the extent possible under law, unless the employee authorizes the disclosure of his or her identity in writing. After an investigation has been completed, the employee reporting the improper governmental action shall be advised of a summary of the results of the investigation, except that personnel actions taken as a result of the investigation may be kept confidential.

Eagle Mountain City employees may report information about improper governmental action directly to the Human Resources, Audit Committee, or the designated role by the City Administrator with responsibility for investigating the improper action if the employee reasonably believes that an adequate investigation was not undertaken to determine whether an improper governmental action occurred, or that insufficient action has been taken to address the improper governmental action or that for other reasons the improper governmental action is likely to recur.

Eagle Mountain City employees who fail to make a good faith attempt to follow procedures in reporting improper governmental action shall not receive the protections provided by Eagle Mountain City in these procedures.

Complaints, Investigations, Review and Enforcement

A. Any person may file a complaint alleging a violation of this policy.

B. The complaint shall be in writing and shall, except as described in section C below, be signed by the complainant. The written complaint should state the nature of the alleged violation(s), the date(s), time and place of each occurrence, and name of the person(s) charged with the violation(s). The complaint shall be filed with the City Administrator, or the designated role by the City Administrator who shall provide a copy to the person charged with a violation. The complainant shall provide the City Administrator, or the designated role by the City Administrator with all available documentation or other evidence to demonstrate a reason for believing that a violation has occurred.

C. This policy is intended to protect employees who choose to come forward in good faith with complaints about governmental actions and conduct of Eagle Mountain City employees. Anonymous complaints have the potential to subject the person who is the subject of the complaint to an investigation that may, at the least, cause stress and embarrassment, and may, at most, result in discipline or termination of employment. Eagle Mountain City is reluctant to begin an investigation based on an anonymous complaint because evidence will be difficult to obtain and verify, and it will be impossible to assess the complainant's credibility. Complainants and whistleblowers have protection from retaliation under Eagle Mountain City policy. A thorough investigation of complaints is Eagle Mountain City's goal. It may not be possible to conduct a thorough investigation when a complainant remains anonymous. Therefore, Eagle Mountain City reserves the right to decline to investigate any complaint that is provided anonymously.

   If a complaint is received anonymously it shall be directed to Internal Audit for a recommendation on the processing of the complaint. Upon review of the complaint, the Internal Auditor will recommend to the Audit Committee either that the complaint has no merit or that it should be investigated. Such a recommendation will be made within ten (10) days of receipt of the complaint, if possible. Upon receipt of the Internal Auditor's recommendation the Audit Committee shall make the final determination on whether to continue the investigation, end the investigation, or refer the matter to an outside entity.

D. Within thirty (30) days after receipt of a complaint, the Internal Auditor, or another person appointed by the Audit Committee shall conduct a preliminary investigation. If the [Internal Auditor] or a member of the Audit Committee or the governing board are implicated in the complaint, the Audit Committee will determine an independent person who will conduct the investigation. Criminal allegations will be referred to the proper law enforcement agency.

E. If the Internal Auditor determines, after preliminary investigation, that there are no reasonable grounds to believe that a violation has occurred, the Internal Auditor shall advise the Audit Committee to dismiss the complaint. If the Audit Committee does dismiss the complaint, it shall do so in writing, setting forth the facts and provisions of law upon which the dismissal is based, and shall provide a copy of the written dismissal to the complainant, to the person charged with the violation and to the governing board.

Whistleblower Protection

Utah Code § 67-21-3 prohibits public employers from taking adverse action against their employees for reporting in good faith government waste or violations of law to the appropriate authorities. A public entity employee, public body employee, legislative employee, or judicial employee, is presumed to have communicated in good faith if they have given written notice or otherwise formally communicated the conduct to the person in authority over the person alleged to have engaged in the illegal conduct.

Conflict of Interest Policy

Introduction

City officers and employees individually commit themselves in their official capacity to ethical, businesslike, and lawful conduct, including appropriate use of their authority and decorum at all times. Officers must avoid even the appearance of impropriety to ensure and maintain public confidence in the city. Officers and employees owe a fiduciary duty to the city and must not act in a manner that is contrary to that duty or to the interests of the city. Officers and employees must place the interests of the city over their own personal interests with respect to the governance, policy, strategic direction and operations of the city.

Policy

It is the intent of the city council to meet and exceed those protections against conflicts of interest contained in State law. Under this policy, a conflict of interest arises when an officer or employee has a personal interest in a matter that is or may be in conflict with or contrary to the city's interests and objectives to such an extent that the officer or employee is or may not be able to exercise independent and objective judgment within the context of the best interest of the city. For the purposes of this policy, an officer's or an employee's "personal interest" includes those of his or her relatives, business associates or other persons or organizations with whom he or she is closely associated.

1. The following provisions shall serve as a guide to officers and employees with respect to the affairs of the city:

    a. City officers or employees shall not receive, accept, take or solicit, directly or indirectly, anything of economic value as a gift, gratuity, or favor from a person or entity if it could be reasonably expected that the gift, gratuity, or favor would influence the vote, action, or judgment, or be considered as part of a reward for action or inaction. Officers are required to submit a report to the city council and the city's Internal Auditor of the actual or estimated value of any gifts or casual entertainment received as an officer or as an employee that exceeds $50.00.

    b. The complete confidentiality of proprietary business information must be respected at all times. Officers and employees are prohibited from knowingly disclosing such information, or in any way using such information for personal gain or advancement, or to the detriment of the city, or to individually conduct negotiations or make contacts or inquiries on behalf of the city unless officially designated by the city council.

    c. Officers and employees are prohibited from acquiring or having a financial interest in any property that the city acquires, or a direct or indirect financial interest in a supplier, contractor, consultant, or other entity with which the city does business. This does not prohibit the ownership of securities in any publicly owned company except where such ownership places the officer in a position to materially influence or affect the business relationship between the city and such publicly owned company. Any other interest in or relationship with an outside organization or individual having business dealings with the city is prohibited if this interest or relationship might tend to impair the ability of the officer(s) or employee(s) to be independent and objective in his or her service to the city.

d. If members of the immediate family of an officer or of an employee have a financial interest as specified above, such interest shall be fully disclosed to the city council which shall decide if such interest should prevent the city Entity type from entering into a particular transaction, purchase, or engagement of services. The term “immediate family” means officer’s spouse, parent, dependent children, and other dependent relatives.

e. When a conflict of interest exists, the officer or employee shall publicly declare the nature of the conflict and may recuse him or herself on any official action involving the conflict.

n. Officers and employees may not realize, seek, or acquire a personal interest in a business that does business with the city.

o. Officers shall complete a Conflict of Interest Disclosure Form annually by the end of January. This Form shall be signed and notarized. Completed Forms shall be submitted to the Records Officer and made available to the public upon request.

p. The Records Officer shall provide copies of all completed Forms to the City council Chair at the end of January each year.

q. The City Council Chair shall review all completed forms and consider the disclosures. The City Council Chair should make changes to assignments, duties, or contracts deemed appropriate to eliminate or mitigate conflicts of interest within the City.

Appendix C

Annual Conflict of Interest Disclosure Form

The following disclosures are required to be made annually by all officers of [entity name] pursuant to Utah Code Annotated 17-16a-6, 7, and 8. If additional space is needed, please use a separate sheet of paper. Per statute, the information provided shall be kept on file with the city council and may be subject to disclosure to the public.

I, _____ am the duly elected/appointed

_____ of Eagle Mountain City.

1) I am an officer, director, agent, employee or owner of a substantial interest in the following business entities which are subject to the regulation of Eagle Mountain City, and within such business entities, I hold the following positions:

Business Entity Name: Position within Business Entity:

_____

_____

_____

Ownership of a substantial interest is defined in U.C.A. 17-16a-3(8) as an interest of 10% or more of the shares of a corporation, or a 10% or more ownership interest in other entities, legally or equitably held or owned by the officer, the officer's spouse, or the officer's children.

*Note: There is no case law or statutory guidance as to what constitutes a business entity "subject to regulation of the County." A business which is simply issued a business license by the County may or may not be deemed by a court, administrative agency, an auditor, or member of the public to be an entity regulated by the County. Businesses regulated by interlocal agencies of which the County is a member may or may not be deemed to be a business regulated by the County (i.e., a restaurant subject to regulations imposed by an interlocal agency).

A business entity which requires a conditional use permit to operate may more likely be deemed to be a business entity regulated by the [entity type] than a business that simply receives a business license from the County.

2) I am an officer, director, agent, employee or owner of a substantial interest in the following business entities which do business with or anticipate doing business with Eagle Mountain City.

Business Entity Name: Position within Business Entity:

_____

_____

_____

Please note that pursuant to U.C.A. §17-16a-7, an officer must disclose his or her interest or involvement in such an entity immediately prior to any discussion in an open and public meeting pertaining to business that the city may do with any such entity, regardless of whether a disclosure of interest or involvement in the business was made in this document.

3) The following personal interests or investments of mine create a potential or actual conflict between my personal interest and my public duties:

_____

_____

_____

_____

* * * OPTIONAL DISCLOSURES * * *

4) The following disclosures of other business interests, investments, and other matters are not required to be made by law, but are made with the intent to more fully disclose other interests that may be deemed relevant to the administration of public duties, or in furtherance of my intent to provide a more complete disclosure of my economic or personal activities, or for other reasons:

_____

_____

_____

_____

DATED THIS _____ DAY OF _____ [year]

By: _____

Title/Office: _____

SWORN TO AND SUBSCRIBED BY ME

THIS _____ DAY OF _____ [year]

NOTARY PUBLIC

Ethical Behavior Policy

Employee Code of Ethics

Prohibited Conduct

No current employee or officer, as specified, shall:

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

doing or seeking to do business with Eagle Mountain City, and influence or attempt to influence the selection of, or the conduct of business with that business or entity.

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

4. Disclose Privileged Information.
   Disclose or use any privileged or proprietary information gained by reason of his or her official position for the immediate or anticipated personal gain or benefit of the employee or any other person or entity; provided, that nothing shall prohibit the disclosure or use of information which is a matter of public knowledge, or which is available to the public on request.

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

6. Nepotism.
    a. Violate *Utah Code* § 52-3, which prohibits employment of relatives, with few exceptions.
7. Misuse of Public Resources or Property.
    a. Violate *Utah Code* § 76-8-4, which delineates the unlawful use of public funds and destruction of property, including records.
8. Outside Employment.
    a. Retain secondary employment outside of Eagle Mountain City employment, which, as determined by the City Council and according to Utah Administrative Code R477-9-2:
        i. Interferes with an employee's performance.
        ii. Conflicts with the interests of Eagle Mountain City or the State of Utah.
        iii. Gives reason for criticism or suspicion of conflicting interests or duties.
9. Political Activity.
    a. Except as otherwise provided by law:
        i. The partisan political activity, political opinion, or political affiliation of an applicant for a position with Eagle Mountain City may not provide a basis for denying employment to the applicant.
        ii. An Eagle Mountain City officer's or employee's partisan political activity, political opinion, or political affiliation may not provide the basis for the officer or employee's employment, promotion, disciplinary action, demotion, or dismissal.
        iii. An Eagle Mountain City employee may not engage in political campaigning or solicit political contributions during hours of employment.
        iv. An Eagle Mountain City officer or employee may not use [entity type] equipment while engaged in campaigning or other political activity.
        v. An Eagle Mountain City officer or employee may not directly or indirectly coerce, command, or advise another city officer or employee to pay, lend, or contribute part of the officer's or employee's salary or compensation, or anything else of value to a political party, committee, organization, agency, or person for political purposes.
        vi. An Eagle Mountain City officer or employee may not attempt to make another officer or employee's employment status dependent on the officers or employee's support or lack of support of a political party, affiliation, opinion, committee, organization, agency, or person engaged in political activity.
    b. An Eagle Mountain City employee who has filed a declaration of candidacy may:
        i. be given a leave of absence for the period between the primary election and the general election; and
        ii. Use any vacation or other leave available to engage in campaign activities.
    c. Neither the filing of a declaration of candidacy nor a leave of absence under this section may be used as the basis for an adverse employment action, including discipline and termination, against the employee.
    d. Nothing in this chapter shall be construed to:
        i. prohibit an Eagle Mountain City officer or employee's voluntary contribution to a party or candidate of the officer or employee's choice; or
        ii. Permit an Eagle Mountain City officer or employee partisan political activity that is prohibited under federal law.
    e. No Eagle Mountain City officer or employee shall solicit or participate in soliciting any assessment, subscription, or contribution to any political party during working hours on the premises of any Eagle Mountain City property.

f. No Eagle Mountain City officer or employee shall promise any appointment to any position with Eagle Mountain City as a reward for any political activity.
g. An Eagle Mountain City employee who is elected to an office with Eagle Mountain City name shall terminate city employment prior to being sworn into the elected office.

10. Fair and Equal Treatment.
    a. No person shall be appointed to, removed from, or in any way favored or discriminated against with respect to any appointive public office because of such person's race, color, age, religion, sex, national origin, or functional limitation as defined by applicable state or federal laws, if otherwise qualified for the position or office.
    b. No Eagle Mountain City officer or employee shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.
11. Prohibited Conduct After Leaving Eagle Mountain City
    a. No former employee shall, during the period of one (1) year after leaving Eagle Mountain City office or employment:
        i. Disclose or use any privileged or proprietary information gained by reason of his/her city employment for his/her gain or anticipated gain, or for the gain or anticipated gain of any person, unless the information is a matter of public knowledge or is available to the public on request;
        ii. Assist any person in proceedings involving an agency of Eagle Mountain City with which he/she was previously employed, involving a matter in which he or she was officially involved, participated or acted in the course of duty;
        iii. Represent any person as an advocate in any matter in which the former employee was officially involved while an Eagle Mountain City employee;
        iv. Participate as a competitor in any competitive selection process for a city contract in which he or she assisted the city in determining the project or work to be done or the process to be used.

Appendix D

Annual Ethics Pledge

The following pledge is required to be made annually by all officers and employees of Eagle Mountain City:

I, _____am the duly elected/appointed

_____of Eagle Mountain City.

I pledge to adhere to the code of ethics as approved by the City Council. These topics include, but are not limited to: improper use of official position, accepting gifts or loans, disclosing privileged information, retaining a financial or beneficial interest in a transaction, nepotism, misuse of public resources or property, outside employment, political activity, fair and equal treatment, and conduct after leaving office or employment. Additionally, I pledge to disclose all conflicts of interest on the conflict of interest disclosure form. I understand that state statute and city ordinance provide for penalties for violation of specific unethical behavior. Signing this document verifies that I have been provided time to read applicable statutes and ordinances, as well as the Eagle Mountain City code of ethics.

DATED THIS _____ DAY OF _____ [year]

By: _____

Title/Office: _____

SWORN TO AND SUBSCRIBED BY ME

THIS _____ DAY OF _____ [year]

NOTARY PUBLIC

Travel Policy

The travel policy of Eagle Mountain City the City of Eagle Mountain provides guidance for City personnel related to their attendance at conferences, conventions, seminars, and other training opportunities outside of city office.

Purpose

To provide guidelines whereby City personnel may travel to increase their knowledge and effectiveness, keep current on new developments, and infuse new and innovative practices and procedures into the City's various work functions.

Definitions

A. Local Area Travel: Local travel is defined as being less than one hundred miles one way with no overnight stay required.

B. Out-of-Area Travel: Any travel by a City employee exceeding 100 miles one way.

C. Overnight Travel: Any travel requiring or necessitating an overnight stay away from the employee's home.

D. Out-of-State Travel: Any travel requiring the employee to leave the State of Utah.

Guidelines

A. Travel shall be limited by budget constraints and restricted to training that is appropriate and beneficial to the City and its business functions. Travel shall be done in as cost-conscious and efficient a manner as reasonable.

B. City personnel may attend professional development training as approved by their Department Director and/or the City Administrator or their assigned designee.

C. The number of City personnel traveling to the same conference, convention, seminar, or training session shall be kept to a minimum. Special training needs requiring a group to attend shall be approved by the City Administrator.

D. City personnel attending a conference, convention, seminar, or training session shall share any and all pertinent information with other employees upon their return. Methods of imparting this information to others may range from a formal training session to an informal discussion in a department staff meeting.

E. Department Directors shall be responsible to see that personnel within their respective departments comply with the travel policies and procedures and stay within the approved travel appropriation.

F. Prior to traveling, a travel authorization form shall be completed and delivered to the City Finance Director or assigned designee. The authorization form must be signed by the employee and approved by the employee's Department Director and/or the City Administrator or their assigned designee.

G. Overnight travel and any associated expenditure of funds must be made according to the procedures outlined below:

1. Housing. The City will provide hotel accommodations at the government rate or single room conference rate. An itemized hotel bill must be submitted with the final travel authorization. Room service will fall under the per diem guidelines. City business phone calls will be covered but should be kept to a minimum. The individual will be

responsible to pay for in-room movies and other hotel services. Multiple employees attending the same conference shall each have their own room, unless the employees expressly choose to share a room.

2. Ground Transportation. The City will pay the cost of necessary ground transportation. City personnel are expected to secure the least expensive means of appropriate transportation under the circumstances. Receipts must be submitted for reimbursement.

3. Hotel costs for travel occurring along the Wasatch Front will not be reimbursed unless approved in advance by the City Administrator.

4. Airfare. The City will pay the cost of the economy class airfare. Flight arrangements should be made so that arrival times allow for sufficient rest to fully participate for and benefit from the conference, convention, seminar, or training session. The employee's travel itinerary and other supporting cost documentation must be submitted for reimbursement.

5. Mileage. If airline service is available to the conference, convention, seminar, or training session and the employee elects to drive, the mileage reimbursement shall not exceed the cost of airfare, standard rental car, and other applicable costs (such as airport parking, etc.).

6. Meals. The City allows a daily meal per diem for each day of business-related travel. Certain cities have been classified as "premium" cities and have a higher daily meal per diem. The full per diem may not be claimed if a meal is provided as part of a conference, convention, seminar, or training session. For a listing of destination cities and their applicable daily per diem rates, please contact the Accounts Payable Office or go online to www.gsa.gov. A Department Director may choose to pay an amount lower than the daily per diem as circumstances dictate but may not exceed it. Employees who have been issued a city credit card, may use it to pay for approved travel related meals. Employees must retain all receipts related to such purchases. In the event that the daily total expense for meals is greater than the allowable per diem amount, the difference will be repaid by the traveling employee or reported as taxable wages on the employees W-2.

7. Entertainment. The City will not pay for any entertainment expenses (i.e. golf, city tours, sporting events, cultural arts events, concerts, etc.) that are not included as part of the basic seminar/conference registration fee.

H. For business travel exceeding 100 miles one way that does not require an overnight stay, a lunch per diem is available. Please contact the Human Resources Office for the applicable per diem rate or go online to www.gsa.gov.

I. City personnel may receive a cash advance for travel expenses up to $300. Amounts in excess of $300 must be approved by the City Administrator.

J. Local area travel that has a multiple-day conference requiring more than one round trip to the conference site will not be considered local travel and will require authorization from the City Administrator.

K. Exact receipts are required for approved expenses. Receipts and mileage must be submitted on a Mileage and Expense Report obtainable from the Finance Department.

L. Local travel expenses between the employee's home and assigned work location are not reimbursable. However, if employees are required by business necessity to travel from home to a site other than their assigned work location, the City will reimburse them for the difference between the mileage of their normal commute to their assigned work location and the total miles driven on business.

M. The City will reimburse City personnel for out-of-pocket expenses for gasoline and other necessary expenses when driving a City vehicle, if approved.
N. Costs incurred for traveling companions who are not City personnel will be considered ineligible expenses and will not be reimbursed. There is an exception for spouses of City personnel who are expected to participate in the event for which the travel is required. Such exceptions must first be approved by the City Administrator.
O. Incidental Expenses - Incidental expenses are not considered part of a meal per diem reimbursement and, therefore, substantiation is required. Incidental expenses include ground transportation, parking, and related tips; fax, telephone, internet, or copy charges; and other business-related expenses. Other tips are not reimbursable.
P. Employee expenses paid by other entities – Eagle Mountain City employees that provide services to other entities either formally or informally may represent the interest of those entities as well as Eagle Mountain City while traveling on official Eagle Mountain City business. Where possible, the shared benefit of the employee activities while traveling should be determined and costs of that travel proportionally split between the benefiting entities.
Q. If any employee travel-related expenses are paid directly by another entity, those payments must be documented and disclosed to Eagle Mountain City. Any travel-related expenses that are paid by another entity must not be submitted to Eagle Mountain City for reimbursement to the employee. In such circumstances Eagle Mountain City will reimburse the employees for travel related costs and then bill the other entity the proportional share of those travel-related costs, or the other entity will bill Eagle Mountain City for its proportional share of the travel-related costs paid by the other entity.
R. If an employee receives a per diem allowance prior to traveling and is not able to travel, the employee will return those funds to Eagle Mountain City. If upon review of travel expenses inappropriate or fraudulent expenses have been incurred the employee may be subject to disciplinary action including recovery of funds, inability to travel, suspension or termination.

	EAGLE MOUNTAIN CITY **CITY COUNCIL MEETING** **JUNE 16, 2020**		
TITLE:	RESOLUTION - A Resolution of Eagle Mountain City, Utah, Amending the Consolidated Fee Schedule for Central Water Project Water Use Rates.		
ITEM TYPE:	Resolution		
FISCAL IMPACT:			
APPLICANT:	Eagle Mountain City		
GENERAL PLAN DESIGNATION	**CURRENT ZONE**	**ACREAGE**	**COMMUNITY**

PUBLIC HEARING:
No

PREPARED BY:
Lianne Pengra, Recorder's Office

PRESENTED BY:
Fionnuala Kofoed

RECOMMENDATION:
Staff recommends that the City Council adopts a resolution of Eagle Mountain City, Utah, approving an increase of CWP water use rates from $11,140 per acre foot to $11,420 per acre foot.

BACKGROUND:
The City is under contract with the Central Utah Conservancy District to purchase water through the Central Water Project. The amount of water scheduled for takedown is identified in two separate contracts that the City has with the District, along with a one-time development fee for water removed from reserved status. Staff proposes that the City increases the cost that it sells water use, for development projects within the City, to $11,420 to cover its costs.

ITEMS FOR CONSIDERATION:

REQUIRED FINDINGS:

PLANNING COMMISSION ACTION/RECOMMENDATION:

ATTACHMENTS:
RES--2020-CFS CWP Water

RESOLUTION NO. R- -2020

A RESOLUTION OF EAGLE MOUNTAIN CITY, UTAH AMENDING THE EAGLE MOUNTAIN CITY CONSOLIDATED FEE SCHEDULE

WHEREAS, the City Council of Eagle Mountain City is empowered by law to adopt resolutions establishing fees for municipal services and has established an equitable system of fees for providing municipal services; and

WHEREAS, the City Council has determined that it is necessary and appropriate to amend the CWP Water Rate fee within the City; and

WHEREAS, the City Council finds that it is in the public interest to reaffirm all fees and charges previously enacted in the Eagle Mountain City Consolidated Fee Schedule except for those fees and charges which are specifically amended or changed in this resolution;

NOW, THEREFORE, be it resolved by the City Council of Eagle Mountain City as follows:

1. The Consolidated Fee Schedule attached hereto as Exhibit A and the fees and charges set forth therein are hereby enacted and adopted for services received from Eagle Mountain City.

2. This Resolution is not intended to repeal, abrogate, annul, or in any way impair or interfere with existing provisions of other resolutions, ordinances, or laws except to effect modification of the fees reflected in the Consolidated Fee Schedule. The fees listed in the Consolidated Fee Schedule supersede present fees for services specified, but all fees not listed remain in effect. Where this Resolution imposes a higher fee than is imposed or required by existing provisions, resolution, ordinance, or law, the provisions of this resolution shall control.

This Resolution shall take effect at 12:01 a.m. on July 1, 2020.

EAGLE MOUNTAIN CITY, UTAH

ATTEST:

_____
Tom Westmoreland, Mayor

_____
Fionnuala B. Kofoed, MMC
City Recorder

CERTIFICATION

The above Resolution was adopted by the City Council of Eagle Mountain City on the 16th day of June, 2020.

Those voting aye:	Those voting nay:	Those excused:
☐ Donna Burnham	☐ Donna Burnham	☐ Donna Burnham
☐ Melissa Clark	☐ Melissa Clark	☐ Melissa Clark
☐ Colby Curtis	☐ Colby Curtis	☐ Colby Curtis
☐ Jared Gray	☐ Jared Gray	☐ Jared Gray
☐ Carolyn Love	☐ Carolyn Love	☐ Carolyn Love

_____

Fionnuala B. Kofoed, MMC
City Recorder

Resolution posted to City Bulletin Boards on _____by_____.

Exhibit A

EAGLE MOUNTAIN CITY

CONSOLIDATED FEE SCHEDULE

Effective July 1, 2020

1. The following fees are hereby imposed as set forth herein:

1.1. Miscellaneous Fees

1.1.1. Compiling records in a form other than that are maintained by the City - actual cost and expense for employee time or time of any other person hired plus supplies and equipment ..... Minimum Charge of $10.00 per request

1.1.2. Certification of record $1.00/certification

1.1.3. Postage ..... Actual Cost to City

1.1.4. Other costs allowed by law ..... Actual Cost to City

1.1.5. Miscellaneous copying ..... $0.10 printed page (8 ½ x 11)
..... $0.15 printed page (11 x 14)
..... $0.20 printed page (11 x 17)

1.1.6. Electronic copy of minutes of meetings ..... $30.00 per meeting

1.1.7. Bound copy of Development Code $22.00

1.1.8. Bound copy of Street Guide $8.00

1.1.9. Standard Specifications $20.00

1.1.10. Policies & Procedures Manual $20.00

1.1.11. Map Fees

Map Fees (Black & White)		
Maps (Paper Sizes in Inches)	Cost	Cost with Aerials
8 ½ x 11 (under 5 pages)	Free	$1.00
11 x 17	$1.00	$3.00
24 x 36	$10.00	$12.00
36 x 48	$15.00	$16.00

Map Fees (Color)	
Maps (Paper Sizes in Inches)	Cost
8 ½ x 11	$5.00
24 x 36	$15.00
36 x 48	$20.00

1.1.12. Subdivision Ordinance Packet $5.00

1.1.13. Recreation Master Plan (bound copy) $30.00

1.1.14. Capital Facilities Plan $15.00

1.1.15. Solid Waste Collection:

1.1.15.1. One Container $9.50

1.1.15.2. Second Container $6.25

1.1.15.3. Recycling Container $5.00

1.1.15.4. Surcharge ..... Varies monthly according to Energy Information Administration Index

1.1.16. Electronic Copy of Documents on CD (per CD) $3.00

1.1.17. Motor Vehicle Access to Open Space Permit $25.00

1.1.17.1. Damage Deposit (may be waived by Asst. PW Director) $2,000.00

1.1.17.2. Monitoring Fee (if required by Asst. PW Director) ..... $50.00 per hour

1.1.18. Use of the City Hall Building for small events (accommodating less than 25 people) not involving food ..... $50.00 + $15.00 per hour ($35.00 per hour on weekends)

1.1.19. Use of the City Hall Building for small events (accommodating less than 25 people) involving snacks and beverages ..... $100.00 + $15.00 per hour ($35.00 per hour on weekends) ..... (of which $50.00 is kept by the City for deep cleaning)

1.1.20. Use of the City Hall Building for large events (accommodating 26 or more people) not involving food ..... $600.00 + $15.00 per hour ($35.00 per hour on weekends ..... (of which $200.00 is kept by the City for deep cleaning)

1.1.21. Use of the City Hall Building for large events (accommodating 26 or more people) involving food .... ($600.00 + $15.00 per hour on weekends) ..... (of which $200.00 is kept by the City for deep cleaning)

1.1.22. Candidate Filing Fee $50.00

1.1.23. Easement Review Fee $750.00

1.1.24. Franchise Agreement Application $750.00

1.1.25. Ladder Sign Fees:

1.1.25.1. Full Ladder Sign ..... $2,400 per year

1.1.25.2. Top Double Slat Ladder Sign ..... $1,020 per year

1.1.25.3. Bottom Double Slat Ladder Sign ..... $900 per year

1.1.25.4. Single Slat Ladder Sign ..... $540 per year

1.2. Library:

1.2.1. Photocopies:

1.2.1.1. Black & White (Copier or Computer) ..... $0.10 per page

1.2.1.2. Color (Copier or Computer) ..... $0.25 per page

1.2.1.3. Scan/Email for each increment of 10 pages $1.00

1.2.2. Faxes:

1.2.2.1. Faxes for each increment of 10 pages $1.00

1.2.3. Fees:

1.2.3.1. Lost/Stolen Library Card Replacement $3.00

1.2.3.2. Inter-Library Loan Fee ..... $3.00 per item

1.2.3.3. Non-Resident Fee ..... $80.00 per family/per year or $40.00 for 6 mos.

1.2.3.4. Processing Fee for Lost/Damaged Items ..... $5.00 per item + cost (determined by director)

1.2.3.5. Returned Check Fee $25.00

1.2.3.6. Sent to Collections $20.00

1.2.3.7. Missing Barcode ..... $1.50 per occurrence

1.2.3.8. Missing RFID Tag (Radio Frequency Identification) $2.50

1.2.4. Media Collection Fees:

1.2.4.1. Missing Audio Book CD ..... $7.00 per missing item/if cannot replace one disk, Patron will be charged full replacement cost.

1.2.5. Proctoring Fee:

1.2.5.1. Non-Residents of Eagle Mountain $10.00

1.2.6. Electronic Devices:

1.2.6.1. LaunchPads:

1.2.6.1.1.	Replacement Cost	$130.00
1.2.6.1.2.	Missing Orange Bumper	$12.00
1.2.6.1.3.	Damaged/Missing Box	$10.00
1.2.6.1.4.	Damaged/Missing USB	$8.00
1.2.6.1.5.	Damaged/Missing AC adaptor	$12.00
1.2.6.1.6.	Cracked Screen or Broken/Unusable LauchPad	full replacement cost

1.2.6.2. Kindle Fires:

1.2.6.2.1.	Replacement Cost	$70.00
1.2.6.2.2.	Missing Leather Case	$15.00
1.2.6.2.3.	Damaged/Missing Sleeve Bag	$7.00
1.2.6.2.4.	Damaged/Missing USB	$8.00
1.2.6.2.5.	Damaged/Missing Power Cord	$12.00
1.2.6.2.6.	Cracked Screen or Broken/Unusable Kindle	full replacement cost

1.2.6.3. Either electronic device returned in book drop instead of in person- $10.00 + any damages that may occur from other items being dropped onto LaunchPad or Kindle

1.3. Animal Control:

1.3.1. Dog License Fee ..... $1.00 Administration Fee
..... +fees per Utah County Animal Control Shelter Fee Schedule

1.3.2. Redemption Fees..... per Utah County Animal Control Shelter Fee Schedule
..... And associated pickup and impound costs

1.4. Building:

1.4.1. Permit Fee Table

Total Valuation	Fee
$1.00 to $500.00	$23.50
$501.00 to $2,000.00	$23.50 for the first $500.00 plus $3.05 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$69.25 for the first $2,000.00 plus $14.00 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$391.75 for the first $25,000.00 plus $10.10 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$643.75 for the first $50,000.00 plus $7.00 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$993.75 for the first $100,000.00 plus $5.60 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,233.75 for the first $500,000.00 plus $4.75 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$5,608.75 for the first $1,000,000.00 plus $3.65 for each additional $1,000.00, or fraction thereof
Other Inspections and Fees:	
1. Inspections outside of normal business hours (minimum charge – two hours).....	$50.00 per hour 1
2. Reinspection Fee……..……..…….	$50.00 per hour 1
3. Inspections for which no fee is specifically indicated…….…….	$50.00 per hour 1

4. Additional plan review required by changes, additions, revisions to plans, (minimum charge - ½ hour)…….……..$50.00 per hour	1
5. For use of outside consultants for plan checking and inspections, or both .....ACTUAL COST	2
1. Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.	
2. Actual costs include administrative and overhead costs.	

1.4.2. Commercial Plan Review Fees ..... 65% of the permit fee
1.4.3. Residential Plan Review Fees... ..... 40% of the permit fee
1.4.4. Plan Review Fee for Registered Plans ..... 25% of the permit fee
1.4.5. Refunds for permits issued will be limited to 80 percent of the permit costs, no later than 90 days after the date of fee payment. No refunds for plan review costs will be given if the plan review has been conducted.
1.4.6. One-percent surcharge per building permit (Utah Code):

1.4.6.1. 80% submitted to Utah State Government
1.4.6.2. 20% retained by City for administration of State Collection

1.4.7. Buildings of unusual design, excessive magnitude, or potentially hazardous exposures, may, when deemed necessary by the Building Official, warrant an independent review by a design professional chosen by the Building Official. The cost of this review may be assessed in addition to the building permit fee set forth in this subsection.
1.4.8. Temporary Occupancy Fee ..... $100.00 plus 120% of value of uncompleted items
1.4.9. Board of Appeals (Current Building Code) $100.00
1.4.10. Residential Buildings & Commercial Buildings– Fees charged for building permits are set forth as per permit fee table (above).
1.4.11. Plan Review Fees for re-checking of plans ..... $200.00 + $50.00 per hour after 1st hour
1.4.12. Fast Track Fee (Residential Only) $400.00
1.4.13. Re-inspection fee..... $50.00 per trade
1.4.14. Temporary Power Inspection $100.00
1.4.15. Sales Office and Construction Trailer..... $200 + State surcharge
(Fee may be increased for trailers over 400 square feet as deemed necessary by the Building Official.)

1.5. Business License Fees:

1.5.1. Commercial Business License $75.00
1.5.2. Home Based Business License..... $25.00
Administrative note: Initial transition year changing from June expiration to annual expiration will be prorated from July 1 to anniversary date.

1.5.2.1. Home Based Business License with Inspections..... $75.00

1.5.3. Business License Renewal Late Charge 45 days after expiration date .....25% Additional
1.5.4. Duplicate License (lost original, changing address, name of business, etc.)..... $10.00
1.5.5. Temporary Licenses: Canvasser, Solicitors, and Other Itinerant Merchants

1.5.5.1. Application Fee $75.00
1.5.5.2. License Fee ..... $10.00 for 10 consecutive calendar days
1.5.5.3. Home Sales License Fee ..... $2.00 for 10 consecutive calendar days
1.5.5.4. License for Public Assemblies of 30 or more people..... $100.00 per day

1.5.6. Background Checks (when applicable).....$7.00 (as charged to City)

1.5.7. Bond for Contracting Bonding License $5,000.00
1.5.8. Liquor License $300.00
1.5.9. Film Permit..... $75.00
(Non-profit organizations and student productions are exempt)

1.6. Ordinance Enforcement:

1.6.1. Abatement of injurious and noxious real property and unsightly or deleterious objects or structures..... ..... Actual cost of abatement plus 20% of actual cost

1.6.2. Sign Enforcement:

1.6.2.1. First sign violation, a written warning. Second violation $10. Third violation $25, per sign, per day (until in compliance). Forth and subsequent violations $50 per sign, per day (until in compliance).
1.6.2.2. Sign Impound Release Fee ..... $150.00 per sign (Except as abated by the City Council)

1.6.3. Parking Fines:

1.6.3.1. First violation a written notice, Second violation $25, Third violation $50. Vehicles and trailers will be towed at the owner's expense.
1.6.3.2. Blocking streets and/or sidewalks illegally. First violation a written notice, second violation $25, third violation $50.

1.6.4. Solid Waste Management Violations:

1.6.4.1. Illegal Dumping/Solid Waste. First violation a written notice, second violation $200, third violation $400, fourth and subsequent violations $600.

1.6.4.2. Accumulation of construction dirt, debris, mud, etc., on City streets. First violation a written notice, second violation $50, third violation $100 and stop work progress until fines are paid.

1.7. Community Development:

1.7.1. Master Development:

1.7.1.1. Land Use Concept Plan* $250.00
1.7.1.2. Master Development Plan Application or Amendment $6,000.00
1.7.1.3. Capital Facility Plan Amendment Application Fee per Development $9,750.00
1.7.1.4. Concept Capital Facility Plan Amendment $1,000.00

1.7.2. Rezoning Request $1,350.00
1.7.3. Conditional Use:

1.7.3.1. Conditional Use (new) $500.00
1.7.3.2. Conditional Use (amendment) $200.00
1.7.3.3. Accessory Apartments $230.00
1.7.3.4. Application Fee – Alternative Animal Management Plan..... $25.00
1.7.3.5. Application Fee – Hobby Breeder License $75.00

1.7.4. Subdivisions:

1.7.4.1. Subdivision Concept Plan* ..... $300.00 + $5.00 for each ERU over 40
1.7.4.2. Revised Approved Plat and Recorded Plat Amendment Fee (per amended lot) ....$1,500.00 + $25.00 per lot
1.7.4.3. Preliminary Plat Processing Fee..... $400.00 + $60.00/Lot
1.7.4.4. Condominium Fees:

1.7.4.4.1.	Conceptual Review*	$650.00 + $10.00 per ERU
1.7.4.4.2.	Preliminary Plat Review	$1,500.00 + $26.00 per ERU
1.7.4.4.3.	Site Plan and Final Plat Review	$1,900.00 + $50.00 ERU

1.7.4.5. Final Plat & Development Agreement Processing Fee ..... $400.00 + $95.00/Lot
1.7.4.6. Inspection Fees: (Based on Engineers' Estimate of the Project Cost).....3.2% .....of the first $750,000.00 estimate, 1% of the estimate amount exceeding $750,000.00

1.7.4.7. Contractors, Subdivisions & Building Bonds:

1.7.4.7.1.	Performance and Guaranty	110% of Value plus 2 year warranty
1.7.4.7.2.	Contractor Infrastructure Protection Deposit.....	$1,000 Cash deposit for one home or $5,000.00 cash deposit for more than one concurrent home or project.
1.7.4.7.3.	Owner Builder Protection Deposit.....	$1,000.00 Cash deposit

1.7.4.8. Lot Split Application Fee $1,600.00
1.7.4.9. Lot Line Adjustment Fee..... $575.00
1.7.4.10. Revised Approved Construction Plans $600.00
1.7.4.11. Recordation Fee $800.00
1.7.4.12. Minor Plat Recording Fee..... Staff Time + Utah County Recording Fee

1.7.5. Site Plan Review Fees:

1.7.5.1. Residential Master Site Plan Review Fee..... $2,000 (5-10 Acres), $4,000 (10 Acres +)
1.7.5.2. Residential Site Plan Review Fee..... $60.00/DU
1.7.5.3. Non-Residential Master Site Plan Review Fee ..... $2,000 (5-10 Acres), $4,000 (10 Acres +)
1.7.5.4. Non-Residential Site Plan Review Fee..... .....$2,000 (0-5 Acres), $4,000 (5.1-10 Acres), $6,000 (10.1-50 Acres), $8,000 (50+ Acres)
1.7.5.5. Temporary Non-Residential Site Plan Review Fee..... $1,580.00

1.7.6. Annexation:

1.7.6.1. Application Fee ..... $1,500.00 + $5.00 per acre
1.7.6.2. Capital Facility Plan Amendment Application Fee per Development $9,750.00

1.7.7. Signs:

1.7.7.1. Permit Fee per Sign Face ..... $50.00 (except as abated by the City Council)
1.7.7.2. Sign Lease Fee ..... As determined by the City Council
1.7.7.3. Sign Lease Application Fee..... $50.00

1.7.8. Streets:

1.7.8.1. Street dedication or vacation $300.00

1.7.8.2. Street name change application $100.00
1.7.8.3. New street sign for name change approval

1.7.9. Board of Adjustment: variance, non-conforming use, conditional use appeal, appeal of Zoning Administrator $100.00

1.7.10. Disposal of City Property: An amount to be set by action of the City Council on a case by case basis depending on the cost to the City and a fair and equitable charge to the applicant.

1.7.11. Application for Amendment to the General Plan and Development Code including text and map amendments in the nature of property rezoning shall be subject to an application fee of $400.00 (No fee is associated with suggestions from the public in the nature of improvements in the law, to amend the development code or general plan)

1.7.12. Land Disposal Application Fee $150.00

1.7.13. Utah County Surveyor Review Fee $125.00
(To be charged to initiating parties of annexations, disconnects, service district boundary creations or adjustments, consolidation of multiple local entities, or boundary adjustments between local entities.)

*Concept fees shall be credited towards additional application fees. Specifically, the processing fee required by the next application process shall be reduced by the amount paid for the concept plan review.

1.8. Utility Rates and Fees:

1.8.1. Concrete Inspection Permits:

1.8.1.1. Curb and gutter ..... $1.00 per linear foot
1.8.1.2. Sidewalk ..... $0.75 per linear foot

1.8.2. Excavation Permits, Asphalt/Concrete Cuts/Unimproved Surface:

1.8.2.1. Minimum fee for cuts in paved surfaces more than 3 years old $300.00
1.8.2.2. Minimum fee for cuts in paved surfaces 3 years old or less $2,000.00

1.8.3. Grading Permit:

1.8.3.1. 101 - 1,000 Yd^3 ..... $27.00 (1.5 hrs staff time)
1.8.3.2. 1,001 – 10,000 Yd^3 ..... $54.00 (3 hrs staff time)
1.8.3.3. 10,001 – 100,000 Yd^3 ..... $108.00 (6 hrs staff time)
1.8.3.4. Over 100,000 Yd^3 ..... $216.00 (12 hrs staff time)

1.8.4. Blasting Permit:

1.8.4.1. Permit fee not within1,320 ft. of an existing structure $1,000.00
1.8.4.2. Permit fee within 1,320 ft. of an existing structure (requires City Council approval) .. $5,000.00
1.8.4.3. Onsite fee ..... $250.00 per blast

1.8.5. Utility Deposits:

1.8.5.1. Deposit $40.00

1.8.6. Water Rates Services Fees:

1.8.6.1. Monthly Base Rate per ERU $20.00

1.8.6.2. Residential Tiered Water Rates:

Small Lots Usage	Large Lots Usage (1,000 gallons)	Rate (Per 1,000 Gallons
Up to 65 kgal	Up to 120 kgal	$0.80
65 – 115 kgal	120 – 170 kgal	$0.85
115 – 165 kgal	170 – 230 kgal	$0.90
Over 165 kgal	Over 230 kgal	$0.95

1.8.6.3. Commercial & Industrial Tiered Water Rates:

		Commercial	Institutional
	Base Rate	$20.00	$20.00
Tier 1	Low	0	0
	High	170	500
	Cost	$0.80	$0.80
Tier 2	Low	170	500
	High	220	750
	Cost	$0.85	$0.85
Tier 3	Low	220	750
	High	-	-
	Cost	$0.90	$0.90

1.8.6.4. Construction Water Fee..... $100.00
1.8.6.5. Construction Water Hydrant Rental Deposit..... $1,500.00
1.8.6.6. Construction Water Hydrant Rental Fee ..... $10.00 per day for first 30 days; $100.00 per calendar month thereafter; together with Water Usage Rate of $0.80 per kgal
1.8.6.7. Open Space Usage Rate ..... $0.80 per kgal
1.8.6.8. Meter Connection Fees: (In addition to Impact Fees where applicable)

1.8.6.8.1. Single Family Residential (meter size 5/8" or ¾")..... $450.00
1.8.6.8.2. Commercial, Industrial or Multi Family Residential

Water Meter Size	Connection Fee
¾"	$450.00
1"	$640.00
1 ½"	$1,260.00
2"	$1,920.00
3"	$3,600.00
4"	$5,120.00

1.8.6.8.3. Impact Fee ..... Addition when applicable

1.8.6.9. Contractors shall provide a PVC construction water jumper approved by the City. A fee will be charged for construction water usage prior to a water meter installation by the city. In addition to the regular fee any damage to the water system by the contractor, will be repaired by the contractor responsible at his expense plus any additional city fees.
1.8.6.10. Damage to hydrant or hydrant meter by contractor will be deducted from the Water Hydrant Deposit.
1.8.6.11. Customer Requested/Reconnect/Disconnect Fee..... $25.00

1.8.7. CWP Water Rate ..... ~~$11,140.00~~ $11,420.00 per acre foot

1.8.8. Banked Water Transfer Fee $250.00

1.8.9. Sewer Rate and Fees:

1.8.9.1. North Service Area Sewer Fee:

1.8.9.1.1. Single Family Residential Usage Rate per ERU ..... $15.25 per month
1.8.9.1.2. Treatment Fee (TSSD) per ERU ..... $25.89 per month

1.8.9.2. South Service Area Sewer Fee:

1.8.9.2.1. Single Family Residential Usage Rate per ERU ..... $15.25 per month
1.8.9.2.2. SSA Treatment / Capital Bond Payment per ERU ..... $27.75 per month

1.8.9.3. West Service Area Sewer Fee:

1.8.9.3.1. Single Family Residential Usage Rate per ERU ..... $15.25 per month
1.8.9.3.2. WSA Treatment /Capital Bond Pmt./Loan Pmt. per ERU .... $29.80 per month

1.8.9.4. WSA Wastewater Grant Reimbursement Fee for New Connections: $5,325.60 per ERU (reduced $266.28 per year for each calendar year after Division of Water Quality Project #202 Loan / Grant closing).

1.8.9.5. Reuse Water ..... $0.70 per kgal

1.8.9.5.1. Schools, Businesses and Churches .....
.....80% of water used for culinary purposes

1.8.9.6. Single Family Residential Connection Fee ..... $100.00 per ERU (Impact Fee Additional Where Applicable)

1.8.9.7. Commercial, Industrial or Multi Family Connection Fee .....
.....Estimated Cost of Connection plus 15% Administration Fee

1.8.9.8. North Service Area Facilities – Extraterritorial Service Connection Fee for each single-family residential connection $150.00

1.8.9.9. North Service Area Facilities – Extraterritorial Services Line Capacity Fee for SID 98-1 for each single-family residential unit $470.00

1.8.9.10. North Services Area Facilities – Timpanogos Special Service District Connection Fee for each single family residential unit $2485.00
Fee Breakdown: $2475.00 for TSSD - $10.00 EMC Administrative Fee

1.8.9.11. North Service Area Facilities – Extraterritorial Sewer Service Usage Fee ..... $42.84 month

1.8.10. Storm Water Fee ..... $5.00 per ERU

1.9. Park:

Park Use Deposit Fee ..... **Up to $1,000***

***Set at time of application which may be up to $1,000.00, depending on the use and rental time.**

1.9.1. Park Reservation:

Park (Description)	Resident	Non-Resident
Autumn Ridge Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Bike Park Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Cory B. Wride Memorial Park Large Pavilion Only (8 Tables)	$25 – ½ day 8am-2pm/3pm-9pm $50 - Full day 8am-9pm	$50 – ½ day 8am-2pm/3pm-9pm $100 - Full day 8am-9pm
Eagle Park Commons Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Eagle Point C Pavilion Only	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm
Eagle's Gate Park Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Lakeview Estates Park Pavilion Only	$15 – ½ day 8am-2pm/3pm-9pm $30- Full day 8am-9pm	$25 – ½ day 8am-2pm/3pm-9pm $50 - Full day 8am-9pm
Meadow Ranch (Autumn) Pavilion Only	15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Meadow Ranch Park B Pavilion Only	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm
Nolen Park East Pavilion Only	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm
North Ranch Pavilion Only	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm
Overland Trails Park Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Pioneer Park Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Pony Express Park Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Sage Valley Park Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Silver Lake Amphitheater	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm
Silver Lake Amphitheater Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Skyline Ridge Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Smith Ranch Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Spring Run Park Pavilion Only	$25 – ½ day 8am-2pm/3pm-9pm $50 - Full day 8am-9pm	$50 – ½ day 8am-2pm/3pm-9pm $75 - Full day 8am-9pm
Sunset Ridge Park Pavilion Only	$15 – ½ day 8am-2pm/3pm-9pm $30 - Full day 8am-9pm	$25 – ½ day 8am-2pm/3pm-9pm $50 - Full day 8am-9pm
Sweetwater Park Pavilion Only	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm
Three's Crossing Park Pavilion Only	$15 - ½ day 8am-2pm/3pm-9pm $30 - full day 8am-9pm	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm
Valley View Park Pavilion Only	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm
Walden Park Pavilion Only	$25 - ½ day 8am-2pm/3pm-9pm $50 - full day 8am-9pm	$50 - ½ day 8am-2pm/3pm-9pm $75 - full day 8am-9pm

1.9.2. Park Field Rental Schedule:

Description	Cost
Baseball Fields:	
Hourly Rate Per Field	$25
Additional Field Prep Monday-Friday	$40
Additional Field Prep Saturday or Holidays	$60
Lighting - Hourly Rate Per Field	$15
CWMP – Entire Complex Half Day – up to 7 Hours	$250
CWMP – Entire Complex Full Day – more than 7 Hours	$500
Turf Field Rental:	
Hourly Rate Per Field	$15
Lighting - Hourly Rate Per Field	$15

1.9.3. Arena Fee Schedule:

1.9.3.1. Daily Rental, w/arena preparation 5 hrs. and above $350.00
1.9.3.2. Hourly Rental, arena as is less than 5 hrs. .....$30.00/hr.
1.9.3.3. Full arena preparation water/worked $75.00
1.9.3.4. Groomed Preparation Single Pass .....$25.00 per work
1.9.3.5. Annual Single Riding Pass $50.00
1.9.3.6. Annual Family (living at home dependents) Riding Pass..... $100.00
1.9.3.7. Stall Rental 1-23 Daily .....$15.00 first day/$5 after
1.9.3.8. Day usage per-horse .....$5/day per horse

Arena users must execute an application for arena use for each rental or have an arena use application on file at City Offices and verify availability of the arena for rental. Arena and stall rentals, hourly and daily will include a minimum deposit set at the time of application which may be up to $1,000.00 depending on the use and rental time. All stall rentals and animal storage areas do not include feed or water (water is available on site) it's the renters responsibility for caretaking of the rented space and animals within. All rentals are interruptible at any time by the City to sponsor an event.

1.9.4. Sheriff's Office:

1.9.4.1. Personnel Fee – Deputy (four hour minimum).....$67.50 per deputy per hour
1.9.4.2. Vehicle Fee..... $0.50 per mile per vehicle

1.9.5. Public Works Department:

1.9.5.1. Personnel Fee..... Direct Cost + 100% (Overtime & Benefits)

1.9.6. Cemetery Fees:

1.9.6.1. Purchase of Burial Plot Fee:
1.9.6.1.1. Eagle Mountain City Resident..... $550.00
1.9.6.1.2. Non-Resident..... $1000.00
1.9.6.1.3. Eagle Mountain City Resident Infant - Angel Garden..... $275.00
1.9.6.1.4. Non-Resident Infant - Angel Garden..... $500.00
1.9.6.2. Interment (opening/closing of the burial plot):
1.9.6.2.1. Adult..... $300.00
1.9.6.2.2. Infant..... $200.00
1.9.6.2.3. Cremation Interment..... $200.00
1.9.6.3. Disinterment $1500.00

1.9.6.4. Weekend/Holiday (additional fee that municipal cemeteries charge to cover labor for overtime/holiday pay) $300.00

1.9.6.5. Inspection fee (City staff will inspect the vault to ensure that the headstone is set correctly and according to regulations.) $35.00

1.9.6.6. Transfer of Ownership Fee ..... $50.00 per space

* Non-resident Eagle Mountain City employees are eligible for residential rates

1.10. Special Events:

1.10.1. Mobile Stage Rental Fees:

1.10.1.1. Stage Rental Deposit $500.00

1.10.1.2. First Day, Partial Stage $1000.00

1.10.1.3. First Day, Full Stage $1500.00

1.10.1.4. Additional Day, Partial Stage (with move) $1000.00

1.10.1.5. Additional Day, Full Stage (with move) $1500.00

1.10.1.6. Additional Day (without move) $750.00

1.10.1.7. Hourly Transportation Fee (outside of Eagle Mountain) ..... $200.00 per hour

1.10.1.8. Stage Cleaning Fee (retained from deposit if necessary) $200.00

2. General Utility Fees:

PAYMENT OF CHARGES, REIMBURSEMENT FOR PROFESSIONAL FEES, AND COLLECTION OF PAST DUE ACCOUNTS. This section amends, enacts new provisions and restates and consolidates prior resolutions of the City Council of the City of Eagle Mountain and clarifies the requirement for collection of facilities, construction payments, past due accounts and other remedies to collect past due accounts from development applicants and others.

2.1. As additional fees for development review and approval, each development applicant shall be responsible to reimburse the City of Eagle Mountain for all excess fees and charges plus 10% administrative costs incurred by the City of Eagle Mountain in the review and processing of the development applicants application for Subdivision, site plan review, building permit, Master Site Plan (original or amended) or other development review. Existing application fees stated above payable by applicants include reasonable monetary charges for professional services required to the City to review and process the developers application, however, if the project or development review requires more professional or other third party services than anticipated and provided for in the original application fee, the developer shall be responsible to reimburse the City for the excess reasonable fees and charges incurred in the review, processing and compliance assurance required by the City to complete consideration of the developers application. Such fees and charges shall accrue to, and are payable by, the development entity which executes the development application, or enters into a development agreement with the City of Eagle Mountain as required under the City Development Code.

2.2. The City shall bill developers for excess reimbursable fees accruing under paragraph A above and all other charges on a regular basis within forty-five (45) days of the payment of such reimbursable fees and/or accrual of other charges to the developer by the City. The billing by the City shall be in reasonable detail to permit the developer applicant to determine the reason for the expenditure, the project for which the fees or charges were incurred, and the rate or other basis for the reimbursement or other charge. Billings for reimbursable fees are due upon receipt and if the balance due is not paid within thirty (30) days of mailing, the developer applicant account is delinquent and the developer applicant is in default on its reimbursement fee obligations to the City. Every billing statement from the City to a developer shall be deemed correct, accurate, undisputed and due in full unless the City Treasurer is notified in writing of a dispute bill in reasonable detail to ascertain the exact question or matter in dispute within thirty (30) days of the postmarked date on the mailed statement or the date of hand-delivery if the statement is not delivered through the U.S. Mail.

2.2.1. Developer applicants, or their representatives, may informally confer with City staff to obtain further information, ask questions, and receive clarification of charges included on the billings. An informal conference may result in changes to the invoice from the City to the developer applicant.

2.2.2. If the invoice is corrected or changed, the developer applicant shall pay the corrected invoice within fifteen (15) days after receipt of a corrected invoice.

2.2.3. If the developer applicant does not dispute the billing, request information and engage in an informal conference with staff concerning the billing, the invoice shall be due thirty (30) days from the date of the invoice. Billed invoices shall be due and payable to the City thirty (30) days from the date of the invoice in the case of undisputed invoices and fifteen (15) days after receipt of a corrected invoice in the case of an invoice corrected after an informal conference or corrected after a decision by the City council.

2.2.4. If the developer applicant disputes any charge on the invoice from the City to the developer applicant, the developer applicant shall pay the amount of the invoice and notify the City in writing of the dispute, indicating each disputed item and the reason each disputed item is disputed. The total sum of all disputed items shall constitute the contested amount of the payment by the developer applicant to the City.

2.3. The City Treasurer shall receive the disputed payment and the contested amount and shall notify the City Recorder of the contested payment. The City recorder shall notify the Mayor and provide the Mayor and Council with the statement of dispute received from the developer applicant.

2.3.1. The City Council shall consider the payment dispute in a regularly scheduled City meeting. Notice of the time, date and place of the meeting where the disputed statement will be considered by the City Council will be mailed to the developer applicant not less than five (5) days before the date of the meeting. The developer applicant may be present and present any statement or evidence supporting the developer applicant's position with respect to the dispute.

2.3.2. City Council shall cause the party to whom disbursement was made by the City to be present at the hearing on the disputed amount and after hearing all of the relevant evidence and statements of parties and staff, the City Council shall vote on each disputed item and determine whether or not to direct a refund to the developer applicant for any disputed charge. A final decision by the City Council may be made in the absence of the developer applicant disputing the statement in dispute.

2.4. Developer applicants must remain in good standing with all amounts due and payable to the City paid as such amounts become due. Developers or Master Developers who are delinquent in payment of reimbursable fees and charges to the City except facilities construction fee payments under Section 2.4.1, 2.4.2 and 2.4.3, or other charges to the City, are deemed to be in default and all processing of all applications before the City staff, Planning Commission or City Council shall be tabled until the developer applicant's default is cured by the timely payment of all fees and charges or the execution of an agreement for the payment of all fees and charges acceptable to the City Treasure or Administrator. Except as provided below, City staff are specifically instructed to verify that each Master Developer or developer applicant is in good standing with respect to all fees and charges owed to the City before presenting developer applications to the Planning Commission agenda or the City Council agenda, and specifically before recordation of plats or final signing and approval of site plans, building permits, or other development approval applications.

2.4.1. Master Developers obligated to facilities construction fee payments to the City who are not current in the payment of all facilities fee construction payments and all major development applicants within the respective master development areas where the Master Developer is not current on all facilities fee construction payments, may qualify to continue to process major development subdivision applications as provided by the Development Code under special rules established in this Section 2.4.1 and in Section 2.4.2 and 2.4.3.

2.4.2. Whenever a Master Developer is not current in the payment of facilities fee construction obligations, major development subdivision applications may be processed by the Planning Commission and City Staff and City Engineer up to consideration of the final plat of the subdivision by the City Council. No final vote shall be taken on the final plat or on the approval of a development agreement if the Master Developer or subdivider is in default in the payment of facilities fee construction obligations to

the City. The Council shall not vote on the final plat or the subdivision development agreement for the period of time the Developer remains in default in the payment of the facilities fee obligations. The vote may be scheduled on the final plat and subdivision development agreement after the expiration of the period of time equal to the time between the date the facilities fee payment should have been paid to the City by the Master Developer and the date the payment was received by the City.

2.4.3. Master Developers may qualify for the alternative processing provisions described in Sections 2.4.1 and 2.4.2, but shall only be qualified for the alternative processing if the Master Developer is current at the date of each processing request in the completion of all outstanding projects required to be completed at the date of the processing request. Master Developer projects include, but are not limited to, the completion of all subdivision development improvements required to be constructed by the Master Developer, the completion of parks or other improvements, or the completion of other public improvements or dedication of open space consistent with the Master Developer's.

2.5. Utility customer's accounts are due and payable by the last day of each month. Customers who do not pay the full amount of the utility billing invoice on or before the last day of the month are in default and are subject to disconnection of utilities and collection of the delinquent amounts. This section describes the process for notification, termination of services, penalty/reconnection fees, and provision for deferred payments schedule contracts.

2.5.1. Delinquent utility accounts will be charged a fee of the greater of $15.00 (fifteen dollars) or 1% of the delinquent balance amount at the beginning of each month the accounts are delinquent.

2.5.2. A final notice will be sent to the billing address within ten (10) days after the first working day of the month notifying the customer that if full payment of the past due balance is not received by the date listed on the notice that their service(s) will be subject to termination at any time after the date listed. Customers will be invited to contact City staff during this period to make special arrangements under extenuating circumstances, which may be approved by the City under the provisions of Section 2.5.4 below.

2.5.3. Services terminated for non-payment shall not be reinstated (reconnected) until payment of the past due account balance along with a shut-off processing fee of $50 has been paid to the City. The shut-off processing fee shall be charged, unless the City has received payment at or before 5:30 p.m. on the day specified by the City, regardless of whether or not the service(s) were actually terminated. The City will reconnect services by the end of business on the following business day after receiving full payment or after special arrangements have been made subject to the provisions of Section 2.5.4 below. City employees who perform the actual shutoff are not allowed to receive payment for Utility Services.

2.5.4. A deferred payment schedule contract may be entered into with a delinquent customer, provided that the deferred payment schedule does not extend for a period of more than (1) year, provides for a specific amount in addition to payment of their current bill, to be paid each month together with interest as provided in Paragraph 2.6 below. Utility customers who do not comply with the terms of an executed deferred payment schedule contract, are subject to termination of service after the City provides the final notice provided in Section 2.5.2 above. Service terminated after default on a deferred payment contract shall not be reinstated until the past due balance has been paid in full. The City may, at its discretion, require an additional utility deposit be paid up to an amount equal to two (2) times the average monthly billing for the utility service.

2.5.5. Customers will be charged a $50.00 fee to turn utilities on for three business days. If the request is made for the utilities to be activated on Friday, then Saturday and Sunday would count as one business day and their 3-day period would then go from Friday through Monday.

2.6. All delinquent bills for utility service, invoices for reimbursable fees, or other charges owed to the City of every kind and nature except for returned checks shall be charged a fee of the greater of $15.00 (fifteen dollars) or 1% of the unpaid balance at the beginning of each month the bill, invoice, or charge is delinquent.

2.6.1. Each check or other instrument tendered to the City for payment of an obligation to the City and returned to the City as a dishonored instrument shall accrue the maximum penalty, services charges and other allowable fees for recovery of the amount due allowed by Utah law.

2.6.2. Unpaid City accounts may be sent to Collections after a reasonable attempt has been made to collect the unpaid amounts. Collections will be pursued to the full extent of the law. A fee will be charged equal to the amount billed to the city by the collection agency used up to 40% of the unpaid balance as allowed by Utah State code 12-1-11 3b.

OTHER FEES. This Consolidated Fee Schedule is not intended to repeal, abrogate, annul, or in any way impair or interfere with existing provisions of other resolutions, ordinances, or laws except to effect modification of the fees reflected above. The fees listed in the Consolidated Fee Schedule supersede present fees for services specified, but all fees not listed remain in effect. Where this Consolidated Fee Schedule imposes a higher fee than is imposed or required by existing provisions, resolution, ordinance, or law, the provisions of this Resolution shall control.

1.8.7. CWP Water Rate ..... ~~$11,140.00~~ $11,420.00 per acre foot

1.8.8. Banked Water Transfer Fee $250.00

1.8.9. Sewer Rate and Fees:

1.8.9.1. North Service Area Sewer Fee:

1.8.9.1.1. Single Family Residential Usage Rate per ERU ..... $15.25 per month
1.8.9.1.2. Treatment Fee (TSSD) per ERU ..... $25.89 per month

1.8.9.2. South Service Area Sewer Fee:

1.8.9.2.1. Single Family Residential Usage Rate per ERU ..... $15.25 per month
1.8.9.2.2. SSA Treatment / Capital Bond Payment per ERU ..... $27.75 per month

1.8.9.3. West Service Area Sewer Fee:

1.8.9.3.1. Single Family Residential Usage Rate per ERU ..... $15.25 per month
1.8.9.3.2. WSA Treatment /Capital Bond Pmt./Loan Pmt. per ERU .... $29.80 per month

1.8.9.4. WSA Wastewater Grant Reimbursement Fee for New Connections: $5,325.60 per ERU (reduced $266.28 per year for each calendar year after Division of Water Quality Project #202 Loan / Grant closing).

1.8.9.5. Reuse Water ..... $0.70 per kgal

1.8.9.5.1. Schools, Businesses and Churches .....
.....80% of water used for culinary purposes

1.8.9.6. Single Family Residential Connection Fee ..... $100.00 per ERU (Impact Fee Additional Where Applicable)

1.8.9.7. Commercial, Industrial or Multi Family Connection Fee .....
.....Estimated Cost of Connection plus 15% Administration Fee

1.8.9.8. North Service Area Facilities – Extraterritorial Service Connection Fee for each single-family residential connection $150.00

1.8.9.9. North Service Area Facilities – Extraterritorial Services Line Capacity Fee for SID 98-1 for each single-family residential unit $470.00

1.8.9.10. North Services Area Facilities – Timpanogos Special Service District Connection Fee for each single family residential unit $2485.00
Fee Breakdown: $2475.00 for TSSD - $10.00 EMC Administrative Fee

1.8.9.11. North Service Area Facilities – Extraterritorial Sewer Service Usage Fee ..... $42.84 month

1.8.10. Storm Water Fee ..... $5.00 per ERU

1.9. Park:

Park Use Deposit Fee ..... **Up to $1,000***

***Set at time of application which may be up to $1,000.00, depending on the use and rental time.**

EAGLE MOUNTAIN	**EAGLE MOUNTAIN CITY** **CITY COUNCIL MEETING** **JUNE 16, 2020**

TITLE:	Auto Zone Site Plan & Recorded Plat Amendment
ITEM TYPE:	Site Plan & Recorded Plat Amendment
FISCAL IMPACT:	N/A
APPLICANT:	Colby Anderson

GENERAL PLAN DESIGNATION	**CURRENT ZONE**	**ACREAGE**	**COMMUNITY**
Community Commercial	Commercial	2.39	The Ranches

PUBLIC HEARING:
No

PREPARED BY:
Steve Mumford, Planning

PRESENTED BY:
Mike Hadley, Planning Manager

RECOMMENDATION:
The recommended motion is provided for the benefit of the City Council and may be read or referenced when making a motion. The City Council has the option to approve, approve with conditions, table, or deny the application.

I move that the City Council approve the Auto Zone site plan and Recorded plat amendment with the following conditions:
1) The applicant shall work with the City Engineer to address any concerns regarding stabilization of the wash.
2) The applicant work with City staff to add some small roof line adjustments to the architectural details to the right side of the building adjacent to Jiffy Lube.

BACKGROUND:
This is an application for a Recorded Plat Amendment and proposed Site Plan for an Auto Zone supply store located on lot 7 in the Porter's Crossing Town Center along Pony Express Pkwy. The lot is 2.39 acres with a majority of the lot in the Tickville Wash. The lot is zoned commercial. As a part of this project the applicant is doing a recorded plat amendment to remove the Tickville Wash portion from Lot 7, creating a separate lot for the Tickville Wash.

This item was reviewed and recommended for approval by the Planning Commission on June 9, 2020. The Commission originally reviewed the project May 12, 2020 and tabled it so that a few things

could be addressed by the applicant, including concerns regarding the buildingâ€™s architectural design and site location, and to work with staff and experts to determine if a slope stability study is warranted for Tickville Wash. Since the meeting the applicant has submitted updated plans for the project.

The applicant has moved the building to the east side of the property, further away from the wash, and updated the elevations replacing the stucco and adding split faced CMU (color nuthatch). The applicant has been working with the City Engineer in regards to the wash and mitigation solutions.

ITEMS FOR CONSIDERATION:
BUILDING & COMMERCIAL DESIGN STANDARDS (EMMC 17.72)
EMMC 17.72.040â€“F2 states: All commercial buildings shall avoid large panelized products or featureless surfaces. Commercial buildings shall utilize an appropriate mixture of building materials on all sides, including brick, rock, fiber/cement siding, wood, glass, stucco, and colored architectural CMU (concrete masonry unit). Stucco may not be used on more than 50 percent of a building. Metal, plain CMU, or other materials deemed appropriate by the planning commission and city council may be used as accents only.
The applicant has upgraded the materials to further comply with city code. Ideally the right side elevation could still use an additional roofline adjustment, and architectural details, but a majority of that side will be blocked from visibility by the adjacent Jiffy Lube building.

EMMC 17.72.040-2G for building colors states: G. Building Color. Buildings should not be restricted to using desert landscape colors, such as beige, tan, grays, browns, etc. A wide palette of colors is recommended, excluding any neon, ultra-bright, or reflective colors. A buildingâ€™s color palette should be similar to that of significant neighboring structures. Franchise colors and elements may be incorporated, but shall not overpower the architectural form/theme of the building and/or development. Minor deviations from these elevations, still in compliance with the Design Standards, require approval by the Planning Director.

PARKING (EMMC 17.72.030 (B))
The parking has been placed to the side and rear of the store, in

compliance with the code. The project is providing 30 parking stalls with 2 ADA stalls. The City Code would require a minimum of 25 stalls and a maximum of 37 stalls for this specific site, there is also existing parking to the north that is provided by the Porter's Crossing Town Center development for use by pad site tenants.

LANDSCAPING (EMMC 17.60)
The applicants have designed the site according to City standards. The landscape plan exceeds the number of required trees and turf. The landscaping around the site will be maintained by the Porterâ€™s Crossing Town Center development group. Auto Zone will be responsible for the landscaping on the Auto Zone site. All plants and trees are drought tolerant. Headlight screening will be required with a combination of berming and vegetation. The developer will be responsible for the landscaping between the trail and property line.

LIGHTING (EMMC 17.56)
A lighting plan/photometric plan has been submitted and complies with the Cityâ€™s dark sky ordinance. Lights must be shielded downward and the light source may not be visible from surrounding properties.

SIGNS (EMMC 17.80.070-C-3)
The proposed signs will require a sign permit prior to any construction. The proposed signage complies with the city code.

TICKVILLE WASH
The building has been shifted away from the wash, with all parking and the building located outside of the Tickville Wash Drainage Easement. The City Engineer will work with the applicant to address any concerns regarding stabilization of the wash.

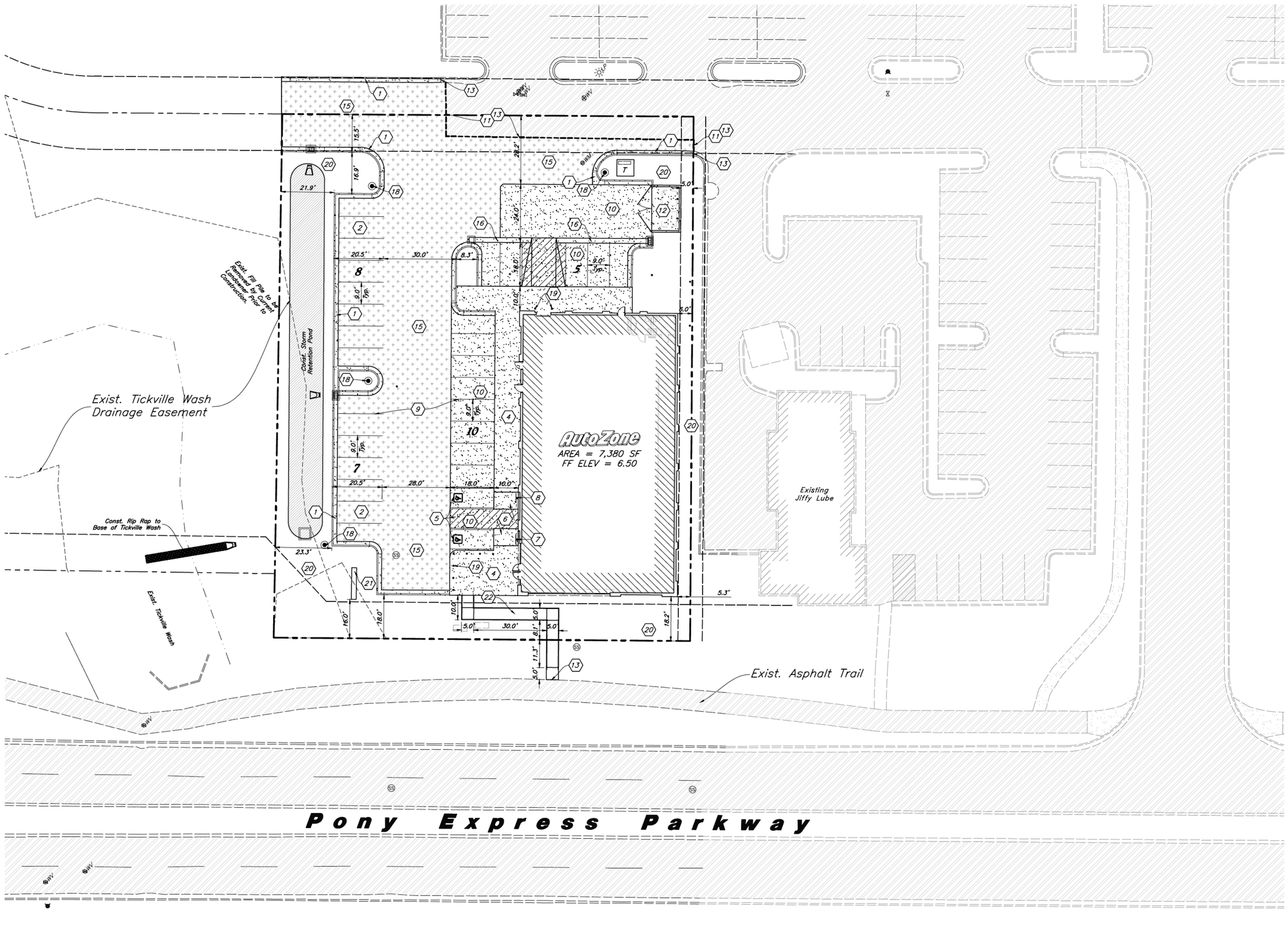
REQUIRED FINDINGS:
Site Plan approvals and Recorded Plat Amendment approvals are based upon compliance with City Code requirements. The approval criteria for site plans can be found in EMMC 17.100. The approval criteria for plat amendments can be found in EMMC 16.55.

PLANNING COMMISSION ACTION/RECOMMENDATION:
The Planning Commission recommended approval to the City Council for the Auto Zone site plan and plat amendment with the

following conditions:
1) The applicant shall work with the City Engineer to address any concerns regarding stabilization of the wash.
2) The applicant shall work with City staff to add some small roof line adjustments to the architectural details to the right side of the building adjacent to Jiffy Lube.

ATTACHMENTS:

Site Plan
Elevations
Amended Plat
Landscape Plan
Monument Sign
Auto Zone Revised Exterior Elevation
Auto Zone Revised Color Exterior Elevation
Auto Zone Revised Building Floor and Roof Plan



Site Data

Site Area = 36,614 s.f. (0.84 ac.)
Landscape Area Provided = 10,865 s.f. (30%)
Impervious Area Provided = 18,369 s.f. (50%)
Building Area = 7,380 s.f (20%)
Parking Required = 25 stalls (1/300)
Parking Provided = 30 stalls (4.2/1,000)

Scale: 1" = 20'

20' 0 20' 40'

Site Construction Notes

1. *Const. 24" Curb & Gutter* (1 C1.A) (2 C1.A)
2. *Const. Regular Duty Asphalt Paving* (4 C1.A)
3. *Const. Conc. Sidewalk* (15 C1.A) (12 C1.A)
4. *Const. Thickened Edge Sidewalk*
5. *Const. Accessible Striping per MUTCD & ICC/ANSI A117.1 (Latest Edition) (See Accessible Details and Notes)* (18 C1.A)
6. *Const. Accessible Ramp per ICC/ANSI A117.1 (Latest Edition) (See Accessible Details and Notes)* (14 C1.A)
7. *Const. Accessible Sign per MUTCD & ICC/ANSI A117.1 (Latest Edition) (See Accessible Details and Notes)* (17 C1.A)
8. *Const. Accessible VAN Sign per MUTCD & ICC/ANSI A117.1 (Latest Edition) (See Accessible Details and Notes)* (17 C1.A)
9. *Const. 4" White Paint Stripe (Typ.) Contractor shall provide 15 mils min. thickness*
10. *Const. Conc. Paving* (3 C1.A)
11. *Sawcut; Provide Smooth Clean Edge*
12. *Dumpster Enclosure (See Arch. Plans)*
13. *Conn. & Match Existing Improvements*
14. *Const. Landscape Edging (Coordinate w/ Landscape Plan)*
15. *Const. Heavy Duty Asphalt Paving* (4 C1.A)
16. *Const. 2' Concrete Waterway*
17. *Const. 4" White Paint Stripe @ 2' O.C. 45° Contractor shall provide 15 mils min. thickness*
18. *Const. Parking Lot Light (See Photometric Plan, and Structural for Base)*
19. *Const. Bollards (Typical All)* (10 C1.A)
20. *Const. Landscaping (See Landscape Plan)*
21. *Const. AutoZone Monument Sign (See Arch Sheets for More Information.)*
22. *Const. Concrete Accessible Ramp to ROW.* (3 C1.B)

General Site Notes:

1. *All dimensions are to back of curb unless otherwise noted.*
2. *Fire lane markings and signs to be installed as directed by the Fire Marshal.*
3. *Aisle markings, directional arrows and stop bars will be painted at each driveway as shown on the plans.*
4. *Const. curb transition at all points where curb abuts sidewalk, see detail.*
5. *Contractor shall place asphalt paving in the direction of vehicle travel where possible.*
6. *Limits of demolition/disturbed areas shown on the plans may not be an exact depiction. It is the contractor's responsibility to determine the means and methods of how the work will be completed. The contractor shall determine the area of construction impact. The contractor is responsible to restore all impacted areas and all restoration shall be part of the contract bid.*

Survey Control Note:

The contractor or surveyor shall be responsible for following the National Society of Professional Surveyors (NSPS) model standards for any surveying or construction layout to be completed using Anderson Wahlen and Associates ALTA Surveys or Anderson Wahlen and Associates construction improvement plans. Prior to proceeding with construction staking, the surveyor shall be responsible for verifying horizontal control from the survey monuments and for verifying any additional control points shown on an ALTA survey, improvement plan, or on electronic data provided by Anderson Wahlen and Associates. The surveyor shall also use the benchmarks as shown on the plan, and verify them against no less than three existing hard improvement elevations included on these plans or on electronic data provided by Anderson Wahlen and Associates. If any discrepancies are encountered, the surveyor shall immediately notify the engineer and resolve the discrepancies before proceeding with any construction staking.

PRIVATE ENGINEER'S NOTICE TO CONTRACTORS

The Contractor agrees that he shall assume sole and complete responsibility for job site conditions during the course of construction of this project, including safety of all persons and property: that this requirement shall apply continuously and not be limited to normal working hours; and that the contractor shall defend, indemnify, and hold the owner and the engineer harmless from any and all liability, real or alleged, in connection with the performance of work on this project, excepting for liability arising from the sole negligence of the owner or the engineer.

REV	DESCRIPTION	DATE

Designed by: CA
Drafted by: NM
Client Name:
AutoZone
20-064SP

ANDERSON WAHLEN & ASSOCIATES
2010 North Redwood Road, Salt Lake City, Utah 84116
(801) 521-8529 — AWAengineering.net

AutoZone Store Development

3987 East Pony Express Parkway
Eagle Mountain, Utah

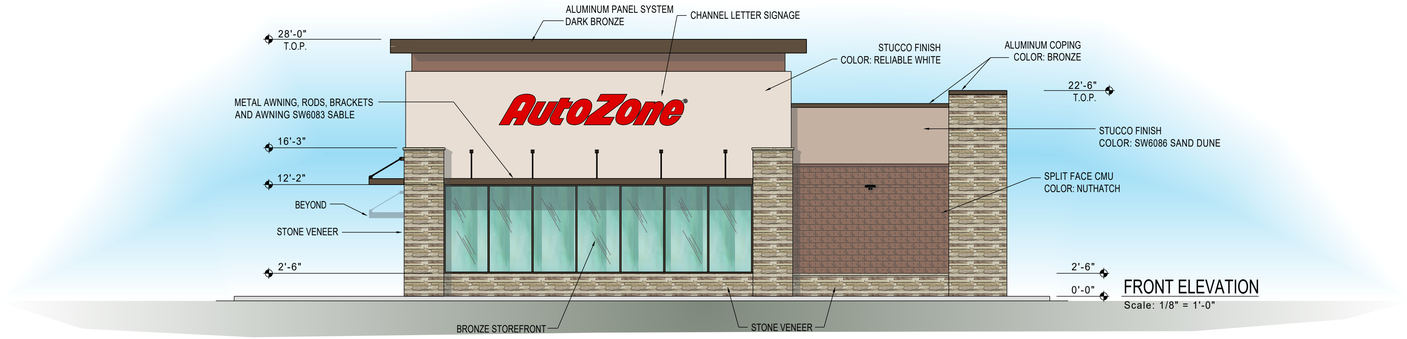
Site Plan

REGISTERED PROFESSIONAL ENGINEER
6/3/20
No. 8706815
COLBY CRAIG ANDERSON
STATE OF UTAH

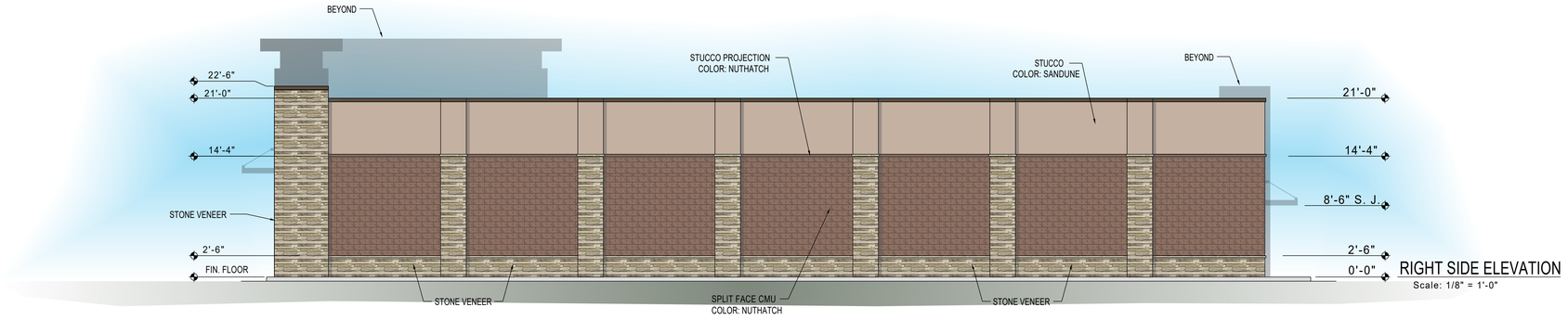
2 Jun, 2020

SHEET NO.
C1.1

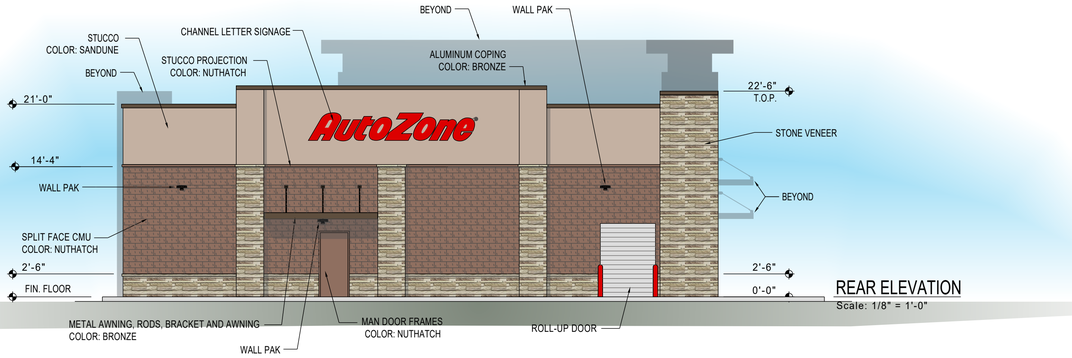
® COPYRIGHT 2007



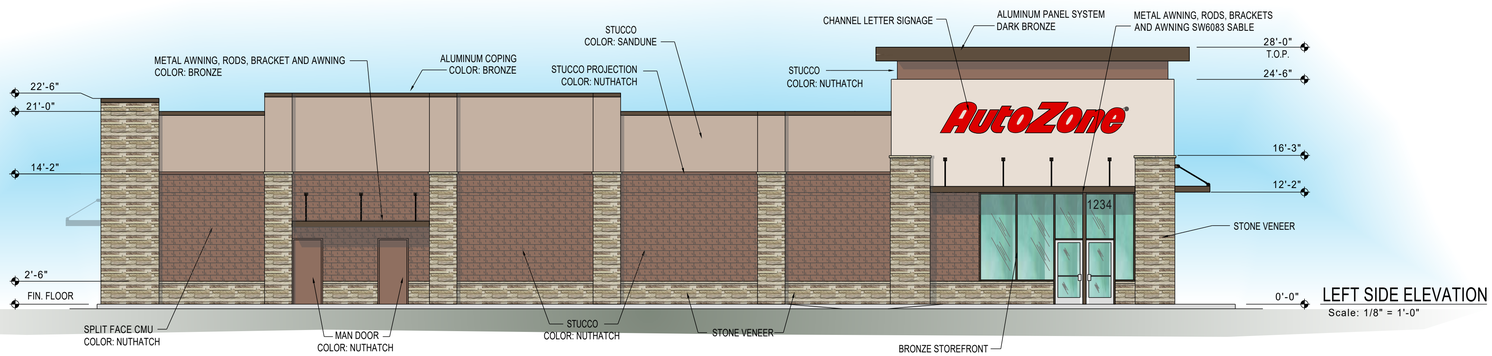
FRONT ELEVATION
Scale: 1/8" = 1'-0"



RIGHT SIDE ELEVATION
Scale: 1/8" = 1'-0"



REAR ELEVATION
Scale: 1/8" = 1'-0"



LEFT SIDE ELEVATION
Scale: 1/8" = 1'-0"

REVISIONS					
1	06-01-20	2	3	4	5	6

AutoZone Store No. 2300
3987 E. PONY EXPRESS PKWY.
EAGLE MOUNTAIN UT 84005

EXTERIOR COLOR ELEVATIONS

Architect: Lew Ellis
123 South Front Street
Memphis, Tennessee 38103
TEL: 901-495-8714 FAX: (901) 495-8969

For Bidding & Contractor Information Contact:
McGraw - Hill Construction Tel. 615-884-1017
www.construction.com

04-30-20

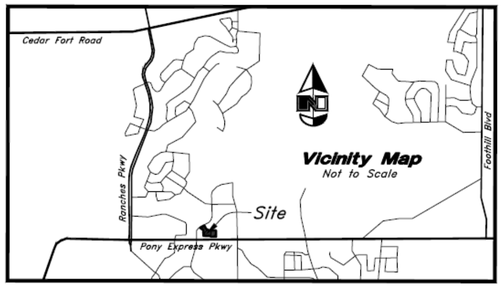
7N2-L

CE-1

Porters Crossing Town Center

Subdivision Amending Lot 7

A part of the Southeast Quarter of Section 20 and the Southwest Quarter of Section 21, Township 5 South, Range 1 West, Salt Lake Base and Meridian, U.S. Survey, Eagle Mountain City, Utah County, Utah
April 2020



Vicinity Map
Not to Scale

Narrative

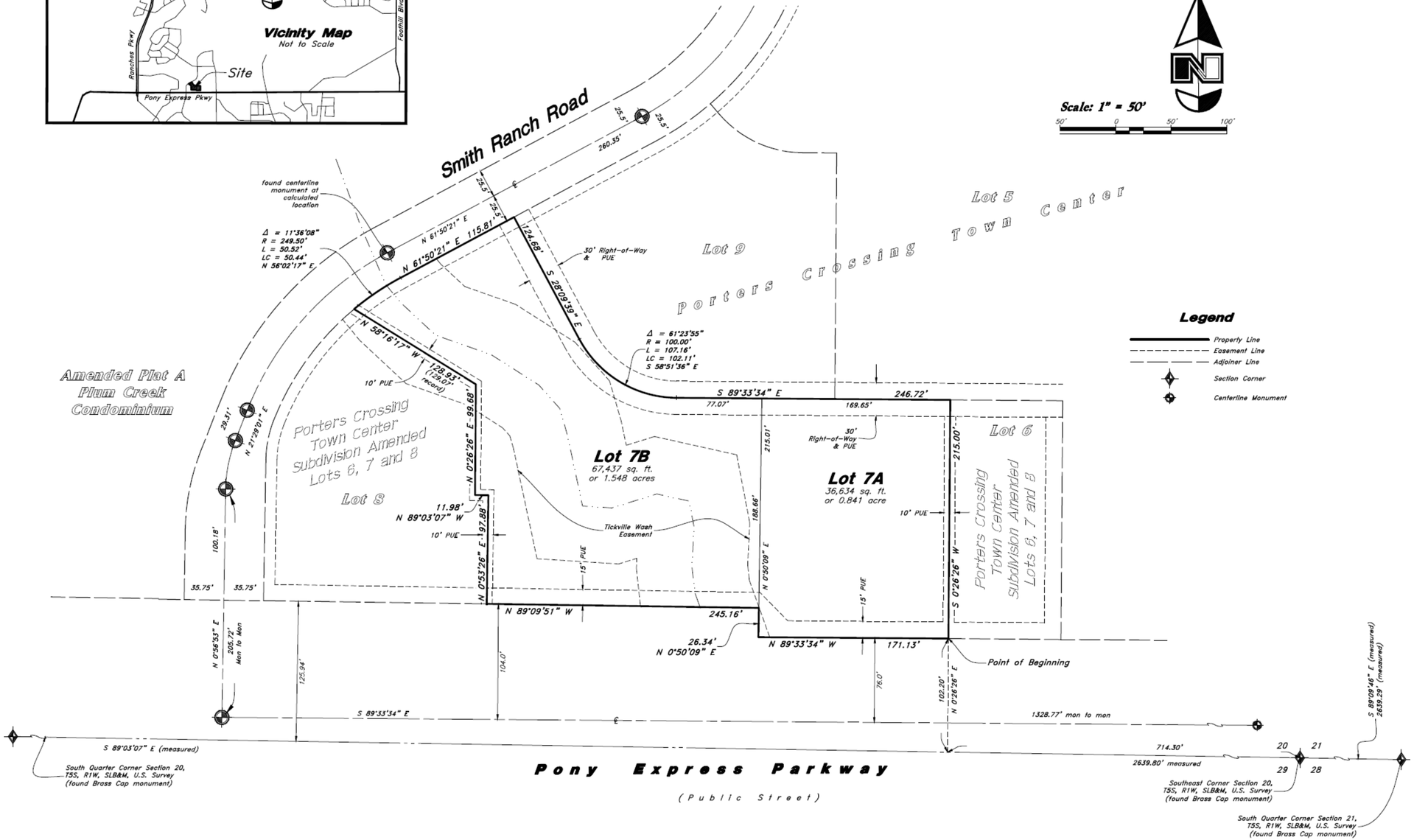
This Subdivision was requested by AutoZone to Amened Lot 7 creating 2 Lots prerequisite to the development of this property.

This Survey honors the underlying original 2013 Porter's Crossing Town Center Subdivision Plat.

A line between monuments found along the South Line of Sections 20 and 21 was assigned the Utah County bearings to honor and retrace the original subdivision plat of record.

The 2015 Amended plat was retraced and found to contain errors in the point of beginning and along Smith Ranch Road. The Amended Lot 7 and 8 were found with errors of closure greater than 0.22 feet. The error was corrected along the Westerly Lot Lines at the Smith Ranch Road Right-of-Way Lines. During retracement of the original plat field measurements verified the correct geometry into the existing centerline monuments along Smith Ranch Road.

Caution should be exercised in retracment of these plats as many stray survey markers were found around these Lot Lines- None of which occupied the correct record locations called by the platted geometry.



Scale: 1" = 50'
50' 0 50' 100'

Legend

- Property Line
- Easement Line
- Adjoiner Line
- Section Corner
- Centerline Monument

Surveyor's Certificate

I Bruce D. Pimper a Professional Land Surveyor in the State of Utah do hereby certify for, and on behalf of Anderson Wahlen & Associates; that this Amended Subdivision in the City of Eagle Mountain, Utah County, Utah has been correctly drawn to the designated scale and is true and correct representation of the herein described lands based on data compiled from records in the Utah County Recorder's Office and from a survey made on the ground.

Boundary Description

All of Lot 7 of the Porter's Crossing Town Center Subdivision Amended lying within the Southeast Quarter of Section 20, Township 5 South, Range 1 West, Salt Lake Base and Meridian, U.S. Survey in Eagle Mountain City, Utah County, Utah, being described metes and bounds as follows:

Beginning at a point on the North Line of Pony Express Parkway as widened to 76.00 foot half-width located 714.30 feet North 89°03'07" West along the Section Line; and 102.20 feet North 0°26'26" East from the Southeast Corner of said section 20; and running thence along said North Line the following three courses: North 89°33'34" West 171.13 feet; North 0°50'09" East 26.34 feet; and North 89°09'51" West 245.16 feet; thence North 0°53'26" East 97.88 feet; thence North 89°03'07" West 11.98 feet; thence North 0°26'26" East 99.68 feet; thence North 58°16'17" West 128.93 feet (129.07 feet plat) to the Southeasterly Line of Smith Ranch Road as dedicated to 25.50 foot half-width; thence Northeasterly along the arc of a 249.50 foot radius curve to the right a distance of 50.52 feet (50.36 feet plat) (Center bears South 39°45'46" East, Central Angle equals 11°36'08" and Long Chord bears North 56°02'17" East 50.44 feet) along said Southeasterly Line of road to a point of tangency located 25.50 feet perpendicularly distant Southeasterly from an existing centerline monument for said road; thence North 61°50'21" East 115.81 feet along said Southeasterly line of the road as dedicated to the most Westerly Corner of Lot 9 of Porter's Crossing Town Center as originally platted; thence along the Southerly Line of said Lot 9 the following three courses: South 28°09'39" East 124.68 feet to a point of curvature; Southeasterly along the arc of a 100.00 foot radius curve to the left a distance of 107.16 feet (Central Angle equals 61°23'55" and Long Chord bears South 58°51'36" East 102.11 feet) to a point of tangency; and South 89°33'34" East 246.72 feet; thence South 0°26'26" West 215.00 feet to the point of beginning.

Contains 104,071 sq ft
or 2.389 acres
2 Lots

PRELIMINARY

Date: _____

Bruce D. Pimper
Utah PLS No. 362256

Owner's Dedication

We, the undersigned owners of all the real property depicted on this plat described in the surveyors certificate on this plat, have caused the land described on this plat to be divided into 2 lots, streets, parks, open spaces, easements and other public uses as designated on the plat and now do hereby dedicate under the provisions of 10-9a-607, Utah Code, without condition, restriction or reservation to Eagle Mountain City, Utah, all streets, water, sewer and other utility easements and improvements, open spaces shown as public open spaces, parks and all other places of public use and enjoyment to Eagle Mountain City, Utah together with all improvements required by the Development Agreement between the undersigned and Eagle Mountain City for the benefit of the City and the Inhabitants thereof.

In witness whereof we have hereunto set our hands this _____, day of _____, A.D. 20____.

AutoZone

_____
by:
Its:

Acknowledgment

State of
County of } ss

On the _____ day of _____, 20____, personally appeared before me, the undersigned Notary Public, _____, who being by me duly sworn did say that he/she is the _____ of _____ and that the foregoing instrument was signed in behalf of said corporation by authority of its Board of Directors, and he/she acknowledged to me that said corporation executed the same.

Residing at: _____
Commission Expires: _____

_____ _____
Print Name A Notary Public

Acceptance by Legislative Body

The City Council of Eagle Mountain City, County of Utah, Approves this Subdivision and hereby accepts the dedication of all streets, easements, and other parcels of land intended for public purposes for the perpetual use of the public this____ day of _____, 20____.

_____ _____
Approved by Mayor Approved by City Attorney

_____ _____
Approved by City Engineer (See Seal Below) Attest by City Recorder (See Seal Below)

Porters Crossing Town Center
Subdivision Amending Lot 7
A part of the Southeast Quarter of Section 20 and the Southwest Quarter of Section 21, Township 5 South, Range 1 West, Salt Lake Base and Meridian, U.S. Survey, Eagle Mountain City, Utah County, Utah

ANDERSON WAHLEN & ASSOCIATES
2010 North Redwood Road, Salt Lake City, Utah 84116
801 521-8529 — AWAengineering.net

Planning Commission Approval

Approved this_____ day of _____ A.D. 20____ by the Planning Commission.

_____
Secretary, Planning Commission

_____
Chairman, Planning Commission

Eagle Mountain City Engineer Approval

Approved this_____ day of _____ A.D. 20____ by the City Engineer.

_____
City Engineer

Eagle Mountain City Attorney

Approval as to form this_____ day of_____ A.D. 20 by the Eagle Mountain City Attorney.

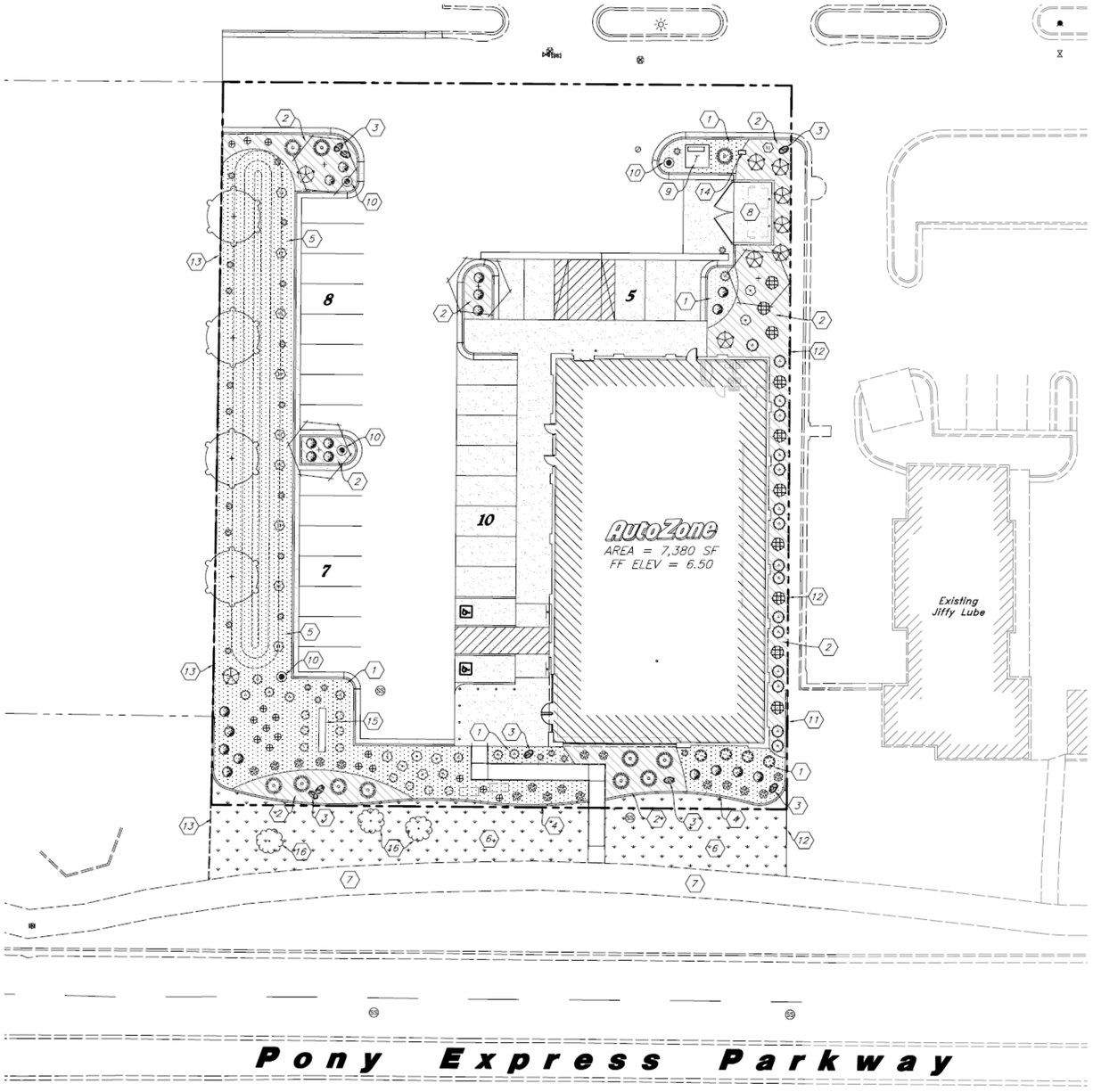
_____
Eagle Mountain City Attorney

SURVEYORS SEAL — PRELIMINARY

NOTARY PUBLIC SEAL

CITY ENGINEER SEAL

CLERK-RECORDER SEAL



PLANT SCHEDULE

EVERGREEN TREES	QTY	BOTANICAL / COMMON NAME	SIZE	REMARKS
	16	Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper	6–8' Ht.	20' Ht. / 3' Spr.
ORNAMENTAL TREES	**QTY**	**BOTANICAL / COMMON NAME**	**SIZE**	**REMARKS**
	4	Koelreuteria paniculata / Golden Rain Tree	2" Cal. / 6–8' Ht.	20' Ht. / 25' Spr.
	4	Pyrus calleryana 'Chanticleer' / Chanticleer Pear	2" Cal. / 6–8' Ht.	25' Ht. / 18' Spr.
ORNAMENTAL GRASSES	**QTY**	**BOTANICAL / COMMON NAME**	**SIZE**	**REMARKS**
	26	Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass	1 gal	60" Ht. / 30" Spr.
	16	Helictotrichon sempervirens 'Sapphire' / Blue Oat Grass	5 gal	30" Ht. / 30" Spr.
PERENNIALS	**QTY**	**BOTANICAL / COMMON NAME**	**SIZE**	**REMARKS**
	4	Perovskia atriplicifolia / Russian Sage	5 gal	36" Ht. / 48" Spr.
DECIDUOUS SHRUB	**QTY**	**BOTANICAL / COMMON NAME**	**SIZE**	**REMARKS**
	10	Berberis thunbergii 'Admiration' / Admiration Barberry	5 gal	24" Ht. / 24" Spr.
	10	Cornus sericea 'Ivory Halo' / Variegated Redtwig Dogwood	5 gal	48" Ht. / 48" Spr.
	7	Forsythia x 'Gold Tides' / Golden Tide Forsythia	5 gal	24" Ht. /3" Spr.
	9	Physocarpus opulifolius 'Diablo' / Diablo Ninebark	5 gal	60" Ht. / 60" Spr.
	17	Rosa x 'Meigalpio' / Red Drift Rose	5 gal	18" Ht. / 26" Spr.
	10	Spiraea x bumalda 'Froebellii' / Frobel Spirea	5 gal	30" Ht. / 30" Spr.
	20	Spiraea x bumalda 'Goldflame' / Goldflame Spirea	5 gal	26" Ht. / 26" Spr.
EVERGREEN SHRUB	**QTY**	**BOTANICAL / COMMON NAME**	**SIZE**	**REMARKS**
	11	Juniperus horizontalis 'Bar Harbor' / Bar Harbor Creeping Juniper	5 gal	8" Ht. / 48" Spr.
	10	Pinus mugo 'Slowmound' / Mugo Pine	5 gal	30" Ht. / 36" Spr.
LAWN	**QTY**	**BOTANICAL / COMMON NAME**	**TYPE**	**REMARKS**
	3,323 sf	Poa pratensis / Kentucky Bluegrass Blend	sod	Detail: 4/L3.1

MATERIAL SCHEDULE

Symbol	Comments	Detail
	Decorative Stone #1 – Install a (4) Four Inch Depth over Dewitt Pro5 Weed Barrier; Stone Shall be Used in all Shrub Planters Where Shown on Plan and Wash Prior to Installation; Stone Shall be 2" Inch Diameter, Tan Rust Colored Fractured Stone From Staker Parsons Copper Canyon Pit (Match Existing Used at Ridley's); Submit Sample for Approval	Detail: 4/L3.1
	Decorative Stone #2 – Install a (3) Three Inch Depth over Dewitt Pro5 Weed Barrier; Stone Shall be Used in all Shrub Planters Where Shown on Plan and Wash Prior to Installation; Stone Shall be 1" Inch in Diameter, Fractured Wasatch Grey Stone From Staker Parsons Lehi Pit (Stone Shall Not be Any Smaller Than 1" Diameter – Match Adjacent Jiffy Lube); Submit Sample for Approval	Detail: 4/L3.1
	3–4' Diameter Landscape Boulder – Boulders Shall be Fractured, Earth Tone/Tan Color and to Match Decorative Stone; All Boulders Shall be Recessed in the Stone Two Inches, Washed & Cleaned; Provide Photo for Approval	Detail: 5/L3.1
	4" x 6" Landscape Concrete Curbing – Install Flush to all Concrete Edges between Shrub and Lawn/Seeded Areas; Curbing Shall be Continuous; Adjust Curbing as Needed to Avoid Existing and New Utilities	Detail: 4/L3.1
	3/16" x 4" Steel Edging – Install Flush to all Concrete Edges between New Landscape and Undeveloped Lot; See Plan for Location; Manufacturer Shall be Sure–Loc Inc.; Color to be Green	Detail: 6/L3.1

Scale: 1" = 20'

20' 0 20' 40'

Landscape Data

Site Area = 36,614 s.f. (0.84 ac.)

Landscape Area Provided = 10,865 s.f. (30%)

General Landscape Notes:

1. See Sheet L3.1 for Planting Details.
2. All Landscape Material shall be Fully Irrigated by an Automatic Irrigation System. See Sheet L2.1 for Irrigation Layout and Sheet L3.1 for Details. Point Source Drip Shall be Used to Irrigate New Shrubs and Sprayheads for Lawn Areas.
3. Adjust Plant Material as Needed to Accommodate New and Existing Utilities.
4. No Edging Shall be Used Between Different Colored Stone. The Delineation Line Between Two Different Stone Shall be as Shown on Plan (Straight Lines & Smooth Curves)

Landscape Keynotes

1. Install Shrub Planter with Decorative Stone #1
2. Install Shrub Planter with Decorative Stone #2
3. Install Landscape Boulder
4. Install Landscape Concrete Curbing
5. New Retention Pond with Decorative Stone #1 – See Civil for Grading
6. Install New Lawn
7. Existing Trail
8. New Trash Enclosure
9. New Elect. Transformer
10. New Light Pole
11. Repair Existing Landscape Adjacent to Existing Concrete Landscape Curb
12. Existing Landscape; Blend New into Existing
13. Install Steel Edging Between New Landscape and Undeveloped Area
14. Irrigation Backflow Preventer; Install Between Plant Material Where Shown on Plan; Provide Easy Access to Backflow; See Irrigation Plan for More Detail
15. New Autozone Monument Sign by Separate Permit
16. Existing Street Frontage Tree (3 qty.)

Landscape Notes:

1. Plant material quantities are provided for bidding purposes only. It is the contractors responsibility to verify all quantities listed on the plans and the availability of all plant materials and their specified sizes prior to submitting a bid. The contractor must notify the Landscape Architect prior to submitting a bid if the contractor determines a quantity deficiency or availability problem with specified material. The contractor shall provide sufficient quantities of plants equal to the symbol count or to fill the area shown on the plan using the specified spacing. Plans take precedence over plant schedule quantities.
2. Contractor shall call Blue Stake before excavation for plant material.
3. Prior to construction, the contractor shall be responsible for locating all underground utilities and shall avoid damage to all utilities during the course of the work. It shall be the responsibility of the contractor to protect all utility lines during the construction period, and repair any and all damage to utilities, structures, site appurtenances, etc. which occurs as a result of the landscape construction.
4. The landscape contractor shall examine the site conditions under which the work is to be performed and notify the general contractor in writing of unsatisfactory conditions. Do not proceed until conditions have been corrected.
5. The contractor shall provide all materials, labor and equipment required for the proper completion of all landscape work as specified and shown on the drawings.
6. See civil and architectural drawings for all structures, hardscape, grading, and drainage information.
7. Contractor safety and cleanup must meet OSHA standards at all times. All contractors must have adequate liability, personnel injury and property damage insurance. Clean–up must be performed daily, and all hardscape areas must be washed free of dirt and mud on final cleanup. Construction must occur in a timely manner.
8. All new plant material shall conform to the minimum guidelines established by the American Standard for Nursery Stock Published by the American Association of Nurseryman, Inc. In addition, all new plant material shall be of specimen quality.
9. The Owner/Landscape Architect has the right to reject any and all plant material not conforming to the plans and specifications.
10. Any proposed substitutions of plant species shall be made with plants of equivalent overall form, height, branching habit, flower, leaf, color, fruit and culture only as approved by the Landscape Architect.
11. It is the contractors responsibility to furnish all plant materials free of pests or plant diseases. It is the contractor's obligation to maintain and warranty all plant materials.
12. The contractor shall take all necessary scheduling and other precautions to avoid winter, climatic, wildlife, or other damage to plants. The contractor shall install the appropriate plants at the appropriate time to guarantee life of plants
13. The contractor shall install all landscape material per plan, notes and details.
14. All existing and relocated trees shall be properly protected. Trees damaged during construction shall be replaced at no cost to the owner.
15. Plant names are abbreviated on the drawings, see plant Ischedule for symbols, abbreviations, botanical, common names, sizes, estimated quantities and remarks.
16. No grading or soil placement shall be undertaken when soils are wet or frozen.
17. Imported topsoil shall be used for all landscape areas. The topsoil must be a premium quality dark sandy loam, free of rocks, clods, roots, and plant matter. The landscape contractor shall perform a soil test on the imported topsoil and amend per soil test recommendations. The soil test shall be done by a certified soil testing agency.
18. Prior to placement of topsoil in all landscaping areas, all subgrade areas shall be loosened by scarifying the soil to a depth of 6 inches in order to create a transition layer between existing and new soils.
19. Provide a 12" depth of imported topsoil in parking islands and an 8 inch depth in all other shrub areas.
20. All plant material holes shall be dug twice the diameter of the rootball and 6 inches deeper. Excavated material shall be removed from the site and replaced with plant backfill mixture. The top of the root balls, shall be planted flush with the finish grade.
21. Plant backfill mix shall be composed of 3 parts topsoil to 1 part soil pep, and shall be mixed at the planting hole.Deep water all plant material immediately after planting. Add backfill mixture to depressions as needed.
22. All new plants to be balled and burlapped or container grown, unless otherwise noted on plant schedule.
23. Upon completion of planting operations, all landscape areas with trees, shrubs, and perennials, shall receive specified stone over Dewitt Pro5 Weed Barrier. Stone shall be evenly spread on a carefully prepared grade free of weeds. The top of stone should be slightly below finish grade and concrete areas.
24. All deciduous trees shall be double staked per tree staking detail. It is the contractors responsibility to remove tree staking in a timely manner once staked trees have taken root. Deciduous tree ties to be V.I.T. Cinche Ties #GT32.
25. Install landscape concrete curbing between lawn and planting areas. Curbing shall be installed level and uniform and shall match top finish grades of concrete walks and curbs. See landscape concrete curbing detail.
26. Provide a 4 inch depth of imported topsoil in all lawn areas.
27. Sod must be premium quality, evenly cut, established, healthy, weed and disease free, and from an approved source.
28. All lawn areas to have uniform grades by float raking. Prior to laying sod, apply a starter fertilizer at a rate recommended by the manufacturer. Sod must be laid with no gaps between pieces on a carefully prepared topsoil layer. Sod to be slightly below finish grade and concrete walks and curbing. The laid sod must be immediately watered after installation. Any burned areas will require replacement. Adjust sprinkler system to assure healthy green survival of the sod without water waste.
29. All trees located in lawn areas shall have a 24 inch diameter tree ring with a layer of wood mulch.
30. The contractor shall comply with all warranties and guarantees set forth by the Owner, and in no case shall that period be less than one year following the date of completion and final acceptance.

811 Know what's below. Call before you dig.

REV	DATE	DESCRIPTION

Designed by: CA
Drafted by: NM
Client Name: AutoZone
20–064LS

ANDERSON WAHLEN & ASSOCIATES
2010 North Redwood Road, Salt Lake City, Utah 84116
(801) 521–8529 – AWAengineering.net

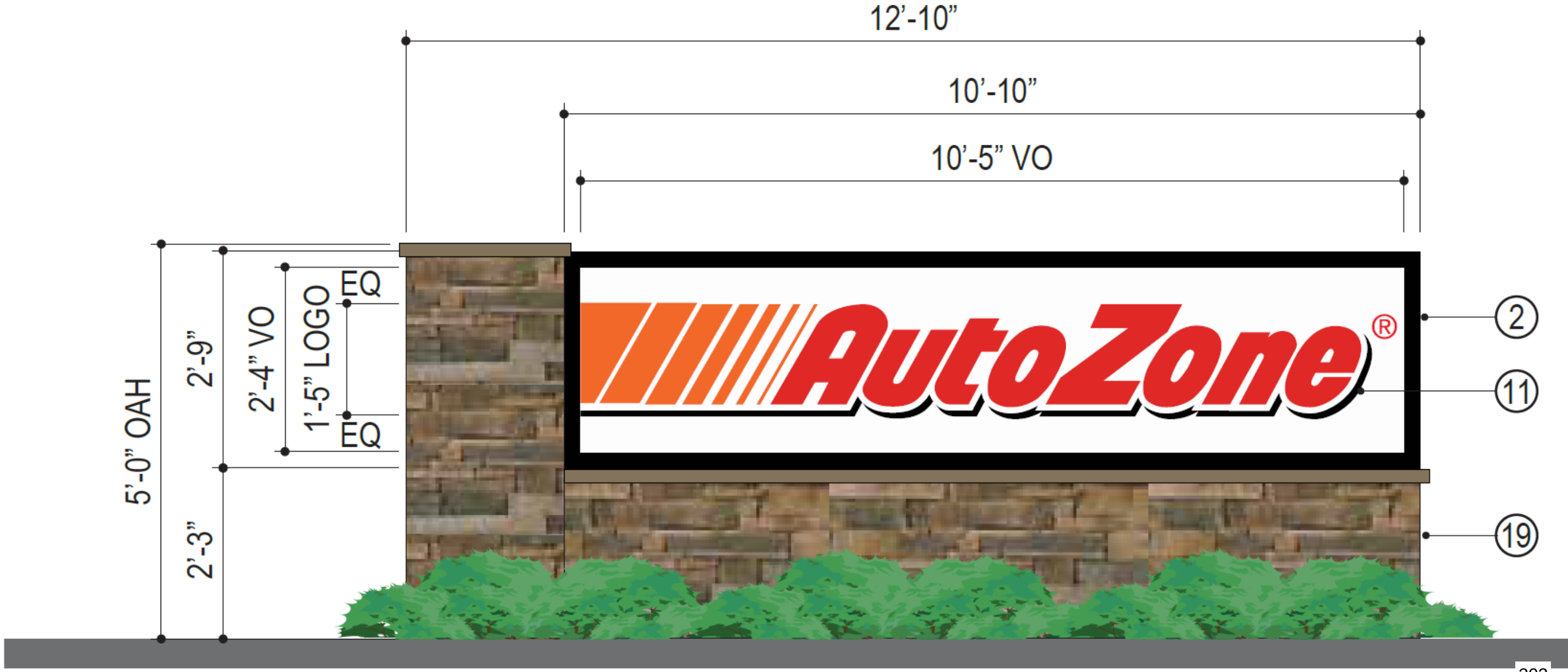
Landscape Plan

AutoZone Store Development
3987 East Pony Express Parkway
Eagle Mountain, Utah

State of Utah – Licensed Landscape Architect
Jared R. Mansell
No. 7740426–5301

1 Jun, 2020

SHEET NO.
L1.1 201



FRONT VIEW

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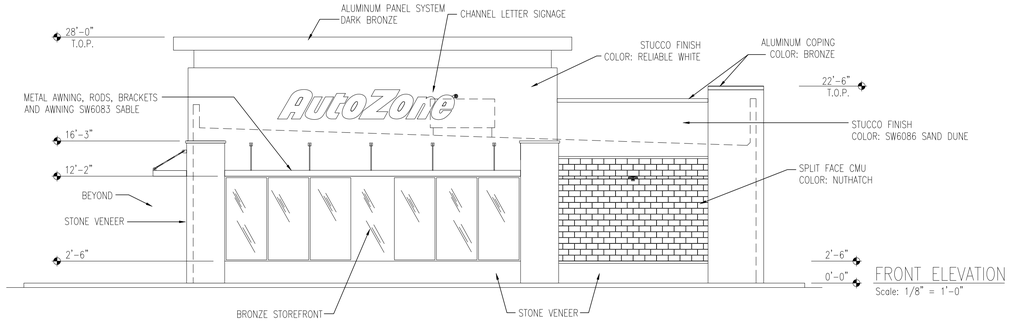
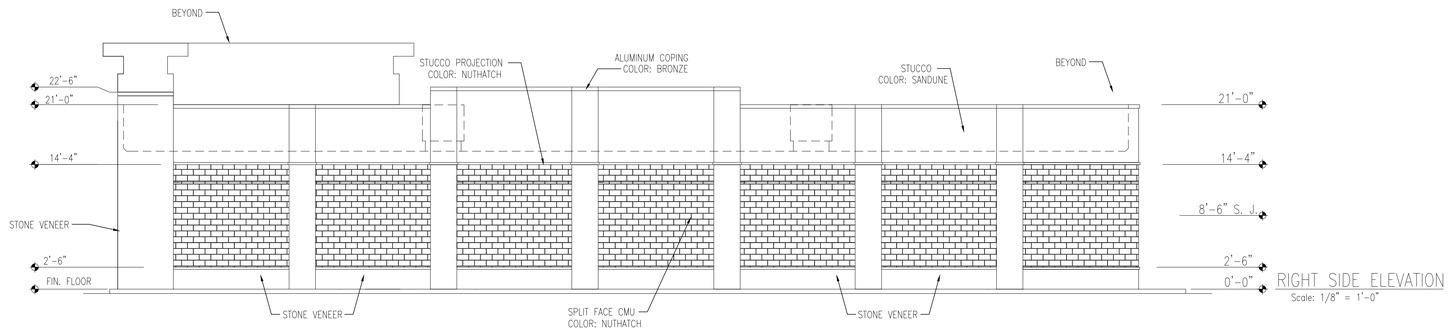
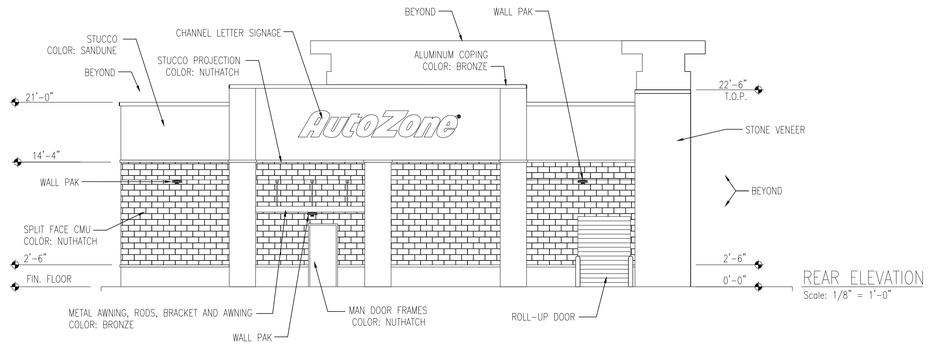


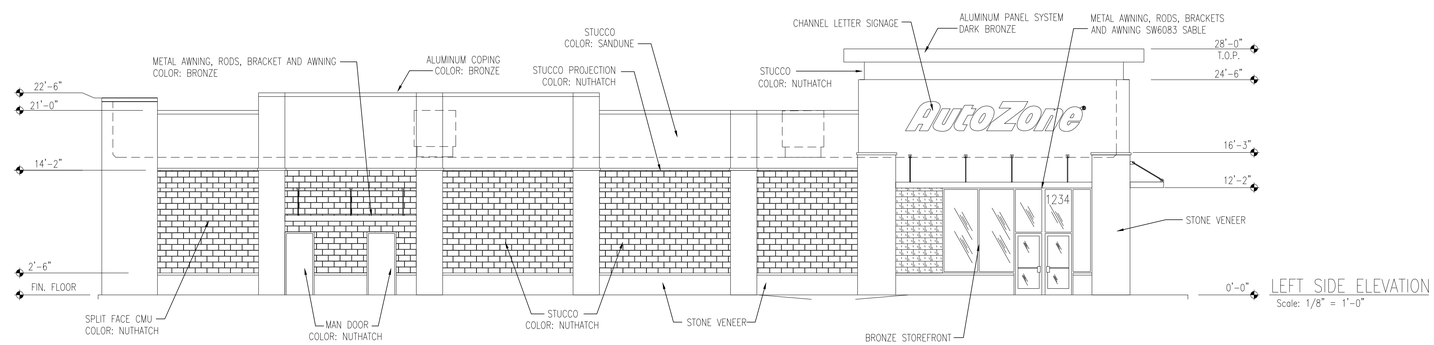
FRONT ELEVATION
Scale: 1/8" = 1'-0"



RIGHT SIDE ELEVATION
Scale: 1/8" = 1'-0"



REAR ELEVATION
Scale: 1/8" = 1'-0"



LEFT SIDE ELEVATION
Scale: 1/8" = 1'-0"

REVISIONS			
1	06-01-20	4	
2		5	
3		6	

AutoZone Store No. 2300
3987 E. PONY EXPRESS PKWY.
EAGLE MOUNTAIN UT 84005
EXTERIOR ELEVATIONS

Architect: Lew Ellis
123 South Front Street
Memphis, Tennessee 38103
TEL: 901-495-8714 FAX: (901) 495-8969
For Bidding & Contractor Information Contact:
McGraw - Hill Construction Tel. 615-884-1017
www.construction.com

04-30-20

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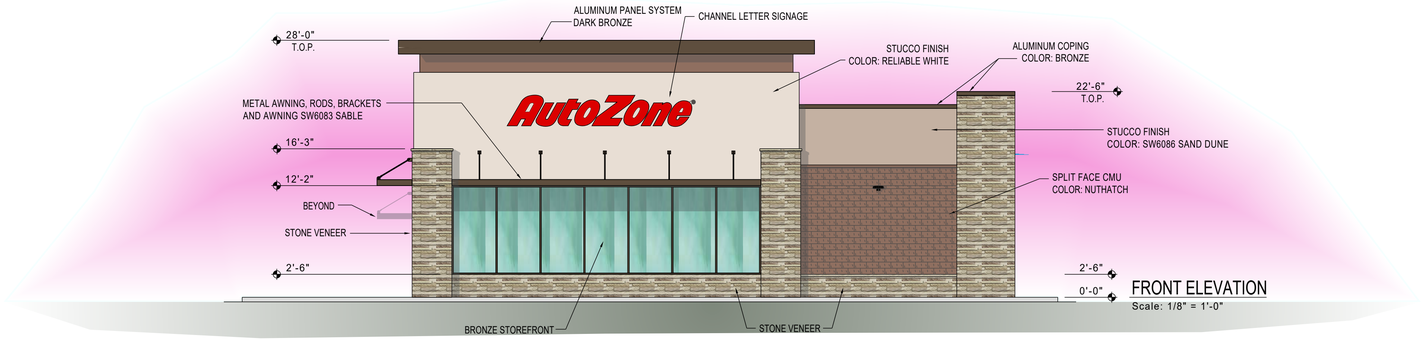
® COPYRIGHT 2007



FRONT ELEVATION
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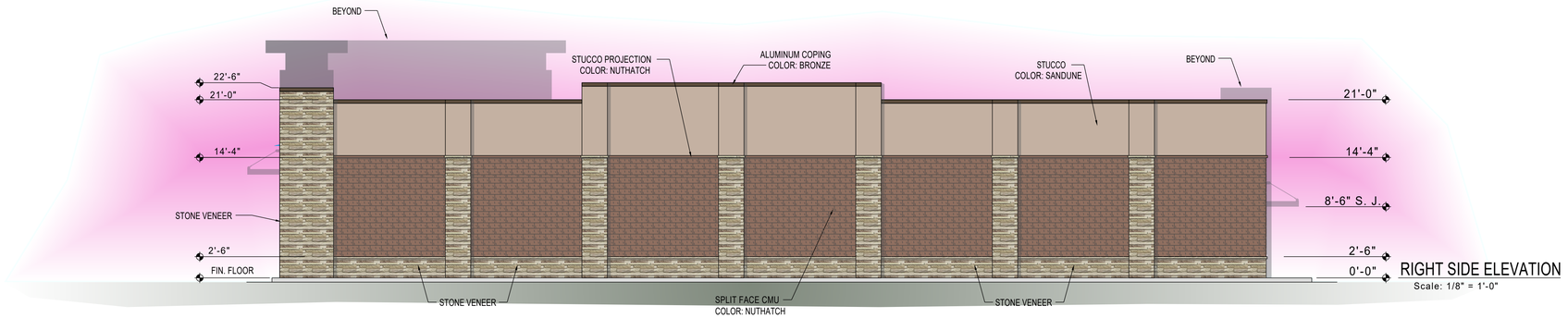
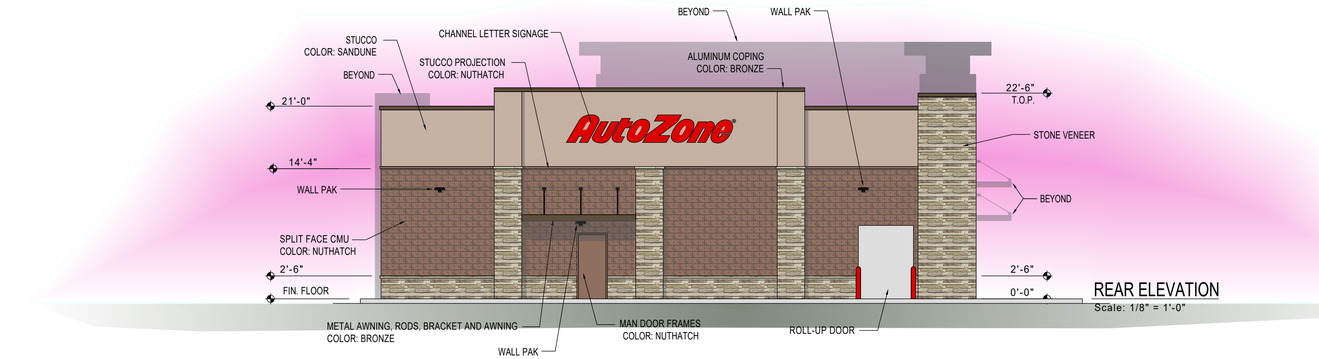
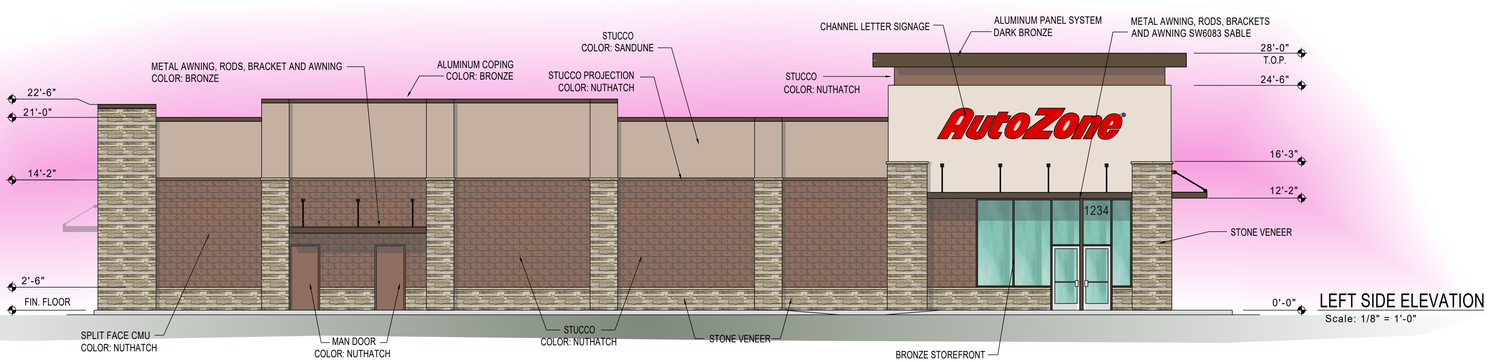


RIGHT SIDE ELEVATION
Scale: 1/8" = 1'-0"



REAR ELEVATION
Scale: 1/8" = 1'-0"



LEFT SIDE ELEVATION
Scale: 1/8" = 1'-0"

REVISIONS					
1	06-01-20	2	3	4	5	6

AutoZone Store No. 2300
3987 E. PONY EXPRESS PKWY.
EAGLE MOUNTAIN UT 84005

EXTERIOR COLOR ELEVATIONS

Architect: Lew Ellis
123 South Front Street
Memphis, Tennessee 38103
TEL: 901-495-8714 FAX: (901) 495-8969

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www.construction.com

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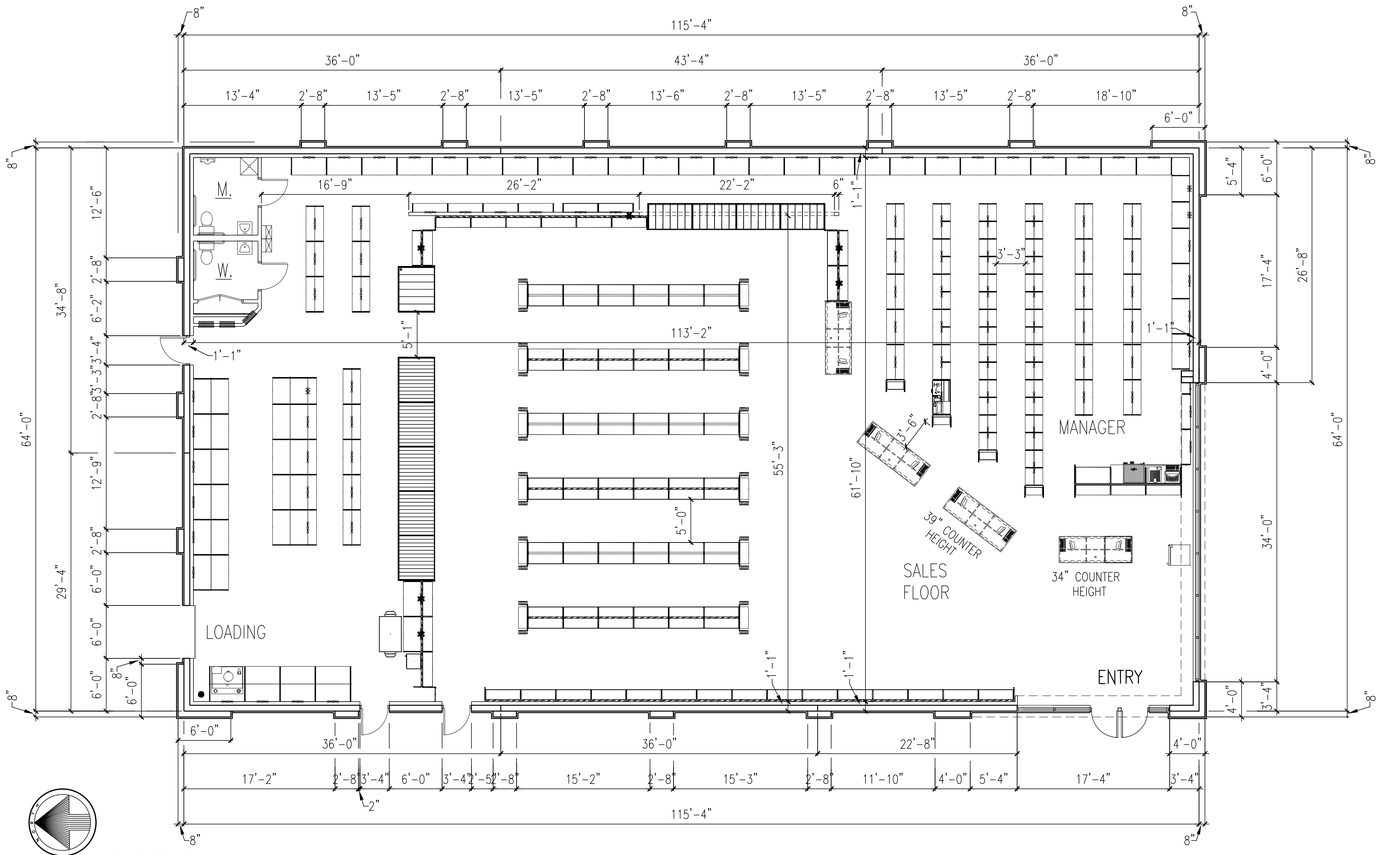
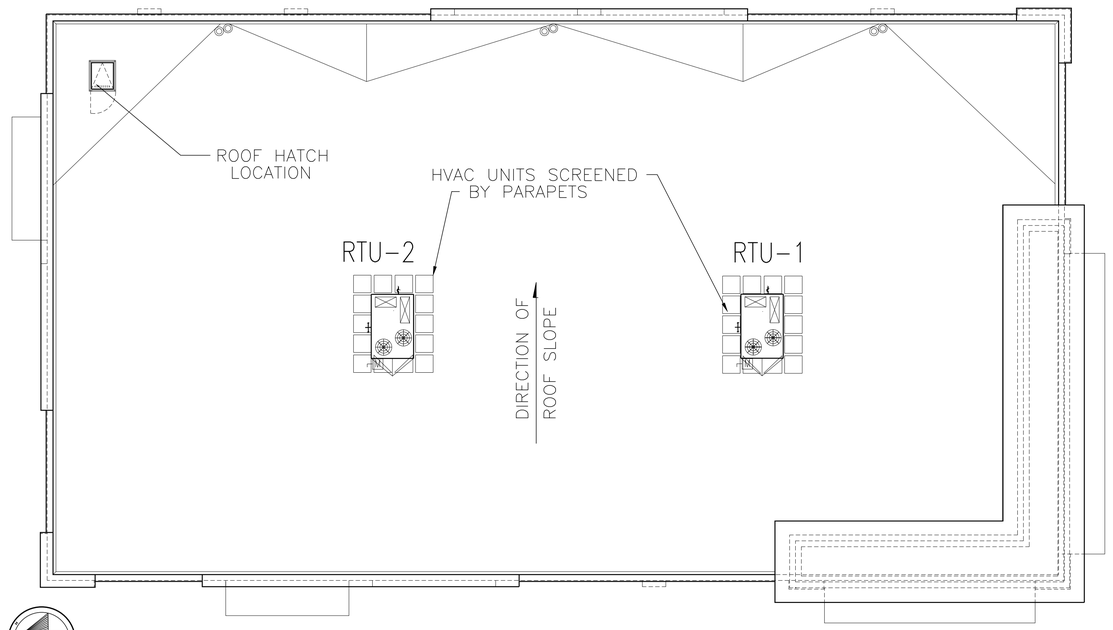


FLOOR PLAN

Scale: 1/8"=1'-0"



ROOF PLAN

Scale: 1/8"=1'-0"

REVISIONS			
1	06-01-20	4	
2		5	
3		6	

AutoZone Store No. 2300
3987 E. PONY EXPRESS PKWY.
EAGLE MOUNTAIN UT 84005
BUILDING FLOOR PLAN/ROOF PLAN

Architect: Lew Ellis
123 South Front Street
Memphis, Tennessee 38103
TEL: 901-495-8714 FAX: (901) 495-8969

For Bidding & Contractor Information Contact:
McGraw - Hill Construction Tel. 615-884-1017
www.construction.com

04-30-20

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ORDINANCE NO. O-____-2020

AN ORDINANCE OF EAGLE MOUNTAIN CITY, UTAH AMENDING THE FISCAL YEAR 2019-2020 ANNUAL BUDGET (FINAL AMENDMENT)

PREAMBLE

WHEREAS, the City Council of Eagle Mountain City, Utah finds that it is in the public interest to amend the budget for fiscal year 2019-2020; and

WHEREAS, the City Council finds that procedures for the amendments pursuant to Section 10-6-127 of the Utah Code, Annotated have been followed, including a public hearing if budgetary funds are increasing;

BE IT ORDAINED by the City Council of Eagle Mountain City:

1. The City Council finds that the all required notices have been given and that a public hearing has been conducted, public comment received and considered and that the Council may consider and amend the budget of Eagle Mountain City as follows:

2. "FISCAL YEAR" means that year which began on the first day of July 2019 and ends on the last day of June 2020.

3. APPROPRIATIONS. The budget set and adopted by the City for the fiscal year is hereby amended and re-enacted with respect to the specific items set forth on Exhibit A hereto. From the effective date of this budget ordinance, as outlined in the attached Exhibit A, the several amounts stated therein as proposed expenditures, shall be appropriated for the several objects and purposes therein named.

4. This Ordinance shall be effective for fiscal year 2019-2020.

ADOPTED by the City Council of Eagle Mountain City this 16th day of June, 2020.

EAGLE MOUNTAIN CITY, UTAH

ATTEST: Tom Westmoreland, Mayor

Fionnuala B. Kofoed, MMC
City Recorder

CERTIFICATION

The above Ordinance was adopted by the City Council of Eagle Mountain City, Utah on this 16th day of June, 2020.

Those voting aye:	Those voting nay:	Those excused:
☐ Donna Burnham	☐ Donna Burnham	☐ Donna Burnham
☐ Melissa Clark	☐ Melissa Clark	☐ Melissa Clark
☐ Colby Curtis	☐ Colby Curtis	☐ Colby Curtis
☐ Jared Gray	☐ Jared Gray	☐ Jared Gray
☐ Carolyn Love	☐ Carolyn Love	☐ Carolyn Love

_____
Fionnuala B. Kofoed, MMC
City Recorder

Posted to City bulletin boards on _____ by _____.

Exhibit A

Eagle Mountain City Budget Amendments for FY 2020

June 16, 2020

Fund Name		Original Budget	Proposed Budget	Increase	Funding Source	Approval Date	Done?
General Government							✓
Utah South Pacific Celebration Event		$ -	$ 5,000.00	$ 5,000.00	Fund Balance	8/6/2019	
Independence Day Fireworks		$ -	$ 5,000.00	$ 5,000.00	Fund Balance	8/6/2019	
Defribulator for Senior Center		$ -	$ 1,500.00	$ 1,500.00	Fund Balance	10/15/2019	
Senior Bus Wrap Removal		$ -	$ 3,500.00	$ 3,500.00	Fund Balance	10/15/2019	
Traffic Study (Lone Tree Pkwy/Bobby Wren)		$ -	$ 10,000.00	$ 10,000.00	Fund Balance	10/15/2019	
Youth Council Scholarship		$ -	$ 2,000.00	$ 2,000.00	Fund Balance	10/15/2019	
Digital Media Specialist		$ -	$ 40,000.00	$ 40,000.00	Fund Balance	1/21/2020	
Operating System Upgrade		$ -	$ 3,000.00	$ 3,000.00	Fund Balance	1/21/2020	
Salary Study Changes (All Funds + Council) + Benefits		$ -	$ 125,000.00	$ 125,000.00	Fund Balance	5/19/2020	
Fast Track Fees	10-33-42420-1116	$ -	$ 40,000.00	$ 40,000.00	Developer Payments	5/19/2020	
Snow Removal	10-41-44100-5721	$ 80,000.00	$ 92,000.00	$ 12,000.00	Fund Balance	5/19/2020	
Street Sign Maintenance	10-41-44100-5730	$ 35,000.00	$ 50,000.00	$ 15,000.00	Fund Balance	5/19/2020	
Library Materials from Grants	10-18-45800-5795	$ 7,000.00	$ 14,000.00	$ 7,000.00	Grants	5/19/2020	
COVID-19 Response Materials (various)		$ -	$ 25,000.00	$ 25,000.00	Fund Balance or Federal Funding	5/19/2020	
Cemetery Landscaping Increases		$ 2,500.00	$ 9,500.00	$ 7,000.00	Plot Sale Revenue	5/19/2020	
Phone System Upgrade		$ -	$ 50,000.00	$ 50,000.00	Fund Balance	5/19/2020	
New Street Light Installs		$ -	$ 500,000.00	$ 500,000.00	Developer Payments	5/19/2020	
Security System	10-19-41950-2610	$ 35,000.00	$ 60,000.00	$ 25,000.00	Fund Balance (previous year)		
Compensation Study	10-19-41980-4531	$ -	$ 15,000.00	$ 15,000.00	Fund Balance		
Subtotal General Government:		$ 159,500.00	$ 1,050,500.00	**$ 891,000.00**			
Enterprise Funds							
Fixed Based Meter Reading System		$ -	$ 330,000.00	$ 330,000.00	Fund Balance (from '19)	10/15/2019	
Silverlake PRV		$ -	$ 300,000.00	$ 300,000.00	Fund Balance (from '19)	10/15/2019	
Utility Rate Study (UB)	63-43-63000-4531	$ -	$ 20,000.00	$ 20,000.00	Enterprise Fund Balances	5/19/2020	
Utility Billing Printing/Mailing	63-	$ 55,000.00	$ 65,000.00	$ 10,000.00	Enterprise Fund Balances		
Subtotal Enterprise Funds:		$ 55,000.00	$ 715,000.00	**$ 660,000.00**			
Capital Projects							
PE Parkway Widening (Lake Mtn. to Frontier MS)		$ -	$ 2,000,000.00	$ 2,000,000.00	Loan - State Infrastructure Bank	8/6/2019	
Accomodation and Storage Renovations to City Hall		$ -	$ 5,000.00	$ 5,000.00	G.F. Fund Balance	8/6/2019	
Additional City Center Trail Connections (3)		$ -	$ 50,000.00	$ 50,000.00	G.F. Fund Balance/Grant Revenue	8/6/2019	

Traffic Light (Aviator and EM Blvd)		$ -	$ 200,000.00	$ 200,000.00	Transportation IF Fund Bal	10/15/2019
Landscape Improvements (PE Pkwy/Ranches Pkwy)		$ -	$ 25,000.00	$ 25,000.00	G.F. Fund Balance	10/15/2019
Silverlake Trees ($52k collected, $32k expended)		$ -	$ 20,000.00	$ 20,000.00	G.F. Fund Balance	10/15/2019
Card Access Security System-City Hall/Link to C.D.		$ -	$ 29,000.00	$ 29,000.00	G.F. Fund Balance	10/15/2019
PE Parkway Widening (Lake Mtn. to Frontier MS)		$ 2,000,000.00	$ 2,220,000.00	$ 220,000.00	Transportation IF Fund Bal	1/21/2020
Airport Road Design		$ -	$ 60,000.00	$ 60,000.00	Transportation IF Fund Bal	1/21/2020
Facebook Infrastructure (carry-over from FY 19) - 51 & 52		$ -	$ 7,500,000.00	$ 7,500,000.00	Facebook Reimbursment	1/21/2020
PE Park Bathroom (from FY 2019)		$ -	$ 140,000.00	$ 140,000.00	Capital Projects Fund Balance	5/19/2020
PE Parkway Widening (Lake Mtn. to Frontier MS)		$ 2,220,000.00	$ 2,260,000.00	$ 40,000.00	Transportation IF Fund Bal	5/19/2020
Library Expansion		$ 100,000.00	$ 140,000.00	$ 40,000.00	G.F. Fund Balance	5/19/2020
Wash Bay (CDBldg)		$ 100,000.00	$ 150,000.00	$ 50,000.00	G.F. Fund Balance	5/19/2020
PE Trench Rebuilds		$ -	$ 800,000.00	$ 800,000.00	MAG Funds (10% retainer + addt'l)	5/19/2020
Traffic Light (Lone Tree Pkwy and PE Pkwy)		$ -	$ 215,000.00	$ 215,000.00	Transportation IF Fund Bal	5/19/2020
Park Fee-in-Lieu Reimbursement (reserve in Cap. Proj. Fund)		$ -	$ 250,000.00	$ 250,000.00	Capital Projects Fund Reserve	5/19/2020
Hummer Trail		$ -	$ 16,500.00	$ 16,500.00	Safe Routes to School Grant	
Valley View Park Restroom		$ 80,000.00	$ 135,000.00	$ 55,000.00	G.F. Fund Balance	
Subtotal Capital Projects:		$ 4,500,000.00	$ 16,215,500.00	**$ 11,715,500.00**		
Impact Fees						
Transportation Loan Payment (PE Pkwy)		$ -	$ 235,000.00	$ 235,000.00	Fund Balance	8/6/2019
Transportation Impact Fee IFA/IFFP		$ -	$ 25,000.00	$ 25,000.00	Fund Balance	8/6/2019
Water Impact Fee IFA/IFFP		$ -	$ 25,000.00	$ 25,000.00	Fund Balance	8/6/2019
Sewer Impact Fee IFA/IFFP		$ -	$ 25,000.00	$ 25,000.00	Fund Balance	8/6/2019
Water Impact Fee IFFP		$ 25,000.00	$ 38,000.00	$ 13,000.00	Fund Balance	10/15/2019
Water Impact Fee IFA		$ -	$ 25,000.00	$ 25,000.00	Fund Balance	10/15/2019
SITLA Impact Fee Reimbursement	11-51-51000-6302	$ 15,000.00	$ 50,000.00	$ 35,000.00	Impact Fees Received	5/19/2020
Developer Impact Fee Reimbursements	12-51-52000-6310	$ 35,000.00	$ 100,000.00	$ 65,000.00	Impact Fees Received	5/19/2020
Developer Impact Fee Reimbursements	17-51-59000-6310	$ 6,800.00	$ 25,000.00	$ 18,200.00	Impact Fees Received	5/19/2020
To Capital Projects Fund for Lone Tree Light		$ -	$ 215,000.00	$ 215,000.00	Fund Balance	5/19/2020
Developer Impact Fee Reimbursements	18-51-44100-6310	$ 300,000.00	$ 400,000.00	$ 100,000.00	Impact Fees Received	
Subtotal Impact Fees:		$ 381,800.00	$ 1,163,000.00	**$ 781,200.00**		
Debt Service						
Due To Capital Project Fund	70-61-48100-9147	-	185,000.00	$ 185,000.00	Assessment Revenue Received	5/19/2020
Reimbursement of Equity Buy-In	70-81-70000-6600	240,000.00	675,000.00	$ 435,000.00	Assessment Revenue Received	5/19/2020
Principal Payment	72-71-47172-8111	55,000.00	250,000.00	$ 195,000.00	Assessment Revenue Received	5/19/2020
Due to Capital Project Fund	73-61-48100-9147	-	78,000.00	$ 78,000.00	Assessment Revenue Received	5/19/2020
Reimbursement of Equity Buy-In	73-81-73000-6600	120,000.00	350,000.00	$ 230,000.00	Assessment Revenue Received	5/19/2020
Paying Agent Fee	74-71-47174-8151	-	100.00	$ 100.00	Assessment Revenue Received	5/19/2020
Subtotal Debt Service:		$ 415,000.00	$ 1,538,100.00	**$ 1,123,100.00**		

Other			
Fleet			$ -
Subtotal Other:	$ -	$ -	**$ -**
Total Increase (All Funds):	$ 5,511,300.00	$ 20,682,100.00	**$ 15,170,800.00**

*Please note that General Fund balance in excess of 25% of FY 2021's budgeted revenues at the end of FY 2020 will be transferred to the General Fund Capital Projects Fund for use in completion of city capital projects.

	EAGLE MOUNTAIN CITY **CITY COUNCIL MEETING** **JUNE 16, 2020**		
TITLE:	ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Adopting the Eagle Mountain Fiscal Year 2020-2021 Budget and Certified Tax Rate.		
ITEM TYPE:	Ordinance		
FISCAL IMPACT:			
APPLICANT:			
GENERAL PLAN DESIGNATION	**CURRENT ZONE**	**ACREAGE**	**COMMUNITY**

PUBLIC HEARING:
No

PREPARED BY:
Paul Jerome, Admin

PRESENTED BY:
Paul Jerome

RECOMMENDATION:
Staff recommends that the City Council adopts an ordinance of Eagle Mountain City, Utah, approving the Eagle Mountain City Fiscal Year 2020-2021 Budget and Certified Tax Rate of 0.000769, which is proposed by Utah County. This represents a 7% decrease from the 2019 rate of 0.000825.

BACKGROUND:

ITEMS FOR CONSIDERATION:

REQUIRED FINDINGS:

PLANNING COMMISSION ACTION/RECOMMENDATION:

ATTACHMENTS:

ORD--FY 2021 Budget and Certified Tax Rate Adoption
2021 Budget (General Fund) - FINAL
2021 Budget (Capital Projects) - FINAL
2021 Budget (Debt Service Funds) - FINAL
2021 Budget (Enterprise Fund) - FINAL

2021 Budget (Impact Fee Funds) - FINAL
Proposed Certified Tax Rate

ORDINANCE NO. O- -2020

AN ORDINANCE OF EAGLE MOUNTAIN CITY, UTAH, ADOPTING THE EAGLE MOUNTAIN CITY FISCAL YEAR 2020-2021 ANNUAL BUDGET AND CERTIFIED TAX RATE

PREAMBLE

The City Council of Eagle Mountain City finds that it is in the public interest to adopt an annual budget for operations, debt amortization, and capital outlay to define more accurately revenue projections, capital projects and to authorize necessary expenditures.

THE CITY COUNCIL OF EAGLE MOUNTAIN CITY, UTAH ORDAINS:

1. The City Council finds that all required notices have been given and that a public hearing has been conducted on May 19, 2020, public comment received and considered and that the Council may consider and adopt the Fiscal Year 2020-2021 budget.

2. "BUDGET YEAR" means the 2020-2021 fiscal year for which this budget is made, unless the context of the Ordinance requires otherwise.

3. "FISCAL YEAR" means that year which begins on the first day of July, 2020 and ends on the last day of June, 2021.

4. APPROPRIATIONS. The Municipal Budget (the "Budget") for Eagle Mountain City for the fiscal year is hereby adopted as set forth on Exhibit A and incorporated as though fully set forth herein. From the effective date of this Ordinance, the several amounts stated in Exhibit A expenditures are appropriated for expenditures within each fund and department enumerated in the budget.

5. ANTICIPATED REVENUES. The stated anticipated revenues include revenue from all sources, including grants and loans, except such revenues as derived from Revenue Bonds and Special Improvement District Bonds funding, and shall be classified in accordance with the chart of accounts of the municipality.

6. FUND BALANCE. The fund balance for each fund shall be available for emergency appropriation by the City Council.

7. ANTICIPATED SURPLUS FROM MUNICIPAL UTILITY OR ENTERPRISE FUNDS. The anticipated revenue and proposed expenditures of each utility or other public service enterprise owned or operated by the City is stated in a separate section of the budget; and as to each such utility, anticipated surplus, if legally available for general purposes and to the extent such surplus is to be used to support budget operations, is stated as an item of revenue in the budget.

8. APPROVAL OF EXPENDITURES. The Mayor shall be the Budget Officer and have charge of the administration of the financial affairs of the City and to that end shall supervise and be responsible for the disbursement of all monies and have control over all expenditures to insure that the appropriations to each department and fund are not exceeded. He shall exercise financial budgetary control over each office, department, and agency and shall cause separate accounts to be kept for the items of appropriation contained in the budget.

9. COMPLIANCE WITH STATE STATUTE. The Budget Officer is hereby directed to file a certified copy of the adopted budget with the Utah State Auditor's Office 30 days from adoption of this ordinance. This Ordinance shall be forwarded to the County Auditor and the State Tax Commission in accordance with UCA 59-2-913 and 59-2-920 and the Mayor is authorized to execute the Certified Tax Rate Resolution provided by the State Tax Commission with a rate of 0.000769.

10. ADOPTION & EFFECTIVE DATE. This Ordinance adopting the budget of Eagle Mountain City for 2020-2021 is hereby adopted on June 16, 2020 and effective for the fiscal year 2020-2021.

Enacted this 16th day of June, 2020.

EAGLE MOUNTAIN CITY, UTAH

_____
Tom Westmoreland, Mayor

ATTEST:

_____
Fionnuala B. Kofoed, MMC
City Recorder

CERTIFICATION

The above ordinance was adopted by the City Council of Eagle Mountain City on the 16th day of June, 2020.

Those voting aye:	Those voting nay:	Those excused:
☐ Donna Burnham	☐ Donna Burnham	☐ Donna Burnham
☐ Melissa Clark	☐ Melissa Clark	☐ Melissa Clark
☐ Colby Curtis	☐ Colby Curtis	☐ Colby Curtis
☐ Jared Gray	☐ Jared Gray	☐ Jared Gray
☐ Carolyn Love	☐ Carolyn Love	☐ Carolyn Love

_____
Fionnuala B. Kofoed, MMC
City Recorder

Posted to City bulletin boards on _____ by _____.

Exhibit A

Budget Summary- GENERAL FUND
Final Budget Appropriation
Fiscal Year 2021
Adopted June 16, 2020

General Fund

Revenue Sources:

Sales, Property, Utility, & Use Taxes	$	7,580,000
Planning, Building, & Engineering Fees		4,244,700
Class B & C Road Funds		1,300,000
Charges For Services		0
Sport Recreation Fees		98,800
Fines & Forfeitures		135,000
Miscellaneous		327,700
Intergovernmental/Grants		0
Impact Fees/Equity Buy Ins		0
Interfund Transfers		1,224,967
Total revenues	$	**14,911,167**
Fund balance - (from surplus of prior year to fund capital projects)		0
Total appropriable revenues		$14,911,167

Expenditures:

Legislative Department	$	95,200
Recorders Department		323,446
Attorney		135,000
Executive Department		661,900
Finance Department		441,624
Engineering Department		614,012
Planning Department		638,953
Economic Development		138,042
Youth City Council		3,725
Recreation Department		322,581
Information Technology (IT)		434,520
Human Resources (HR)		250,163
Public Information (PIO)		255,167
Project Management/Facilities		511,983
Senior Council		12,995
Special Events Department		304,815
Public Safety		3,508,700
Building Department		1,093,918
Streets & Roads Department		2,789,440
Parks Department		1,948,655
Library		426,327
Total expenditures	$	**14,911,167**
Other Financing Uses:		
Debt Service		0
Transfer to Capital Projects Fund [1]		0
Reserve [2]		0
Total proposed appropriation		14,911,167
Excess/Deficit Revenues over Appropriation	$	**$0**

1. According to Utah State Code, municipalities are not to maintain a reserve balance of more than 25% of the fiscal year's projected revenues. Municipalities are also restricted from maintaining less than 5%.

2. Any excess of revenues over expenditures shown above will either be transferred to the General Fund Capital Projects Fund for use on infrastructure or will go to fund balance reserve.

Fund 10- General Fund
Revenue & Expenditure Summary

GENERAL FUND SUMMARY EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	4,000,368	4,431,441	4,833,884	5,484,567	5,571,406	5,732,871
Materials, Supplies & Services	5,389,931	6,955,969	6,825,234	7,614,401	7,909,930	8,168,405
Capital Outlay	259,628	400,577	437,226	568,625	405,504	276,350
Interfund Transaction	288,668	317,070	689,498	569,718	569,718	733,541
Ending Balance						
Expenditure Total:	**9,938,595**	**12,105,058**	**12,785,842**	**14,237,311**	**14,456,558**	**14,911,167**

GENERAL FUND SUMMARY REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Sales, Property, Utility, & Use Taxes	5,694,479	6,289,512	7,161,845	7,147,000	8,137,000	7,580,000
Planning, Building, & Engineering Fees	3,012,330	4,046,681	5,283,283	3,612,050	6,009,875	4,244,700
Class B & C Road Funds	1,104,598	1,144,864	1,373,327	1,350,000	1,500,000	1,300,000
Charges For Services	-	-	-	-	-	-
Sport Recreation Fees	132,387	88,885	114,159	114,500	98,800	98,800
Fines & Forfeitures	129,689	136,386	124,570	135,000	133,000	135,000
Miscellaneous	603,816	744,316	1,771,573	750,775	794,430	327,700
Intergovernmental/Grants	195,933	236,494	14,932	-	-	-
Impact Fees/Equity Buy Ins	-	-	-	-	-	-
Interfund Transfers	(942,405)	(628,130)	(2,418,890)	1,087,629	(1,352,372)	1,224,967
Revenue Total:	**9,930,826**	**12,059,006**	**13,424,799**	**14,196,954**	**15,320,733**	**14,911,167**

GENERAL FUND BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(194,889)**	**(46,012)**	**659,461**	**(40,357)**	**864,175**	**0**
Fund Balance (Deficit)- Beginning:	**3,070,888**	**2,875,999**	**2,829,987**	**3,489,448**	**3,489,448**	**4,353,623**
Use of Fund Balance Reserve:					-	-
Fund Balance (Deficit)- Ending:	**2,875,999**	**2,829,987**	**3,489,448**	**3,449,091**	**4,353,623**	**4,353,623**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected	6.00	6.00	6.00	6.00	6.00	6.00
Appointed	3.00	3.00	3.00	3.00	3.00	3.00
Full-time	34.86	39.62	48.82	54.54	54.54	54.29
Part-time/Seasonal	14.28	14.47	15.02	18.02	18.02	18.75
FTE Total:	**58.14**	**63.09**	**72.83**	**81.56**	**81.56**	**82.04**

Fund 10- General Fund
Revenue Detail

SALES/PROPERTY/UTILITY/USE TAXES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
31116 Property Taxes	1,212,071	1,272,618	1,434,040	1,450,000	1,500,000	1,600,000
31121 Property Taxes (Delinquent)	1,934	2,690	4,156	2,000	2,000	5,000
31300 Sales/Use Taxes	3,139,809	3,659,450	4,344,548	4,300,000	5,150,000	4,500,000
31410 Water Utility Fee	(63)	(51)	(6)			
31411 Electric Utility Fee	(444)	(106)	(2)			
31412 Gas Utility Fee	(226)	(92)	10			
31415 Municipal Energy Tax	1,029,218	1,031,886	1,075,312	1,100,000	1,200,000	1,200,000
31420 Motor Vehicle Fee-In-Lieu	116,096	157,777	154,367	145,000	160,000	150,000
33470 Utah State Telecom Fee	196,083	165,338	149,421	150,000	125,000	125,000
Total:	**5,694,479**	**6,289,512**	**7,161,845**	**7,147,000**	**8,137,000**	**7,580,000**

PLANNING, BUILDING, ENGINEERING FEES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
32100 Business Licenses	19,985	18,465	20,453	22,000	22,000	22,000
32214 Permits-Signs	100			400	400	300
32215 Franchise Agreement Fees					1,300	1,300
32220 Conditional Use				1,000	1,000	1,000
32311 Building Permits-Building	1,368,236	1,814,574	2,445,085	1,550,000	2,810,000	1,725,000
32316 Building Permits-Grading & Excavating	18,031	4,916	7,987	5,000	40,000	5,000
32320 Building Permit- Surcharge	2,725	3,356	3,536	3,500		
32330 Building Permit-Temporary Power Inspection	78,700	78,300	75,800	65,000	110,000	75,000
32340 Building Fast Track Fees	32,400	40,800	43,250	40,000	99,000	45,000
34121 Processing Fee-Recording Legal Docs	22,800	22,400	24,000	20,000	40,000	20,000
34218 Dev Fees-Subdivision Inspections	404,718	469,710	638,616	500,000	965,000	700,000
34512 Building Permits-Plan Check	673,470	663,269	840,115	700,000	980,000	750,000
34513 Building Permits-Plan Check (Commercial/Solar)	56,970	54,276	216,644	420,000	156,000	150,000
34515 Dev Fees-Plat Fees	217,240	284,074	429,876	285,000	285,000	250,000
34516 Dev Fees-Zoning and Subdivision	100	100	-	150	175	100
39725 Dev Contribution - Street Lights	116,856	592,442	537,922		500,000	500,000
Total:	**3,012,330**	**4,046,681**	**5,283,283**	**3,612,050**	**6,009,875**	**4,244,700**

CLASS B & C ROAD FUNDS	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
33460 Class B & C Road Funds	1,104,598	1,144,864	1,373,327	1,350,000	1,500,000	1,300,000
Total:	**1,104,598**	**1,144,864**	**1,373,327**	**1,350,000**	**1,500,000**	**1,300,000**

CHARGES FOR SERVICES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
34320 Ambulance Services						
Total:	-	-	-	-	-	-

RECREATION	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
34704 Men's Volleyball						
34705 Adult Softball	3,780	19,487	12,642	10,000	10,000	10,000
34706 Women's Basketball						
34707 Men's Basketball				2,800	2,800	2,800
34708 Flag Football				2,500	2,500	2,500
34709 Women's Volleyball	2,500	1,200	1,200	1,200		
34710 Adult Volleyball	1,000	4,400	1,600	1,600	2,800	2,800
34711 Youth Sports	(1,028)	1,669	3,525			
34712 Adult Sports	420					
34713 Youth Soccer	3,340	170	7,412	3,200	3,200	3,200
34713 Youth Soccer (Fall)						
34714 Youth Baseball	61,800	3,404	4,080	3,200		
34715 Youth Basketball	54,075	57,605	74,035	65,000	65,000	65,000
34717 Youth Soccer (Spring)						
34701 New Programs				5,000	5,000	5,000
34703 Pickleball	475			3,000	3,000	3,000
34702 Ultimate Frisbee				3,000	3,000	3,000
34718 CSSA Softball (Spring)	6,025		8,050	7,000		
34719 CSSA Softball (Fall)		950	1,900	7,000		
34720 Youth Sports Camp			(285)		1,500	1,500
Total:	**132,387**	**88,885**	**114,159**	**114,500**	**98,800**	**98,800**

FINES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
35990 Utility Reconnect/Disconnect Fee	17,725	16,725	5,004	5,000		
36010 Library Fines & Services	7,629	9,852	7,534	8,000		
36020 Late Fees & Penalties	99,770	103,670	99,948	115,000	125,000	125,000
36030 Collection Fees	780	2,179	6,785	2,500	2,500	2,500
36080 Not Sufficient Funds (NSF) Fee	3,785	3,960	5,300	4,500	5,500	5,500
Total:	**129,689**	**136,386**	**124,570**	**135,000**	**133,000**	**135,000**

Fund 10- General Fund
Revenue Detail (Continued)

MISCELLANEOUS REVENUE	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
33480 State Liquor Fund Allotment	21,930	19,065	17,512	18,000	25,000	25,000
34330 Fire Services	31,057	21,190	12,160	12,000	11,000	11,000
34520 Park Fee In Lieu	108,215	77,559	742,811	75,000		-
34525 Silverlake Trees	17,700					
34530 Landscaping Escrow						
34540 Community Improvement Fee						
34555 Banked Water Transfer Fee	1,250		750	1,500	1,300	1,500
33101 Economic Development Golf Sponsorship		7,663	8,997	10,000	7,000	7,000
33102 Ladder Signs Revenue					33,000	6,000
33103 Vendor Street Fair		(100)	4,708	10,000	10,000	10,000
34610 Pony Express Days Sponsorships	15,500	10,500	19,000	9,000		
34612 Pony Express Days Revenue	(260)					
34613 Pony Express Days Softball Tournament						
34614 PED Adventure Ride	280					
34615 Miss Eagle Mountain Pageant Sponsorships						
34616 Miss Eagle Mountain Pageant (Tickets)		220				
34619 Pony Express Days Baby Contest						
34620 Trick Or Treat Village	280	420				
34623 Pancake Breakfast						
34624 Carnival Wristbands	7,108	14,534	12,580	15,000	15,000	15,000
34626 Parade	1,170					
34627 Vendor Booth	4,595	3,125	2,325	7,000	7,000	7,000
34628 Food Vendor Booth	2,500	1,125	1,725	2,100		
34643 Utah South Pacific Festival					1,500	1,500
34650 Special Event Permit			646	275		
34665 EM City Merchandise	1,113	610	2,471	1,000	500	750
34671 Miss EM Pageant Revenue	2,197	1,932	3,325	2,000	3,000	3,000
34680 Miscellaneous Events Revenue	2,012	6,217				
34731 Use Fees- Parks and Public Parks	190	135				
34890 Reimbursement- Miscellaneous	157,167	169,438				
34910 Services-Photo Copies	521	140	198		110	100
35020 Damage to Property-Reimb			194			
35710 Cell Tower Lease	6,000	6,000	6,000	6,000	6,000	6,000
37010 Interest	192,017	356,594	792,516	500,000	640,000	175,000
37020 Gain on Sale of Vehicles				50,000		
37050 Sale-Maps/Publications	156	74	40	100	100	100
37070 Rental Income	700	665	4,830	2,800	3,300	3,000
37090 Other Miscellaneous	27,162	43,661	135,881	25,000	25,000	50,000
39320 Library Donations	2,489	3,036	2,076	3,000	3,000	3,000
39330 Youth Council Fundraiser				500	500	500
39360 Senior Council Fundraiser	766	512	830	500	500	500
39365 Senior Meals - MAG Reimbursement					1,620	1,750
Total:	**603,816**	**744,316**	**1,771,573**	**750,775**	**794,430**	**327,700**

INTERGOVERNMENTAL TRANSFERS/GRANTS	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
31163 Safety Grant - ULGT	2,500					
31165 UT Library & Technology Grant						
33317 Grant - MAG/UDOT		242,928				
33400 Miscellaneous Grants	3,000		14,932			
33425 Pony Express Trail Grant						
33433 State Parks & Trails Grant	190,433	(7,434)				
33457 Library Grant		1,000				
33447 EMP Grant						
33495 Cemetery Grant						
Total:	**195,933**	**236,494**	**14,932**	**-**	**-**	**-**

Fund 10- General Fund
Revenue Detail (Continued)

IMPACT FEES/EQUITY BUY IN	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
34800 Equity Buy In Storm Water						
34801 Equity Buy In Parks & Trails						
34805 Impact Fees- Strom Drainage						
34825 Future Facilities- Transportation						
34826 Future Facilities- Storm Water						
34827 Parks Future Facilities South						
34875 ROW Existing Street Buy In Transportation						
34876 Future Projects Transportation						
34877 Sweetwater Road Equity Buy In						
34878 Pony Express Ext Silver Lake						
34806 Impact Fee Public Safety						
34881 S Equity Buy In Public Safety						
34882 S Future Facilities Public Safety						
34883 N Equity Buy In Public Safety						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

INTERFUND TRANSFERS	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
37151 Due From-Water	401,970	411,112	443,479	499,316	499,316	535,272
37152 Due From-Sewer	398,086	406,392	438,403	491,361	491,361	521,366
37153 Due From-Electric						
37155 Due From-Gas						
37157 Due From-Solid Waste	58,568	59,675	62,858	65,613	65,613	72,842
37158 Due From Golf Fund		53,611				
37159 Due From-Storm Drain	59,335	60,853	66,370	71,338	71,338	76,069
37171 Due From SID 98-1						
37172 Due From-AA 2013-1	20,000		20,000	20,000	20,000	20,000
37174 Due From-AA 2000-1	30,000					
38060 Due From Fund 60		73,954				
37116 Due From Public Safety Impact Fee Fund	91,023					
38111 Due From Water Impact Fee Fund		65,934				
38179 Due From Road Bond Debt Service Fund		339				
Due To Fund 51 (Water)	(65,934)					
Due To Fund 54 (Fleet)						
Due To Fund 58 (Golf Course)	(12,018)					
Due To Fund 60 (Economic Development)	(72,000)					
Due To Cemetery Fund	(5,000)	(10,000)				
Due To General Fund Capital Projects Fund	(1,846,435)	(1,750,000)	(3,450,000)	(60,000)	(2,500,000)	(582)
Fund Balance Adjustment (Use of Fund Balance Reserve)						
Total:	**(942,405)**	**(628,130)**	**(2,418,890)**	**1,087,629**	**(1,352,372)**	**1,224,967**

	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Legislative	5.00	5.00	5.00	5.00	5.00	5.00
Recorder	3.00	3.00	3.50	3.50	3.50	3.50
Attorney	-	-	-	-	-	-
Executive	5.41	5.41	6.41	6.41	6.41	5.41
Finance	3.60	3.60	3.60	3.60	3.60	3.93
Engineerin	4.30	4.33	5.83	5.83	5.83	5.50
Planning	4.00	4.50	4.50	4.50	4.50	5.75
Economic	-	-	0.65	0.65	0.65	0.65
Youth Cou	-	-	-	-	-	-
Recreation	3.28	3.53	3.93	3.73	-	3.73
IT	-	-	-	-	-	-
HR	1.00	1.00	0.50	1.50	1.50	1.50
PIO	2.40	2.18	2.18	2.18	2.18	3.18
PM&Facilit	2.10	2.75	5.25	5.25	5.25	4.81
Senior Cou	0.10	0.10	0.10	0.10	0.10	0.10
Special Ev	1.48	1.48	1.65	1.65	1.65	1.65
Public Safe	4.52	4.52	4.52	4.52	4.52	4.52
Building	5.25	6.26	8.76	8.76	8.76	8.01
Streets	6.01	5.91	7.41	7.41	7.41	8.41
Parks	6.05	9.13	11.13	11.13	11.13	10.63
Library	6.15	6.33	6.50	6.50	6.50	6.43
Special Revenue						
Cemetery	0.15	0.05	0.05	0.05	0.05	0.05
Storm Wat	on enterprise					
Incubator	0.65	-	-	-	-	-
Internal Service						
Utility Billin	on enterprise					
GIS	on enterprise					
Fleet	-	0.50	0.50	0.50	0.50	1.25

Changes this year
-
-
-
(1.00)
0.33
(0.33)
1.25
-
-
3.73
-
-
1.00
(0.44)
-
-
-
(0.75)
1.00
(0.50)
(0.08)

Fund 10- General
Sub 11- Executive
Department 41100- Legislative Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	32,295	32,295	44,128	32,295	52,041	83,500
Materials, Supplies & Services	2,973	6,678	5,411	6,000	8,049	11,700
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**35,268**	38,973	**49,539**	**38,295**	**60,090**	**95,200**

REVENUE	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	35,268	38,973	49,539	38,295	60,090	95,200
Revenue Total:	**35,268**	**38,973**	**49,539**	**38,295**	**60,090**	**95,200**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected	5.00	5.00	5.00	5.00	5.00	5.00
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	**5.00**	**5.00**	**5.00**	**5.00**	**5.00**	**5.00**

Fund 10- General
Sub 11- Executive
Department 41100- Legislative Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries- Full-time Permanent						
1112 Salaries- Part-time Permanent	30,000	30,000	30,000	30,000	48,343	75,000
1300 Employee Benefits						
1311 Bonus						
1511 FICA	1,860	1,860	13,693	1,860	2,997	6,000
1512 Medicare	435	435	435	435	701	2,500
1531 State Insurance Fund						
Total:	**32,295**	**32,295**	**44,128**	**32,295**	**52,041**	**83,500**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships		800	683		86	100
2321 Travel & Training	668	2,556	2,408	2,000	2,340	5,000
2369 Meetings	2,288	2,240	2,248	3,000	4,496	4,500
2411 Office Expenses & Supplies	18	388	-	500	627	500
2421 Postage						
2513 Equipment Supplies & Maintenance						
4531 Professional/Technical Services						
4950 Elections						
5002 Misc. Services & Supplies		649	72	500	500	600
5003 Special Projects		45	-			1,000
Total:	**2,973**	**6,678**	**5,411**	**6,000**	**8,049**	**11,700**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7412 Computer Equipment						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 11- Executive
Division 41110- Recorder Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	246,350	253,327	271,830	304,265	348,635	292,001
Materials, Supplies & Services	16,475	49,685	16,574	76,850	36,524	31,445
Capital Outlay	938	1,258	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**263,763**	**304,270**	**288,404**	**381,115**	**385,159**	**323,446**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	263,763	304,270	288,404	381,115	385,159	323,446
Revenue Total:	**263,763**	**304,270**	**288,404**	**381,115**	**385,159**	**323,446**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed	1.00	1.00	1.00	1.00	1.00	1.00
Full-time	2.00	2.00	2.00	2.00	2.00	2.00
Part-time/Seasonal			0.50	0.50	0.50	0.50
FTE Total:	**3.00**	**3.00**	**3.50**	**3.50**	**3.50**	**3.50**

Fund 10- General
Sub 11- Executive
Division 41110- Recorder Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries	165,209	169,473	181,813	178,483	219,766	175,178
1112 Part-Time Salaries			4,700	21,424	21,424	18,720
1211 Overtime	89	218	276			
1212 Wellness Benefit						
1300 Employee Benefits	14,164	14,558	15,386	11,066	15,219	10,861
1311 Bonus						
1511 FICA			617	1,328	1,328	1,161
1512 Medicare	2,344	2,405	2,583	2,899	3,313	2,812
1521 Retirement	30,385	31,304	32,070	32,966	31,487	32,355
1531 State Insurance Fund						
1541 Health Insurance	29,196	30,449	29,897	50,776	50,776	44,859
1545 Dental Insurance	3,579	3,536	3,292	3,606	3,606	4,135
1548 Vision Insurance	575	573	515	639	639	751
1561 Long Term Disability	811	811	681	1,077	1,077	1,170
Total:	**246,350**	**253,327**	**271,830**	**304,265**	**348,635**	**292,001**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (IIMC, UMCA, CURA, ARMA, UBL, Notary Renewal)	700	1,449	1,155	1,250	1,250	1,345
2211 Public Notices	3,582	4,080	2,270	5,000	5,000	5,000
2321 Travel & Training	5,309	2,671	2,518	5,300	5,300	5,700
2369 Meetings	15	127	112	300	1,000	300
2411 Office Expenses & Supplies						
2531 Mileage Reimbursement	91		300	500	500	500
4138 Property Taxes	143	(317)	339	2,000	2,000	2,000
4139 Recording Fees	2,329	2,746	2,875	3,500	7,474	7,000
4261 Computer Software & Maintenance	595	850				
4531 Professional/Technical Services	3,219	2,342	6,615	7,000	7,000	7,000
4532 Record Transcription Services	400	500		2,000	2,000	2,000
4950 Elections	92	35,238	390	50,000	5,000	600
5002 Misc. Services & Supplies						
Total:	**16,475**	**49,685**	**16,574**	**76,850**	**36,524**	**31,445**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7412 Computer/Office Equipment						
7425 Codification of City Records						
7552 Furniture	938	1,258				
Total:	**938**	**1,258**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 11- Executive
Department 41220- Attorney Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	-	-	-	-	-
Materials, Supplies & Services	116,751	174,300	141,223	110,000	126,965	135,000
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**116,751**	**174,300**	**141,223**	**110,000**	**126,965**	**135,000**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	116,751	174,300	141,223	110,000	126,965	135,000
Revenue Total:	**116,751**	**174,300**	**141,223**	**110,000**	**126,965**	**135,000**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Fund 10- General
Sub 11- Executive
Department 41220- Attorney Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries						
1211 Overtime						
1511 FICA						
1311 Bonus						
1521 Retirement						
1531 State Insurance Fund						
1531 Medicare						
1541 Health Insurance						
1999 Reserve For Pay Adjustments						
Total:	-	-	-	-	-	-

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
4121 Attorney Fees	116,751	174,300	141,223	110,000	126,965	125,000
2321 Travel & Training						
4531 Professional & Technical Services (ALJ)						10,000
Total:	**116,751**	**174,300**	**141,223**	**110,000**	**126,965**	**135,000**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7410 Equipment						
7412 Computer Equipment						
Total:	-	-	-	-	-	-

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	-	-	-	-	-	-

Fund 10- General
Sub 11- Executive
Department 41310- Executive Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	580,383	568,443	563,329	585,652	613,606	584,417
Materials, Supplies & Services	7,401	17,938	35,968	52,100	51,500	52,100
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	19,099	30,285	25,581	26,435	26,435	25,384
Expenditure Total:	**606,883**	**616,666**	**624,878**	**664,187**	**691,541**	**661,900**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	606,883	616,666	624,878	664,187	691,541	661,900
Revenue Total:	**606,883**	**616,666**	**624,878**	**664,187**	**691,541**	**661,900**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected	1	1	1	1	1	1
Appointed	1	1	1	1	1	1
Full-time	2.75	2.75	3.75	3.75	3.75	2.75
Part-time/Seasonal	0.66	0.66	0.66	0.66	0.66	0.66
FTE Total:	**5.41**	**5.41**	**6.41**	**6.41**	**6.41**	**5.41**

Fund 10- General
Sub 11- Executive
Department 41310- Executive Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT	375,773	391,388	401,152	383,116	399,997	386,181
1111 Annual Leave Payout						
1112 Salaries - PT	12,911	24,286	15,611	20,592	20,592	21,965
1211 Overtime	263	256	1,968	2,000		2,000
1212 Wellness Benefit						
1242 Car Allowance	6,018	6,018	5,875	6,000	8,000	6,000
1300 Employee Benefits	50,117	23,762	26,417	23,760	34,636	23,950
1311 Bonus						
1511 FICA	3,911	1,932	990	1,277	1,277	1,362
1512 Medicare	5,810	6,015	6,011	5,854	6,051	5,918
1521 Retirement	51,889	36,470	34,462	70,762	70,762	71,328
1531 State Insurance Fund						
1541 Health Insurance	66,195	70,562	64,057	63,470	63,470	56,073
1545 Dental Insurance	5,282	5,391	4,779	5,710	5,710	6,371
1548 Vision Insurance	852	869	735	799	799	939
1551 Cafeteria Plan						
1561 Long Term Disability	1,362	1,498	1,273	2,312	2,312	2,330
Total:	**580,383**	**568,443**	**563,329**	**585,652**	**613,606**	**584,417**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (ULCT, MAG, ICMA, UCMA)	1,744	12,963	26,366	40,550	42,000	40,550
2211 Public Notices						
2321 Travel & Training	5,072	4,824	9,316	11,050	7,000	11,050
2369 Meetings	452	148	286	500	500	500
2411 Office Expenses & Supplies	23					
2421 Postage						
2513 Equipment Supplies & Maintenance						
2521 Vehicle Fuel & Maintenance						
2531 Mileage Reimbursement						
4531 Professional/Technical Services						
5002 Misc. Services & Supplies	109	3				
5003 Special Projects					2,000	
Total:	**7,401**	**17,938**	**35,968**	**52,100**	**51,500**	**52,100**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7410 Equipment						
7412 Computer Equipment						
7552 Furniture						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund	19,099	30,285	25,581	26,435	26,435	25,384
Total:	**19,099**	**30,285**	**25,581**	**26,435**	**26,435**	**25,384**

Fund 10- General
Sub 11 - Executive
Department 41410- Finance & Accounting Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	274,956	288,308	330,443	343,277	344,080	351,424
Materials, Supplies & Services	86,531	128,748	184,475	94,850	96,106	90,200
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**361,487**	**417,057**	**514,918**	**438,127**	**440,186**	**441,624**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	361,487	417,057	514,918	438,127	440,186	441,624
Revenue Total:	**361,487**	**417,057**	**514,918**	**438,127**	**440,186**	**441,624**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed	1.00	1.00	1.00	1.00	1.00	1.00
Full-time	2.60	2.60	2.60	2.60	2.60	2.93
Part-time/Seasonal						
FTE Total:	**3.60**	**3.60**	**3.60**	**3.60**	**3.60**	**3.93**

Fund 10- General
Sub 11 - Executive
Department 41410- Finance & Accounting Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries	169,295	183,286	216,985	218,784	219,000	232,400
1211 Overtime	139					
1212 Wellness Benefit						
1300 Employee Benefits	10,433	10,987	12,933	13,565	14,153	13,728
1311 Bonus						
1511 FICA	0					
1512 Medicare	2,352	2,507	2,996	3,172	3,172	3,370
1521 Retirement	30,507	33,598	38,962	40,409	40,409	40,896
1531 State Insurance Fund						
1541 Health Insurance	56,197	52,506	53,519	60,931	60,931	53,830
1545 Dental Insurance	4,487	3,933	3,661	4,328	4,328	4,962
1548 Vision Insurance	723	637	574	767	767	901
1561 Long Term Disability	824	855	813	1,320	1,320	1,336
Total:	**274,956**	**288,308**	**330,443**	**343,277**	**344,080**	**351,424**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (GFOA, UGFOA, APT US&C, UAPT)	582	932	607.00	750	750	750
2321 Travel & Training	2,893	4,239	2,509.87	5,750	5,750	4,300
2369 Meetings	80	93	369.63	300	300	300
2411 Office Expenses & Supplies		192	192.15			
2421 Postage						
2513 Equipment Supplies & Maintenance						
2531 Mileage Reimbursement						
2710 Budget/CAFR Prep	1,007	890	1,160	1,050	1,050	1,350
4140 Banking Fees	27,911	30,744	34,035	34,000	34,000	34,000
4151 Auditing & Accounting	43,350	41,000	35,000	40,000	40,000	45,000
4211 Computer Network & Data Process						
4221 Web Site Maintenance						
4261 Computer Software & Maintenance						
4521 Collection Fees	10,708	2,753	1,872.44	3,000	4,256	4,500
4531 Professional/Technical Services			455.00	10,000	10,000	
5002 Misc. Services & Supplies						
6000 Bad Debt Expense		47,905	108,274.05			
Total:	**86,531**	**128,748**	**184,475**	**94,850**	**96,106**	**90,200**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7411 Office Equipment						
7412 Computer Equipment						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 11 - Executive
Division 41710- Engineering Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	413,278	418,444	422,713	545,833	548,893	520,483
Materials, Supplies & Services	4,374	3,934	10,595	13,480	14,682	13,480
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	23,639	28,615	31,866	34,466	34,466	80,049
Expenditure Total:	**441,291**	**450,993**	**465,174**	**593,779**	**598,041**	**614,012**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	441,291	450,993	465,174	593,779	598,041	614,012
Revenue Total:	**441,291**	**450,993**	**465,174**	**593,779**	**598,041**	**614,012**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	4.30	4.33	5.83	5.83	5.83	5.50
Part-time/Seasonal						
FTE Total:	**4.30**	**4.33**	**5.83**	**5.83**	**5.83**	**5.50**

Fund 10- General
Sub 11 - Executive
Division 41710- Engineering Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries	261,901	262,703	267,948	340,748	340,748	333,154
1112 Salaries PT						
1211 Overtime	2,180	4,015	5,121			
1242 Car Allowance	5,717	5,717	5,581	5,700	5,700	5,700
1300 Employee Benefits	19,842	20,050	20,135	21,126	23,543	20,656
1311 Bonus						
1321 Clothing Allowance	1,200	1,200		1,400	2,000	1,400
1511 FICA						
1512 Medicare	3,827	3,844	3,942	4,941	4,941	4,831
1521 Retirement	42,692	43,022	43,141	62,936	62,936	61,533
1531 State Insurance Fund						
1541 Health Insurance	68,259	70,267	69,903	98,674	98,674	82,241
1545 Dental Insurance	5,548	5,485	5,134	7,009	7,053	7,581
1548 Vision Insurance	883	880	805	1,242	1,242	1,377
1561 Long Term Disability	1,229	1,261	1,004	2,056	2,056	2,010
Total:	**413,278**	**418,444**	**422,713**	**545,833**	**548,893**	**520,483**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (UCEA, ASCE, SWIP, APWA)	420	450	163	850	850	850
2321 Travel & Training	1,569	325	1,794	4,280	4,280	4,280
2369 Meetings	39	69	274	300	300	300
2411 Office Expenses & Supplies	16		225			
2431 Uniforms & Clothing						
2513 Equipment Supplies & Maintenance	1,087	1,341	408	1,500	2,702	1,500
2523 Blue Stakes Supplies	1,243	1,749	5,131	6,550	6,550	6,550
2531 Mileage Reimbursement						
4320 Engineering Services						
4531 Professional/Technical Services			2,600			
5002 Misc. Services & Supplies						
Total:	**4,374**	**3,934**	**10,595**	**13,480**	**14,682**	**13,480**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7410 Equipment						
7412 Computer Equipment						
7414 GIS Equipment						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund	23,639	28,615	31,866	34,466	34,466	80,049
Total:	**23,639**	**28,615**	**31,866**	**34,466**	**34,466**	**80,049**

Fund 10- General
Sub 18 - Boards, Commission and Council
Department 41910 - Economic Development Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	58,319	70,944	73,015	74,016	76,672
Materials, Supplies & Services	-	98,831	38,728	89,770	101,541	61,370
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**-**	**157,150**	**109,672**	**162,785**	**175,557**	**138,042**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues				162,785	175,557	138,042
Revenue Total:	**-**	**-**	**-**	**162,785**	**175,557**	**138,042**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time		0.65	0.65	0.65	0.65	0.65
Part-time/Seasonal						
FTE Total:	**-**	**-**	**0.65**	**0.65**	**0.65**	**0.65**

Fund 10- General
Sub 18 - Boards, Commission and Council
Department 41910 - Economic Development Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries		43,032	47,337	48,210	48,346	51,998
1211 Overtime						
1300 Employee Benefits		3,350	3,443	2,989	3,496	3,224
1511 FICA						
1311 Bonus						
1512 Medicare		615	667	699	699	754
1521 Retirement		(1,175)	7,271	8,904	8,904	9,604
1531 State Insurance Fund						
1541 Health Insurance		11,306	11,099	11,001	11,249	9,719
1545 Dental Insurance		856	816	781	892	896
1548 Vision Insurance		139	127	139	139	163
1561 Long Term Disability		197	183	291	291	314
1999 Reserve For Pay Adjustments						
Total:	**-**	**58,319**	**70,944**	**73,015**	**74,016**	**76,672**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (EDCU, Utah Alliance, IEDC)		8,250	9,076	9,370	9,370	9,770
2321 Travel & Training		2,151	1,288	12,600	12,600	12,600
2369 Meetings		795	303	1,500	1,500	1,500
4121 Attorney Fees						
4320 Consulting Services		32,499	4,788			
4812 Building Rent		57,625	0			
5780 Marketing Tools		2,632	9,011	16,300	18,500	12,500
6211 Insurance and Surety Bond						
6510 EM Chamber of Commerce			6,758	30,000	38,000	5,000
6522 Economic Development Events		(5,120)	7,506	20,000	21,571	20,000
Total:	**-**	**98,831**	**38,728**	**89,770**	**101,541**	**61,370**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9110 Due To General Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 18 - Boards, Commission and Council
Department 41930- Youth Council Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	-	-	-	-	-
Materials, Supplies & Services	580	71	516	1,400	1,700	3,725
Capital Outlay	-	-	-	-	-	-
Interfund Transactions						
Expenditure Total:	**580**	**71**	**516**	**1,400**	**1,700**	**3,725**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	580	71	516	1,400	1,700	3,725
Revenue Total:	**580**	**71**	**516**	**1,400**	**1,700**	**3,725**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Fund 10- General
Sub 18 - Boards, Commission and Council
Department 41930- Youth Council Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT						
1112 Salaries - PT						
1211 Overtime						
1300 Employee Benefits						
1511 FICA						
1512 Medicare						
1521 Retirement						
1541 Health Insurance						
1545 Dental Insurance						
1548 Vision Insurance						
1561 Long Term Disability						
1999 Reserve For Pay Adjustments						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues Subscriptions & Membership						
2321 Travel and Training				1,200	1,200	1,200
2411 Office Expenses & Supplies						
5856 Youth Council	580	71	516	200	500	525
6527 Grants/Cont.- Youth Council						2,000
Total:	**580**	**71**	**516**	**1,400**	**1,700**	**3,725**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 18 - Boards Commission and Council
Division 41940- Recreation Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	174,766	192,825	180,652	202,075	203,106	198,358
Materials, Supplies & Services	122,306	63,575	77,182	104,400	100,466	104,400
Capital Outlay	16,441	-	-	-	-	-
Interfund Transactions	18,548	23,015	21,062	19,987	19,987	19,824
Expenditure Total:	**332,061**	**279,416**	**278,896**	**326,462**	**323,559**	**322,581**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	332,061	279,416	278,896	326,462	323,559	322,581
Revenue Total:	**332,061**	**279,416**	**278,896**	**326,462**	**323,559**	**322,581**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	2.08	2.33	2.53	2.33		2.33
Part-time/Seasonal	1.20	1.20	1.40	1.40		1.40
FTE Total:	**3.28**	**3.53**	**3.93**	**3.73**	**-**	**3.73**

Fund 10- General
Sub 18 - Boards Commission and Council
Division 41940- Recreation Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries FT	92,794	92,696	100,167	98,912	99,830	99,948
1112 Salaries PT	12,066	29,953	10,567	29,994	29,994	29,120
1211 Overtime	5,230	3,308	3,407	1,000		1,000
1300 Employee Benefits	6,225	6,602	6,248	6,133	6,610	6,197
1311 Bonus				-		-
1321 Clothing Allowance	400	400	-	800	800	800
1511 FICA	748	1,686	615	1,860	1,860	1,805
1512 Medicare	1,568	1,758	1,601	1,869	1,869	1,871
1521 Retirement	16,924	17,091	17,769	18,269	18,733	18,460
1531 State Insurance Fund				-		-
1541 Medical Insurance	34,969	35,545	36,807	39,351	39,351	34,765
1545 Dental	2,930	2,879	2,691	2,795	2,966	3,205
1548 Vision	464	460	421	496	496	582
1561 Long Term Disability	448	448	361	597	597	603
Total:	**174,766**	**192,825**	**180,652**	**202,075**	**203,106**	**198,358**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, subscriptions, and memberships	145	145	300	200	266	200
2321 Travel/Training		903	712	2,000	2,000	2,000
2431 Uniforms						
2513 Equipment Supplies & Maintenance	1,112	2,850	1,176	5,000	5,000	5,000
3111 Utilities						
4531 Professional & Technical Services	12,795	2,077	2,680	4,000	4,000	4,000
4610 Officials						
4611 Concessions						
5750 Youth Soccer (Spring) - Formerly Youth Sports		(5)				
5751 Youth Soccer (Fall)						
5752 Youth Baseball	60,155					
5753 Youth Basketball	39,400	41,330	52,735	54,500	54,500	54,500
5754 Adult Softball	3,842	4,780	8,962	9,000	10,000	9,000
5755 Adult Volleyball	518	1,155	423	1,200	1,200	1,200
5756 Men's Basketball				2,800	2,800	2,800
5757 Women's Basketball						
5758 Women's Volleyball	418	408	468	1,200	1,200	1,200
5759 Flag Football				2,500	2,500	2,500
5749 Pickleball				2,500	2,500	2,500
5748 Ultimate Frisbee				2,500	2,500	2,500
5760 CSSA Softball (Spring)	3,921	5,113	5,363	6,000	6,000	6,000
5761 CSSA Softball (Fall)		4,821	4,364	6,000	6,000	6,000
5747 New Program Development				5,000		5,000
5862 Pass-Through						
Total:	**122,306**	**63,575**	**77,182**	**104,400**	**100,466**	**104,400**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay	16,441					
Total:	**16,441**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund	18,548	23,015	21,062	19,987	19,987	19,824
Total:	**18,548**	**23,015**	**21,062**	**19,987**	**19,987**	**19,824**

Fund 10- General
Sub 18 - Boards, Commission and Council
Department 41960 Senior Council Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	2,828	7,306	7,511	7,782	7,995
Materials, Supplies & Services	3,100	4,733	4,251	5,000	6,110	5,000
Capital Outlay						
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**3,100**	**7,561**	**11,557**	**12,511**	**13,892**	**12,995**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	3,100	7,561	11,557	12,511	13,892	12,995
Revenue Total:	**3,100**	**7,561**	**11,557**	**12,511**	**13,892**	**12,995**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	0.10	0.10	0.10	0.10	0.10	0.10
Part-time/Seasonal						
FTE Total:	**0.10**	**0.10**	**0.10**	**0.10**	**0.10**	**0.10**

Fund 10- General
Sub 18 - Boards, Commission and Council
Department 41960 Senior Council Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT		1,637	4,425.08	4,480	4,684	5,000
1112 Salaries - PT						
1211 Overtime		131	181.14			
1300 Employee Benefits		28	52.94	278	278	310
1511 FICA						
1512 Medicare		25	66.90	65	68	73
1521 Retirement		267	710.84	827	827	924
1531 State Insurance Fund						
1541 Health Insurance		676	1,707.78	1,693	1,739	1,495
1545 Dental Insurance		49	125.51	120	138	138
1548 Vision Insurance		8	19.64	21	21	25
1561 Long Term Disability		7	15.74	27	27	30
Total:	**-**	**2,828**	**7,306**	**7,511**	**7,782**	**7,995**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
5856 Senior Council	3,100	4,733	4,251	5,000	6,110	5,000
Total:	**3,100**	**4,733**	**4,251**	**5,000**	**6,110**	**5,000**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 18 - Boards, Commission and Council
Division 41990- Special Events Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	86,096	86,679	93,304	130,157	132,241	136,968
Materials, Supplies & Services	56,423	61,133	86,049	137,400	92,001	157,800
Capital Outlay	-	-	166,383	25,000	25,000	-
Interfund Transactions	-	-	13,227	10,608	10,608	10,047
Expenditure Total:	**142,518**	**147,811**	**358,963**	**303,165**	**259,850**	**304,815**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	142,518	147,811	358,963	303,165	259,850	304,815
Revenue Total:	**142,518**	**147,811**	**358,963**	**303,165**	**259,850**	**304,815**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	0.98	0.98	0.98	0.98	0.98	0.98
Part-time/Seasonal	0.50	0.50	0.68	0.68	0.68	0.68
FTE Total:	**1.48**	**1.48**	**1.65**	**1.65**	**1.65**	**1.65**

Fund 10- General
Sub 18 - Boards, Commission and Council
Division 41990- Special Events Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries FT	43,757	40,748	45,939.36	46,498	48,239	51,377
1112 Salaries PT	10,354	15,480	16,538.62	21,692	21,692	23,868
1111 Salaries FT - Other Dept Staff				20,000	20,000	20,000
1112 Salaries PT - Other Dept Staff				10,000	10,000	10,000
1211 Overtime	2,672	2,435	2,575.20			
1300 Employee Benefits	1,078	779	490.23	2,883	3,281	3,185
1311 Bonus						
1511 FICA	690	1,021	1,083.99	1,345	1,524	1,480
1512 Medicare	812	839	939.42	989	989	1,091
1521 Retirement	6,980	6,440	7,505.36	8,588	7,731	9,489
1541 Health Insurance	17,896	17,232	16,651.68	16,502	16,951	14,579
1545 Dental Insurance	1,426	1,304	1,224.33	1,172	1,345	1,344
1548 Vision Insurance	230	212	191.09	208	208	244
1561 Long Term Disability	201	188	164.90	281	281	310
Total:	**86,096**	**86,679**	**93,304**	**130,157**	**132,241**	**136,968**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues and Subscriptions			135	1,200	1,200	1,200
(Music Licensing, SESAC, BMI, ASCAP, Utah Assn. of Fairs & Events)						
2321 Travel and Training		23	198	2,500	2,500	2,500
2513 Equipment, Supplies & Maintenance			4,499	8,000	8,000	8,000
3111 Utilities						
5855 Exceptional Kids						
5856 Special Events Projects	18,244	37,760	42,154	65,000	65,000	57,500
5858 Pony Express Days	28,836	16,798	31,839	50,000		43,500
Limited 2020 PE Days Events to Fall 2020						30,000
5859 Miss Eagle Mountain	7,475	5,098	7,056	7,000	7,000	8,000
5860 PE Days Rodeo		(270)				
5850 Veterans Board	1,868	1,724	169	3,700	3,700	2,100
5861 Utah South Pacific Festival					4,601	
Cultural Festivals						5,000
Total:	**56,423**	**61,133**	**86,049**	**137,400**	**92,001**	**157,800**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay			166,383	25,000	25,000	
Total:	**-**	**-**	**166,383**	**25,000**	**25,000**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund			13,227	10,608	10,608	10,047
Total:	**-**	**-**	**13,227**	**10,608**	**10,608**	**10,047**

Fund 10- General
Sub 18 - Boards, Commissions and Councils
Department 45800- Library Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	232,890	243,538	234,146	291,744	256,977	284,027
Materials, Supplies & Services	57,335	52,420	65,551	93,250	101,753	107,800
Capital Outlay	10,637	-	9,149	12,125	12,125	34,500
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**300,862**	**295,958**	**308,846**	**397,119**	**370,855**	**426,327**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	300,862	295,958	308,846	397,119	370,855	426,327
Revenue Total:	**300,862**	**295,958**	**308,846**	**397,119**	**370,855**	**426,327**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	2.00	2.00	2.00	2.00	2.00	2.00
Part-time/Seasonal	4.15	4.33	4.50	4.50	4.50	4.43
FTE Total:	**6.15**	**6.33**	**6.50**	**6.50**	**6.50**	**6.43**

Fund 10- General
Sub 18 - Boards, Commissions and Councils
Department 45800- Library Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries	95,653	99,136	96,596	107,548	104,091	112,320
1112 PT/Temp Seasonal Salaries	70,021	74,452	69,403	110,334	81,641	119,691
1211 Overtime	10	68	33			
1212 Wellness Benefit						
1300 Employee Benefits (401k or 457)	5,968	6,141	5,951	6,668	6,454	6,964
1311 Bonus						
1511 FICA	4,342	4,616	8,352	6,841	5,062	7,421
1512 Medicare	2,303	2,409	2,337	3,159	2,661	3,364
1521 Retirement	17,600	18,295	17,727	19,864	19,864	29,906
1531 State Insurance Fund						
1541 Health Insurance	33,434	34,886	30,782	33,851	33,851	2,757
1545 Dental Insurance	2,662	2,633	2,246	2,404	2,562	501
1548 Vision Insurance	429	427	351	426	426	426
1561 Long Term Disability	467	474	369	649	365	678
Total:	**232,890**	**243,538**	**234,146**	**291,744**	**256,977**	**284,027**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (Membership Renewals, Jr. Library Guild, Rocket Languages, Universal Class, Law Depot, ALA, ULA, MPLA, ARSL, Audio Book Subscription)	10,516	6,779	13,784	15,000	16,000	16,000
2321 Travel & Training	409	1,297	51	1,500	1,500	1,500
2369 Meetings	260	41	139	150	150	150
2411 Office Expenses & Supplies	3,040	2,860	3,542	3,500	3,500	4,000
2421 Postage						
2513 Equipment, Supplies, & Maintenance	1,032			1,500	1,503	1,550
2531 Mileage Reimbursement						
3111 Utilities						
4211 Computer Network & Data Process	13,662	10,661	12,663	21,000	21,000	21,000
4521 Collection Fees			56	500		
5002 Misc. Services & Supplies			-			
5791 Library Materials & Books	28,687	27,703	31,976	40,000	40,000	45,000
5793 Replacement Books			-			
5795 Library Materials From Grants	(1,754)	859	514	7,000	15,000	15,000
5856 Library Events	1,482	2,221	2,825	3,100	3,100	3,600
Total:	**57,335**	**52,420**	**65,551**	**93,250**	**101,753**	**107,800**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7410 Equipment	4,908		9,149	7,125	7,125	9,500
7412 Computer Equipment	1,508			5,000	5,000	5,000
7552 Furniture	4,221					20,000
Total:	**10,637**	**-**	**9,149**	**12,125**	**12,125**	**34,500**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 19
Department 41950 - Non-Departmental - Project Management/Facilities Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	94,176	158,603	183,102	266,210	268,841	296,099
Materials, Supplies & Services	91,542	113,105	94,315	101,200	106,724	118,000
Capital Outlay	64,313	777	49,820	211,000	148,656	21,350
Interfund Transactions	14,410	19,128	20,248	65,958	65,958	76,534
Expenditure Total:	**264,442**	**291,613**	**347,485**	**644,368**	**590,179**	**511,983**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	264,442	291,613	347,485	644,368	590,179	511,983
Revenue Total:	**264,442**	**291,613**	**347,485**	**644,368**	**590,179**	**511,983**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	2.10	1.50	4.00	4.00	4.00	3.25
Part-time/Seasonal		1.25	1.25	1.25	1.25	1.56
FTE Total:	**2.10**	**2.75**	**5.25**	**5.25**	**5.25**	**4.81**

Fund 10- General
Sub 19
Department 41950 - Non-Departmental-Project Management/Facilities Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT	40,032	58,478	104,970	139,781	139,781	152,958
1112 Salaries - PT	18,847	20,238	20,639	30,797	30,797	36,400
1115 Unemployment	2,354		-			
1211 Overtime	2,615	456	333			
1300 Employee Benefits	5,074	8,092	12,199	8,666	10,539	9,483
1321 Clothing Allowance		101	-	900	900	900
1511 FICA	1,169	1,255	1,280	1,909	1,909	2,257
1512 Medicare	825	1,097	1,751	2,473	2,874	2,746
1521 Retirement	4,766	5,640	12,889	25,818	29,795	28,251
1531 State Insurance Fund		40,303	-			
1541 Health Insurance	16,755	20,868	26,437	50,776	46,986	56,073
1545 Dental Insurance	1,330	1,561	1,948	3,606	3,778	5,169
1548 Vision Insurance	214	253	301	639	639	939
1551 HSA Admin Fees						
1561 Long Term Disability	195	261	357	843	843	923
Total:	**94,176**	**158,603**	**183,102**	**266,210**	**268,841**	**296,099**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2431 Uniforms & Clothing						
2321 Travel & Training				1,500	1,500	3,500
2421 Postage		(262)				
2513 Equipment Supplies & Maintenance	4,474	172	283	5,000	5,000	5,000
2610 Buildings & Ground Maintenance	41,292	56,317	33,871	35,000	35,000	45,000
2612 Janitorial Services	4,586	6,345	8,518	15,000	15,000	15,000
2613 Contract Services (Janitorial)						
3111 Utilities	40,146	39,069	36,938	30,000	32,080	33,000
3315 DSL Service		(89)				
4531 Professional/Technical Services	1,044	11,291	14,705	16,200	16,200	16,500
6211 Insurance & Surety Bonds					3,444	
Total:	**91,542**	**113,105**	**94,315**	**101,200**	**106,724**	**118,000**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7211 Building & Bldg. Improvements	64,313	347	48,438	62,000	62,000	15,600
7410 Equipment		430	1,382			3,250
7412 Computer Equipment				149,000	79,609	
7552 Furniture					7,047	2,500
Total:	**64,313**	**777**	**49,820**	**211,000**	**148,656**	**21,350**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund	14,410	19,128	20,248	65,958	65,958	76,534
Total:	**14,410**	**19,128**	**20,248**	**65,958**	**65,958**	**76,534**

Fund 10- General
Sub 19
Department 41955 - Non-Departmental-Information Technology Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	-	-	-	-	-
Materials, Supplies & Services	215,753	164,248	276,859	298,800	271,504	310,520
Capital Outlay	15,772	57,734	42,642	149,000	67,000	124,000
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**231,525**	**221,982**	**319,501**	**447,800**	**338,504**	**434,520**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	231,525	221,982	319,501	447,800	338,504	434,520
Revenue Total:	**231,525**	**221,982**	**319,501**	**447,800**	**338,504**	**434,520**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 19
Department 41955 - Non-Departmental-Information Technology Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT						-
1112 Salaries - PT						-
1115 Unemployment						
1211 Overtime						
1300 Employee Benefits						-
1511 FICA						-
1512 Medicare						-
1521 Retirement						-
1531 State Insurance Fund						
1541 Health Insurance						-
1545 Dental Insurance						-
1548 Vision Insurance						-
1551 HSA Admin Fees						
1561 Long Term Disability						-
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships						200
2320 Allocated Credit Cards						
2369 Meetings						
2513 Equipment, Supplies & Maintenance		1,730	3,546	2,500	2,500	3,000
3311 Telephone	40,855	33,837	29,436	30,000	30,000	30,000
3313 Cell Phones/Pagers	24,002	33,777	34,017	33,200	34,504	36,000
3315 DSL Service						
4221 Website Maintenance			46,018	10,000	10,000	10,000
4222 Printer/Copier Maintenance (Contracted)		7,725	10,619	12,000	12,000	12,000
4261 Computer Software & Maintenance	145,565	34,958	85,923	143,600	115,000	152,400
4531 Professional/Technical Services	5,331	52,220	67,299	67,500	67,500	66,920
Total:	**215,753**	**164,248**	**276,859**	**298,800**	**271,504**	**310,520**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7211 Building & Bldg. Improvements						
7412 Computer Equipment	15,772	57,734	42,642	149,000	67,000	124,000
7552 Furniture						
Total:	**15,772**	**57,734**	**42,642**	**149,000**	**67,000**	**124,000**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 19
Department 41970 - Non-Departmental-Public Information Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	139,976	150,715	144,109	149,586	150,189	229,167
Materials, Supplies & Services	88,491	28,036	16,643	26,000	26,000	26,000
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**228,467**	**178,751**	**160,752**	**175,586**	**176,189**	**255,167**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	228,467	178,751	160,752	175,586	176,189	255,167
Revenue Total:	**228,467**	**178,751**	**160,752**	**175,586**	**176,189**	**255,167**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	1.00	0.93	0.93	0.93	0.93	1.93
Part-time/Seasonal	1.40	1.25	1.25	1.25	1.25	1.25
FTE Total:	**2.40**	**2.18**	**2.18**	**2.18**	**2.18**	**3.18**

Fund 10- General
Sub 19
Department 41970 - Non-Departmental-Public Information Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT	75,357	77,107	75,405	76,217	76,217	123,626
1112 Salaries - PT	24,020	31,940	33,217	33,475	33,475	37,700
1115 Unemployment						
1211 Overtime	598	336	564			
1300 Employee Benefits	4,663	4,781	176	4,725	4,725	7,665
1511 FICA	1,526	2,001	2,094	2,075	2,075	2,337
1512 Medicare	1,382	1,552	1,535	1,591	1,591	2,339
1521 Retirement	13,837	14,242	13,667	14,077	14,077	22,834
1531 State Insurance Fund						
1541 Health Insurance	16,693	16,911	15,817	15,656	16,096	28,784
1545 Dental Insurance	1,331	1,280	1,161	1,112	1,276	2,653
1548 Vision Insurance	214	208	181	197	197	482
1551 HSA Admin Fees						
1561 Long Term Disability	355	359	291	460	460	746
Total:	**139,976**	**150,715**	**144,109**	**149,586**	**150,189**	**229,167**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (3CMA, NIOA)	575	585	585	800	800	800
2321 Travel & Training	413	1,586	1,014	2,500	2,500	2,500
2369 Meetings	23	75	820	300	300	300
2421 Postage			-			
4531 Professional & Technical Services		4,776	2,388	2,400	2,400	2,400
4541 Printing and Mailing	2,126	2,126	1,057			
4561 Citizen Survey						
5003 Marketing & PR Events	10,533	11,772	10,692	8,000	8,000	12,000
5005 EM City Merchandise		7,116	86	12,000	12,000	8,000
5006 USP 20th Anniv. Celebration	74,820					
Total:	**88,491**	**28,036**	**16,643**	**26,000**	**26,000**	**26,000**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7211 Building & Bldg. Improvements						
7412 Computer Equipment						
7552 Furniture						
Total:	-	-	-	-	-	-

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	-	-	-	-	-	-

Fund 10- General
Sub 19
Department 41980 - Non-Departmental-Human Resources Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	112,716	119,751	116,606	130,750	159,934	157,913
Materials, Supplies & Services	82,010	69,454	106,905	86,375	118,219	92,250
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**194,726**	**189,205**	**223,511**	**217,125**	**278,153**	**250,163**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	194,726	189,205	223,511	217,125	278,153	250,163
Revenue Total:	**194,726**	**189,205**	**223,511**	**217,125**	**278,153**	**250,163**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	1.00	1.00	0.50	1.00	1.00	1.00
Part-time/Seasonal				0.50	0.50	0.50
FTE Total:	**1.00**	**1.00**	**0.50**	**1.50**	**1.50**	**1.50**

Fund 10- General
Sub 19
Department 41980 - Non-Departmental-Human Resources Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT	69,656	75,101	77,121	80,340	70,035	40,005
1112 Salaries - PT				-	41,206	67,995
1115 Unemployment				5,000	5,000	5,000
1211 Overtime						
1300 Employee Benefits	4,220	4,488	4,456	4,981	4,562	4,216
1321 Clothing Allowance	5,600	5,550	800	5,600	5,600	5,600
1511 FICA	149	161	25	-	1,864	2,480
1512 Medicare	1,072	1,152	1,112	1,165	855	1,566
1521 Retirement	13,280	13,879	14,235	14,839	11,000	12,559
1531 State Insurance Fund (Worker's Comp)			-			
1541 Health Insurance	16,856	17,542	17,108	16,925	17,733	14,953
1545 Dental Insurance	1,336	1,319	1,258	1,202	1,386	1,378
1548 Vision Insurance	215	214	196	213	209	250
1551 HSA Admin Fees			-			1,500
1561 Long Term Disability	331	345	295	485	485	410
Total:	**112,716**	**119,751**	**116,606**	**130,750**	**159,934**	**157,913**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (SHRM)	11,171	12,447	13,605	500	8,191	500
2320 Allocated Credit Cards						
2321 Travel & Training	558		2,498	2,250	2,250	2,750
2369 Meetings						
2371 Educational Assistance	7,500	5,895	4,500	9,000	9,000	9,000
2378 Safety Awards	310	1,487	429	1,500	1,500	1,500
2379 Employee Activities	3,666	4,418	7,360	10,000	10,653	12,500
2411 Office Expenses & Supplies	24,447	17,689	23,858	23,000	23,000	23,000
2421 Postage				2,000	2,000	2,000
2431 Uniforms & Clothing (Office Employees)	572		433			
2461 Computer Software & Maint			4,080	1,625	1,625	6,000
4531 Professional & Technical Services	9,817	4,750	4,673	11,500	35,000	10,000
6211 Insurance and Surety Bonds	23,969	22,768	45,470	25,000	25,000	25,000
Total:	**82,010**	**69,454**	**106,905**	**86,375**	**118,219**	**92,250**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7211 Building & Bldg. Improvements						
7412 Computer Equipment						
7552 Furniture						
Total:	-	-	-	-	-	-

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	-	-	-	-	-	-

Fund 10- General
Sub 21 - Public Safety
Division 42100- Public Safety Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	84,042	93,817	121,219	107,700	110,432	117,700
Materials, Supplies & Services	2,244,695	2,453,462	2,560,797	3,040,750	3,082,985	3,385,000
Capital Outlay	815	-	5,998	62,500	62,500	6,000
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**2,329,552**	**2,547,279**	**2,688,014**	**3,210,950**	**3,255,917**	**3,508,700**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	2,329,552	2,547,279	2,688,014	3,210,950	3,255,917	3,508,700
Revenue Total:	**2,329,552**	**2,547,279**	**2,688,014**	**3,210,950**	**3,255,917**	**3,508,700**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal	4.52	4.52	4.52	4.52	4.52	4.52
FTE Total:	**4.52**	**4.52**	**4.52**	**4.52**	**4.52**	**4.52**

Fund 10- General
Sub 21 - Public Safety
Division 42100- Public Safety Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1112 PT/Temp Seasonal Salaries	78,069	87,149	109,609	100,000	102,531	110,000
1211 Overtime						
1300 Employee Benefit						
1311 Bonus						
1511 FICA	4,840	5,403	10,020	6,200	6,404	6,200
1512 Medicare	1,132	1,264	1,590	1,500	1,497	1,500
1521 Retirement						
Total:	**84,042**	**93,817**	**121,219**	**107,700**	**110,432**	**117,700**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2513 Equipment, Supplies, and Maintenance						
3111 Utilities	2,312			4,500	4,500	4,500
3311 Telephone						
4410 Animal Control (NUVASSSD Cost)	26,576	27,612	30,336	31,000	46,049	31,000
4520 Contract Services	2,116,085	2,267,576	2,386,697	2,850,000	2,850,000	3,205,000
4520 Contract Services (Citation Credit)				(50,000)		(50,000)
4525 Utah Valley Dispatch	88,311	140,303	129,677	145,000	122,186	140,000
4531 Professional & Technical Services				9,000	9,000	
5002 Misc. Services & Supplies	1,414	1,944	1,353	2,250	2,250	3,000
5230 Emergency Management	1,851	2,269	1,019	2,500	2,500	5,000
5235 CERT Training			680	500	500	500
5797 Planning Grant Expenses			-			
5859 RadWomen		761	751	750	750	750
5860 RadKids-Women/Community Safety/VIPS	3,138	7,255	8,229	8,250	8,250	8,250
5861 Communities That Care Program	5,009	5,742	2,056	7,000	7,000	7,000
5862 DUI Blitzes w/ Beer Tax Funds	2,827	3,252	-	30,000	30,000	30,000
Total:	**2,244,695**	**2,453,462**	**2,560,797**	**3,040,750**	**3,082,985**	**3,385,000**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay						
7410 Equipment	815					
7415 Emergency Management Equipment			5,998.00	62,500	62,500	6,000
Total:	**815**	**-**	**5,998**	**62,500**	**62,500**	**6,000**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 25 - Fire
Department 42200- Fire Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	-	-			
Materials, Supplies & Services	-	-	-			
Capital Outlay	101,000	-	-			
Interfund Transactions						
Expenditure Total:	**101,000**	**0**	**-**	**-**	**-**	**-**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	101,000	-	-		-	
Revenue Total:	**101,000**	**-**	**-**	**-**	**-**	**-**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 10- General
Sub 25 - Fire
Department 42200- Fire Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries						
1112 PT/Temp Seasonal Salaries						
1116 GAP Time						
1122 Vacation Pay						
1123 Sick Leave						
1211 Overtime						
1250 Paid-Call						
1300 Employee Benefits						
1311 Bonus						
1511 FICA						
1512 Medicare						
1521 Retirement						
1541 Health Insurance						
1545 Dental Insurance						
1548 Vision Insurance						
1561 Long Term Disability						
Total:	-	-	-	-	-	-

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships						
2321 Travel & Training						
2369 Meetings						
2411 Office Expenses & Supplies						
2412 Safety Programs & Supplies						
2431 Uniforms & Clothing						
2513 Equipment Supplies & Maintenance						
2521 Vehicle Fuel						
2522 Vehicle Maintenance						
2610 Buildings & Ground Maintenance						
3311 Telephone						
4520 Contract Services						
4531 Professional/Technical Services						
4811 Equipment Rental/Lease						
5002 Misc. Services & Supplies						
5005 Wildfire Suppression						
5230 Fire Prevention Education						
Total:	-	-	-	-	-	-

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay	101,000					
7211 Building Improvements						
7410 Equipment						
7412 Computer Equipment						
7421 Furniture						
Total:	**101,000**	-	-	-	-	-

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
Total:	-	-	-	-	-	-

Fund 10- General
Sub 25 - Fire
Department 42270- Ambulance Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services						
Materials, Supplies & Services	-	-	-		-	
Capital Outlay						
Interfund Transactions						
Expenditure Total:	**-**	**0**	**-**	**-**	**-**	**-**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	-	-	-		-	
Revenue Total:	**-**	**-**	**-**	**-**	**-**	**-**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

Fund 10- General
Sub 25 - Fire
Department 42270- Ambulance Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries						
1211 Overtime						
1250 Volunteer Standby						
1300 Employee Benefits						
1311 Bonus						
1511 FICA						
1521 Retirement						
1531 State Insurance Fund						
1531 Medicare						
1541 Health Insurance						
1999 Reserve For Pay Adjustments						
Total:	-	-	-	-	-	-

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships						
2321 Travel & Training						
2369 Meetings						
2373 Baseline Test New Firefighters						
2513 Equipment Supplies & Maintenance						
2521 Vehicle Fuel & Maintenance						
4520 Contract Services						
4531 Professional/Technical Services						
4532 Billing Services						
5002 Misc. Services & Supplies						
5770 Expendable EMS Supplies						
6530 EMS Grant Expenditures						
Total:	-	-	-	-	-	-

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7410 Equipment						
7413 Communications Equipment						
Total:	-	-	-	-	-	-

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund						
9177 Due To Lease Purchase Debt Fund						
Total:	-	-	-	-		-

Fund 10- General
Sub 32 - Planning and Zoning
Department 41800- Planning Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	455,300	442,268	433,183	417,648	351,781	514,532
Materials, Supplies & Services	22,254	50,081	14,121	122,650	45,590	97,400
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	9,932	-	22,049	27,447	27,447	27,021
Expenditure Total:	**487,486**	**492,349**	**469,354**	**567,745**	**424,818**	**638,953**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	487,486	492,349	469,354	567,745	424,818	638,953
Revenue Total:	**487,486**	**492,349**	**469,354**	**567,745**	**424,818**	**638,953**

PERSONNEL SUMMARY(FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	4.00	4.00	4.50	4.50	4.50	5.75
Part-time/Seasonal		0.50				
FTE Total:	**4.00**	**4.50**	**4.50**	**4.50**	**4.50**	**5.75**

Fund 10- General
Sub 32 - Planning and Zoning
Department 41800- Planning Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries	293,075	281,534	282,063	263,815	243,360	330,158
1112 Part-Time Salaries		360				
1211 Overtime	5,272	4,560	750			
1300 Employee Benefit	16,060	16,467	22,621	16,357		20,470
1311 Bonus						
1321 Clothing Allowance	400	800	400	800	800	800
1511 FICA		22	2,921	-		-
1512 Medicare	4,256	4,107	4,036	3,825	3,533	4,787
1521 Retirement	51,989	49,198	43,668	48,727	41,890	60,980
1531 State Insurance Fund			-			
1541 Health Insurance	75,889	77,335	70,005	76,164	56,635	85,979
1545 Dental Insurance	6,071	5,683	4,980	5,410	4,092	7,926
1548 Vision Insurance	967	923	743	959	621	1,439
1561 Long Term Disability	1,323	1,278	997	1,592	849	1,992
Total:	**455,300**	**442,268**	**433,183**	**417,648**	**351,781**	**514,532**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (APA, AICP, UOCA, ICMA)	1,495	2,283	1,372	2,150	2,150	2,250
2321 Travel & Training	5,245	3,851	6,379	8,500	8,500	8,650
2322 Planning Commissioner Expense		4,450	3,847	5,000	3,200	5,000
2369 Meetings	98	279		300	300	300
2411 Office Expenses & Supplies						
2431 Uniforms & Clothing						
2531 Mileage Reimbursement						
3111 Utilities						
4261 Software, Maintenance & GIS						
4531 Professional/Technical Services	1,800	1,939	1,948	3,600	3,340	5,000
5001 Misc. Services & Supplies	445	771	575	3,100	3,100	1,200
6310 Parks Fee-in-lieu Reimbursement		36,493				
6550 Capital - Studies				100,000	25,000	75,000
6810 Discounts of Permit Fees	13,171	15				
Total:	**22,254**	**50,081**	**14,121**	**122,650**	**45,590**	**97,400**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7410 Equipment						
7411 Office Equipment						
7412 Computer Equipment						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund	9,932		22,049	27,447	27,447	27,021
Total:	**9,932**	**-**	**22,049**	**27,447**	**27,447**	**27,021**

Fund 10- General
Sub 33 - Building Inspections
Department 42420- Building Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	261,808	397,786	446,567	658,610	721,725	619,226
Materials, Supplies & Services	127,258	75,830	332,347	427,655	429,068	429,740
Capital Outlay	-	-	-	-	-	-
Interfund Transactions	19,826	27,815	71,796	44,264	44,264	44,951
Expenditure Total:	**408,892**	**501,431**	**850,710**	**1,130,529**	**1,195,057**	**1,093,918**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	408,892	501,431	850,710	1,130,529	1,195,057	1,093,918
Revenue Total:	**408,892**	**501,431**	**850,710**	**1,130,529**	**1,195,057**	**1,093,918**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	4.00	5.00	7.50	7.50	7.50	6.75
Part-time/Seasonal	1.25	1.26	1.26	1.26	1.26	1.26
FTE Total:	**5.25**	**6.26**	**8.76**	**8.76**	**8.76**	**8.01**

Fund 10- General
Sub 33 - Building Inspections
Department 42420- Building Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries - FT	135,803	218,371	250,072	364,765	364,765	262,309
1112 Salaries - PT	28,723	47,355	55,959	70,185	70,185	142,272
1116 Fast Track Salaries	4,400		0	-	51,514	-
1211 Overtime	3,160	1,443	924	-	5,602	-
1242 Car Allowance			0	-		-
1300 Employee Benefits	11,241	16,007	16,842	22,615	28,796	22,809
1311 Bonus						
1321 Clothing Allowance	1,600	1,200	0	1,600	2,743	1,600
1511 FICA	1,787	2,954	6,642	4,351	4,351	2,275
1512 Medicare	2,488	3,837	4,392	6,307	6,307	5,866
1521 Retirement	21,622	34,738	39,632	67,372	67,372	67,949
1531 State Insurance Fund			0			
1541 Health Insurance	46,134	65,300	66,099	110,014	110,014	100,932
1545 Dental Insurance	3,622	4,825	4,443	7,814	7,814	9,304
1548 Vision Insurance	586	785	734	1,385	1,164	1,690
1561 Long Term Disability	643	971	829	2,201	1,098	2,220
Total:	**261,808**	**397,786**	**446,567**	**658,610**	**721,725**	**619,226**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, Subscriptions, Memberships (ICC, Beehive Chapter ICC)	669	1,240	535	1,755	3,168	3,790
2321 Travel & Training	2,220	5,174	4,250	4,950	4,950	5,050
2369 Meetings	94	291	274	450	450	400
2411 Office Expenses & Supplies						
2421 Postage						
2431 Uniforms & Clothing		(20)				
2513 Equipment Supplies & Maintenance	190	330	634	500	500	500
3111 Utilities						
4531 Professional/Technical Services	124,085	68,814	326,654	420,000	420,000	420,000
5002 Misc. Services & Supplies						
Total:	**127,258**	**75,830**	**332,347**	**427,655**	**429,068**	**429,740**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay						
7211 Building & Bldg. Improvements						
7410 Equipment						
7412 Computer Equipment						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund	19,826	27,815	71,796	44,264	44,264	44,951
Total:	**19,826**	**27,815**	**71,796**	**44,264**	**44,264**	**44,951**

Fund 10- General
Sub 41 - Public Works
Department 44100- Streets & Roads Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	456,226	454,222	592,051	545,304	527,551	570,470
Materials, Supplies & Services	1,290,443	2,462,746	1,977,048	1,815,221	2,326,693	1,929,625
Capital Outlay	49,712	312,974	157,201	54,500	73,067	42,000
Interfund Transactions	115,899	119,141	414,598	225,692	225,692	247,345
Expenditure Total:	**1,912,280**	**3,349,084**	**3,140,897**	**2,640,717**	**3,153,003**	**2,789,440**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes and Revenues	1,912,280	3,349,084	3,140,897	2,640,717	3,153,003	2,789,440
Revenue Total:	**1,912,280**	**3,349,084**	**3,140,897**	**2,640,717**	**3,153,003**	**2,789,440**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	5.51	5.41	6.91	6.91	6.91	7.41
Part-time/Seasonal	0.50	0.50	0.50	0.50	0.50	1.00
FTE Total:	**6.01**	**5.91**	**7.41**	**7.41**	**7.41**	**8.41**

Fund 10- General
Sub 41 - Public Works
Department 44100- Streets & Roads Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries	263,445	264,905	347,528	297,761	297,761	310,385
1112 Salaries PT	11,514	1,890	960	12,854	14,368	24,960
1211 Overtime	16,434	8,156	12,548	25,000		25,000
1212 Wellness Benefit						
1242 Car Allowance				-		-
1300 Employee Benefits	16,077	16,579	22,480	18,461	23,094	19,244
1311 Bonus				-		-
1321 Clothing Allowance	1,900	3,100	800	2,400	3,500	2,400
1511 FICA	737	117	7,364	797	797	1,548
1512 Medicare	4,149	3,892	5,160	4,504	4,504	4,863
1521 Retirement	46,770	45,552	59,980	54,996	54,996	57,328
1531 State Insurance Fund			-			
1541 Health Insurance	85,986	99,810	123,450	116,954	116,954	110,801
1545 Dental Insurance	6,894	7,716	9,135	8,307	8,307	10,214
1548 Vision Insurance	1,105	1,248	1,429	1,473	1,473	1,855
1561 Long Term Disability	1,213	1,256	1,216	1,797	1,797	1,873
Total:	**456,226**	**454,222**	**592,051**	**545,304**	**527,551**	**570,470**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2321 Travel & Training	830	1,927	2,912	4,700	4,700	4,700
2369 Meetings	86	87	275	300	370	350
2411 Office Expenses & Supplies						
2431 Uniforms & Clothing			210			
2513 Equipment Supplies & Maintenance	36,970	38,026	33,503	50,000	50,000	50,000
2610 Buildings & Ground Maintenance	237		21			
3111 Utilities		42	-			
4121 Attorney Fees	7,380	3,402	2,375			
4320 Engineering Services						
4394 Collar Maintenance			10,000	10,000	10,000	10,000
4531 Professional/Technical Services	3,340	6,726	1,164	4,000	4,000	29,000
4811 Equipment Rental/Lease	23,813	26,481	29,413	36,000	36,000	38,000
5002 Misc. Services & Supplies			69			
5110 Street Material						
5121 Unimproved Road Maintenance	25,253	22,849		4,575	4,977	4,575
5122 Paved Road Maintenance	747,048	1,521,278	1,075,911	1,363,646	1,363,646	935,000
5124 Sidewalk Maintenance	14,890	17,633	21,950	70,000	70,000	70,000
5140 Street Light New Install	116,856	592,442	537,922		500,000	500,000
5141 Street Light Maintenance	179,180	135,006	172,298	150,000	150,000	150,000
5142 Traffic Signal Maintenance/Power	3,803	2,333	1,453	7,000	7,000	8,000
5721 Snow Removal	71,459	57,610	58,949	80,000	80,000	85,000
5730 Sign Maintenance	23,589	24,251	28,624	35,000	46,000	45,000
5731 Street Sweeping	11,580	12,656				
6000 Bad Debt Expense	24,130					
Total:	**1,290,443**	**2,462,746**	**1,977,048**	**1,815,221**	**2,326,693**	**1,929,625**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000 Capital Outlay		242,928				
7410 Equipment	49,712	70,047	157,201	54,500	73,067	42,000
Total:	**49,712**	**312,974**	**157,201**	**54,500**	**73,067**	**42,000**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9154 Due To Fleet Fund	115,899	119,141	414,598	225,692	225,692	247,345
9179 Due To Road Debt Fund						
Total:	**115,899**	**119,141**	**414,598**	**225,692**	**225,692**	**247,345**

Fund 10- General
Sub 41 - Public Works
Department 45100- Parks Summary

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	355,111	469,272	578,251	692,936	699,576	691,919
Materials, Supplies & Services	753,236	876,962	779,897	911,250	765,750	1,005,850
Capital Outlay	-	27,834	6,034	54,500	17,156	48,500
Interfund Transactions	67,315	69,071	69,071	114,861	114,861	202,386
Expenditure Total:	**1,175,662**	**1,443,139**	**1,433,253**	**1,773,547**	**1,597,343**	**1,948,655**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
General Taxes & Revenues	1,175,662	1,443,139	1,433,253	1,773,547	1,597,343	1,948,655
Revenue Total:	**1,175,662**	**1,443,139**	**1,433,253**	**1,773,547**	**1,597,343**	**1,948,655**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	4.55	8.13	10.13	10.13	10.13	9.63
Part-time/Seasonal	1.50	1.00	1.00	1.00	1.00	1.00
FTE Total:	**6.05**	**9.13**	**11.13**	**11.13**	**11.13**	**10.63**

Fund 10- General
Sub 41 - Public Works
Department 45100- Parks Detail

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111 Salaries	212,769	275,396	343,617	381,419	381,419	382,668
1112 PT/Temp Seasonal Salaries	3,140	7,001	14,221	32,136	32,136	52,100
1113 Salaries - FT Temp				-		-
1114 Salaries - PT Temp						
1211 Overtime	11,006	12,042	19,160	7,000		7,000
1212 Wellness Benefit						
1300 Employee Benefits	13,037	17,672	27,058	22,984	36,161	23,081
1311 Bonus				-		-
1321 Clothing Allowance	1,900	2,300	1,000	3,500	3,900	3,500
1511 FICA	195	434	889	1,992	1,992	3,230
1512 Medicare	3,288	4,253	5,360	5,841	5,903	6,153
1521 Retirement	39,209	49,319	60,425	68,470	68,470	68,758
1531 State Insurance Fund			-			
1541 Health Insurance	63,551	91,581	96,579	154,443	154,443	129,118
1545 Dental Insurance	5,235	7,010	7,558	10,970	10,970	11,903
1548 Vision Insurance	804	977	1,145	1,945	1,945	2,162
1561 Long Term Disability	977	1,287	1,240	2,237	2,237	2,246
Total:	**355,111**	**469,272**	**578,251**	**692,936**	**699,576**	**691,919**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121 Dues, subscriptions, & memberships (UCFC, UCPA, UNLA, ISA)	175		4,250	750	750	750
2321 Travel & Training	1,624	2,831	3,859	3,500	3,500	4,500
2369 Meetings			36	300	300	400
2411 Office Expenses & Supplies						
2431 Uniforms & Clothing	58					
2513 Equipment Supplies & Maintenance	16,201	18,951	19,260	25,000	25,000	27,000
2521 Vehicle Fuel & Maintenance						
2610 Buildings & Ground Maintenance	3,912	11,211	10,648	7,500	12,000	12,000
3111 Utilities	88,162	166,536	147,250	150,000		150,000
4121 Attorney Fees	1,836	1,530	252			
4531 Professional/Technical Services	473,525	601,390	491,998	540,000	540,000	575,000
4811 Equipment Rental/Lease	14,629	21,844	22,996	27,200	27,200	27,200
5002 Misc. Services & Supplies	13,681		1,221			
5405 Park Amenities Repair/Replacement		6,554	8,162	15,000	15,000	70,000
5410 Landscaping Maintenance	27,482	45,591	45,648	55,000	55,000	74,000
5420 Trail Maintenance	81,766	525	6,993	50,000	50,000	20,000
5425 Silverlake Trees	30,000		933			
5430 City Wide Trees			13,452	30,000	30,000	40,000
5721 Chemicals & Fertilizers	185		2,940	7,000	7,000	5,000
5760 Other Special Departmental Supplies						
Total:	**753,236**	**876,962**	**779,897**	**911,250**	**765,750**	**1,005,850**

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7410 Equipment		27,834	6,034	54,500	17,156	48,500
Total:	**-**	**27,834**	**6,034**	**54,500**	**17,156**	**48,500**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9118 Due To Impact Fee Fund						
9154 Due To Fleet Fund	67,315	69,071	69,071	114,861	114,861	202,386
Total:	**67,315**	**69,071**	**69,071**	**114,861**	**114,861**	**202,386**

Fund 54- Fleet Summary
Sub 45
Department- 54000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	22,086	72,294	116,628	56,661	102,219
Materials, Supplies & Services	519,950	512,071	453,090	234,000	250,272	235,000
Capital Outlay	535,296	758,534	1,006,224	376,758	376,758	754,926
Debt Service	3,425	1,321	-	-	-	-
Interfund Transactions	-	-	-	-	-	-
Expenditure Total:	**1,058,671**	**1,294,012**	**1,531,608**	**727,386**	**683,692**	**1,092,145**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
54-00-37010-0000	Interest Earnings						
54-00-37020-0000	Sale of Vehicles	49,116	36,855	39,654	-	-	-
54-00-37142-0000	Insurance Reimbursements	570	17,864	-			
54-00-38110-0000	Due From General Fund	288,668	317,070	689,498	569,718	569,718	733,541
54-00-38151-0000	Due From Water Fund	100,209	53,859	616,686	202,040	202,040	202,040
54-00-38152-0000	Due From Sewer Fund	111,613	72,749	165,006	167,349	167,349	227,348
54-00-38153-0000	Due From Electric Fund			-			
54-00-38155-0000	Due From Gas Fund			-			
54-00-38159-0000	Due From Storm Drain Fund	36,197	52,291	117,001	84,171	84,171	84,171
54-00-39730-0000	General Contributions			-			
	Revenue Total:	**586,373**	**550,688**	**1,627,845**	**1,023,278**	**1,023,278**	**1,247,100**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(169,861)**	**(27,429)**	**903,634**	**295,892**	**339,586**	**154,955**
Fund Balance (Deficit)- Beginning:	**417,528**	**247,667**	**220,238**	**1,123,872**	**1,123,872**	**1,463,458**
Fund Balance (Deficit)- Ending:	**247,667**	**220,238**	**1,123,872**	**1,419,764**	**1,463,458**	**1,618,414**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time		0.50	0.50	0.50	0.50	1.25
Part-time/Seasonal						
FTE Total:	**-**	**0.50**	**0.50**	**0.50**	**0.50**	**1.25**

Fund 54- Fleet Detail
Sub 45
Department- 54000

Personnel Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111	Salaries		14,557	38,694	70,324	37,303	68,624
1211	Overtime						
1242	Car Allowance						
1300	Employee Benefits		902	2,294	4,360	2,313	4,255
1511	FICA						
1512	Medicare		201	944	1,020	524	995
1311	Bonus						
1521	Retirement		2,689	20,941	12,989	6,890	7,203
1531	State Insurance Fund						
1541	Health Insurance		3,386	8,552	25,388	8,699	18,691
1545	Dental Insurance		245	628	1,803	690	1,723
1548	Vision Insurance		40	98	320	104	313
1561	Long Term Disability		66	142	424	141	414
1999	Reserve For Pay Adjustments						
	Total:	**-**	**22,086**	**72,294**	**116,628**	**56,661**	**102,219**

Materials, Supplies, Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2521	Vehicle Fuel	76,128	90,478	92,634	120,000	82,840	120,000
2522	Vehicle Maintenance	160,623	76,690	76,214	100,000	153,432	100,000
4531	Professional & Technical (GPS Tracking)	9,576	9,337	9,337	14,000	14,000	15,000
5999	Depreciation	273,624	335,567	274,906			
	Total:	**519,950**	**512,071**	**453,090**	**234,000**	**250,272**	**235,000**

Capital Outlay		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000	Capital Outlay						5,000
7421	New Vehicle Purchase	535,296	758,534	1,006,224	376,758	376,758	
	Street Sweeper Lease						58,758
	Replacement Vehicle - #82						37,000
	Replacement Vehicle - #85						22,000
	Replacement Vehicle - #87						37,000
	Replacement Vehicle - #88						37,000
	Replacement Vehicle - #89						40,000
	Additional 10 wheel Dump						225,168
	Additional Vehicle - Facilities 1/2 Ton						37,000
	Additional Vehicle - Parks 3/4 Ton						40,000
	Additional Vehicle - Parks 3/4 Ton						40,000
	Additional Vehicle - Parks 3/4 Ton						42,000
	Additional Vehicle - Engineering 1/2 Ton						37,000
	Additional Vehicle - Sewer 1 Ton						60,000
	Additional Vehicle - Building 1/2 Ton						37,000
	Total:	**535,296**	**758,534**	**1,006,224**	**376,758**	**376,758**	**754,926**

Debt Service		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
8111	Principal						
8121	Interest	3,425	1,321				
8151	Paying Agent Fee						
	Total:	**3,425**	**1,321**	**-**	**-**	**-**	**-**

Interfund Transactions		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9110	Due To General Fund						
	Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 60- Economic Development/Business Incubator Summary
Sub 47
Department- 60000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	67,291	-	-	-	-	-
Materials, Supplies & Services	71,084	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Interfund Transactions	-	73,954	-	-	-	-
Expenditure Total:	**138,375**	**-**	**-**	**-**	**-**	**-**

	REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
60-00-33100-0000	Incubator Tenant Rental	12,153	3,648				
60-00-33101-0000	Golf Sponsorship	5,484	3,738				
60-00-33102-0000	Ladder Sign Revenue	2,009					
60-00-33103-0000	Vendor Street Fair		1,084				
60-00-37020-0000	Sale of Assets (Building)						
60-00-38110-0000	Due From General Fund	72,000	72,000				
60-00-38158-0000	Due From Golf Course Fund	30,000					
	Use of Fund Balance Reserve						
	Revenue Total:	**121,647**	**80,469**	**-**	**-**	**-**	**-**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(17,213)**	**71,071**	**-**	**-**	**-**	**-**
Fund Balance (Deficit)- Beginning:	**141,742**	**124,529**	**195,600**	**195,600**	**195,600**	**195,600**
Use of Fund Balance Reserve:					**-**	**-**
Fund Balance (Deficit)- Ending:	**124,529**	**195,600**	**195,600**	**195,600**	**195,600**	**195,600**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	0.65					
Part-time/Seasonal						
FTE Total:	**0.65**	**-**	**-**	**-**	**-**	**-**

Fund 60- Economic Development/Business Incubator Detail
Sub 47
Department- 60000

	Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111	Salaries	48,313					
1211	Overtime						
1242	Car Allowance						
1300	Employee Benefits	3,200					
1511	FICA						
1311	Bonus						
1512	Medicare	690					
1521	Retirement	2,988					
1531	State Insurance Fund						
1541	Health Insurance	10,904					
1545	Dental Insurance	865					
1548	Vision Insurance	139					
1561	Long Term Disability	191					
1999	Reserve For Pay Adjustments						
	Total:	**67,291**	**-**	**-**	**-**	**-**	**-**

	Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121	Dues, Subscriptions, Memberships	9,350					
	(Lehi Area Chamber of Commerce						
	EDCUtah Membership						
	Utah Alliance for Economic Dev.						
	Utah Technology Council)						
2321	Travel & Training	1,480					
	(ICSC Conference						
	GOED						
	UV Chamber/Utah Alliance						
	Smart Cities Summit						
	Proactive Recruiting)						
2369	Meetings	92					
4121	Attorney Fees						
4320	Consulting Services	2,500					
4812	Building Rent	44,327					
5780	Marketing Tools	5,195					
6522	Economic Development	8,141					
	Total:	**71,084**	**-**	**-**	**-**	**-**	**-**

	Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000	Capital Outlay						
	Total:	**-**	**-**	**-**	**-**	**-**	**-**

	Debt Service	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
8111	Principal						
8121	Interest						
8151	Paying Agent Fee						
	Total:	**-**	**-**	**-**	**-**	**-**	**-**

	Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
9110	Due To General Fund		73,954				
	Total:	**-**	**73,954**	**-**	**-**	**-**	**-**

Fund 62- Cemetery Summary
Sub 49
Department - 62000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	16,750	3,551	4,167	5,241	3,763	5,436
Materials, Supplies & Services	5,725	4,243	225	11,650	13,249	17,150
Capital Outlay	-	66,273	-	55,000	10,758	-
Interfund Transactions						
Expenditure Total:	**22,475**	**74,066**	**4,392**	**71,891**	**27,771**	**22,586**

	REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
62-00-33200-0000	Burial Plot Sales	14,100	23,585	19,600	22,000	38,743	30,000
62-00-33201-0000	Opening/Closing Fee	3,300	6,235	4,800	8,000	13,886	10,000
62-00-33202-0000	Headstone Inspections	245	1,410	140	600	360	500
62-00-33203-0000	Xfr of Ownership Fee-Cemetery					(171)	
62-00-33434-0000	Grant Revenue		14,430				
62-00-38110-0000	Due From General Fund	5,000	10,000				
62-00-38155-0000	Due From Gas - Sale Proceeds (USP)		51,654				
62-00-39210-0000	Cemetery Donations						
	Use of Fund Balance Reserve				41,291		
	Revenue Total:	**22,645**	**107,314**	**24,540**	**71,891**	**52,817**	**40,500**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**170**	**33,248**	**20,148**	**0**	**25,046**	**17,914**
Fund Balance (Deficit)- Beginning:	-	**170**	**33,418**	**53,566**	**53,566**	**78,612**
Use of Fund Balance Reserve:	-			**(41,291)**	-	-
Fund Balance (Deficit)- Ending:	**170**	**33,418**	**53,566**	**12,275**	**78,612**	**96,526**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	0.15	0.05	0.05	0.05	0.05	0.05
Part-time/Seasonal						
FTE Total:	**0.15**	**0.05**	**0.05**	**0.05**	**0.05**	**0.05**

Fund 62- Cemetery Detail
Sub 49
Department - 62000

	Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
1111	Salaries FT	11,140	2,357	2,526.96	3,412	2,527	3,635
1112	Salaries PT						
1211	Overtime						
1300	Employee Benefits	691	146	152.45	212	157	225
1311	Bonus						
1511	FICA			432	-		-
1512	Medicare	161	34	36	49	36	53
1521	Retirement	2,050	435	454	630	467	671
1541	Health Insurance	2,434	522	512.21	846	521	748
1545	Dental Insurance	191	39	37.07	60	39	69
1548	Vision Insurance	31	6	5.87	11	6	13
1561	Long Term Disability	52	11	9.66	21	10	22
	Total:	**16,750**	**3,551**	**4,167**	**5,241**	**3,763**	**5,436**

	Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
2121	Dues and Subscriptions						
2321	Travel & Training				1,150	1,150	1,150
2513	Equipment Supplies & Maintenance	55	1,847		1,500	2,846	5,000
4121	Attorney Fees						
4531	Professional and Technical Services	5,580			7,000	7,000	7,000
5002	Misc. Services & Supplies	34	210	225	1,000	1,000	1,000
5410	Landscaping Maintenance	57	2,186		1,000	1,253	3,000
5510	Burial Site Opening/Closing Costs						
6211	Insurance and Surety Bond						
	Total:	**5,725**	**4,243**	**225**	**11,650**	**13,249**	**17,150**

	Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
7000	Capital Outlay		66,084	-	55,000	10,758	
7410	Equipment		189				
	Total:	**-**	**66,273**	**-**	**55,000**	**10,758**	**-**

FY21 GENERAL FUND CAPITAL NEEDS

	$ 2,750,000	**Widening of PE Pkwy (Frontier to EM Blvd) - MAG Funded (2023-24) - Loan from Transportation IF Fund?**
H	25,000	**Trees (in Gen. Fund?)**
I	1,000,000	**Airport Road (Land or first phase plus light) - Use IF Fund if we only use MAG $ for PE Pkwy?**
G	175,000	**Lone Tree Light**
H	5,000	**Security System w/ Credentials**
		Recreation Center (USP)
P	100,000	**UB Office Remodel**
R	150,000	**Phase 2 Monument Signage w/Savings from FY20 (USP)**
I	1,000,000	**Woodhaven Park ($500k from '20 and rest from impact fees)**
O	1,000,000	**Smith Ranch Park ($250k from '20 and rest from impact fees)**
R	25,000	**Storage Sheds (Parks and Events)**
I	25,000	**Pave Rest Senior Center Parking Lot**
T	360,000	**Truck and equipment Storage building 160 X 40 steel building.**
Y	600,000	**Asphalt CDB Yard**
	7,500	**Petroglyph Preservation**
	$ 7,222,500	**TOTAL OF PROJECTS**

Reserve Based on % of		$14,911,167
745,558	5%	Min.
1,043,782	7%	
1,342,005	9%	
1,640,228	11%	
1,938,452	13%	
2,236,675	15%	
2,534,898	17%	
2,833,122	19%	
3,131,345	21%	
3,429,569	23%	
3,727,792	25%	Max.

$ 3,489,448	FY19 General Fund Balance (Unreserved)
2,655,850	FY20 General Fund Capital Projects Fund Projected Revenues Over Expenditures (includes projected Gen. Fund >25% Transfer)
570,000	Ivory Homes 2021 Contribution for CWMP
0	FY21 General Fund Budgeted Revenues Over Expenditures
	FY21 Transfer from General Fund Balance
250,000	FY21 Storm Water Impact Fee Fund (PE Pkwy)
2,250,000	FY21 MAG Funding and/or Developer Contributions (2023-24 Funding Year - Transportation IF Fund Loan until then)
1,000,000	Use of Transportation IF Fund 2021 revenue for Airport Rd. (fund balance at end of 2020 for PE Pkwy)
1,250,000	Use of Parks Impact Fee Fund balance (rest of Woodhaven and Smith Ranch)
150,000	FY21 Due From Gas Fund (USP) - remaining amount of $400k from FY20
$ 11,615,298	**TOTAL AVAILABLE (Including GF Reserve and Capital Projects Reserve)**

$ 4,392,798	**PROJECTED COMBINED GENERAL FUND/GEN. FUND CAPITAL PROJECTS FUND BALANCE RESERVE**	
(1,185,850)	LESS ENDING 2021 GENERAL FUND CAPITAL PROJECTS FUND BALANCE	
$ 3,206,948	**PROJECTED GENERAL FUND BALANCE RESERVE**	**21.51%**

Deparment	Materials/Supplies/Services Amount	Water %	Sewer %	Solid Waste %	Storm Drain %	Total %	Water	Sewer	Solid Waste	Storm Drain	Total
Legislative	$11,700	12%	12%	3%	2%	29%	$1,404	$1,404	$351	$234	$3,393
Recorder	31,445	12%	12%	0%	2%	26%	3,773	3,773	-	629	8,176
Executive	52,100	12%	12%	5%	2%	31%	6,252	6,252	2,605	1,042	16,151
IT	310,520	16%	16%	0%	1%	33%	49,683	49,683	-	2,870	102,236
HR	92,250	16%	16%	0%	2%	34%	14,760	14,760	-	1,845	31,365
PIO	26,000	15%	15%	5%	1%	36%	3,900	3,900	1,300	260	9,360
Facilities Maintenance	118,000	20%	20%	0%	3%	43%	23,600	23,600	-	3,540	50,740
Building	429,740	15%	14%	0%	1%	30%	64,461	60,164	-	4,297	128,922
Planning	97,400	3%	3%	5%	3%	14%	2,922	2,922	4,870	2,922	13,636
Engineering	13,480	22%	22%	0%	3%	47%	2,966	2,966	-	404	6,336
Finance	51,700	12%	12%	5%	1%	30%	6,204	6,204	2,585	517	15,510
					Materials/Supplies/Services:		179,925	175,628	11,711	18,560	385,824
					Personnel:		355,347	345,738	61,131	57,509	819,725
					Admin Charge Due Gen. Fund:		**$535,272**	**$521,366**	**$72,842**	**$76,069**	**$1,205,549**

FY 2020 Budgeted Admin Overhead Allocaton:	1,127,629
Difference (FY20 vs. FY19):	77,920

GENERAL FUND CHANGES FROM TENTATIVE (4/21/20 VERSION)

Amount	Department	Detail
$ (100,000)	Revenue	Gas Tax Reduction (7% from FY20 Projection)
$ (100,000)	**Total Change in Revenues**	
$ (100,000)	Expense	Streets reduction of preventative maintenance from $1M to $900,000
$ (100,000)	**Total Change in Expenditures**	

GENERAL FUND CHANGES FROM PRELIMINARY (5/5/20 VERSION)

Amount	Department	Detail
$ (175,000)	Revenue	Interest revenue reduction
$ (100,000)	Revenue	B&C Road Funds reduction
200,000	Revenue	Increase Sales Tax (one of two cities to see an increase)
$ (75,000)	**Total Change in Revenues**	
$ (135,000)	Streets	Paved Road Maintenance reduction
54,418	Planning	Full year for new planner
(25,000)	Public Safety	Victim Advocate instead of Sergeant (reduced amount needed)
30,000	Special Events	Move some Pony Express Days activities cancelled in FY 2020 to fall 2020
$ (75,582)	**Total Change in Expenditures**	

GENERAL FUND CHANGES FROM PUBLIC HEARING (5/19/20 VERSION)

Amount	Department	Detail
$ -	**Total Change in Revenues**	
$ 5,000	IT	Increase Council Chambers AV Upgrade from $35,000 to $40,000 based on quotes.
$ (5,000)	Streets	Paved Road Maintenance reduction
$ -	**Total Change in Expenditures**	

Fund 47- Capital Projects- General Fund
Department- 0

EXPENDITURES		2017 Actuals	2018 Actuals	2019 Actuals	2020 Adopted	2020 Projected	2021 Proposed
Streets							
47-80-44100-7100	USP - PE Pkwy Median Landscape	301,284	15,077	500,000			
47-80-44100-7101	USP - PE Pkwy Widening at Hidden Hollow		32,013	449,903			
47-80-44100-7102	USP - EM Blvd East Pulverize/Pave	545,772					
47-81-44100-7006	Bobby Wren Blvd. Construction	562,891	29,235				
47-81-44100-7008	Salt Shed	243,353	12,586				
47-81-44100-7014	Traffic Signals		118,712	479,147			175,000
47-81-44100-7015	PE Pkwy Widening at Hidden Hollow			2,654,761			
47-81-44100-7016	Road Paving Projects (Priority 1)	24,417					
47-81-44100-7018	Road Improvements for Signal @ Sunset & 73	291,683					
47-81-44100-7019	Misc. Street Dept Projects	43,247					
47-81-44100-7021	Golden Eagle Rd.		80,000				
47-81-44100-7020	Pony Express Widening Project (East Side)	14,378	62,528				
	Pony Express Widening (Lake Mtn. to CW Park)					235,000	
	Pony Express Widening (Midvalley to EM Blvd)						2,750,000
	Airport Road (Land, First Phase, Light)						1,000,000
47-81-44100-7022	Aviator Ave. Extension		5,500	909,276			
47-81-44100-7023	Facebook Pony Express South Extension			2,814,849			
47-81-44100-7024	St. Andrews Dr. Reimbursement Agreement			115,506			
47-81-44100-7025	New Streetlights (Developer Installs)						
Parks							
47-80-45100-7100	USP - Cory Wride Memorial Park	212,690	3,475,345	82,725			
47-80-45100-7102	USP - Nolen Park-Pavilion/Pad	53,013					
47-80-45100-7103	USP - Bike Park Improvements	21,546		4,294			
47-80-45100-7104	USP - Park Bathrooms (Various)	224,969					
47-80-45100-7105	USP - Trail Additions	35,825	80,454	221	40,000	40,000	
47-80-45100-7106	USP - City Center Streetscape Landscape		5,831	32,806	1,000,000	1,000,000	
47-80-45100-7107	USP - Misc. Parks			41,815			
47-80-45100-7108	USP - Hidden Canyon Detention	519	21,928				
47-80-45100-7112	USP - Neighborhood Match Grant		15,235	48,617			
47-80-45100-	USP - Eagle Park Pavillion						
47-80-45100-	USP - Recreation Facilities				2,600,000	100,000	
47-81-45100-7001	Cory Wride Memorial Park	1,529,244	2,444,319	622,094	20,000	20,000	
47-81-45100-7021	Smith Ranch Park		(685)		250,000		1,000,000
47-81-45100-7024	Misc. Parks	8,400	25,998	31,413	535,000	535,000	7,500
47-81-45100-7026	Pony Express Trail						
47-81-45100-7027	Cemetery	80,120		2,731			
47-81-45100-7028	Trees	555	29,698	3,335			
47-81-45100-7029	Hidden Canyon Park	13,823					
47-81-45100-7031	Eagle Park Entrance						
47-81-45100-7034	Skid Steer with Tracks (Parks & Cemetery)						
47-81-45100-7035	Match Sweetwater HOA Play Structure	28,537					
47-81-45100-7036	City Entrance/Wayfinding Signs			14,859	400,000	250,000	150,000
47-81-45100-7037	Mountain Bike Trail Signs						
47-81-45100-7038	Petroglyph Signs			366			
47-81-45100-7039	Safe Routes to Blackridge Elementary			72,717			
47-81-45100-7040	Park Bathrooms (Rodeo/Cemetery/Skate Park)				220,000	220,000	
47-81-45100-	Bike and Pedestrian Plan Improvements				240,000	240,000	
47-81-45100-	City Center Medians/Streetscapes				500,000	500,000	
47-81-45100-	Silverlake - Woodhaven Park				500,000		1,000,000
Other GF Projects							
47-80-45100-7111	USP - 20th Anniversary Campaign						
47-81-41710-7001	General Plan Rewrite	82,781	2,000	3,138			
47-81-41950-7002	Misc Facilities Projects	44,994		22,204		53,617	
47-81-41950-7003	Community Development Building Basement	80,631					
47-81-45100-7111	Land and Rights of Way						
47-81-45800-7211	Library Capital Project				100,000	100,000	
47-81-41955-7001	Security Cameras (City Hall, Energy, etc.)						5,000
47-81-41950-7002	Misc. Projects from List		141,525				1,110,000
47-81-41950-7002	CD Bldg Extension & Move Salt Shed				100,000	100,000	
	Grant Revenue Projects						48,100
	Expenditure Total:	**4,444,671**	**6,597,298**	**8,906,776**	**6,505,000**	**3,393,617**	**7,245,600**

REVENUES		2017 Actuals	2018 Actuals	2019 Actuals	2020 Adopted	2020 Projected	2021 Proposed
47-00-33110-0000	UDOT Grant (Sweetwater trail)						
47-00-33110-0000	EDI Federal Grant Proceeds						
47-00-33112-0000	Recreational Trails Grant	13,823					
47-00-33310-0000	County Recreation Allotment						
47-00-33320-0000	Safe Routes to School Grant			72,717			
47-00-33330-0000	MAG Funding						
47-00-33400-0000	Misc State Grant Revenue		105,767				24,050
47-00-34525-0000	Dev. Agreement - Facilities						
47-00-37010-0000	Interest Revenue	1,736	2,781	5,024			
47-00-39705-0000	Park Donations Restricted						
47-00-39710-0000	Contributions From Developer			2,614,261	200,589	770,589	570,000
47-00-39715-0000	Contributions for Parks						
47-00-39730-0000	Contributions - General						
47-00-39740-0000	Neighborhood Match Revenue	15,000	22,075				
47-00-38170-0000	Due From SID 97-1			247,380			
47-00-38173-0000	Due From SID 98-3			129,751			
47-00-38110-0000	Due From General Fund Balance	1,846,435	1,750,000	3,450,000	1,000,000	2,500,000	
47-00-38111-0000	Due From Water Impact Fee Fund			100,000			
47-00-38112-0000	Due From Wastewater Impact Fee Fund			60,000			
47-00-38117-0000	Due From Storm Water Impact Fee Fund			75,000			250,000
47-00-38118-0000	Due From Transportation Impact Fee Fund	550,000		815,000		235,000	3,500,000
47-00-38115-0000	Due From Parks Impact Fee Fund	1,200,000	640,000		1,020,000	1,020,000	1,250,000
47-00-38153-0000	Due From Electric Utility Sale Proceeds (USP)	653,892				250,000	150,000
47-00-38155-0000	Due From Gas Utility Sale Proceeds (USP)	2,181,383	3,500,000	1,160,380	3,100,000	1,140,000	
	Use of Fund Balance Reserve						
	Revenue Total:	**6,462,269**	**6,020,624**	**8,729,512**	**5,320,589**	**5,915,589**	**5,744,050**

BALANCE SUMMARY	2017 Actuals	2018 Actuals	2019 Actuals	2020 Adopted	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**2,017,599**	**(576,676)**	**(177,262)**	**(1,184,411)**	**2,521,972**	**(1,501,550)**
Fund Balance (Deficit)- Beginning:	**33**	**2,017,632**	**1,440,957**	**133,878**	**133,878**	**2,655,850**
Reserved for Park Fee-In-Lieu:			**(1,129,817)**			
Use of Fund Balance Reserve:				-		
Fund Balance (Deficit)- Ending:	**2,017,632**	**1,440,957**	**133,878**	**(1,050,533)**	**2,655,850**	**1,154,300**

CAPITAL PROJECTS CHANGES FROM TENTATIVE (4/21/20 VERSION)

Amount	Fund	Detail
$ (7,500)	General Capital Projects	Fencing for petroglyphs at top of Lone Tree area/Three Kings
$ (250,000)	Transporation I.F. Loan	Additional needed for expansion of PE Parkway (Midvalley to EM Blvd)

$ (257,500) Total Changes

CAPITAL PROJECTS CHANGES FROM PRELIMINARY (5/5/20 VERSION)

Amount	Fund	Detail
$ (48,100)	Capital Projects Fund	Lake Mountains Recreation Area - Utah Outdoor Recreation Grant
24,050	Capital Projects Fund	50% match revenue from Utah Outdoor Recreation Grant

$ (24,050) Total Changes

CAPITAL PROJECTS CHANGES FROM PUBLIC HEARING (5/19/20 VERSION)

Amount	Fund	Detail

$ - Total Changes

City Of Eagle Mountain
Budget Summary- Debt Service Fund
Final Budget Appropriation
Fiscal Year 2021

Expenditures Sources from various Debts:		
98-1 SID	$	0
2013-1 SAA		126,750
2000-1 SID		0
97-1 SID		250,000
98-3 SID		150,000
	Total Debt Service expenditures:	526,750
Revenues:		
98-1 SID		0
2013-1 SAA		105,000
2000-1 SID		0
97-1 SID		400,000
98-3 SID		150,000
Total Revenues	$	655,000
	Total proposed appropriation	655,000
Excess/Deficit Revenues over Appropriation	$	128,250

*Deficit to come from fund balance

Fund 70: 97-1 SID

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
70-61-48100-9147	Due To Capital Projects			247,380			
70-71-47170-4140	Banking Fees	20	20		20		
70-71-47170-8151	Paying Agent Fee						
70-81-70000-6600	Reimbursement of Equity Buy-In	169,798	209,780	306,032	240,000	379,084	250,000
	Total Financing Uses:	**169,818**	**209,800**	**553,412**	**240,020**	**379,084**	**250,000**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
70-00-34851-0000	Equity Buy-In Transportation	212,248	262,225	382,540	300,000	816,085	400,000
70-00-37010-0000	Interest	5	6	11	10		
70-00-37090-0000	Other Revenue						
	Total Financing Sources:	**212,253**	**262,231**	**382,551**	**300,010**	**816,085**	**400,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**42,435**	**52,431**	**(170,861)**	**59,990**	**437,001**	**150,000**
Fund Balance (Deficit)- Beginning:	**81,857**	**124,292**	**176,722**	**5,861**	**5,861**	**442,863**
Fund Balance (Deficit)- Ending:	**124,292**	**176,722**	**5,861**	**65,851**	**442,863**	**592,863**

Fund 71: 2005A SID Debt Service Fund

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
71-71-47171-6000	Bad Debt Expense		3,004				
71-71-47171-9110	Admin Charges to General Fund						
71-71-47171-9110	Due To General Fund						
71-81-71000-4121	Attorney Fees	36					
71-81-71000-6600	Reimbursement of Equity Buy-In	224,751	342,847	389,854			
	Total Financing Uses:	**224,787**	**345,851**	**389,854**	-	-	-

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
71-00-34311-0000	Assessments- Collected						
71-00-34855-0000	98-1 SID Equity Buy-In WW	217,196	146,347	4,210			
71-00-34856-0000	98-1 SID Equity Buy In Trans	204,174	132,012				
71-00-34857-0000	98-1 SID Equity Buy In SW	13,350	78				
71-00-34858-0000	98-1 SID Equity Buy In Power						
71-00-34859-0000	98-1 SID Equity Buy In Parks/Trails	19,140	12,672				
71-00-34865-0000	98-1 SID Equity Buy In Water						
71-00-37010-0000	Interest Income						
71-00-37011-0000	Interest Income- Special Assessments						
71-00-39111-0000	Bond Proceeds						
	Use of Fund Balance Reserve						
	Total Financing Sources:	**453,859**	**291,109**	**4,210**	-	-	-

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**229,073**	**(54,742)**	**(385,643)**	-	-	-
Fund Balance (Deficit)- Beginning:	**325,148**	**554,221**	**499,478**	**113,835**	**113,835**	**113,835**
Use of Fund Balance Reserve:	-	-	-	-	-	-
Fund Balance (Deficit)- Ending:	**554,221**	**499,478**	**113,835**	**113,835**	**113,835**	**113,835**

Fund 72: 2013 AA

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
72-71-47172-4140	Banking Fees	1,620	1,620	1,750	1,750	2,360	1,750
72-71-47172-8111	Principal	180,000	155,000	140,000	55,000	55,000	55,000
72-71-47172-8121	Interest	63,006	56,119	49,813	48,312	48,312	45,000
72-71-47172-8151	Paying Agent Fees	5,992	8,033	4,775	12,000	1,500	5,000
72-71-47172-9110	Administration Overhead	20,000		20,000	20,000	20,000	20,000
72-81-72000-6600	Reimbursement of Bond Proceeds						
	Total Financing Uses:	**270,618**	**220,772**	**216,338**	**137,062**	**127,172**	**126,750**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
72-00-34311-0000	Assessments Collected	250,663	228,830	215,647	200,000	117,993	100,000
72-00-34861-0000	Equity Buy-In						
72-00-34862-0000	Equity Buy-In						
72-00-37010-0000	Interest	2,654	4,053	8,607	8,000	5,684	5,000
72-00-39111-0000	SAA Proceeds						
	Total Financing Sources:	**253,316**	**232,883**	**224,254**	**208,000**	**123,677**	**105,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(17,301)**	**12,111**	**7,916**	**70,938**	**(3,495)**	**(21,750)**
Fund Balance (Deficit)- Beginning:	**297,199**	**279,898**	**292,009**	**299,925**	**299,925**	**296,430**
Fund Balance (Deficit)- Ending:	**279,898**	**292,009**	**299,925**	**370,863**	**296,430**	**274,680**

Fund 73: 98-3 SID

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
73-71-47173-4140	Banking Fees	20	20				
73-71-47173-8111	Principal						
73-71-47173-8121	Interest						
73-61-48100-9147	Due to Capital Projects Fund			129,751			
73-81-73000-6600	Reimbursement of Equity Buy-In	85,715	110,228		120,000	193,097	150,000
	Total Financing Uses:	**85,735**	**110,248**	**129,751**	**120,000**	**193,097**	**150,000**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
73-00-34311-0000	Assessments Collected						
73-00-34861-0000	Equity Buy-In Transportation	88,408	109,225	159,340	120,000	339,925	120,000
73-00-34862-0000	Equity Buy-In Storm Water	18,735	28,560	36,914	30,000	75,333	30,000
73-00-37010-0000	Interest	17	18	38			
73-00-38146-0000	Due From Road Cap Project Fund						
	Total Financing Sources:	**107,160**	**137,803**	**196,292**	**150,000**	**415,259**	**150,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**21,426**	**27,554**	**66,541**	**30,000**	**222,161**	**-**
Fund Balance (Deficit)- Beginning:	**47,262**	**68,688**	**96,242**	**162,783**	**162,783**	**384,944**
Fund Balance (Deficit)- Ending:	**68,688**	**96,242**	**162,783**	**192,783**	**384,944**	**384,944**

Fund 74: 2000-1 SID Debt Service Fund

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
74-71-47174-9110	Due To General Fund						
74-61-48100-9146	Due To Road Cap Project Fund						
74-71-47174-4140	Banking Fees	40	40				
74-71-47174-6000	Bad Debt Expense		6,576				
74-71-47174-8111	Principal						
74-71-47174-8121	Interest	(57)					
74-71-47174-8151	Paying Agent Fee	18,153	2,510	1,982			
74-71-47174-8152	Other Bond Expense						
74-71-47174-8158	Bond Call Premium						
74-71-47174-9110	Admin Charges to Gen. Fund	30,000					
74-81-74000-4121	Attorney Fees	3,222	6,138	1,656			
74-81-74000-4174	Other Bond Expense						
74-81-74000-5001	Misc. - Expenses	3					
74-81-74000-6600	Reimbursement of Equity Buy-in	235,473	162,216	19,255			
	Total Financing Uses:	**286,834**	**177,480**	**22,893**	**-**	**-**	**-**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
74-00-34311-0000	Assessments- Collected	48,714	27,820	10,081		1,938	
74-00-34312-0000	Assessments- Coverage	8,264	1,900				
74-00-34865-0000	2000-1 SID Equity Buy In Water						
74-00-34866-0000	2000-1 Equity Buy In Transportation	387,600	1,938				
74-00-34867-0000	2000-1 Equity Buy In Parks & Trails	191,649	129,752	331			
74-00-37010-0000	Interest Earning	4,870	7,231	13,946		4,102	
74-00-39111-0000	Bond Proceeds						
	Use of Fund Balance Reserve						
	Total Financing Sources:	**641,097**	**168,642**	**24,358**	**-**	**6,040**	**-**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**354,263**	**(8,839)**	**1,466**	**-**	**6,040**	**-**
Fund Balance (Deficit)- Beginning:	**254,424**	**608,687**	**599,848**	**601,314**	**601,314**	**607,354**
Use of Fund Balance Reserve:	-	-	-	-	-	-
Fund Balance (Deficit)- Ending:	**608,687**	**599,848**	**601,314**	**601,314**	**607,354**	**607,354**

City Of Eagle Mountain

Budget Summary- ENTERPRISE FUND
Final Budget Appropriation
Fiscal Year 2021

Revenue Sources from various Enterprises:		
Solid Waste	$	1,700,000
Water		16,372,300
Wastewater		5,200,000
Gas		0
Electric		0
Golf		0
Stormwater		658,000
Total revenues	$	23,930,300
Total fund Balance- (from previous year)		
Total appropriable revenues		23,930,300
Expenditures:		
Solid Waste	$	2,349,052
Water		9,402,139
Wastewater		4,443,220
Gas		0
Electric		0
Golf		0
Stormwater		585,792
Total expenditures	$	16,780,203
Other Financing Uses:		
Debt Service		0
Transfer to capital projects fund		0
Total proposed appropriation		16,780,203
Excess/(Deficit) Revenues over Appropriation	$	7,150,097

	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Solid Waste	-	-	-	-	-	-
Water	5.93	7.47	9.09	9.09	9.09	9.44
Wastewater	5.30	5.83	5.83	5.83	5.83	6.25
Gas	-	-	-	-	-	-
Electric	-	-	-	-	-	-
Golf	0	0	0	0	0	0
Special Revenue						
Stormwater	3.63	3.58	3.58	3.58	3.58	3.58
Internal Service						
Utility Billing	3.50	3.50	3.88	3.88	3.88	3.89
GIS	1.00	1.00	1.50	1.66	1.50	1.66

Changes this year
-
0.35
0.42
-
-
-
-

Fund 51- Water Utility Summary
Sub 45- Utility Services
Department 51000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	424,998	445,130	469,273	656,396	596,251	691,662
Materials, Supplies & Services	2,692,569	3,072,149	3,227,303	1,515,425	1,624,213	1,927,360
Capital Outlay	-	-	790	1,386,700	13,067,976	5,300,000
Debt Service	303,455	331,675	258,979	587,155	673,014	587,155
Interfund Transactions	656,488	592,221	1,183,641	844,062	844,062	895,963
Expenditure Total:	**4,077,510**	**4,441,175**	**5,139,985**	**4,989,738**	**16,805,517**	**9,402,139**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
51-00-33550-0000	CWP Water Shares Sold	519,452	3,777,277	4,269,483	500,000	6,852,680	500,000
51-00-34890-0000	Reimbursement Miscellaneous			-			
51-00-35100-0000	BB Deferred Revenue - Water			-			
51-00-35110-0000	Utility Billing- Water	3,184,896	3,528,186	3,966,794	4,250,000	4,686,924	5,000,000
51-00-35120-0000	Damage to Service		1,361	4,138		3,406	
51-00-35130-0000	Hydrant Meter Revenue	24,150	77,618	88,924	50,000	51,839	50,000
51-00-35160-0000	Meter Fee- Water	95,220	154,500	136,000	100,000	206,777	100,000
51-00-35170-0000	Connection Fees	352,350	338,850	356,000	345,000	509,143	350,000
51-00-35999-0000	YEC Audit Adjustments & Accruals	88,832	11,071	76,219			
51-00-36020-0000	Late/Delinquent Fees Penalties & Charges	57,151	57,000	70,300	57,000	57,000	70,000
51-00-37010-0000	Interest Earnings	859	1,388	2,584	2,300	2,268	2,300
51-00-37020-0000	Gain on Sale of Vehicles			-	37,000	37,000	
51-00-37090-0000	Other Miscellaneous	1,513	1	832,622		2,794	
51-00-38153-0000	Due From Electric Fund			-			
51-00-38155-0000	Due From Gas Fund						
51-00-38112-0000	Due From Sewer Fund	100,000					
51-00-38158-0000	Due From Golf Course Fund	464,157		-			
51-00-39111-0000	Bond Proceeds			-			
51-00-39710-0000	Contributions- From Developer	2,497,783	2,759,430	5,353,840		4,385,334	2,300,000
51-00-38111-0000	Due From Water Impact Fee Fund	2,365,934	1,121,663	1,465,300	837,000	837,000	5,000,000
	Use of Water Fund Balance Reserve						3,000,000
	Revenue Total:	**9,752,297**	**11,828,343**	**16,622,205**	**6,178,300**	**17,632,166**	**16,372,300**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**2,690,140**	**8,986,299**	**4,283,811**	**1,188,562**	**826,649**	**6,970,161**
Fund Balance (Deficit)- Beginning:	**1,819,453**	**4,509,593**	**13,495,892**	**17,779,703**	**17,779,703**	**18,606,353**
Reserved for Current CWP Share Liability:						**(18,500,000)**
Use of Fund Balance Reserve:				-		**(3,000,000)**
Fund Balance (Deficit)- Ending:	**4,509,593**	**13,495,892**	**17,779,703**	**18,968,265**	**18,606,353**	**4,076,514**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	5.93	6.84	7.84	7.84	7.84	8.81
Part-time/Seasonal		0.63	1.25	1.25	1.25	0.63
FTE Total:	**5.93**	**7.47**	**9.09**	**9.09**	**9.09**	**9.44**

Fund 51- Water Utility Detail
Sub 45- Utility Services
Department 51000

Personnel Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
51-45-51000-1111	Salaries - FT	237,948	255,721	286,997.54	356,947	334,952	388,523
51-45-51000-1112	Salaries - PT	7,837	25,619	11,873.00	32,136	8,823	18,200
51-45-51000-1122	Vacation Pay						
51-45-51000-1211	Overtime	18,587	15,234	12,733.67	20,000		20,000
51-45-51000-1242	Car Allowance						
51-45-51000-1300	Employee Benefits	19,857	22,393	28,639.92	22,131	27,850	18,024
51-45-51000-1311	Bonus						
51-45-51000-1321	Clothing Allowance	2,500	2,900		2,850	2,850	2,850
51-45-51000-1511	FICA	498	401	3,831.05	1,992	1,992	7,193
51-45-51000-1512	Medicare	3,743	4,145	4,378.31	5,642	5,086	5,897
51-45-51000-1521	Retirement	47,811	35,872	43,809.75	65,928	65,928	70,079
51-45-51000-1531	Worker's Compensation (State Insurance Fund)	8,778	3,252	3,454.04	3,000	3,000	3,000
51-45-51000-1541	Health Insurance	70,006	70,900	65,899.38	132,694	132,694	143,865
51-45-51000-1545	Dental Insurance	5,559	6,582	5,923.42	9,425	9,425	10,218
51-45-51000-1548	Vision Insurance	886	857	730.76	1,671	1,671	1,812
51-45-51000-1561	Long Term Disability	988	1,253	1,001.89	1,980	1,980	2,000
	Total:	**424,998**	**445,130**	**469,273**	**656,396**	**596,251**	**691,662**

Materials, Supplies, Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
51-45-51000-2121	Dues, Subscriptions, Memberships (RWAU, APWA)	2,558	2,349	1,894	2,025	1,342	2,750
51-45-51000-2211	Public Notices						
51-45-51000-2321	Travel & Training	4,791	2,905	8,793	11,000	7,039	14,260
51-45-51000-2369	Meetings (Education)	58	76	55	300	300	300
51-45-51000-2411	Office Expenses & Supplies						
51-45-51000-2431	Uniforms & Clothing						
51-45-51000-2513	Equipment Supplies & Maintenance	159,694	357,875	148,600	191,000	274,294	220,000
51-45-51000-2515	SCADA Maintenance and Upgrades	5,000	5,748	25,807	28,000	28,000	28,000
51-45-51000-2521	Vehicle Fuel & Maintenance						
51-45-51000-2610	Buildings & Grounds Maintenance	600		770	2,500	2,500	2,500
51-45-51000-3111	Utilities	555,009	530,655	560,226	650,000	515,715	650,000
51-45-51000-4121	Attorney Fees	33,896	23,873	15,181	25,000	25,000	25,000
51-45-51000-4140	Banking Fees	27,285	30,047	33,462	34,000	34,000	34,000
51-45-51000-4211	Computer Network & Data Process						
51-45-51000-4271	Itron Support	6,707	4,199	1,508		15,045	
51-45-51000-4320	Engineering Services						200,000
51-45-51000-4391	Blue Staking	2,959	4,796	4,824	4,200	7,332	7,800
51-45-51000-4392	Valve Maintenance				30,000	30,000	30,000
51-45-51000-4394	Collar Maintenance		2,745	16,000	10,000	10,000	20,000
51-45-51000-4393	Lab Work	13,625	9,090	27,073	20,000	28,896	20,000
51-45-51000-4521	Collection Fees						
51-45-51000-4531	Professional/Technical Services	6,093	21,071	11,327	25,000	151,946	125,000
51-45-51000-4541	Utility Bill Printing & Mailing						
51-45-51000-4550	Capital Facility Impact Study and Economic Analysis						
51-45-51000-4811	Equipment Rental/Lease	16,736	15,400	5,500	7,000	9,643	7,750
51-45-51000-5002	Misc. Services & Supplies	450		15,000			
51-45-51000-5311	Meters-Water (New)	140,017	239,784	202,441	240,400	241,105	300,000
51-45-51000-5312	Meters-Water (Replacement)	69,339	79,918	176,936	200,000	200,000	200,000
51-45-51000-5721	Chemicals/Fertilizers	4,602	11,311	6,571	10,000	17,058	15,000
51-45-51000-5760	Other Special Departmental Supplies						
51-45-51000-5999	Depreciation	1,532,550	1,690,388	1,830,601			
51-45-51000-6000	Bad Debt Expense	30,471	(4,554)	71,331			
51-45-51000-6211	Insurance & Surety Bonds	80,129	44,476	63,406	25,000	25,000	25,000
	Total:	**2,692,569**	**3,072,149**	**3,227,303**	**1,515,425**	**1,624,213**	**1,927,360**

Fund 51- Water Utility Detail (continued)
Sub 45- Utility Services
Department 51000

Capital Outlay		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
51-45-51000-7000	Capital Outlay						
51-45-51000-7211	Building & Building Improvements				75,000	425,000	
51-45-51000-7311	South Well Improvements Upgrades					75,000	
51-45-51000-7313	CWP Improvements						
51-45-51000-7319	Cap. Impr. Proj. (Pony Express Well, Expl. Well)				65,000		
51-45-51000-7410	Equipment			790		65,000	
51-45-51000-7412	Computer Equipment						
51-45-51000-7691	Water Rights						
51-80-51100-7100	USP - Water Preparedness Measures (Well Generators)						
51-81-51000-7010	Water System Improvements Design						
51-81-51100-7314	CWP Shares				425,000		3,000,000
51-81-51100-7315	EMP Settlement					5,299,586	
51-81-51100-7316	2.5 MG VV Water Tank Project						
51-81-51100-7317	Unity Pass Parallel Lines						
51-81-51100-7319	Silverlake PRV					1,996,356	
51-81-51100-7320	Facebook Reimbursable City Center Well					20,571	
51-81-51100-7321	Facebook Reimbursable 3.5 MG Tank					331,616	
51-81-51100-7322	Facebook Reimbursable Redundant Water Line					1,414,509	
51-81-51100-7323	Facebook Reimbursable Reuse Storage & Pump					340,408	
51-81-51100-	Facebook Reimbursable Pumps to CWP Booster					2,278,229	
	Facebook Reimbursable Waterline & Road (Tiffany to WW)						2,300,000
51-81-51100-	SR 73 Water Lines				821,700		
51-81-51100-7324	Aviator Ave Water Lines					821,700	
	Total:	**-**	**-**	**790**	**1,386,700**	**13,067,976**	**5,300,000**

Debt Service		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
51-71-47100-8111	Principal S07 & S14 W&S				213,850	335,400	213,850
51-71-47100-8112	Principal S13 W&S				107,000	107,000	107,000
51-71-47100-8121	Interest S07 & S14 W&S	225,572	221,507	177,387	231,699	184,212	231,699
51-71-47100-8122	Interest - S13 W&S	38,425	36,653	34,607	34,606	34,606	34,606
51-71-47100-8131	Bond Refunding Cost	28,822	28,822	28,822			
51-71-47100-8132	Bond Issuance Cost		37,238	-			
51-71-47100-8151	Paying Agent Fee	10,637	7,456	7,471		7,450	
	Principal Paid on Capital Debt					4,346	
51-71-47100-8161	White Hills Loan Reimbursement			10,692			
	Total:	**303,455**	**331,675**	**258,979**	**587,155**	**673,014**	**587,155**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
51-45-51000-9152 Due To Sewer Fund						
51-45-51000-9111 Due To Water Impact Fee Fund						
51-45-51000-9148 Due To Water Cap. Proj. Fund						
51-61-48000-9110 Due To General Fund (Administrative Charge)	401,970	411,112	443,479	496,356	496,356	535,272
51-61-48000-9153 Due To Electric Fund						
51-61-48000-9154 Due To Fleet Fund	100,209	53,859	616,686	202,040	202,040	202,040
51-61-48000-9163 Due To Utility Billing Internal Service Fund	75,406	76,366	75,655	96,188	96,188	105,367
51-61-48000-9164 Due To GIS Internal Service Fund	49,936	50,884	47,821	49,478	49,478	53,283
51-61-48000-9158 Due To Golf Course Fund	28,967					
Total:	**656,488**	**592,221**	**1,183,641**	**844,062**	**844,062**	**895,963**

Fund 52- Wastewater Utility
Sub 45- Utility Services
Department 52000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	367,373	391,446	410,837	466,693	417,946	503,679
Materials, Supplies & Services	2,339,346	2,649,172	3,053,985	1,586,850	1,616,705	1,769,060
Capital Outlay	-	(48)	-	70,000	70,000	400,000
Debt Service	403,347	321,410	387,661	863,117	863,117	863,117
Interfund Transactions	735,901	606,391	726,885	801,415	801,416	907,364
Expenditure Total:	**3,845,967**	**3,968,371**	**4,579,369**	**3,788,075**	**3,769,184**	**4,443,220**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
52-00-33435-000 DEQ Grant						
52-00-34802-000 Bond Equity Buy In						
52-00-34805-000 Bond Equity Buy In						
52-00-34820-000 Property Buy In						
52-00-34825-000 Future Facilities SSA						
52-00-34870-500 Collection Line						
52-00-34890-000 Reimbursement - Misc.			11,550			
52-00-35200-000 Utility Billing- Sewer	3,494,013	3,842,554	4,293,764	4,400,000	4,694,408	5,000,000
52-00-35270-000 Connection Fees	73,100	90,400	87,200	90,000	123,943	100,000
52-00-35999-000 YEC Audit Adjustment & Accrual	24,984	32,966	63,577			
52-00-36020-000 Late/Delinquent Fees Penalties & Charges	63,167	63,000	157,695	65,000	65,000	75,000
52-00-37010-000 Interest Earnings	1,233	1,895	30,757	2,000	31,424	25,000
52-00-37020-000 Gain on Sale of Vehicles			2,477	22,000	22,000	
52-00-38112-000 Due From WW Impact Fee Fund (DEQ)						
52-00-38112-000 Due From WW Impact Fee Fund		712,500				
52-00-38148-000 Due From Water Cap Project Fund						
52-00-38151-000 Due From Water Fund						
52-00-38153-000 Due From Electric Fund						
52-00-38155-000 Due From Gas Fund						
52-00-39710-000 Contributions- From Developer	3,232,970	2,046,225	6,403,599		177,105	
52-00-39111-000 Bond Proceeds						
Use of Sewer Fund Balance Reserve						
Revenue Total:	**6,889,467**	**6,789,541**	**11,050,618**	**4,579,000**	**5,113,880**	**5,200,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**592,952**	**593,458**	**1,702,976**	**790,925**	**1,344,696**	**756,780**
Fund Balance (Deficit)- Beginning:	**1,789,992**	**2,382,944**	**2,976,403**	**4,679,379**	**4,679,379**	**6,024,074**
Use of Fund Balance Reserve:						-
Fund Balance (Deficit)- Ending:	**2,382,944**	**2,976,403**	**4,679,379**	**5,470,304**	**6,024,074**	**6,780,854**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	5.30	5.83	5.83	5.83	5.83	6.25
Part-time/Seasonal						
FTE Total:	**5.30**	**5.83**	**5.83**	**5.83**	**5.83**	**6.25**

Fund 52- Wastewater Utility Detail
Sub 45- Utility Services
Department 52000

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020	2021 Proposed
52-45-52000-111 Salaries - FT	245,819	243,789	241,470	274,783	244,171	302,962
52-45-52000-111 Salaries - PT						
52-45-52000-112 Vacation Pay						
52-45-52000-121 Overtime	9,823	1,952	4,621	6,000		6,000
52-45-52000-124 Car Allowance						
52-45-52000-130 Employee Benefits	20,661	14,221	11,273	17,037	17,037	18,332
52-45-52000-131 Bonus						
52-45-52000-132 Clothing Allowance	2,000	1,600		2,650	2,650	2,650
52-45-52000-151 FICA			2,501			
52-45-52000-151 Medicare	3,595	3,316	3,363	3,984	3,984	4,393
52-45-52000-152 Retirement	4,010	29,953	54,742	50,752	50,752	54,613
52-45-52000-153 Worker's Compensation	7,340	2,034	2,091	3,000	3,000	3,000
52-45-52000-154 Health Insurance	66,604	85,864	82,992	98,674	86,706	101,552
52-45-52000-154 Dental Insurance	5,536	6,541	5,995	7,009	6,844	7,213
52-45-52000-154 Vision Insurance	857	1,060	938	1,242	1,242	1,279
52-45-52000-156 Long Term Disability	1,129	1,117	853	1,561	1,561	1,686
52-45-52000-199 Reserve For Pay Adjustments						
Total:	**367,373**	**391,446**	**410,837**	**466,693**	**417,946**	**503,679**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
52-45-52000-212 Dues, Subscriptions, Memberships (RWAU, WEAU)	2,793		170	1,500	1,500	10,760
52-45-52000-221 Public Notices					385	
52-45-52000-232 Travel & Training	3,738	4,899	6,877	9,350	9,350	10,450
52-45-52000-236 Meetings		39	5	300	300	300
52-45-52000-241 Office Expenses & Supplies						
52-45-52000-242 Postage						
52-45-52000-243 Uniforms & Clothing						
52-45-52000-251 Equipment Supplies & Maintenance	83,689	87,446	131,828	140,000	162,643	167,000
52-45-52000-251 SCADA Maintenance	5,753	17,454	1,066	15,000	15,000	15,000
52-45-52000-251 Pre-Treatment Program		1,270		10,000	10,000	10,000
52-45-52000- Bio Solids Disposal				21,000	21,000	30,000
52-45-52000-252 Vehicle Fuel						
52-45-52000-261 Buildings & Grounds Maintenance	3,630	1,214	1,268	7,000	7,000	14,000
52-45-52000-311 Utilities	71,424	73,797	86,200	75,000	75,389	75,000
52-45-52000-412 Attorney Fees	12,408	2,574	6,929	15,000	15,000	15,000
52-45-52000-414 Banking Fees	27,285	30,047	33,462	34,000	34,000	34,000
52-45-52000-421 Computer Network & Data Process						
52-45-52000-432 Engineering Services			792	25,000	25,000	25,000
52-45-52000-439 Collar Maintenance		2,745	10,000	10,000	10,000	20,000
52-45-52000-439 Blue Staking	3,350	4,796	4,824	4,200	7,332	7,800
52-45-52000-439 Lab Work	34,447	39,333	33,297	45,000	45,000	55,000
52-45-52000-452 Collection Fees						
52-45-52000-453 Professional/Technical Services	13,828	19,989	4,934	20,000	20,790	20,000
52-45-52000-454 Utility Bill Printing & Mailing						
52-45-52000-455 Capital Facility Impact Study and Economic Analysis						
52-45-52000-458 TSSD Services	863,278	1,073,469	1,157,341	1,100,000	1,100,000	1,200,000
52-45-52000-481 Equipment Rental		5,500	5,500	7,500	10,016	7,750
52-45-52000-500 Misc. Expenses						
52-45-52000-500 Misc. Services & Supplies						
52-45-52000-572 Chemicals/Fertilizer			4,867	22,000	22,000	27,000
52-45-52000-599 Depreciation	1,094,290	1,227,842	1,392,587			
52-45-52000-600 Bad Debt Expense	39,303	12,283	108,635			
52-45-52000-621 Insurance & Surety Bonds	80,129	44,476	63,406	25,000	25,000	25,000
Total:	**2,339,346**	**2,649,172**	**3,053,985**	**1,586,850**	**1,616,705**	**1,769,060**

Fund 52- Sewer Utility Detail (continued)
Sub 45- Utility Services
Department 52000

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
52-45-52000-700 Capital Outlay				60,000	60,000	400,000
52-45-52000-700 White Hills Sewer						
52-45-52000-721 Building & Building Improvements				10,000	10,000	
52-45-52000-731 Improvements Other Than Building						
52-45-52000-741 Equipment						
52-45-52000-741 Computer Equipment						
52-45-52000-742 Vehicles		(48)				
52-81-52100-730 Facebook Lift Station & Force Main						
52-81-52100- Facebook Sanitary Sewer & Force Main						
52-81-52100- Facebook Winter Storage Ponds						
Total:	**-**	**(48)**	**-**	**70,000**	**70,000**	**400,000**

Debt Service	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
52-71-47100-811 Principal S07 & S14 W&S				241,150	241,150	241,150
52-71-47100-811 Principal DEQ				310,000	310,000	310,000
52-71-47100-812 Interest S07 & S14 W&S	303,028	176,489	246,044	261,277	261,277	261,277
52-71-47100-812 Interest DEQ	58,950	52,760	54,000	50,690	50,690	50,690
52-71-47100-813 Bond Refunding Cost	38,205	38,205	38,205			
52-71-47100-813 Bond Issuance Cost		49,362	47,133			
52-71-47100-815 Paying Agent Fee	3,164	4,594	2,279			
Total:	**403,347**	**321,410**	**387,661**	**863,117**	**863,117**	**863,117**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
52-61-48000-907 Due To DEQ Bond Fund						
52-61-48000-911 Due To General Fund (Administration Charge)	398,086	406,392	438,403	488,401	488,401	521,366
52-61-48000-915 Due To Electric Fund						
52-61-48000-915 Due To Fleet Fund	111,613	72,749	165,006	167,349	167,349	227,348
52-61-48000-915 Due To Golf Course Fund	860					
52-61-48000-916 Due To Utility Billing Internal Service Fund	75,406	76,366	75,655	96,188	96,188	105,367
52-61-48000-916 Due To GIS Internal Service Fund	49,936	50,884	47,821	49,478	49,478	53,283
52-61-52000-915 Due To Water Fund	100,000					
Total:	**735,901**	**606,391**	**726,885**	**801,415**	**801,416**	**907,364**

Fund 53- Electric Utility Summary
Sub 45- Utility Services
Department 53000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	-	-	-	-	-
Materials, Supplies & Services	50,041	10,622	146,146	-	-	-
Capital Outlay	-	-	-		-	-
Debt Service*	5,388	-	2,535	-	-	-
Interfund Transactions	760,385	-	-	-	-	-
Expenditure Total:	**815,813**	**10,622**	**148,681**	**-**	**-**	**-**

REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
53-00-34010-0000 In-house Construction						
53-00-34218-0000 Subdivision Inspection Fees						
53-00-34805-0000 South Bond Equity Buy In						
53-00-34806-0000 North Bond Equity Buy In						
53-00-34825-0000 Future Facilities Fee SSA						
53-00-34845-0000 Future Facilities Fee NSA						
53-00-34890-0000 Reimbursement Miscellaneous						
53-00-35300-0000 Utility Billing- Electric	(5,806)	(1,843)	(1,325)			
53-00-35320-0000 Damages to Services-Electric						
53-00-35360-0000 Meter Fee - Electric						
53-00-35365-0000 Fiber Boots - Direct Comm.						
53-00-35370-0000 Connection Fees						
53-00-35375-0000 Temporary Power Connection						
53-00-35385-0000 Service Calls			(1,148)			
53-00-35999-0000 YEC Audit Adjustment & Accrual						
53-00-36020-0000 Late/Delinquent Fees Penalties						
53-00-37010-0000 Interest Earnings						
53-00-37020-0000 Sale of Assets						
53-00-37021-0000 Cost of Assets Sold						
53-00-37090-0000 Miscellaneous						
53-00-38113-0000 Due From Electric Impact Fee Fund		0				
53-00-38151-0000 Due From Water Fund						
53-00-38152-0000 Due From Sewer Fund						
53-00-38155-0000 Due From Gas Fund						
53-00-39710-0000 Contributions- From Developer						
53-00-39111-0000 Bond Proceeds-Less Purchased Fixed Assets						
Revenue Total:	**(5,806)**	**(1,843)**	**(2,473)**	**-**	**-**	**-**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(636,454)**	**(5,873)**	**(151,154)**	-	-	-
Fund Balance (Deficit)- Beginning:	**653,892**	**17,438**	**11,565**	**(139,590)**	**(139,590)**	**(139,590)**
Fund Balance (Deficit)- Ending:	**17,438**	**11,565**	**(139,590)**	**(139,590)**	**(139,590)**	**(139,590)**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	**-**	**-**	**-**	**-**	**-**	**-**

Fund 53- Electric Utility Detail
Sub 45- Utility Services
Department 53000

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
53-45-53000-1111 Salaries - FT						
53-45-53000-1112 Salaries - PT						
53-45-53000-1121 Holiday Pay						
53-45-53000-1211 Overtime						
53-45-53000-1212 Wellness Benefit						
53-45-53000-1300 Employee Benefits						
53-45-53000-1311 Bonus						
53-45-53000-1511 FICA						
53-45-53000-1512 Medicare						
53-45-53000-1521 Retirement						
53-45-53000-1531 Worker's Compensation						
53-45-53000-1541 Health Insurance						
53-45-53000-1545 Dental Insurance						
53-45-53000-1548 Vision Insurance						
53-45-53000-1561 Long Term Liability						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
53-45-53000-2121 Dues, Subscriptions, Memberships						
53-45-53000-2211 Public Notices						
53-45-53000-2321 Travel & Training						
53-45-53000-2368 Sustainability Committee						
53-45-53000-2369 Meetings						
53-45-53000-2411 Office Expenses & Supplies						
53-45-53000-2431 Uniforms & Clothing						
53-45-53000-2513 Equipment Supplies & Maintenance						
53-45-53000-2515 SCADA						
53-45-53000-2521 Equipment Fuel & Maintenance						
53-45-53000-2610 Buildings & Ground Maintenance						
53-45-53000-3111 Utilities						
53-45-53000-4121 Attorney Fees						
53-45-53000-4140 Banking Fees						
53-45-53000-4211 Computer Network & Data Process						
53-45-53000-4271 Itron Support						
53-45-53000-4320 Engineering Services						
53-45-53000-4350 In-house Construction Materials & Supplies						
53-45-53000-4351 In-house Construction Rental						
53-45-53000-4391 Blue Staking						
53-45-53000-4521 Collection Fees						
53-45-53000-4531 Professional/Technical Services						
53-45-53000-4541 Utility Bill Printing & Mailing						
53-45-53000-4811 Equipment Rental/Lease						
53-45-53000-5002 Misc. Services & Supplies						
53-45-53000-5141 Streetlight Repair						
53-45-53000-5321 Meters-Electric		4,476				
53-45-53000-5323 Service Calls - Materials & Supplies		(350)				
53-45-53000-5325 Service Calls - Rentals						
53-45-53000-5331 Residential Connections (Materials & Supplies)						
53-45-53000-5335 Commercial Connections (Materials & Supplies)						
53-45-53000-5630 UMPA Purchase For Resale- Electricity						
53-45-53000-5650 UAMPS Fees						
53-45-53000-5670 Horsebutte Purchase for Resale						
53-45-53000-5999 Depreciation						
53-45-53000-6000 Bad Debt Expense	50,041	6,496	146,146			
53-45-53000-6211 Insurance & Surety Bonds						
53-45-53000-7500 USP - EMC 20th Anniv.						
Total:	**50,041**	**10,622**	**146,146**	**-**	**-**	**-**

Fund 53- Electric Utility Detail (continued)
Sub 45- Utility Services
Department 53000

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
53-45-53000-7000 Capital Outlay						
53-45-53000-7211 Building & Building Improvements						
53-45-53000-7319 Capital Improvement Projects						
53-45-53000-7410 Equipment						
53-45-53000-7411 Office Equipment						
53-45-53000-7412 Computer Equipment						
53-45-53000-7415 System Equipment						
53-45-53000-7421 Vehicles						
Total:	**-**	**-**	**-**	**-**	**-**	**-**

Debt Service	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
53-71-47100-8111 Principal						
53-71-47100-8121 Interest						
53-71-47100-8151 Paying Agent Fee	5,388		2,535			
53-71-47100-8155 Letter of Credit Fee						
53-71-47100-8157 Bond Costs						
Total:	**5,388**	**-**	**2,535**	**-**	**-**	**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
53-45-53000-9113 Due To Electric Impact Fee Fund						
53-45-53000-9145 Due To Gas/Elec. Capital Projects Fund						
53-45-53000-9900 Loss on sale of Capital Asset						
53-61-48000-9110 Due To General Fund (Administrative Charge)						
53-61-48000-9147 Due To Cap Proj-Sale Proceeds	653,892					
53-61-48000-9151 Due To Water Fund						
53-61-48000-9152 Due To Sewer Fund						
53-61-48000-9154 Due To Fleet Fund						
53-61-48000-9158 Due To Golf Course Fund	106,493					
53-61-48000-9163 Due To Utility Billing Internal Service Fund						
53-61-48000-9164 Due To GIS Internal Service Fund						
Total:	**760,385**	**-**	**-**	**-**	**-**	**-**

Fund 55- Natural Gas Utility Summary
Sub 45
Department 55000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	-	-	-	-	-	-
Materials, Supplies & Services	51,798	3,929	156,690	-	-	-
Capital Outlay	-	-	-	-	-	-
Debt Service	4,863	-	2,301	-	-	-
Interfund Transactions	2,185,351	3,551,654	1,160,380	-	-	-
Expenditure Total:	**2,242,012**	**3,555,582**	**1,319,371**	**-**	**-**	**-**

	REVENUES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
55-00-34010-0000	In-house Construction						
55-00-34218-0000	Subdivision Inspections						
55-00-34311-0000	NR SAA Assessments Collected						
55-00-34890-0000	Reimbursement- Miscellaneous						
55-00-35385-0000	Service Calls						
55-00-35500-0000	Utility Billing- Gas	(5,070)	(2,751)	26			
55-00-35511-0000	CPR Gas Extension Fees						
55-00-35520-0000	Damage to Services- Gas						
55-00-35560-0000	Meter Fee - Natural Gas						
55-00-35570-0000	Connection Fees						
55-00-35575-0000	Temporary Gas Connection						
55-00-35999-0000	YEC Audit Adjustments & Accrual						
55-00-37010-0000	Interest Earnings	54,781	25,419	112,849			
55-00-37011-0000	Interest Earnings - NR SAA	768	11,137	1,187			
55-00-37020-0000	Sale of Assets						
55-00-37021-0000	Cost of Assets Sold						
55-00-39710-0000	Contributions- From Developer						
	Bond Proceeds - Less Capital Assets						
	Use of Gas Fund Balance Reserve			2,100,000	3,100,000		
	Revenue Total:	**50,480**	**50,480**	**33,805**	**3,100,000**	**-**	**-**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(2,085,678)**	**(3,472,711)**	**(1,253,176)**	**3,100,000**	-	-
Fund Balance (Deficit)- Beginning:	**12,100,579**	**10,014,901**	**6,542,190**	**5,289,014**	**5,289,014**	**5,289,014**
Use of Fund Balance Reserve:				**(3,100,000)**	-	-
Fund Balance (Deficit)- Ending:	**10,014,901**	**6,542,190**	**5,289,014**	**5,289,014**	**5,289,014**	**5,289,014**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	-	-	-	-	-	-

Fund 55- Natural Gas Utility Summary (continued)
Sub 45
Department 55000

Personnel Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
55-45-55000-1111	Salaries - FT						
55-45-55000-1112	Salaries - PT						
55-45-55000-1211	Overtime						
55-45-55000-1242	Car Allowance						
55-45-55000-1300	Employee Benefits						
55-45-55000-1511	FICA						
55-45-55000-1512	Medicare						
55-45-55000-1521	Retirement						
55-45-55000-1531	Worker's Compensation						
55-45-55000-1541	Health Insurance						
55-45-55000-1545	Dental Insurance						
55-45-55000-1548	Vision Insurance						
55-45-55000-1561	Long Term Disability						
	Total:	-	-	-	-	-	-

Materials, Supplies, Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
55-45-55000-2121	Dues, Subscriptions, Memberships						
55-45-55000-2211	Public Notices						
55-45-55000-2321	Travel & Training						
55-45-55000-2369	Meetings						
55-45-55000-2411	Office Expenses & Supplies						
55-45-55000-2431	Uniforms & Clothing						
55-45-55000-2513	Equipment Supplies & Maintenance						
55-45-55000-2515	SCADA						
55-45-55000-2521	Vehicle Fuel & Maintenance						
55-45-55000-2610	Buildings & Ground Maintenance						
55-45-55000-3111	Utilities						
55-45-55000-4121	Attorney Fees	252					
55-45-55000-4140	Banking Fees						
55-45-55000-4211	Computer Network & Data Process						
55-45-55000-4271	Itron Support						
55-45-55000-4320	Engineering Services						
55-45-55000-4350	In-House Construction (Materials & Supplies)						
55-45-55000-4351	In-House Construction (Rentals)						
55-45-55000-4391	Blue Staking						
55-45-55000-4521	Collection Fees						
55-45-55000-4531	Professional/Technical Services						
55-45-55000-4541	Utility Bill Printing & Mailing						
55-45-55000-4550	Cap. Facil./Impact/Econ. Study						
55-45-55000-5002	Misc. Services & Supplies						
55-45-55000-5321	Meters-Gas						
55-45-55000-5331	Connection Services						
55-45-55000-5333	Service Call-Gas						
55-45-55000-5620	Purchase For Resale- Gas						
55-45-55000-5999	Depreciation						
55-45-55000-6000	Bad Debt Expense	51,546	3,929	156,690			
55-45-55000-6211	Insurance & Surety Bonds						
	Total:	**51,798**	**3,929**	**156,690**	-	-	-

Fund 55- Natural Gas Utility Summary
Sub 45
Department 55000

Capital Outlay		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
55-45-55000-7111	Land and Rights of Way						
55-45-55000-7211	Building & Building Improvements						
55-45-55000-7319	Capital Improvement Projects						
55-45-55000-7410	Equipment						
55-45-55000-7412	Computer Equipment						
55-45-55000-7502	Sale Proceeds - CW Park w/Grant						
	Total:	-	-	-	-	-	-

Debt Service		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
55-71-47100-8111	Principal						
55-71-47100-8121	Interest						
55-71-47100-8151	Paying Agent Fee	4,863		2,301			
55-71-47100-8157	Bond Costs						
	Total:	**4,863**	-	**2,301**	-	-	-

Interfund Transactions		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
55-45-55000-9145	Due To Gas/Elec. Capital Projects Fund						
55-61-48000-9110	Due To General Fund (Administrative Charge)						
55-61-48000-9147	Due To General Fund Capital Projects (USP)	2,181,383	3,551,654	1160380.48			
55-61-48000-9151	Due To Water Fund						
55-61-48000-9152	Due To Sewer Fund						
55-61-48000-9155	Due To Electric Fund						
55-61-48000-9154	Due To Fleet Fund						
55-61-48000-9158	Due To Golf Course Fund	3,968					
55-61-48000-9163	Due To Utility Billing Internal Service Fund						
55-61-48000-9164	Due To GIS Internal Service Fund						
	Total:	**2,185,351**	**3,551,654**	**1,160,380**	-	-	-

Fund 57- Solid Waste Summary
Sub 45
Department- 57000

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
	Personnel Services	934	1,831	186	-	-	-
	Materials, Supplies & Services	1,076,872	1,174,704	1,327,828	1,335,500	1,319,000	1,541,500
	Capital Outlay	-	-	-	-	-	680,000
	Debt Service						
	Interfund Transactions	97,721	299,327	102,141	115,557	115,557	127,552
	Expenditure Total:	**1,175,527**	**1,475,862**	**1,430,154**	**1,451,057**	**1,434,557**	**2,349,052**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
57-00-35700-0000	Utility Billing- Solid Waste	1,242,875	1,349,005	1,500,386	1,500,000	1,625,000	1,650,000
	Green Waste Revenue						25,000
57-00-35705-0000	Garbage Fuel Surcharge	(25)	(7)	0.3			
57-00-35999-0000	YEC Audit Adjustment & Accrual	10,904	8,903	14057.2			
57-00-36020-0000	Late/Delinquent Fees Penalties & Charges	22,560	22,500	27750	23,500		25,000
	Use of Solid Waste Fund Balance						
	Revenue Total:	**1,276,313**	**1,380,401**	**1,542,193**	**1,523,500**	**1,625,000**	**1,700,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**154,851**	**(123,124)**	**112,039**	**72,443**	**190,443**	**(649,052)**
Fund Balance (Deficit)- Beginning:	**407,026**	**561,877**	**438,753**	**550,793**	**550,793**	**741,236**
Use of Fund Balance Reserve:				-	-	-
Fund Balance (Deficit)- Ending:	**561,877**	**438,753**	**550,793**	**623,236**	**741,236**	**92,184**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time						
Part-time/Seasonal						
FTE Total:	-	-	-	-	-	-

Fund 57- Solid Waste Summary
Sub 45
Department- 57000

Personnel Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
57-45-57000-1111	Salaries - FT						-
57-45-57000-1112	Salaries - PT	523					
57-45-57000-1211	Overtime						
57-45-57000-1300	Employee Benefits	81	198	64.73			-
57-45-57000-1511	FICA	62	46				
57-45-57000-1512	Medicare	32	41	8.41			-
57-45-57000-1521	Retirement	194	348	93.51			-
57-45-57000-1531	Worker's Compensation						
57-45-57000-1541	Health Insurance	43	1,079	18.96			-
57-45-57000-1545	Dental Insurance		89				-
57-45-57000-1548	Vision Insurance		14				-
57-45-57000-1561	Long Term Disability		15				-
	Total:	**934**	**1,831**	**186**	-	-	-

Materials, Supplies, Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
57-45-57000-2321	Travel & Training						
57-45-57000-2369	Meetings						
57-45-57000-2431	Uniforms & Clothing						
57-45-57000-2513	Equipment, Supplies & Maintenance						
57-45-57000-4121	Attorney Fees						
57-45-57000-4140	Banking Fees	4,473	4,926	5486	5,000	5,000	6,000
57-45-57000-4211	Computer Network & Data Processing						
57-45-57000-4521	Collection Expense				500	500	500
57-45-57000-4541	Utility Bill Printing & Mailing						
57-45-57000-4585	City Cleanup Areas (Waste)	25,461	7,865	[160]	50,000	3,500	50,000
57-45-57000-4586	City-Wide Cleanup Project(s)	15,366	26,942	11097	50,000	25,000	50,000
	Green Waste Program						50,000
57-45-57000-5640	Solid Waste Disposal Contract	1,016,213	1,114,403	1248567	1,200,000	1,250,000	1,350,000
57-45-57000-6000	Bad Debt Expense	13,518	(779)	29387			
57-45-57000-6810	Dump Passes	1,842	21,347	33131	30,000	35,000	35,000
	Total:	**1,076,872**	**1,174,704**	**1,327,828**	**1,335,500**	**1,319,000**	**1,541,500**

Capital Outlay		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
57-45-57000-7000	Capital Outlay						30,000
	Composting Yard (Land)/Green Waste & Chipper						650,000
57-45-57000-7421	New Vehicle Purchase						
	Total:	-	-	-	-	-	**680,000**

Debt Service		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
57-71-47100-8111	Principal						
57-71-47100-8121	Interest						
57-71-47100-8151	Paying Agent Fee						
	Total:	-	-	-	-	-	-

Interfund Transactions		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
57-61-48000-9110	Due To General Fund (Administrative Charge)	58,568	59,675	62,858	65,613	65,613	72,842
57-61-48000-9163	Due To Utility Billing Internal Service	39,153	39,652	39283	49,944	49,944	54,710
57-61-48000-9159	Due To Storm Drain Fund		200,000				
	Total:	**97,721**	**299,327**	**102,141**	**115,557**	**115,557**	**127,552**

Fund 58- Golf Course Summary
Sub 40
Department 58000

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
	Personnel Services	-	-	-	-	-	-
	Materials, Supplies & Services	-	-	-	-	-	-
	Capital Outlay	-	-	-	-	-	-
	Debt Service	-	-	-	-	-	-
	Interfund Transactions	-	53,611	-	-	-	-
	Expenditure Total:	-	**53,611**	-	-	-	-

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
58-00-35710-0000	Cell Tower Revenue						
58-00-37010-0000	Interest Earnings						
58-00-37090-0000	Miscellaneous Revenue		3,064				
58-00-39710-0000	Contributions from Developer						
	Use of Golf Fund Balance Reserve						
	Revenue Total:	-	**3,064**	-	-	-	-

BALANCE SUMMARY		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
	Excess (Deficiency) of Financing Sources over Financing Uses:	-	**(50,547)**	-	-	-	-
	Fund Balance (Deficit)- Beginning:	**53,611**	**53,611**	**3,064**	**3,064**	**3,064**	**3,064**
	Use of Fund Balance Reserve:				-	-	-
	Fund Balance (Deficit)- Ending:	**53,611**	**3,064**	**3,064**	**3,064**	**3,064**	**3,064**

PERSONNEL SUMMARY (FTE)		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
	Elected						
	Appointed						
	Full-time						
	Part-time/Seasonal						
	FTE Total:	-	-	-	-	-	-

Fund 58- Golf Course Summary
Sub 40
Department 58000

Personnel Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
58-40-58000-1111	Salaries						
58-40-58000-1211	Overtime						
58-40-58000-1300	Employee Benefits						
58-40-58000-1311	Bonus						
58-40-58000-1511	FICA						
58-40-58000-1512	Medicare						
58-40-58000-1521	Retirement						
58-40-58000-1531	Worker's Compensation						
58-40-58000-1541	Health Insurance						
58-40-58000-1545	Dental Insurance						
58-40-58000-1548	Vision Insurance						
58-40-58000-1561	Long Term Disability						
	Total:	-	-	-	-	-	-

Materials, Supplies, Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
58-40-58000-2121	Dues, Subscriptions, Memberships						
58-40-58000-2321	Travel & Training						
58-40-58000-2411	Office Expenses $ Supplies						
58-40-58000-2431	Uniforms & Clothing						
58-40-58000-2513	Equipment Supplies & Maintenance						
58-40-58000-4520	Contract Services						
58-40-58000-4531	Professional & Technical Services						
58-40-58000-5002	Misc. Services and Technical Services						
58-40-58000-5999	Depreciation						
	Total:	-	-	-	-	-	-

Fund 58- Golf Course Summary
Department 58000

Capital Outlay		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
58-40-58000-7611	Golf Course Pumps and Wells						
	Total:	-	-	-	-	-	-

Debt Service		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
58-71-47100-8121	Interest						
58-71-47100-8151	Paying Agent Fee						
	Total:	-	-	-	-	-	-

Interfund Transactions		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
58-40-58000-9210	Due To General Fund		53,611				
58-61-48000-9151	Due To Water Fund						
58-61-48000-9154	Due To Fleet Fund						
	Total:	-	**53,611**	-	-	-	-

Fund 59- Storm Water Utility Summary
Sub 45
Department 59000

EXPENDITURES	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Personnel Services	240,793	320,101	328,575	271,274	339,468	274,266
Materials, Supplies & Services	87,939	429,226	469,092	102,625	94,309	103,625
Capital Outlay	55,594	-	438	205,300	209,063	-
Debt Service	-	-	-	-	-	-
Interfund Transactions	135,477	153,127	221,833	199,217	196,084	207,900
Expenditure Total:	**519,802**	**902,454**	**1,019,938**	**778,416**	**838,924**	**585,792**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
59-00-35900-0000	Utility Billing - Storm Drain	370,671	496,331	566,431	585,000	609,147	650,000
59-00-35920-0000	Damage to Services - Storm Drain			923			
59-00-35999-0000	YEC Audit Adjustments & Accrual	2,372	12,692	7,167			
59-00-36020-0000	Late/Delinquent Fees Penalties & Charges	7,520	7,500	9,250	8,000	8,000	8,000
59-00-38117-0000	Due From Storm Water Impact Fee Fund				200,000	200,000	
59-00-38157-0000	Due From Solid Waste Fund		200,000				
59-00-39710-0000	Contributions From Developers		1,838,034	1,230,861			
59-00-39730-0000	Contributions - General		10,220,601				
	Use of Storm Water Fund Balance						
	Revenue Total:	**380,562**	**12,775,158**	**1,814,632**	**793,000**	**817,147**	**658,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(104,791)**	**173,580**	**(34,480)**	**14,584**	**(21,777)**	**72,208**
Fund Balance (Deficit)- Beginning:	**93,793**	**(10,998)**	**162,582**	**128,102**	**128,102**	**106,326**
Use of Fund Balance Reserve:						-
Fund Balance (Deficit)- Ending:	**(10,998)**	**162,582**	**128,102**	**142,686**	**106,326**	**178,534**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	3.63	3.58	3.58	3.58	3.58	3.58
Part-time/Seasonal						
FTE Total:	**3.63**	**3.58**	**3.58**	**3.58**	**3.58**	**3.58**

Fund 59- Storm Water Utility Summary (continued)
Sub 45
Department 59000

Personnel Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
59-45-59000-1111 Salaries - FT	140,078	165,691	198,788	156,456	194,761	158,817
59-45-59000-1112 Salaries - PT	3,571	3,852	4,428	-	18,093	
59-45-59000-1211 Overtime	10,539	8,483	8,106	5,000		5,000
59-45-59000-1300 Employee Benefits	13,757	15,510	19,104	9,700	18,837	9,847
59-45-59000-1311 Bonus						
59-45-59000-1321 Clothing Allowance	800	800		1,300	1,300	1,300
59-45-59000-1511 FICA	221	241	2,867	-	1,143	-
59-45-59000-1512 Medicare	2,177	2,510	2,998	2,269	3,175	2,303
59-45-59000-1521 Retirement	25,153	74,305	35,043	28,898	34,441	29,334
59-45-59000-1531 Worker's Compensation	3,835	1,219	1,307	1,000	1,062	1,000
59-45-59000-1541 Health Insurance	36,550	42,858	50,960	60,593	60,593	60,593
59-45-59000-1545 Dental Insurance	3,021	3,351	3,701	4,304	4,304	4,304
59-45-59000-1548 Vision Insurance	470	526	568	763	769	763
59-45-59000-1561 Long Term Disability	620	755	705	992	992	1,007
Total:	**240,793**	**320,101**	**328,575**	**271,274**	**339,468**	**274,266**

Materials, Supplies, Services	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
59-45-59000-2121 Dues, Subscriptions, Memberships (Storm Drain Coalition, Storm Permit)	4,416	4,416	4,846	5,000	8,307	6,000
59-45-59000-2321 Travel & Training	880	1,072	1,044	2,375	2,375	2,375
59-45-59000-2369 Meetings				50	50	50
59-45-59000-2431 Uniforms & Clothing				22,500	22,500	22,500
59-45-59000-2513 Equipment Supplies & Maintenance	11,262	14,574	15,956	30,000	18,399	30,000
59-45-59000-2514 Stormdrain Maint.	22,627	13,186	14,853	2,500	2,500	2,500
59-45-59000-2520 Public Education & Outreach			328			
59-45-59000-2610 Building & Grounds Maintenance				3,000	2,000	3,000
59-45-59000-3111 Utilities	98	1,982	1,902	1,000	1,000	1,000
59-45-59000-4121 Attorney Fees	54		144	3,700	3,700	3,700
59-45-59000-4140 Banking Fees	3,131	3,448	3,840			
59-45-59000-4211 Computer Network & Data Processing						
59-45-59000-4391 Blue Staking						
59-45-59000-4521 Collection Fees				5,000	5,972	5,000
59-45-59000-4531 Professional & Technical Services		500	992			
59-45-59000-4541 Utility Bill Printing & Mailing				17,500	17,500	17,500
59-45-59000-4811 Equipment Rental/Lease	11,072	16,389	11,470			
59-45-59000-5002 Misc. Services & Technical Services		261		5,000	5,000	5,000
59-45-59000-4394 Collar Maintenance		2,295	5,000		5	
59-45-59000-5731 Street Sweeping	19,733	13,898	1,720			
59-45-59000-5999 Depreciation		350,490	391,820			
59-45-59000-6000 Bad Debt Expense	3,219	361	6,120	5,000	5,000	5,000
59-45-59000-6211 Insurance & Surety Bonds	11,447	6,354	9,058			
Total:	**87,939**	**429,226**	**469,092**	**102,625**	**94,309**	**103,625**

Fund 59- Storm Water Utility Summary
Department 59000

Capital Outlay	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
59-45-59000-7000 Capital Purchases						
59-45-59000-7111 Land and Rights of Way						
59-45-59000-7410 Equipment	55,594		438	5,300	9,063	
59-81-59100-7001 Pony Express Improvements				200,000	200,000	
Total:	**55,594**	**-**	**438**	**205,300**	**209,063**	**-**

Debt Service	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
59-71-47100-8121 Interest						
59-71-47100-8151 Paying Agent Fee						
Total:	**-**	**-**	**-**	**-**		**-**

Interfund Transactions	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
59-61-48000-9110 Due To General Fund (Administrative Charge)	59,335	60,853	66,370	71,167	71,167	76,069
59-61-48000-9154 Due To Fleet Fund	36,197	52,291	117,001	84,171	84,171	84,171
59-61-48000-9158 Due To Golf Course Fund	602					
59-61-48000-9163 Due To Utility Billing Internal Service Fund	17,194	17,413	17,251	21,933	18,800	24,026
59-61-48000-9164 Due To GIS Internal Service Fund	22,149	22,570	21,211	21,946	21,946	23,634
Total:	**135,477**	**153,127**	**221,833**	**199,217**	**196,084**	**207,900**

Internal Service Fund
Fund 63 - Utility Billing Internal Service
Sub 43
Department 63000

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
	Personnel Services	145,246	131,386	144,825	194,777	190,698	203,870
	Materials, Supplies & Services	61,825	56,771	73,911	91,246	95,050	85,600
	Capital Outlay	-	-	-	-	-	-
	Interfund Transactions	-	-	-	-	-	-
	Expenditure Total:	**207,071**	**188,157**	**218,736**	**286,023**	**285,748**	**289,470**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
63-00-38151-0000	Due From Water Fund	75,406	76,366	75655	96,188	96,188	105,367
63-00-38152-0000	Due From Sewer Fund	75,406	76,366	75655	96,188	96,188	105,367
63-00-38153-0000	Due From Electric Fund						
63-00-38155-0000	Due From Gas Fund						
63-00-38157-0000	Due From Solid Waste Fund	39,153	39,652	39283	49,944	49,944	54,710
63-00-38159-0000	Due From Storm Drain Fund	17,194	17,413	17251	21,933	21,933	24,026
	Revenue Total:	**207,159**	**209,797**	**207,844**	**264,252**	**264,253**	**289,470**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**6,938**	**23,557**	**(10,892)**	**(21,771)**	**(21,495)**	-
Fund Balance (Deficit)- Beginning:	**97,832**	**104,770**	**128,328**	**117,436**	**117,436**	**95,941**
Fund Balance (Deficit)- Ending:	**104,770**	**128,328**	**117,436**	**95,665**	**95,941**	**95,941**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	1.00	1.00	2.00	2.00	2.00	2.00
Part-time/Seasonal	2.50	2.50	1.88	1.88	1.88	1.89
FTE Total:	**3.50**	**3.50**	**3.88**	**3.88**	**3.88**	**3.89**

Internal Service Fund
Fund 63 - Utility Billing Internal Service
Sub 43
Department 63000

Personnel Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
63-43-63000-1111	Salaries	39,364	41,783	43,484	77,148	45,043	83,018
63-43-63000-1112	Salaries - PT/Temporary	68,857	61,250	67,914	56,238	78,552	58,563
63-43-63000-1211	Overtime	471	257	18			
63-43-63000-1212	Wellness Benefit						
63-43-63000-1300	Employee Benefits	3,179	3,156	3,086	4,783	10,964	5,147
63-43-63000-1311	Bonus						
63-43-63000-1511	FICA	4,269	3,798	5,365	3,487	3,487	3,631
63-43-63000-1512	Medicare	1,502	1,404	1,537	1,934	1,934	1,204
63-43-63000-1521	Retirement	13,402	3,191	4,099	14,249	11,656	15,333
63-43-63000-1531	State Insurance Fund	627	2,439	2,548		2,123	
63-43-63000-1541	Health Insurance	12,337	12,866	15,363	33,851	33,851	33,851
63-43-63000-1545	Dental Insurance	916	903	1,078	2,404	2,404	2,404
63-43-63000-1548	Vision Insurance	146	145	169	214	214	214
63-43-63000-1561	Long Term Disability	176	194	164	470	470	506
	Total:	**145,246**	**131,386**	**144,825**	**194,777**	**190,698**	**203,870**

Materials, Supplies, Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
63-43-63000-2321	Travel & Training			149	500	500	1,500
63-43-63000-2369	Meetings	303	274	276	375	350	500
63-43-63000-2411	Office Expenses & Supplies						
63-43-63000-2431	Uniforms & Clothing						
63-43-63000-2513	Equipment Supplies & Maintenance						
63-43-63000-4121	Attorney Fees	6,929	5,746	2,690	7,000	7,000	7,000
63-43-63000-4211	Computer Network and Data						
63-43-63000-4271	Itron Support				21,771	-	
63-43-63000-4521	Collection Fees						
63-43-63000-4531	Professional/Technical Services			5,400		12,700	
63-43-63000-4541	Utility Billing Mailing/Printing	48,844	46,427	55,122	55,000	70,000	70,000
63-43-63000-5002	Misc. Services & Supplies						
63-43-63000-5999	Depreciation	2,799	2,799	2,799			
63-43-63000-6211	Insurance & Surety Bonds						
63-43-63000-6820	Deployed Military Abatement	2,950	1,525	7,475	6,600	4,500	6,600
	Total:	**61,825**	**56,771**	**73,911**	**91,246**	**95,050**	**85,600**

Capital Outlay		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
63-43-63000-7412	Computer Equipment						
63-43-63000-7552	Furniture						
	Total:	-	-	-	-	-	-

Interfund Transactions		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
63-43-63000-9154	Due To Fleet Fund						
	Total:	-	-	-	-	-	-

Internal Service Fund
Fund 64 - GIS Internal Service
Sub 46
Department 64000

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
	Personnel Services	77,100	80,475	80,230	90,351	90,351	93,500
	Materials, Supplies & Services	34,246	37,877	34,529	37,466	34,616	36,700
	Capital Outlay	-	-	-	-	-	-
	Interfund Transactions	-	-	-	-	-	-
	Expenditure Total:	**111,346**	**118,352**	**114,759**	**127,817**	**124,967**	**130,200**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
64-00-38151-0000	Due From Water Fund	49,936	50,884	47,821	49,478	49,478	53,283
64-00-38152-0000	Due From Sewer Fund	49,936	50,884	47,821	49,478	49,478	53,283
64-00-38153-0000	Due From Electric Fund						
64-00-38155-0000	Due From Gas Fund						
64-00-38159-0000	Due From Storm Drain Fund	22,149	22,570	21,211	21,946	21,946	23,634
	Revenue Total:	**122,021**	**124,338**	**116,853**	**120,902**	**120,902**	**130,200**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**4,140**	**10,706**	**2,094**	**(6,915)**	**(4,065)**	-
Fund Balance (Deficit)- Beginning:	**27,521**	**31,661**	**42,367**	**44,461**	**44,461**	**40,396**
Fund Balance (Deficit)- Ending:	**31,661**	**42,367**	**44,461**	**37,546**	**40,396**	**40,396**

PERSONNEL SUMMARY (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Elected						
Appointed						
Full-time	1.00	1.00	1.00	1.00	1.00	1.00
Part-time/Seasonal			0.50	0.66	0.50	0.66
FTE Total:	**1.00**	**1.00**	**1.50**	**1.66**	**1.50**	**1.66**

Internal Service Fund
Fund 64 - GIS Internal Service
Sub 46
Department 64000

Personnel Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
64-46-64000-1111	Salaries	39,725	39,973	39,259	41,263	41,263	43,748
64-46-64000-1112	Salaries - PT/Temporary	13,927	13,113	9,304	18,382	18,382	18,382
64-46-64000-1211	Overtime	29	36				
64-46-64000-1300	Employee Benefits	6,470	6,514	6,490	2,558	2,558	2,712
64-46-64000-1311	Bonus						
64-46-64000-1511	FICA	855	813	1,080	1,140	1,140	1,140
64-46-64000-1512	Medicare	763	738	686	865	865	901
64-46-64000-1521	Retirement	(3,015)	1,224	4,848	7,621	7,621	8,080
64-46-64000-1531	State Insurance Fund	502	407	432			
64-46-64000-1541	Health Insurance	16,114	15,931	16,523	16,925	16,925	16,925
64-46-64000-1545	Dental Insurance	1,331	1,317	1,256	1,202	1,202	1,202
64-46-64000-1548	Vision Insurance	214	214	196	107	107	107
64-46-64000-1561	Long Term Disability	185	197	158	288	288	303
	Total:	**77,100**	**80,475**	**80,230**	**90,351**	**90,351**	**93,500**

Materials, Supplies, Services		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
64-46-64000-2321	Travel & Training		4,071	1,310	2,700	2,700	2,700
64-46-64000-2369	Meetings						
64-46-64000-2411	Office Expenses & Supplies						
64-46-64000-2431	Uniforms & Clothing						
64-46-64000-2513	Equipment Supplies & Maintenance						
64-46-64000-4211	Computer Network and Data	26,316	26,890	26,302	27,850	25,000	27,000
64-46-64000-4531	Professional/Technical Services	1,014					
64-46-64000-4541	Utility Billing Mailing/Printing						
64-46-64000-5002	Misc. Services & Supplies						
64-46-64000-5999	Depreciation	6,916	6,916	6,916	6,916	6,916	7,000
64-46-64000-6211	Insurance & Surety Bonds						
	Total:	**34,246**	**37,877**	**34,529**	**37,466**	**34,616**	**36,700**

Capital Outlay		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
64-46-64000-7412	Computer Equipment						-
64-46-64000-7552	Furniture						
	Total:	-	-	-	-	-	-

Interfund Transactions		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
64-46-64000-9154	Due to Fleet Fund						
	Total:	-	-	-	-	-	-

ENTERPRISE FUND CHANGES FROM TENTATIVE (4/21/20 VERSION)

Amount	Fund	Detail
$ (125,000)	Water Fund	Joint CWP Study (CWP paying 50% of estimated $250,000 cost)

$ (125,000)	**Total Changes**

ENTERPRISE FUND CHANGES FROM PRELIMINARY (5/5/20 VERSION)

Amount	Fund	Detail
$ 2,300,000	Water Fund	Waterline and Road costs from Tiffany Ln. to WWTP (Facebook to reimburse in full)
15,019	Water Fund	Due to GIS Fund (Materials, Services & Supplies)
15,019	Wastewater Fund	Due to GIS Fund (Materials, Services & Supplies)
6,662	Stormwater Fund	Due to GIS Fund (Materials, Services & Supplies)

$ 2,336,700 Total Changes

ENTERPRISE FUND CHANGES FROM PUBLIC HEARING (5/19/20 VERSION)

Amount	Fund	Detail
$ 3,000,000	Water	CWP Water Share Purchases (expense)
(3,000,000)	Water	Use of Fund Balance (from previous private party purchases - revenue)

$ - Total Changes

Fund 11- Water Impact Fee

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
11-51-51000-4531	IFFP Update					17,499	
11-51-51000-6000	Bad Debt Expense		6,590				
11-51-51000-6301	SL6 Pony Express Well Reimbursement						
11-51-51000-6302	SITLA Impact Fee Reimbursement	20,053	23,851	32,055	15,000	29,269	15,000
11-51-51000-6303	EM Links Reimbursement						
11-51-51000-6305	Meadow Ranch Holdings Reimbursement	93,435	34,260	241,303			
11-51-51000-6306	EM Properties Reimbursement						
11-51-51000-6308	Cedar Valley Water Co. Reimbursement						
11-51-51000-6310	Developer Impact Fee Reimbursement	74,575	10,778				
	Pole canyon Interconnect						1,500,000
	Building (1/2 Water 1/2 WW)						2,000,000
11-61-48100-9110	Due To General Fund		65,934				
11-61-48100-9147	Due To General Fund Capital Projects Fund			100,000			
11-61-48100-9148	Due To Capital Projects Fund						
11-61-48100-9151	Due To Water Fund	2,300,000	1,121,663	1,465,300	821,700	821,700	650,000
11-61-48100-9151	Due To Water Fund (Debt Service Reimb.)						5,000,000
11-61-48100-9151	Due To Water Fund (CWP Shares)						
11-61-48100-9151	Due To Water Fund (Settlement)						
	Total Financing Uses:	**2,488,063**	**1,263,076**	**1,838,658**	**836,700**	**868,468**	**9,165,000**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
11-00-34805-0000	Buy In Water SA 1	419,958	533,007	515,367.65	440,000	765,264	400,000
11-00-34806-0000	Buy In Water SA 2	429,601	281,792	341,362.00	250,000	258,075	250,000
11-00-34810-0000	EM Properties Well						
11-00-34820-0000	EMP Buy-In						
11-00-34825-0000	Future Facilities SSA						
11-00-34830-0000	CP Water LC Equity Buy-In						
11-00-34831-0000	Sunset Dr Dist Line Equity Buy-In						
11-00-34832-0000	Spyglass Dist Line Equity Buy-In						
11-00-34833-0000	Valley View Wtr Tank Equity Buy-In						
11-00-34834-0000	Storage Reimbursement						
11-00-34840-0000	SITLA 12"Water Line NSA						
11-00-34841-0000	SITLA 12"Water Line SSA						
11-00-34844-0000	Pony Express Well						
11-00-34845-0000	Future Facilities NSA						
11-00-34860-0000	Future Facilities Water SA 1	2,111,076	2,679,361	2,529,735.50	2,200,000	3,846,888	2,000,000
11-00-34870-0000	Future Facilities Water SA 2	473,889	310,842	379,161.60	250,000	284,680	250,000
11-00-37010-0000	Interest Earnings	1,125	39,728	107,719.94	75,000	71,117	50,000
11-00-38151-0000	Due From Water Fund						
	Total Financing Sources:	**3,435,649**	**3,844,730**	**3,873,347**	**3,215,000**	**5,226,024**	**2,950,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**401,199**	**2,581,654**	**2,034,689**	**2,378,300**	**4,357,555**	**(6,215,000)**
Fund Balance (Deficit)- Beginning:	**1,955,901**	**2,357,101**	**4,938,754**	**6,973,443**	**6,973,443**	**11,330,998**
Fund Balance (Deficit)- Ending:	**2,357,101**	**4,938,754**	**6,973,443**	**9,351,743**	**11,330,998**	**5,115,998**

Fund 12- Wastewater Impact Fee

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected
12-61-48100-9149	Due To Capital Project Fund					
12-61-48100-9152	Due To Sewer Fund					
12-51-52000-4531	IFFP Update					
12-51-52000-6303	EM Links Reimbursement					
12-51-52000-6306	EM Properties Reimbursement	19,870				
12-51-52000-6309	Evan's Ranch Reimbursement	259,115				
12-51-52000-6310	Developer Impact Fee Reimbursement		37,763	61,218	35,000	53,865
	Building (1/2 Water 1/2 WW)					
	Plant Expansion					
	PE Parkway Line Upgrade					
12-61-48100-9147	Due To General Fund Capital Projects Fund			60,000		
12-61-48100-9152	Due To Sewer Fund DEQ Debt Service					
12-61-48100-9152	Due To Sewer Fund		712,500			
	Total Financing Uses:	**278,985**	**750,263**	**121,218**	**35,000**	**53,865**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected
12-00-34805-0000	S Revenue Bond Equity Buy-In	345,463	447,932	616,402	450,000	1,159,682
12-00-34820-0000	EMP Property Buy-In	19,870	25,764	35,454	28,000	66,702
12-00-34825-0000	Future Facilities SSA	238,094	308,716	424,826	320,000	799,256
12-00-34835-0000	Collection Line					
12-00-34845-0000	Future Facilities WW NSA	228,679	274,794	224,295	205,000	251,776
12-00-34846-0000	Carlton Sewer Line EM Links					
12-00-34816-0000	Evans Ranch Trunk Line	169,768	206,211	168,316	150,000	188,938
12-00-34830-0000	Ranches Pkwy Ext.	676	821	670	625	752
12-00-34855-0000	Camp Williams Sewer Line	14,574	17,697	14,450	13,000	16,220
12-00-37010-0000	Interest Earnings	15	25,200	69,388	45,000	45,811
12-00-38152-0000	Due From Sewer Fund					
	Total Financing Sources:	**1,017,140**	**1,307,134**	**1,553,801**	**1,211,625**	**2,529,138**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected
Excess (Deficiency) of Financing Sources over Financing Uses:	**738,155**	**556,871**	**1,432,583**	**1,176,625**	**2,475,273**
Fund Balance (Deficit)- Beginning:	**1,036,900**	**1,775,055**	**2,331,926**	**3,764,509**	**3,764,509**
Fund Balance (Deficit)- Ending:	**1,775,055**	**2,331,926**	**3,764,509**	**4,941,134**	**6,239,782**

2021 Proposed
35,000
2,000,000
3,000,000
200,000
5,235,000

2021 Proposed
350,000
20,000
250,000
150,000
100,000
500
10,000
25,000
905,500

2021 Proposed
(4,329,500)
6,239,782
1,910,282

Fund 15 -Parks/Trails Impact Fee

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved
15-51-51000-4531	Professional & Technical Services			9,709	
15-51-45100-6000	Bad Debt Expense		3,109		
15-51-51000-6302	SITLA Impact Fee Reimbursement	61,028	83,468	101,090	120,000
15-61-48100-9146	Due To General Capital Proj Fund	1,200,000	640,000		520,000
	Total Financing Uses:	**1,261,028**	**726,577**	**110,799**	**640,000**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved
15-00-34825-0000	Future Facilities SSA	176,105	230,437	354,015	260,000
15-00-34840-0000	SITLA Equity Buy-In NSA	64,438	77,990	63,140	50,000
15-00-34841-0000	SITLA Equity Buy-In SSA	19,030	23,100	34,100	25,000
15-00-34845-0000	Future Facilities NSA	607,230	731,041	589,886	540,000
15-00-37010-0000	Interest Earnings	1	6,213	17,111	12,000
15-00-38110-0000	Due From General Fund				
	Use of Fund Balance Reserve				
	Total Financing Sources:	**866,803**	**1,068,781**	**1,058,252**	**887,000**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved
Excess (Deficiency) of Financing Sources over Financing Uses:	**(394,225)**	**342,205**	**947,454**	**247,000**
Fund Balance (Deficit)- Beginning:	**617,172**	**222,947**	**565,151**	**1,512,605**
Use of Fund Balance Reserve:				-
Fund Balance (Deficit)- Ending:	**222,947**	**565,151**	**1,512,605**	**1,759,605**

2020 Projected	2021 Proposed
530	
156,279	
520,000	1,250,000
676,809	**1,250,000**

2020 Projected	2021 Proposed
658,199	250,000
70,066	50,000
62,523	20,000
673,237	250,000
11,297	5,000
1,475,322	**575,000**

2020 Projected	2021 Proposed
798,513	**(675,000)**
1,512,605	**2,311,118**
2,311,118	**1,636,118**

Fund 16- Public Safety Impact Fee

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
16-61-48100-9110	Due To General Fund (Reimbursement)	91,023					
	Total Financing Uses:	**91,023**	-	-	-	-	-

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
16-00-34805-0000	Equity Buy-In Public Safety SSA						
16-00-34806-0000	Equity Buy-In Public Safety NSA						
16-00-34825-0000	Future Facilities SSA	6,110					
16-00-34845-0000	Future Facilities NSA	18,283					
16-00-37010-0000	Interest Earnings	1					
16-00-38110-0000	Due From General Fund Impact Fees			49			
	Use of Fund Balance Reserve	66,629					
	Total Financing Sources:	**24,394**	-	**49**	-	-	-

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved	2020 Projected	2021 Proposed
Excess (Deficiency) of Financing Sources over Financing Uses:	**(66,628)**	-	**49**	-	-	-
Fund Balance (Deficit)- Beginning:	**66,629**	**0**	**0**	**49**	**49**	**49**
Use of Fund Balance Reserve:			-			
Fund Balance (Deficit)- Ending:	**0**	**0**	**49**	**49**	**49**	**49**

Fund 17- Storm Water Impact Fee

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved
17-51-59000-4531	IFFP Update		27,058	6,188	
17-51-59000-6000	Bad Debt Expense		280		
17-51-59000-6306	EM Property Reimbursement	4,837			
17-51-59000-6310	Developer Impact Fee Reimbursement			15,092	6,800
17-81-59000-	Storm Water Improvements				
17-61-48100-9147	Due To General Fund Capital Projects Fund				
17-61-48100-9159	Due To Storm Water Fund				200,000
	Total Financing Uses:	**4,837**	**27,338**	**6,188**	**206,800**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved
17-00-34806-0000	N Revenue Bond Equity Buy-In				
17-00-34820-0000	EMP Property Buy-In	4,837	6,189	8,903	6,800
17-00-34825-0000	Future Facilities SSA	77,451	100,084	143,983	100,000
17-00-34833-0000	Tickville Wash/Basin Equity Buy-In	42,923	50,910	42,195	35,000
17-00-34845-0000	Future Facilities NSA	91,568	108,608	90,016	75,000
17-00-37010-0000	Interest Earnings	2,258	9,237	22,015	16,000
17-00-38110-0000	Due From General Fund Impact Fees				
	Total Financing Sources:	**219,036**	**275,028**	**307,112**	**232,800**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved
Excess (Deficiency) of Financing Sources over Financing Uses:	**214,200**	**247,689**	**300,924**	**26,000**
Fund Balance (Deficit)- Beginning:	**380,239**	**594,439**	**842,129**	**1,143,053**
Fund Balance (Deficit)- Ending:	**594,439**	**842,129**	**1,143,053**	**1,169,053**

2020 Projected	2021 Proposed
3,857	
13,609	5,000
200,000	
217,466	**5,000**

2020 Projected	2021 Proposed
16,670	5,000
269,591	100,000
44,855	30,000
95,691	70,000
14,534	10,000
441,342	**215,000**

2020 Projected	2021 Proposed
223,876	**210,000**
1,143,053	**1,366,929**
1,366,929	**1,576,929**

Fund 18- Transportation Impact Fee

EXPENDITURES		2017 Actual	2018 Actual	2019 Actual	2020 Approved
18-51-44100-4531	Professional & Technical Services	16,957		40,891	
18-51-44100-6000	Bad Debt Expense		1,603	-	
18-51-44100-6301	SL6 Pony Express Pkwy Reimbursement		171,440	345,210	200,000
18-51-44100-6302	SITLA Impact Fee Reimbursement	104,266	115,276	84,430	95,000
18-51-44100-6306	EM Property Reimbursement	273,078		-	
18-51-44100-6310	Developer Impact Fee Reimbursement	191,745	29,805	658,125	300,000
18-51-44100-7000	Capital Outlay			-	
18-61-48100-9146	Due To Capital Projects Fund	550,000			
18-61-48100-9179	Due To Debt Service Fund				
18-61-48200-9147	Reimburse Impact Fee Payments				
	Total Financing Uses:	**1,136,045**	**318,124**	**1,128,656**	**595,000**

REVENUES		2017 Actual	2018 Actual	2019 Actual	2020 Approved
18-00-34820-0000	EMP Buy-In	273,429	334,854	323,271	260,000
18-00-34825-0000	Future Facilities SSA	70,977	222,121	375,635	280,000
18-00-34840-0000	Sweetwater Rd Equity Buy-In NSA	46,748	248	-	
18-00-34841-0000	ROW & Sweetwater Rd Equity Buy-In SSA	42,656	52,700	80,600	60,000
18-00-34844-0000	Pony Express Ext through Silver Lake	145,040	176,490	170,385	135,000
18-00-34845-0000	Future Facilities NSA	243,407	699,046	645,879	580,000
18-00-34847-0000	Airport Road ROW NSA	20,031	24,470	20,163	15,000
18-00-34848-0000	Airport Road ROW SSA	5,841	7,013	10,230	7,800
18-00-34849-0000	Airport Road ROW WSA				
18-00-34850-0000	Future Facilities Trans WSA			-	
18-00-37010-0000	Interest Earnings	13	7,575	20,844	15,000
18-00-38110-0000	Due From General Fund Impact Fees				
	Use of Fund Balance Reserve			-	
	Total Financing Sources:	**848,142**	**1,524,515**	**1,647,007**	**1,352,800**

BALANCE SUMMARY	2017 Actual	2018 Actual	2019 Actual	2020 Approved
Excess (Deficiency) of Financing Sources over Financing Uses:	**(287,904)**	**1,206,388**	**518,351**	**757,800**
Fund Balance (Deficit)- Beginning:	**578,047**	**290,144**	**1,496,532**	**2,014,883**
Use of Fund Balance Reserve:				
Fund Balance (Deficit)- Ending:	**290,144**	**1,496,532**	**2,014,883**	**2,772,683**

2020 Projected	2021 Proposed
23,154	30,000
200,000	175,000
178,382	75,000
368,362	250,000
	3,750,000
769,898	**4,280,000**

2020 Projected	2021 Proposed
427,593	250,000
717,844	200,000
142,954	50,000
225,370	125,000
693,114	250,000
21,020	20,000
19,181	5,500
13,761	5,000
2,260,837	**905,500**

2020 Projected	2021 Proposed
1,490,939	**(3,374,500)**
2,014,883	**3,505,822**
	-
3,505,822	**131,322**

GENERAL FUND CHANGES FROM TENTATIVE (4/21/20 VERSION)

Amount	Department	Detail

$ -	Total Change in Revenues

$ -	Total Change in Expenditures

GENERAL FUND CHANGES FROM PRELIMINARY (5/5/20 VERSION)

Amount	Department	Detail

$ -	Total Change in Revenues

$ -	Total Change in Expenditures

GENERAL FUND CHANGES FROM PUBLIC HEARING (5/19/20 VERSION)

Amount	Department	Detail

$ -	Total Change in Revenues

$ -	Total Change in Expenditures

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Tax Year 2020 | County 25_UTAH | Entity 3047_EAGLE MOUNTAIN CITY | Accounting Cycle: Fiscal Year

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 Rates USTC Approved	Rates Finalized

Save | Approve

Proposed Tax Rate Value: $ 2,213,021,035

Budgeted Revenue / Proposed Tax Rate Value = Proposed Tax Rate

(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) Budgeted Revenue	(12) Final Tax Rate	(13) Final Budgeted Revenue
10	General Operations				§11-6-133	.007	0.000769	0.000769	1,701,813	0.000769	1,701,813	0.000769	1,701,813
	Total Tax Rate						0.000769	0.000769	1,701,813	0.000769	1,701,813	0.000769	1,701,813

NOTES:

EAGLE MOUNTAIN	**EAGLE MOUNTAIN CITY** **CITY COUNCIL MEETING** **JUNE 16, 2020**

TITLE:	ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.37 Business Park Zone.
ITEM TYPE:	Development Code Amendment
FISCAL IMPACT:	
APPLICANT:	City Staff & Planning Commission

GENERAL PLAN DESIGNATION	CURRENT ZONE	ACREAGE	COMMUNITY

PUBLIC HEARING:
Yes

PREPARED BY:
Steve Mumford, Planning

PRESENTED BY:
Steve Mumford, Assistant City Administrator / Community Development Director

RECOMMENDATION:

BACKGROUND:
The Business Park Zone Chapter is being amended to include three different zones:
(1) Light Manufacturing / Distribution Zone
(2) Medical / Educational Campus Zone
(3) Office Professional Zone

The format for this chapter is very similar to the recent changes to the Commercial Zones chapter, including a land use table, development standards, and generally applicable provisions.

The Council discussed these zones on June 2nd and provided feedback, which has been incorporated into the proposal. Changes made after June 2nd are shown in red.

ITEMS FOR CONSIDERATION:

REQUIRED FINDINGS:
Development Code Amendments are legislative decisions and are considered valid if reasonably debatable and not illegal.

PLANNING COMMISSION ACTION/RECOMMENDATION:
The Planning Commission was heavily involved in the creation of the Business Park Zones. On May 12th the Planning Commission held a public hearing (no public comments were made) and after making a few changes, voted (5-0) to recommend approval to the City Council of the proposed amendments to Chapter 17.37.

ATTACHMENTS:

ORD--EMMC Chapter 17.37 Business Park Zone
Exhibit A: EMMC Chapter 17.37 Business Park Zones

ORDINANCE NO. O- -2020

AN ORDINANCE OF EAGLE MOUNTAIN CITY, UTAH, AMENDING THE EAGLE MOUNTAIN MUNICIPAL CODE, CHAPTER 17.37 BUSINESS PARK ZONE

PREAMBLE

WHEREAS, the City Council of Eagle Mountain City finds that it is in the public interest to amend the Eagle Mountain Municipal Code, Chapter 17.37 Business Park Zone as described in Exhibit A.

BE IT ORDAINED by the City Council of Eagle Mountain City, Utah:

1. The City Council finds that all required notices, public hearings, and other requirements have been completed for the City Council to consider an amendment to the Eagle Mountain Municipal Code Chapter 17.37 Business Park Zone.

2. The amendment described in Exhibit A is hereby approved.

3. This Ordinance shall take effect upon its first posting or publication.

ADOPTED by the City Council of Eagle Mountain City this 16th day of June, 2020.

EAGLE MOUNTAIN CITY, UTAH

_____

ATTEST: Tom Westmoreland, Mayor

_____

Fionnuala B. Kofoed, MMC
City Recorder

CERTIFICATION

The above Ordinance was adopted by the City Council of Eagle Mountain City, Utah on this 16th day of June, 2020.

Those voting aye:	Those voting nay:	Those excused:
☐ Donna Burnham	☐ Donna Burnham	☐ Donna Burnham
☐ Melissa Clark	☐ Melissa Clark	☐ Melissa Clark
☐ Colby Curtis	☐ Colby Curtis	☐ Colby Curtis
☐ Jared Gray	☐ Jared Gray	☐ Jared Gray
☐ Carolyn Love	☐ Carolyn Love	☐ Carolyn Love

_____
Fionnuala B. Kofoed, MMC
City Recorder

Posted to City Bulletin Boards on _____by_____ .

Exhibit A

Chapter 17.37

BUSINESS PARK ZONES

Sections:

17.37.010 What this Chapter Does

17.37.020 Business Park Zones

17.37.030 Land Use Table

17.37.040 Business Park Development Standards

17.37.050 Generally Applicable Provisions

17.37.010 What this Chapter Does.

In order to further the purposes of LUDMA (Utah's Municipal Land Use, Development, and Management Act) and the City's General Plan, the city is divided into various zones, including a number of business park zones. This chapter establishes the land use regulations for these zones in Eagle Mountain City, including allowed uses, minimum land use standards, and other development provisions.

17.37.20 Business Park Zones.

A. Zone: Light Manufacturing / Distribution Zone (LMD). The purpose of the LMD zone is for limited retail, research, office, light manufacturing, and warehouse uses. This zone would allow medium distribution centers, light manufacturing, research labs not producing hazardous waste, warehouses with small office areas in the front of the building and outside machinery and product storage attached to a business. These buildings will be required to have professional looking exteriors with landscaping, parking out front with docks and screened storage yards in the back. These types of businesses will be located near major collectors, arterial roads and highways. This zone is generally most appropriate in areas designated as Business Park / Light Industry on the City's Future Land Use Map, but it may also be considered for approval in other areas at the discretion of the approval authority, depending on the surrounding land uses and other circumstances.

B. Zone: Medical / Educational Campus Zone (MEC). The purpose of the MEC Zone is to provide a planned location for campus and business park type developments for Hospitals, Medical and Healthcare schools, Universities, Colleges, trade schools and healthcare facilities including rehabilitation, transitional care, geriatric care, urgent care, and primary care facilities. These will be close to major roadways and transit corridors. This zone will also allow for student dormitories to be built in conjunction with educational facilities. This zone is generally most appropriate in areas designated as Employment Center Campus on the City's Future Land Use Map, but it may also be considered for approval in other areas at the discretion of the approval authority, depending on the surrounding land uses and other circumstances.

C. Zone: Office Professional (OP). This zone provides an aesthetically attractive environment for large and small business offices and office parks with limited commercial use. This zone is intended to ensure compatibility of new development with surrounding land uses through standards that provide attractive buildings, well planned grounds and other appropriate amenities supporting employee activity. Uses which produce noises, objectionable odors, storage of hazardous substances or the outside storage of inventory or equipment are not appropriate in this zone. This zone is generally most appropriate in areas designated as Regional Commercial or Employment Center Campus on the City's Future Land Use Map, but it may also be considered for approval in other areas at the discretion of the approval authority, depending on the surrounding land uses and other circumstances.

17.37.030 Land Use Table.

This land use table contains the various land uses that are permitted, special, and prohibited uses in the business park zones. Uses that are not listed in this table are prohibited.

P = Permitted (Permitted uses may still require approval through an application process as detailed in this chapter and other chapters)

S = Special (Special uses are permitted uses that must also comply with the standards listed in Chapter 17.75 EMMC that are specific to that type of use)

BLANK = Prohibited

LAND USE	ZONING DISTRICT		
	Light Manufacturing / Distribution (LMD)	Medical / Educational Campus (MEC)	Office Professional (OP)
EDUCATIONAL USES			
Public or Private Colleges/Universities		P	P[2]
Community Colleges		P	P
Professional and Occupational Licensing Schools		P	P
Vocational (Trade) Schools	P	P	
Technology, Art/Design, or Similar Schools		P	P
Student Dormitories		P	
HEALTHCARE / MEDICAL			
Rehabilitation and Transitional Care		P	
Assisted Living, Intermediate Care, Long Term Care, Memory Care		P	
Dialysis Center		P	
Hospitals		P	
Laboratories (Medical and Pharmaceutical)	P	P	
Medical Research Facilities (Medical and Pharmaceutical non-medical waste storage)	P	P	

Physician Care		P	P
Plasma, Blood Collection		P	
Surgical Centers		P	
CIVIC			
Public / Civic buildings & facilities (City Owned)	P	P	P
Public parks, plazas, trails, and open space	P	P	P
Sports Facilities / Arenas / Fields		P	
Transit Stop (Bus, Light-Rail)	P	P	P
COMMUNICATION & UTILITIES			
Communication Facilities & Towers	S[4]		
Electrical Substations & Power Transmission Lines	S[4]		
Oil & Gas Transmission Lines	S[4]		
Public and Private (with franchise agreement) Utility Underground Lines & Utility buildings and other Above Ground Structures	S[4]		
Public and private utility equipment and inventory storage, fenced or enclosed	S[4]		
COMMERCIAL / NON-RESIDENTIAL USES			
Animal Care Service (overnight boarding)	P		
Athletic Instruction, including Dance, Gymnastics, Martial Arts, etc.	P		
Automobile gas/service stations	S[4]	S[4]	S[4]
Automobile sales and/or minor service	P		
Automobile Service & Repair (including auto body)	P		
Banks & Credit Unions		P	P
Body Art Facility / Tattoo Parlor	P		
Brewery	P		
Car Wash	P		
Car Wash (Ancillary to a gas/service station)	P	P	P
Check Cashing and Deferred Deposit Lenders[3]	S[4]		
Child Day Care Center or Preschool	P	P	P
Construction and Equipment Sales / Rental	P		
Convenience Store; Corner Market	P	P	P
Fitness Center	P	P	P
Flex Office / Retail / Warehouse	P		
Food Trucks	P	P	P
Grocery Store, Small/Neighborhood (generally < 30,000 sq ft)	P	P	P
Grocery Store, Medium/Community (generally 30,000 - 75,000 sq ft)	P		
Grocery Store, Large/Regional (generally > 75,000 sq ft)	P		
Hardware & Home Improvement Retail	P		
Laundry (No onsite Dry Cleaning)	P	P	

Mortuary	P		
Office, Medical and Health Care		P	P
Office, Professional (Architecture, Insurance, Real Estate, Law, CPA, Engineering, etc.)			P
Outdoor Sales and Display (including storage of materials, products, and equipment incidental to an allowed use)	P		
Parking Garage		P	P
Pawn Shop	P		
Pharmacy	P	P	P
Pharmacy (Medical Cannabis)	P		
Plant & Tree Nursery / Garden Center (with outside display)	P		
Portable Storage / Shipping Container	S[4]		
Race Tracks for Go-Carts, ATVs, and other Motorized Sports Recreational Facilities	P		
Reception/Conference/Meeting Center	P	P	P
Recreation (indoor)	P	P	
Recreational Vehicle Sales/Rentals	P		
Research and Development Facilities, excluding medical (non-hazardous material producing or obnoxious smells)	P		
Restaurant or Bakery	P	P	P
Retail Sales (Generally ancillary to warehouse and distribution center or medical/educational facility)[1]	P	P	
Salon (hair, nails, etc.)	P	P	P
Sexually Oriented Business	S[4]		
State Liquor Store	P		
Temporary Sales (Christmas tree lots, farmers market or fruit/vegetable stands, fireworks, food trucks, snow cones, etc.)	S[4]	S[4]	S[4]
Tobacco Specialty Business	S[4]		
MANUFACTURING, PROCESSING AND DISTRIBUTION			
Agricultural Processing Facilities (non-Cannabis)	P		
Building material manufacturing and other construction-related business	P		
Clean manufacturing businesses (no negative impacts on air quality)	P		
Electronic data management businesses	P		
Facilities for the development and production of movies, film, television, and similar visual media	P	P	
Food Processing, packaging, and manufacturing (not including on-site slaughter, killing, or harvesting of animals)	P		

Ice and Cold Storage	P		
Laboratory and testing services (the use of animal testing and experimentation is prohibited)	P		
Light Manufacturing and Assembly	P		
Tractor and Diesel repair shops	P		
Trade and craftsman industries, including furniture and carpentry, upholstery shops, monument works, metal works and welding shops	P		
Wholesale and Warehouse distribution (excluding hazardous material and materials that emit obnoxious or foul odor)	P		
Towing yards and Vehicle Storage	S[4]		

[1] Includes construction supplies, gift shops, floral sales, copy center or postal center, ice cream or dessert shop, and uses deemed similar or appropriate by the City

[2] Large universities or colleges are generally not appropriate in this zone, as they may take up significant space. Satellite universities/colleges, however, that are smaller in scale, are appropriate.

[3] Check cashing and deferred deposit lenders include any business that must register in accordance with Utah Code Ann. § 7-23-101, *et seq*.

[4] These special uses are considered prohibited until special use standards specific to these uses are approved and included in Chapter 17.75 EMMC.

17.37.040 Business Park Development Standards

This Development Standards table contains required standards for each business park zone in the city. More details and clarification are included as footnotes and as generally applicable provisions later in this chapter.

Business Park Development Standards

Zone Designation	LMD (Light Manufacturing / Distribution)	MEC (Medical / Educational Campus)	OP (Office Professional)
Maximum Height of Structures	50' [1]	50' [1]	50' [1]
Minimum Setback Requirements [2]			
Front & Side Corner	20' Min	10' Min	10' Min
Rear	20' (Equal to building height[3])	20' (Equal to building height[3])	20' (Equal to building height[3])
Side	None (Equal to building height[3])	None (Equal to building height[3])	None (Equal to building height[3])

[1] Height is measured from the average of the highest finished grade and the lowest finished grade of the structure to the highest point of the roof, excluding ancillary structures.

[2] The approval authority may approve alternative height or setbacks if, in its judgment, it complies with one or more of the following:

1. Does not interfere with the use, enjoyment, and character of adjacent properties;
2. Adjacent residential-zoned property has a future land use designation that is not residential;
3. Height or setbacks are consistent with similar development within the zone or area;
4. Topography or natural features make it impossible or impracticable to place the building within the setback

[3] If adjacent to residential

17.37.050 Generally Applicable Provisions

All development projects within the business park zones in this chapter shall conform to the following general requirements:

A. Site Plan Approval. All permitted or special uses in the must comply with Chapter 17.100 EMMC, Site Plan Review, unless exempted in that chapter.

B. Architecture & Site Design. All permitted or special uses shall comply with Chapter 17.72 EMMC, Commercial and Multifamily Design Standards. Where more than one structure is built in a complex or project, structures shall have a similar style or theme, including colors, materials, and design elements. It is recognized that the function and use of buildings used for light manufacturing or unique uses may dictate the style and other appearance of the structure. In these cases strict adherence to the provisions of this chapter may not be advisable or possible, at the discretion of the approval authority.

C. Lighting. All exterior lighting, including parking lot lights, building lights, and other lighting must comply with the standards found in Chapter 17.56 EMMC, Outdoor Lighting Standards. Site lighting shall adequately light all parking areas, walkways, and common areas. Streetlights are required to be paid for by developers and installed by the City's contractor along all roads in and surrounding a project, in accordance with Section 15.10.390 EMMC.

D. Parking. Parking stalls, including ADA stalls, and parking lot improvements shall be provided in accordance with the standards in Chapter 17.55 EMMC, Off-Street Parking.

E. Landscaping. All landscaping shall comply with the standards in Chapter 17.60 EMMC, Landscaping, Buffering, Fencing and Transitioning. Landscaping in parking lots shall comply with Chapter 17.55 EMMC, Off-Street Parking. All landscaping shall be installed prior to the issuance of a certificate of occupancy for the building. The City Building Official may approve exceptions as seasonal conditions warrant. It shall be the responsibility of the property owner to maintain all approved landscaping in accordance with the approved site plan and in compliance with the City's parking and landscaping requirements.

F. Buffers and Transitions Between Developments and Uses. Non-residential uses require buffering or transitioning when built adjacent to residential uses. Buffering standards can be found in Chapter 17.60

EMMC, and include walls or fences, landscaping, and distance separations. Screening walls shall be built by the developer/builder of the Non-residential use, when adjacent to a residential use.

G. Hillside Development and Sensitive Lands. No construction, development, or earthwork may occur on land restricted by utility corridors, natural washes, storm drain retention/detention areas, geologically sensitive areas that require special engineering considerations for safe habitation, and steep slopes, unless in full compliance with Chapters 15.80, 17.62, other applicable City Codes, and approved by the approval authority for site plans. The approval authority may consider, at their discretion, approval of uses on land restricted by utility corridors, including parking lots, recreation (trails, plazas, open space), appropriate temporary uses, and transit stops. Development projects that include hillsides, ridgelines, or retaining walls must comply with the standards in Chapters15.80 and 17.62 EMMC. Development near natural washes must include significant setbacks from the edge of the wash to any structure, unless approved improvements to the wash allow for smaller setbacks. ~~to pipe the wash.~~ Utility corridors and natural washes shall be preserved and deeded to the City whenever possible for trails and open space or wildlife corridors.

H. Signs. Permanent monument signs for a project shall comply with the standards in Chapter 17.80, Sign Regulations and Sign Permits, and sign locations shall be reviewed along with the site plan review. All business signs require submittal and approval of a sign permit application, and signs may require a building permit.

I. Street Trees. Developers and/or builders shall plant appropriate trees in park strips along all public streets. Planting shall be done along with the project landscaping and in accordance with the standards found in EMMC 16.35.080. Street trees are required along all collector and arterial roads.

J. Uses within Buildings. All uses in the business park zones shall be conducted entirely within a fully enclosed building except those uses deemed by the approval authority to be customarily and appropriately conducted outside (merchandise, gas pumps, plant nurseries, home improvement material yards, automobile sales, etc.). No trash, used materials, wrecked or abandoned vehicles or equipment shall be stored in an open area. All such materials shall be kept within an opaque enclosure that is architecturally compatible with the main building. Trash enclosures, compactors, truck loading areas, and outdoor storage shall be oriented away from residential uses to the extent practical.

K. Bicycle Parking. Convenient bicycle parking shall be provided in locations that do not interfere with pedestrian circulation. Bicycle parking facilities shall be dispersed throughout larger sites and located in convenient and visible areas.

L. Drive-Through Lanes. Drive-through lanes shall be located away from adjoining residential developments. Speakers and menu boards shall be located so that noise is not directed toward residential uses and shall incorporate a screen wall and landscaping to mitigate noise. Where possible, public access doors shall not be located in an area that requires pedestrians/customers to cross drive-through lanes. Where unavoidable, improvements shall be provided to slow vehicles or improve visibility for pedestrians.

	EAGLE MOUNTAIN CITY **CITY COUNCIL MEETING** **JUNE 16, 2020**		
TITLE:	ORDINANCE/PUBLIC HEARING - An Ordinance of Eagle Mountain City, Utah, Amending the Eagle Mountain Municipal Code Chapter 17.51 Warehouse Farming Overlay Zone.		
ITEM TYPE:	Development Code Amendment		
FISCAL IMPACT:			
APPLICANT:	City Staff & Planning Commission		
GENERAL PLAN DESIGNATION	**CURRENT ZONE**	**ACREAGE**	**COMMUNITY**

PUBLIC HEARING:
Yes

PREPARED BY:
Steve Mumford, Planning

PRESENTED BY:
Steve Mumford, Assistant City Administrator & Community Development Director

RECOMMENDATION:

BACKGROUND:
This proposal was discussed by the City Council on June 2nd.

Chapter 4-41a-406 of the Utah Code Annotated states that "if a municipality's or county's zoning ordinances provide for an industrial zone, the operation of a cannabis production establishment shall be a permitted industrial use in any industrial zone unless the municipality or county has designated by ordinance, before an individual submits a land use permit application for a cannabis production establishment, at least one industrial zone in which the operation of a cannabis production establishment is a permitted use." The same applies to at least one agricultural zone.

The proposed overlay zone accomplishes the requirements of the State Code as long as it is approved for specific property within the city. An alternative option would be to include it as a permitted use (or a special use) in an industrial zone and an agricultural zone; however, that could leave it open to be placed in an agriculture zone close to residences.

This proposal has been on hold since November awaiting feedback from the State Department of Agriculture and Food. The manager of

the Industrial Hemp & Medical Cannabis Program was too busy to review our draft code and too busy to have a discussion. The new manager, Cody James, recently responded quickly to my request and provided feedback. His suggestions have been incorporated into the proposal, and are shown in underline or strikethrough. He also stated that the proposal does not conflict with current Utah Code for Medical Cannabis Production Establishments, which can be found here: https://le.utah.gov/xcode/Title4/Chapter41A/4-41a.html.

State Code contains caps on the number of certain medical cannabis establishments. Cultivators are capped at 8 by statute and pharmacies are capped at 14. The other two types of establishments, processors and labs, do not have a maximum number allowed. Currently all 8 cultivator licensees are up and running and there are approximately 11 processors that are licensed. Three of the 14 pharmacies are open.

ITEMS FOR CONSIDERATION:

REQUIRED FINDINGS:
Development Code Amendments are legislative decisions and are considered valid if reasonably debatable and not illegal.

PLANNING COMMISSION ACTION/RECOMMENDATION:
On November 12, 2019, the Planning Commission recommended approval of a Warehouse Farming Overlay Zone. This item has been on hold awaiting feedback from the State. After finally receiving feedback we feel it is now ready to be presented for approval.

ATTACHMENTS:

ORD--EMMC Chapter 17.51 Warehouse Farming Overlay Zone
Exhibit A: EMMC Chapter 17.51 Warehouse Farming Overlay

ORDINANCE NO. O- -2020

AN ORDINANCE OF EAGLE MOUNTAIN CITY, UTAH, ADOPTING EAGLE MOUNTAIN MUNICIPAL CODE, CHAPTER 17.51 WAREHOUSE FARMING OVERLAY ZONE

PREAMBLE

WHEREAS, the City Council of Eagle Mountain City finds that it is in the public interest to adopt Eagle Mountain Municipal Code, Chapter 17.51 Warehouse Farming Overlay Zone, as described in Exhibit A.

BE IT ORDAINED by the City Council of Eagle Mountain City, Utah:

1. The City Council finds that all required notices, public hearings, and other requirements have been completed for the City Council to consider adopting Eagle Mountain Municipal Code Chapter 17.51 Warehouse Farming Overlay Zone.

2. The amendment described in Exhibit A is hereby approved.

3. This Ordinance shall take effect upon its first posting or publication.

ADOPTED by the City Council of Eagle Mountain City this 16th day of June, 2020.

EAGLE MOUNTAIN CITY, UTAH

_____

ATTEST: Tom Westmoreland, Mayor

_____

Fionnuala B. Kofoed, MMC
City Recorder

CERTIFICATION

The above Ordinance was adopted by the City Council of Eagle Mountain City, Utah on this 16th day of June, 2020.

Those voting aye:	Those voting nay:	Those excused:
☐ Donna Burnham	☐ Donna Burnham	☐ Donna Burnham
☐ Melissa Clark	☐ Melissa Clark	☐ Melissa Clark
☐ Colby Curtis	☐ Colby Curtis	☐ Colby Curtis
☐ Jared Gray	☐ Jared Gray	☐ Jared Gray
☐ Carolyn Love	☐ Carolyn Love	☐ Carolyn Love

_____
Fionnuala B. Kofoed, MMC
City Recorder

Posted to City Bulletin Boards on _____by_____ .

Exhibit A

17.51Warehouse Farming Overlay Zone

17.51.010 Purpose and Objective

17.51.020 Definitions

17.51.030 Allowed Uses

17.51.040 Setbacks

17.51.050 Standards

17.51.010 Purpose and Objective

The purpose and objective of this chapter is to allow for large scale farming/cultivation operations within enclosed structures with reasonable separation from residential and other incompatible land uses. This overlay creates standards for warehouse farming operations, ensuring compatibility with surrounding land uses. This overlay may only be applied to Industrial and Agriculture Zones. The standards and processes of the base or underlying zone(s) shall be applicable unless superseded by this zone's standards.

17.51.020 Definitions

"Cannabis production establishment" means a person and/or facility that grows or intends to grow cannabis and holds a valid cannabis cultivation facility license issued by the State of Utah in accordance with Title 4-41a of the Utah Code Annotated

"Warehouse Farm" means using indoor farming techniques and environmental control features, including but not limited to control of light, humidity, temperature, and fertigation to grow crops indoors. Also referred to as "vertical farming" and "Hydroponic Farming."

17.51.030 Allowed Uses

In addition to the allowed uses in the underlying zone the following uses shall be allowed within the Warehouse Faming Overlay Zone as permitted uses in accordance with standards provided in EMMC 17.21.060

A. Cannabis Production Establishment or Cannabis Cultivation Facility
B. Warehouse Farm

17.51.040 Setbacks

A. Warehouse Farms are required to comply with the setback provisions in the underlying zone, unless modified setbacks are approved by the City Council.

B. Cannabis Production Establishment: In addition to complying with underlying setback provisions shall also be set back a minimum of:
    a. 1,000 feet from Schools (public or private)
    b. 1,000 feet from religious buildings (including churches, synagogues, mosques, and/or any other place of worship)
    c. 1,000 feet from daycares or preschools
    d. 1,000 feet from any public or private park~~/improved open space~~
    e. 600 feet from any property zoned predominantly for residential uses
    f. 600 feet from the nearest dwelling unit (even if located within a zone not primarily for residential development)

Distances will be measured following the shortest route of ordinary pedestrian or vehicular travel.

17.51.050 Standards. The following standards are intended to provide detail regarding the façade appearance of structures located within the Warehouse Farming Overlay Zone

A. Architectural Standards:
    1. Buildings shall maintain a contemporary appearance. Architectural detailing shall feature clean lines and elements, vertical and horizontal articulation or modulation (stepping portions of the façade), and use of textures and materials to reduce the apparent scale of large building walls. Metal may be used along with other building materials.
    2. Warehouse farming shall take place inside permanent structures and shall not be allowed in shipping containers (stacked or unstacked), <u>unless located inside a larger permanent structure.</u>

B. Building Heights: Buildings shall be no taller than:
    1. Thirty-Five feet (35') if within fifty feet (50') of a Residential Zone
    2. Five Stories (5) if more than fifty feet (50') from a Residential Zone

C. Cannabis Cultivation Standards. A Cannabis Production Establishment shall also comply with the following standards:
    1. Maintain full compliance with all state regulations;
    2. Provide a single, secure public entrance;
    3. Provide a security system with a backup power source that detects and records entry into the cannabis production establishment and provides notice of an unauthorized entry to law enforcement when the cannabis production establishment is closed;
    4. A lock or equivalent restrictive security feature on any area where the cannabis production establishment stores cannabis or a cannabis product.
    5. Outdoor signs on the building may ~~are restricted to one sign on the building that does not exceed four feet by five feet in size and~~ includes only the cannabis

production establishment's name and hours of operation and a green cross. Signs must also comply with all regulations in EMMC 17.80.

EAGLE MOUNTAIN	**EAGLE MOUNTAIN CITY** **CITY COUNCIL MEETING** **JUNE 16, 2020**

TITLE:	ORDINANCE - An Ordinance of Eagle Mountain, Utah, Amending Chapter 15.105.020 General Provisions of the Eagle Mountain Municipal Code for Flood Damage Prevention.
ITEM TYPE:	Ordinance
FISCAL IMPACT:	NA
APPLICANT:	Eagle Mountain City

GENERAL PLAN DESIGNATION	CURRENT ZONE	ACREAGE	COMMUNITY
NA	NA	NA	City Wide

PUBLIC HEARING:
No

PREPARED BY:
Chris Trusty, Recorder's Office

PRESENTED BY:
Chris Trusty

RECOMMENDATION:
Staff recommends that the City Council adopts an ordinance of Eagle Mountain City, Utah, amending Chapter 15.105.020 General Provisions of the Eagle Mountain Municipal Code for Flood Damage Prevention.

BACKGROUND:

ITEMS FOR CONSIDERATION:

REQUIRED FINDINGS:

PLANNING COMMISSION ACTION/RECOMMENDATION:
NA

ATTACHMENTS:

ORD--EMMC Chapter 15.105 Flood Damage Prevention

Exhibit A: EMMC 15.105 Flood Damage Prevention

ORDINANCE NO. O- -2020

AN ORDINANCE OF EAGLE MOUNTAIN CITY, UTAH, AMENDING THE EAGLE MOUNTAIN MUNICIPAL CODE, CHAPTER 15.105 FLOOD DAMAGE PREVENTION

PREAMBLE

WHEREAS, the City Council of Eagle Mountain City finds that it is in the public interest to amend the Eagle Mountain Municipal Code, Chapter 15.105 Flood Damage Prevention as described in Exhibit A.

BE IT ORDAINED by the City Council of Eagle Mountain City, Utah:

1. The City Council finds that all required notices, public hearings, and other requirements have been completed for the City Council to consider an amendment to the Eagle Mountain Municipal Code Chapter 15.105 Flood Damage Prevention.

2. The amendment described in Exhibit A is hereby approved.

3. This Ordinance shall take effect upon its first posting or publication.

ADOPTED by the City Council of Eagle Mountain City this 16th day of June, 2020.

EAGLE MOUNTAIN CITY, UTAH

_____

ATTEST: Tom Westmoreland, Mayor

_____

Fionnuala B. Kofoed, MMC
City Recorder

CERTIFICATION

The above Ordinance was adopted by the City Council of Eagle Mountain City, Utah on this 16th day of June, 2020.

Those voting aye:	Those voting nay:	Those excused:
☐ Donna Burnham	☐ Donna Burnham	☐ Donna Burnham
☐ Melissa Clark	☐ Melissa Clark	☐ Melissa Clark
☐ Colby Curtis	☐ Colby Curtis	☐ Colby Curtis
☐ Jared Gray	☐ Jared Gray	☐ Jared Gray
☐ Carolyn Love	☐ Carolyn Love	☐ Carolyn Love

_____
Fionnuala B. Kofoed, MMC
City Recorder

Posted to City Bulletin Boards on _____by_____ .

Exhibit A

Chapter 15.105
FLOOD DAMAGE PREVENTION

15.105.020 General provisions.

A. Lands to Which This Chapter Applies. This chapter shall apply to all areas which may be flooded within the jurisdiction of Eagle Mountain, Utah.

B. Basis for Establishing the Areas of Special Flood Hazard. Since areas of special flood hazard have not been identified for Eagle Mountain City, water surface elevations have not been provided, nor has sufficient data identifying the floodway or coastal high hazard area been provided by the Federal Emergency Management Agency (FEMA), the community shall obtain, review, and reasonably utilize data available from other federal, state or other sources.

The areas of special flood hazard identified by the Federal Emergency Management Agency in a scientific and engineering report entitled, The Flood Insurance Study for Utah County, dated June, 19, 2020 and accompanying Flood Insurance Rate Maps and Flood Boundary-Floodway Maps (FIRM and FBFM) and any revisions thereto are hereby adopted by reference and declared to be a part of this ordinance.

C. Establishment of Development Permit. A development permit (building permit) shall be required to ensure conformance with the provisions of this chapter.

D. Compliance. No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this chapter and other applicable regulations.

E. Abrogation and Greater Restrictions. This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter and another chapter, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

F. Interpretation. In the interpretation and application of this chapter, all provisions shall be: (1) considered as minimum requirements; (2) liberally construed in favor of the governing body; and (3) deemed neither to limit nor repeal any other powers granted under state statutes.

G. Warning and Disclaimer or Liability. The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by manmade or natural causes. This chapter does not imply that land outside the areas of past flooding or uses permitted

within such areas will be free from flooding or flood damages. This chapter shall not create liability on the part of the city or any official or employee thereof for any flood damages that result from reliance on this chapter or any lawful administrative decision.

EAGLE MOUNTAIN	**EAGLE MOUNTAIN CITY** **CITY COUNCIL MEETING** **JUNE 16, 2020**

TITLE:	ANNEXATION - Acceptance of the Butterfield Annexation Petition for Further Review.
ITEM TYPE:	Motion
FISCAL IMPACT:	
APPLICANT:	Scenic Development Inc.

GENERAL PLAN DESIGNATION	CURRENT ZONE	ACREAGE	COMMUNITY
Parks and Open Space	Agricultural	204.69	NSA

PUBLIC HEARING:
No

PREPARED BY:
Fionnuala Kofoed, Recorder's Office

PRESENTED BY:
Fionnuala B. Kofoed

RECOMMENDATION:
Staff recommends that the City Council accepts the Butterfield Annexation for further review.

BACKGROUND:
The following is a table outlining the annexation timeline:

â€¢ June 16 â€“ Deadline for City Council to accept or deny the petition.
â€¢ June 17 â€“ If the City Council fails to act, the petition is deemed accepted for further review.
â€¢ June 22 â€“ If the petition was denied, deadline for Recorder to send notices.
â€¢ July 16 â€“ If petition was accepted, deadline for Recorder to certify the annexation and send notice.
â€¢ July 26 â€“ Deadline for the City to publish notice of proposed annexation.
â€¢ August 5 â€“ Deadline for the City to send notice to affected entities.
â€¢ August 16 â€“ Deadline for affected entities to file a protest.
â€¢ August 18 â€“ If no protest is filed, the City may grant annexation after a public hearing. (7-day notice)
â€¢ August 19 â€“ If protest is pending, the City may deny the petition at the next meeting OR no further action may be taken on the annexation petition until after the receipt of the boundary commission's notice of decision on the protest. The boundary

commission has 30 days to hold the hearing and an additional 30 days to send copies of the written decision. The City may deny or grant the petition subject to the commission's decision.

ITEMS FOR CONSIDERATION:
The Council may accept or deny the annexation petition.

REQUIRED FINDINGS:
All noticing requirements have been met. The proposed annexation is included in the City's 2009 Annexation Policy; however, the 2018 General Plan Annexation Areas, Future Land Use Map designates the property as Parks and Open Space. This designation was based on information that the property owner was in negotiations with Camp Williams under the Army Compatible Use Buffer Program (ACUB).

PLANNING COMMISSION ACTION/RECOMMENDATION:
NA

ATTACHMENTS:

2018 General Plan

Annexation Policy Plan Boundary Map - With Proposed Butterfield Annexation

Butterfield Annexation Petition

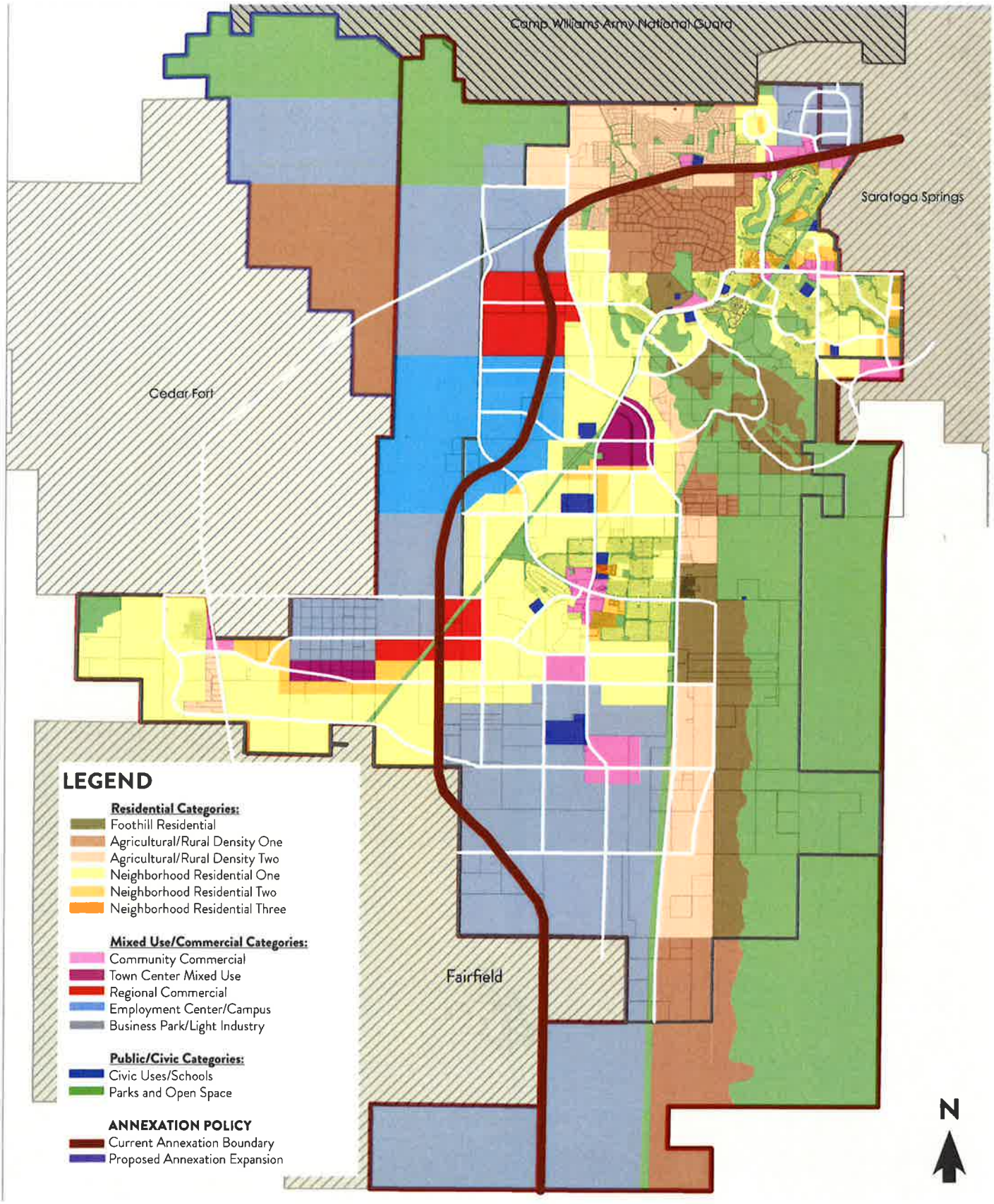
Camp Williams - ACUB Map (2) Sentinel Landscape

Butterfield Slope

Butterfield Lots Closeup

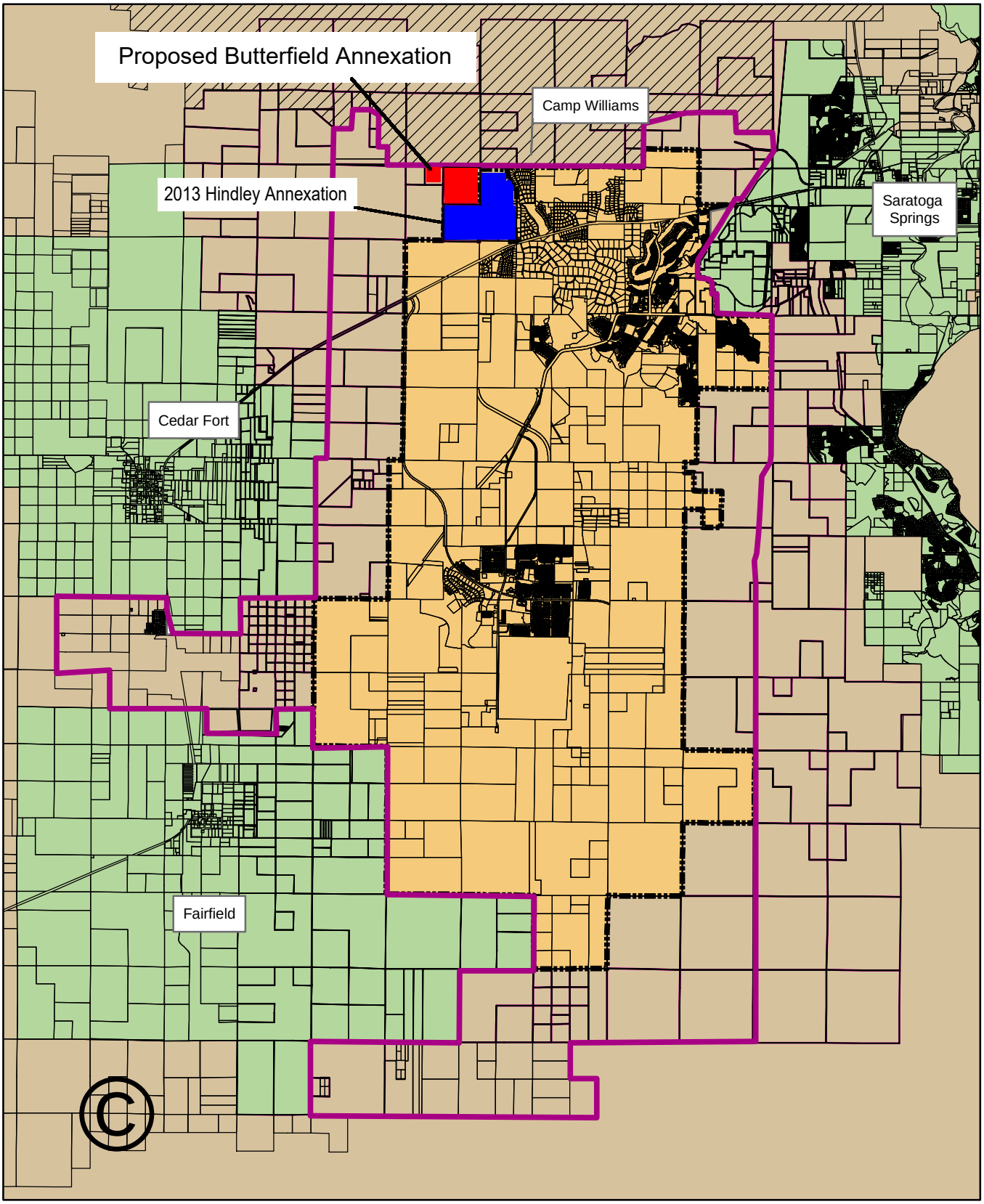
Butterfield Slope with Contours

ANNEXATION AREAS: FUTURE LAND USE MAP



ADOPTED VERSION_JULY 2018

Annexation Policy Plan Boundary Map



City_Limit Boundary
Camp_Williams
City Limits
Surrounding City Boundaries
Annexation Line

Eagle Mountain
Utah's New Frontier

It is the intent of this map to include only potential annexation areas,not any property that is located within another jurisdiction.

Disclaimer: Eagle Mountain City assumes no liability for direct, indirect, special, or consequential damages resulting from the use or misuse of these maps or any of the information contained herein. Portions may be copied for incidental fair use, but should not be resold.

EAGLE MOUNTAIN

Eagle Mountain City
Petition for Annexation

RECEIVED
JUN 02 2020
CITY RECORDERS OFFICE

Annexation Name: [redacted] Butterfield Property

Annexation Location: Adjacent to the North-west corner of the "North Benches" as shown in the Eagle Mountain Annexation Area, Future Land Use & Transportation map

Utah County Parcel Number(s): 58:044:0011 ; 58:044:0012

Total Acreage: 204.69

Is any property within the proposed annexation area:

Defined as rural real property: ☒ No ☐ Yes – List Parcel Number(s): _____

Within an Agriculture Protection Area: ☒ No ☐ Yes – List Parcel Number(s): _____

Located in the Eagle Mountain City Annexation Policy Plan: ☐ No ☒ Yes

Requested Zone: Agricultural/Rural Density Two

Percentage of private real property within the proposed annexation area represented by the signatures of the owners: 100%

Percentage of the value of private real property within the proposed annexation area represented by the signatures of the owners: 100%

Name of Annexation Contact Sponsor: Scenic Development Inc.

Mailing Address: 14572 South 790 W Ste A100 Bluffdale, Utah, 84065

Telephone: 801.253.1237; 801.864.2952 Email: braiden@scenicdev.com

Name of Engineer or Licensed Land Surveyor: Jason Thompson

Company Name: JT Engineering

Telephone: 801-866-7702 Email: jason@jtengpc.com

We, the undersigned owners of certain real property lying contiguous to the present municipal limits of Eagle Mountain City, hereby submit this Petition for Annexation and respectfully represent the following:

1. That this petition is made pursuant to the requirements of Section 10-2-403, Utah Code Annotated, as amended;

2. That the property subject to this petition is a contiguous, unincorporated area contiguous to the boundaries of Eagle Mountain City, and the annexation thereof will not leave or create an unincorporated island or peninsula; and
3. That the signatures affixed hereto are those of the owners of private real property that:
    a. Is located within the area proposed for annexation;
    b. Covers a majority of the private land area within the area proposed for annexation;
    c. Is equal in value to at least 1/3 of the value of all private real property within the area proposed for annexation, as shown by the latest tax assessment rolls of Utah County; and
    d. Is described as follows (describe approximate location): Adjacent to the North-west corner of the "North Benches" as shown in the Eagle Mountain Annexation Area, Future Land Use & Transportation map. Directly West of the Arrival Subdivision's North-West Boundary Line. _____

    _____

    _____

    and is more specifically described in the included legal description.
4. That up to five of the signers of this petition have been designated as sponsors, one of whom is designated as the Contact Sponsor, with the mailing address of each sponsor being indicated;
5. That the petition does not propose annexation of all or part of an area proposed for annexation in a previously filed petition that has not been denied, rejected, or granted; and
6. That this petition does not propose annexation of an area that includes all or part of an area proposed to be incorporated in a request for a feasibility study under Section 10-2-103, Utah Code Annotated, or a petition under Section 10-2-125, Utah Code Annotated.

The petitioners further file herewith the following items:

1. An ownership plat map showing all property owners in Eagle Mountain City within five hundred (500) feet of the proposed annexation and one quarter (1/4) mile of the annexation in the unincorporated area of Utah County;
2. One 24" x 36" and one 11" x 17" of the accurate annexation plat map prepared by a licensed surveyor of the area proposed for annexation identifying each parcel and labeling each parcel with the owner's name, tax identification number, and acreage. NOTE: A mylar is required to be submitted following approval by the City Council; and
3. Legal description of the area proposed for annexation;

Sponsors of Petition

Jay Butterfield — Name

JB — Signature

12256 So 4000 W Riverton, UT 84096

Sponsor Address

Kelly Butterfield — Name

Kelly Butterfield — Signature

12256 So 4000 W Riverton, UT 84096

Sponsor Address

Name — *Signature*

Sponsor Address

Name — *Signature*

Sponsor Address

Name — *Signature*

Sponsor Address

STATE OF UTAH)
)ss:
COUNTY OF UTAH) Weber

On the 20 day of May, 2020, personally appeared before me Jay Butterfield, Kelly Butterfield, _____, _____, _____, the signers of the foregoing document, and acknowledged to me that they executed the same.

MICHELLE LOVELAND
Notary Public, State of Utah
Commission # 689442
My Commission Expires On
May 25, 2020

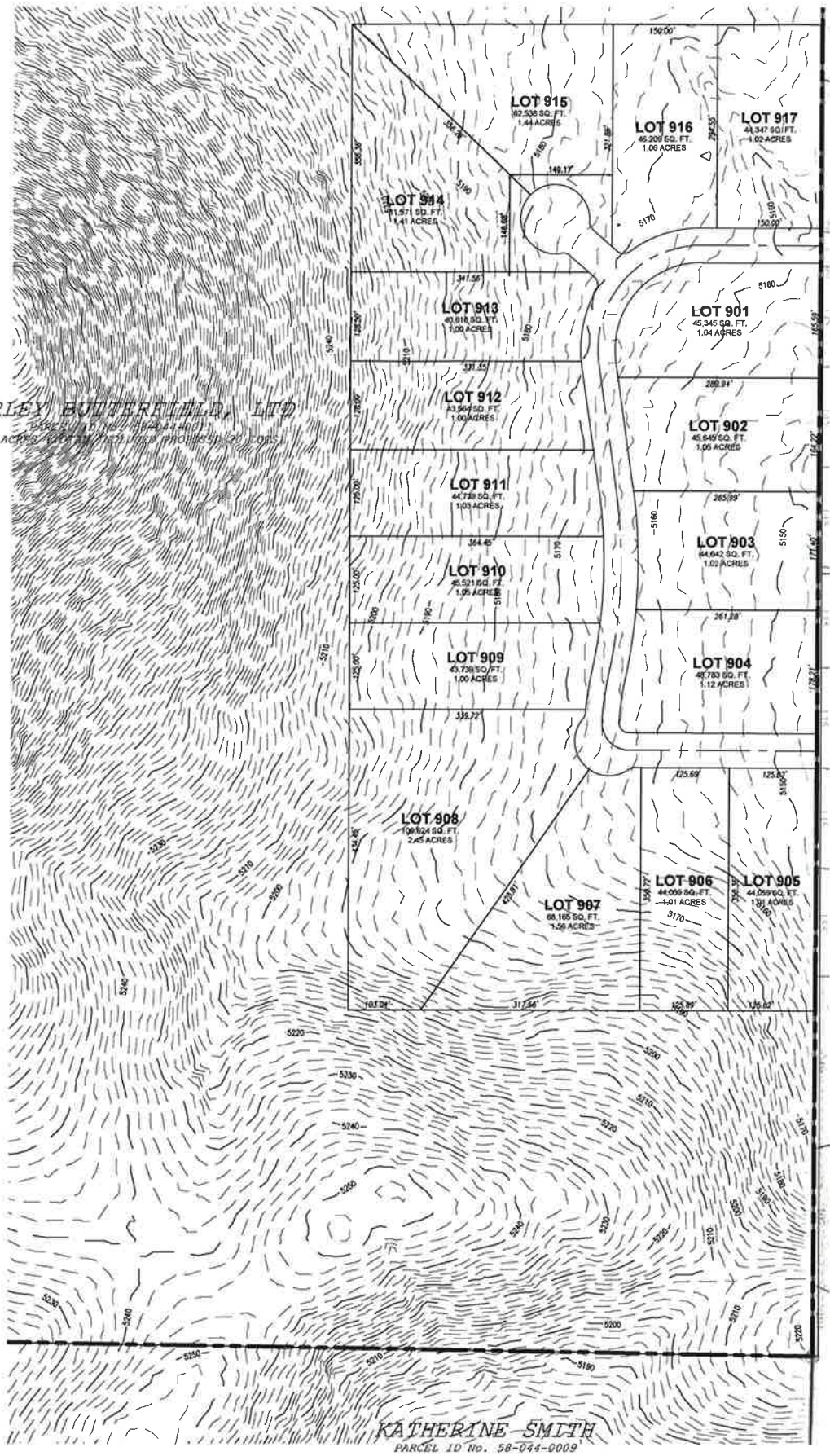
Michelle
5-25-2020
Notary Public

My commission expires: 5-25-2020

RECEIVED

JUN 02 2020

CITY RECORDERS OFFICE



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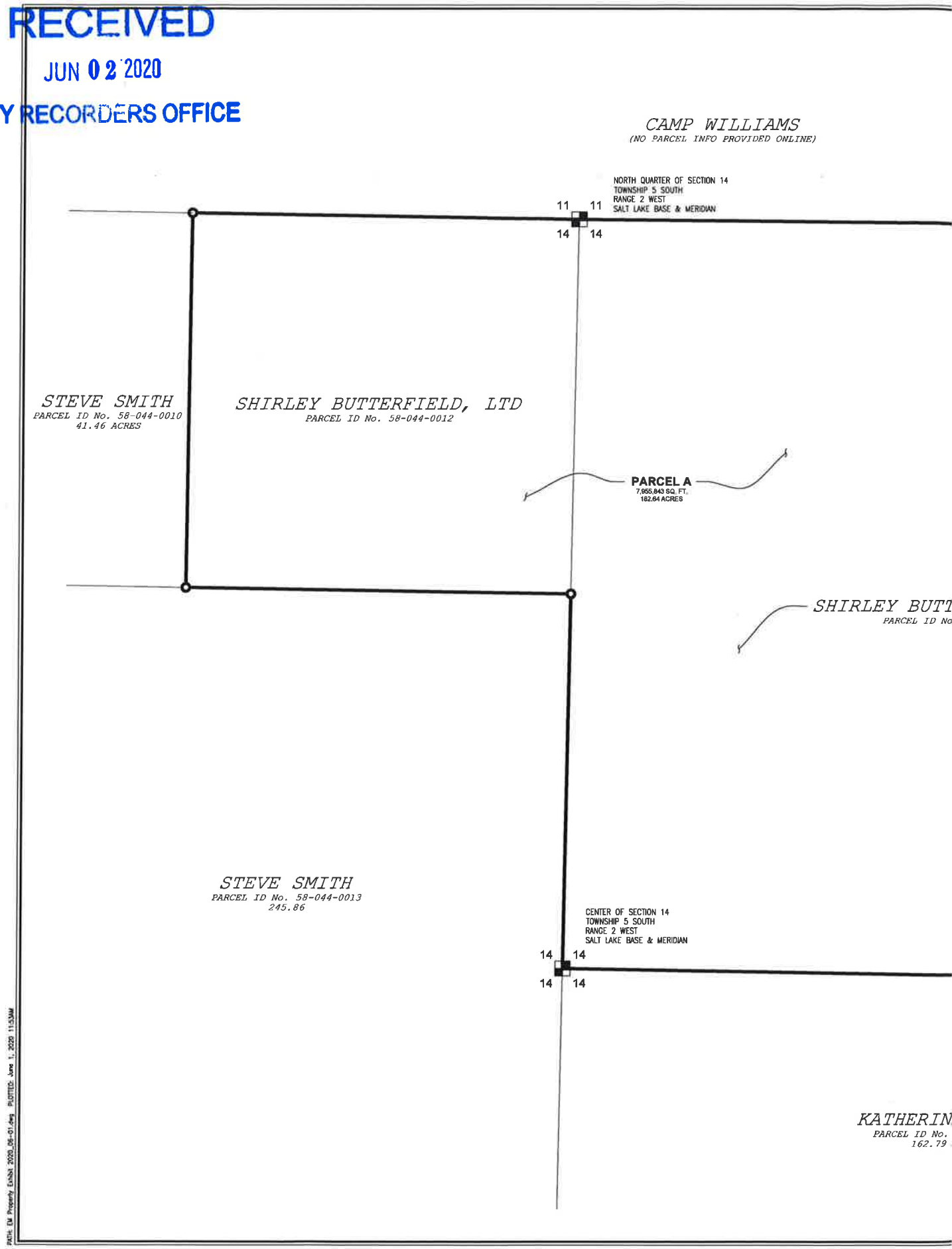
CITY RECORDERS OFFICE



Map Updated: 7/1/2019

Herriman City

Unincorporated

Bluffdale

Bluffdale City

Wildlife

Draper

Migration

Area

Camp Williams, Utah

Unincorporated

Lehi City

Saratoga Springs

Eagle Mountain

Cedar Fort

TOOELE COUNTY

UTAH COUNTY

Salt Lake County
Utah County

13400 S

2100 N

1500 N

Eagle Mountain

Cedar Valley Airport

Airport Rd

Foothill Blvd

Express Pkwy

0 0.5 1 2 Miles

NAD 1983 StatePlane Utah Central FIPS 4302 Feet | GCS North American 1983 | Scale: 70,000

UTAH ARMY NATIONAL GUARD
12953 South Minuteman Drive
Draper, UT 84020

- Priority Area 1
- Priority Area 2
- Completed ACUB Easement/Acquisition
- Under Contract ACUB Easement/Acquisition
- Other Protected Open Space
- Proposed New Priority Area (~2,448.60 Ac)
- Proposed Remove Priority Area (~444.65 Ac)
- Municipality
- Live Fire Range Area
- Impact Area
- Regulated Airspace
- Sentinel Landscape (2mi)

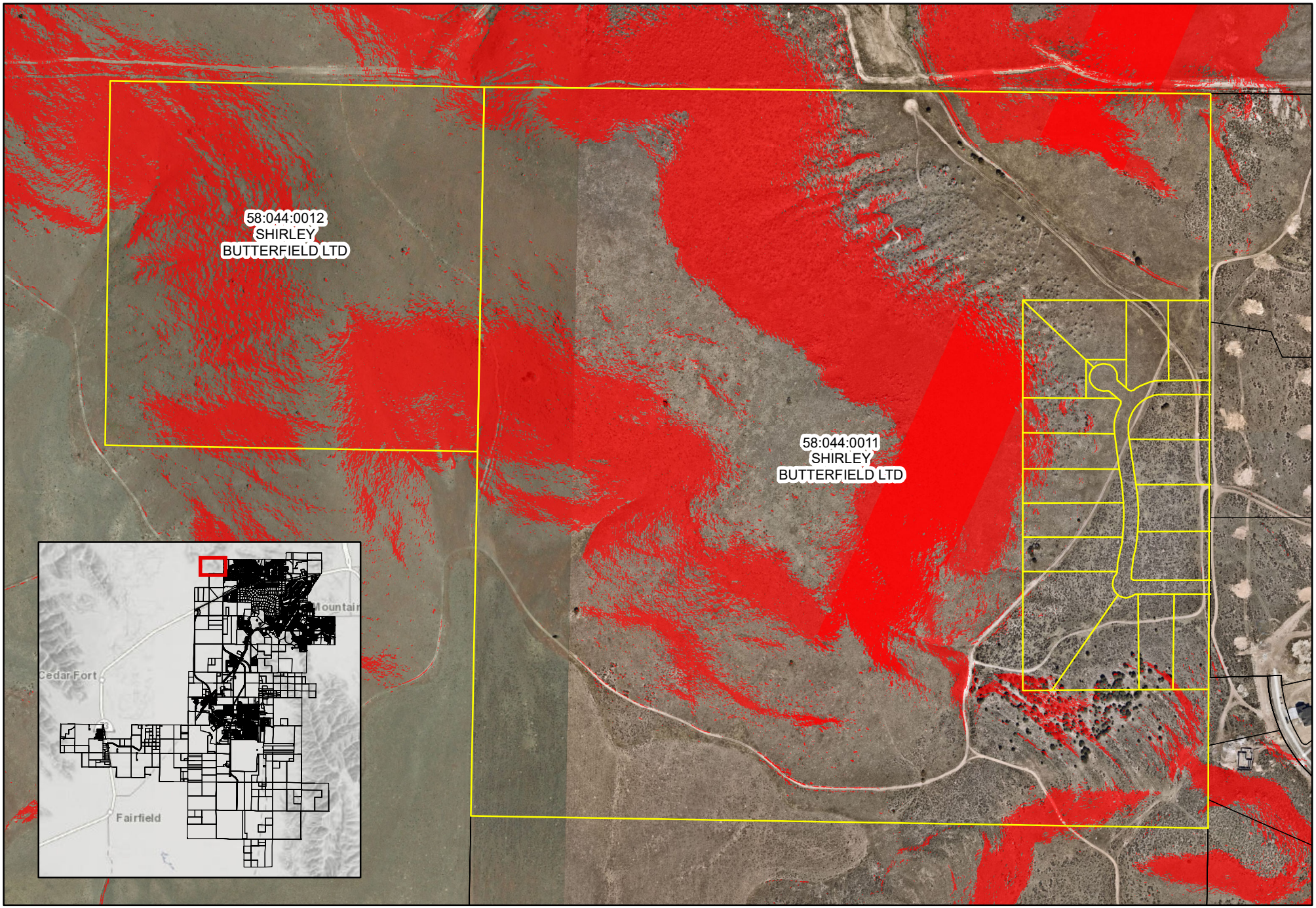
Camp Williams ACUB Program

Army Compatible Use Buffer Program
(Sentinel Landscape Boundary)

Nate Bradshaw, CFMO | ACUB_CampWilliams.pdf

FOUO - For Official Use Only

DRAFT The information on this map is for planning purposes only. This information is not adequate for legal boundary definition. No warranty is made by the State/National Guard Bureau as to the accuracy, reliability, or completeness of these data for individual use or aggregate use with other data.



Slope > 25%

0 500 1,000 2,000 Feet

N W E S

EAGLE MOUNTAIN

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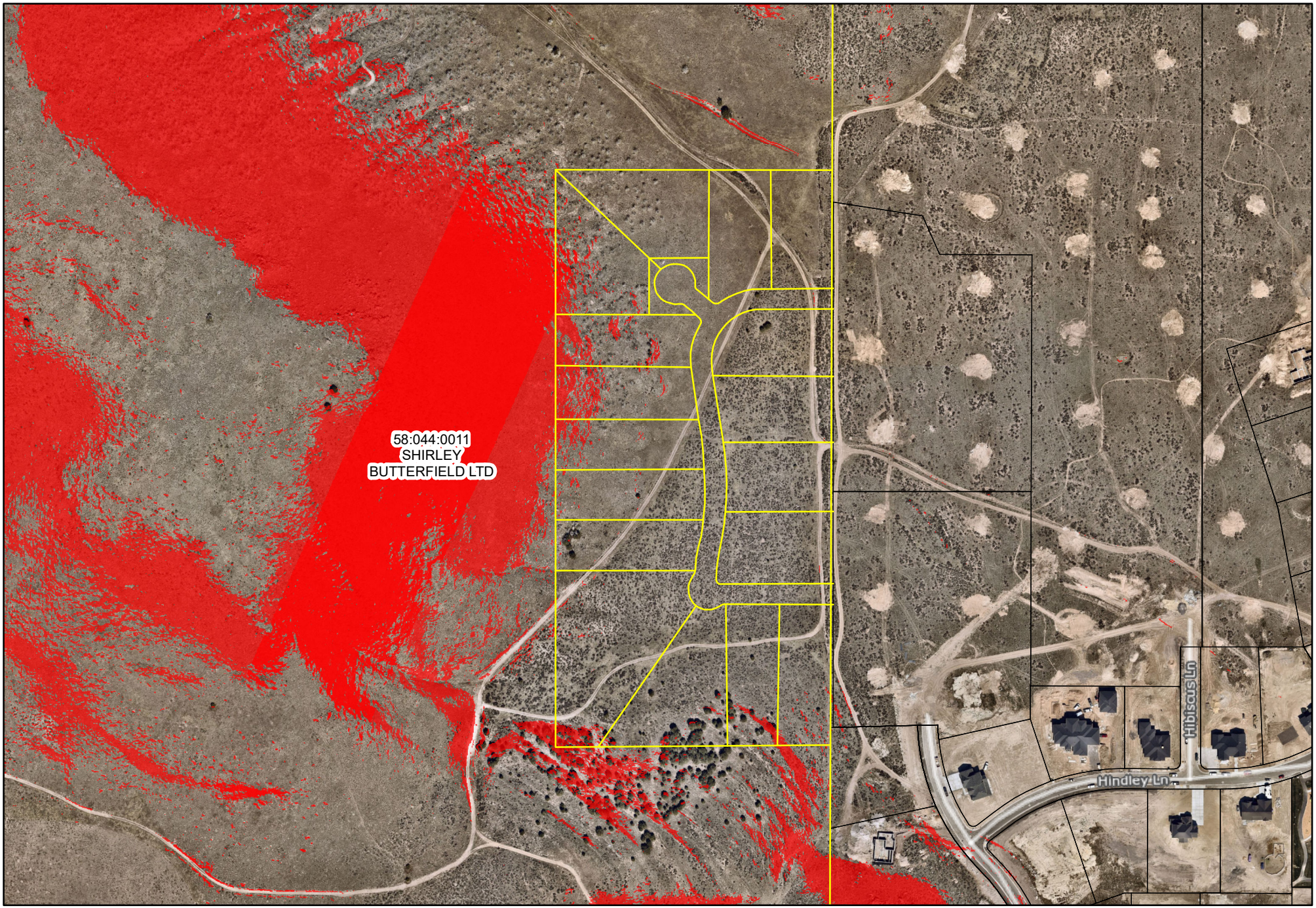
Contact Eagle Mountain City
Engineering/GIS Department
801-789-6662

Butterfield Properties

Areas with Slope Greater than 2[illegible]358



Slope > 25%

0 250 500 1,000 Feet

N W E S

EAGLE MOUNTAIN

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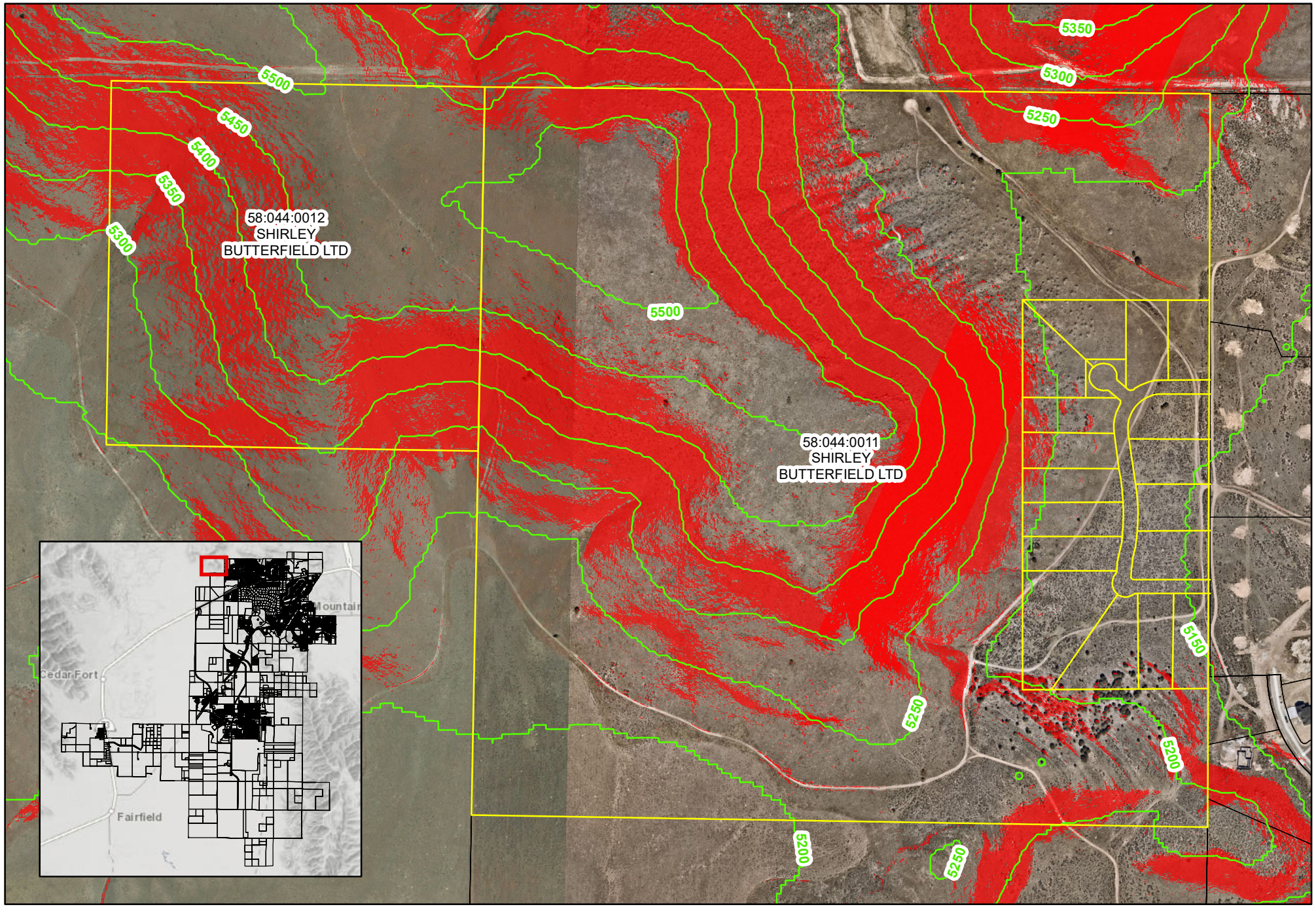
Butterfield Properties

Areas with Slope Greater than 2[illegible]359



Slope > 25%

0 500 1,000 2,000 Feet

N W E S

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Butterfield Properties

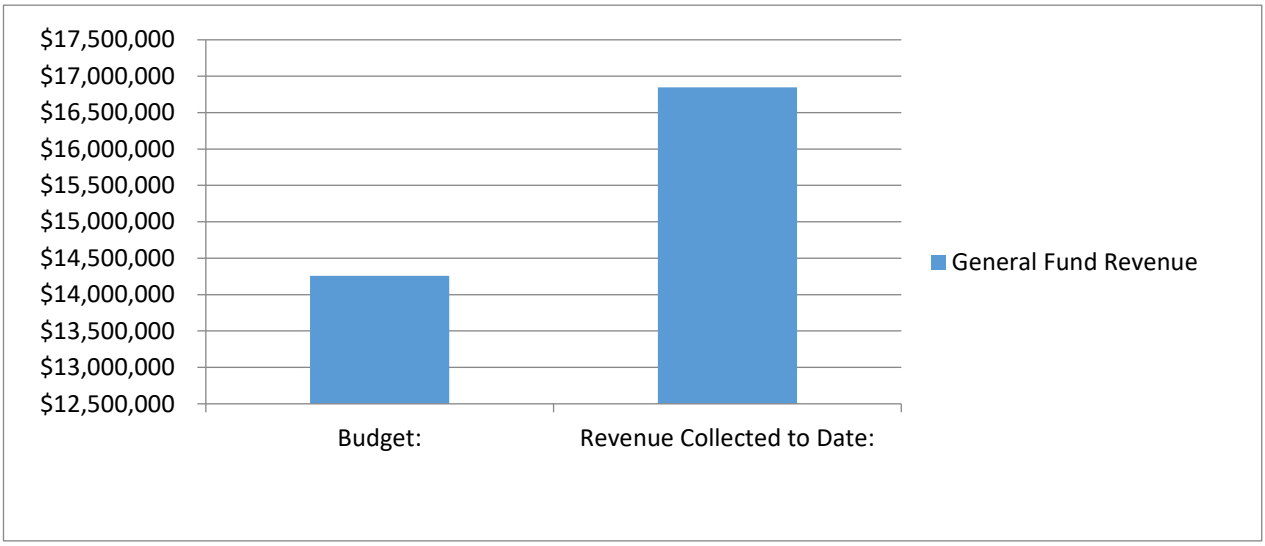
Areas with Slope Greater than 25%

EXECUTIVE SUMMARY OF REVENUES AND EXPENSES*
Through May 31, 2020

GENERAL FUND

General Fund Revenues

Budget:	$	14,256,953
Revenue Collected to Date:	$	16,846,799
Percent of Total Budget Collected:		118%
Percent of Year Completed:		92%



Revenue Analysis

Property Taxes: Collection was $125,000 above budget for the year.

Sales Tax: Despite COVID-19, colleciton is on track to be $700,000 above budget for the year.

B&C Road Funds: Collection is already $445,000 above budget for the year.

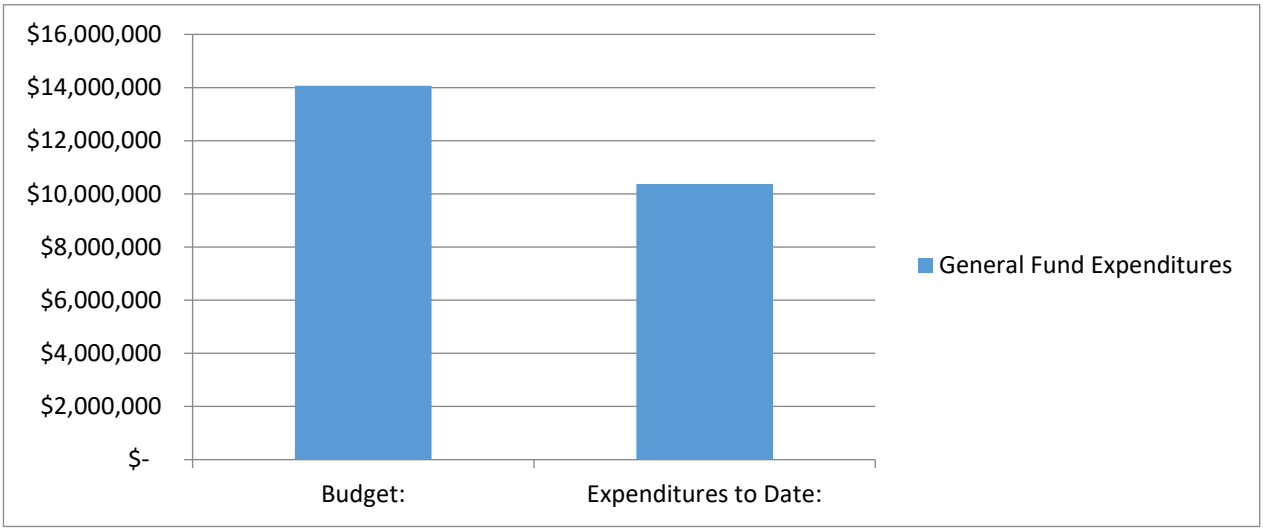
Transfers: Up-to-date on administrative allocations.

Development: Development revenue is $1,616,0000 over what is budgeted for the year.

Miscellaneous:

General Fund Expenditures

Budget:	$	14,072,683
Expenditures to Date:	$	10,369,304
Percent of Total Budget Expended:		74%
Percent of Year Completed:		92%



Expense Analysis

	Budget	To Date	% Expended	% Yr. Completed
Sub 11 - General Administration	$ 2,225,000	$ 1,957,869	88%	92%
Sub 18 - Community Services	$ 1,191,318	$ 869,950	73%	92%
Sub 19 - Non-Departmental	$ 1,337,376	$ 1,226,963	92%	92%
Sub 21/25 - Public Safety	$ 3,206,450	$ 2,342,491	73%	92%
Sub 32 - Planning/Zoning	$ 567,746	$ 539,874	95%	92%
Sub 33 - Building	$ 1,130,528	$ 874,574	77%	92%
Sub 41 - Public Works	$ 4,414,265	$ 2,557,583	58%	92%

Sub 11 - General Administration:

Sub 18 - Community Services: Lower than budgeted expenses for youth sports and special events.

Sub 19 - Non-Departmental: Insurance and Surety Bonds to be distributed by journal entry through all funds at end of year.
Sub 21/25 - Public Safety: Utah County invoices for April and May have not been received.

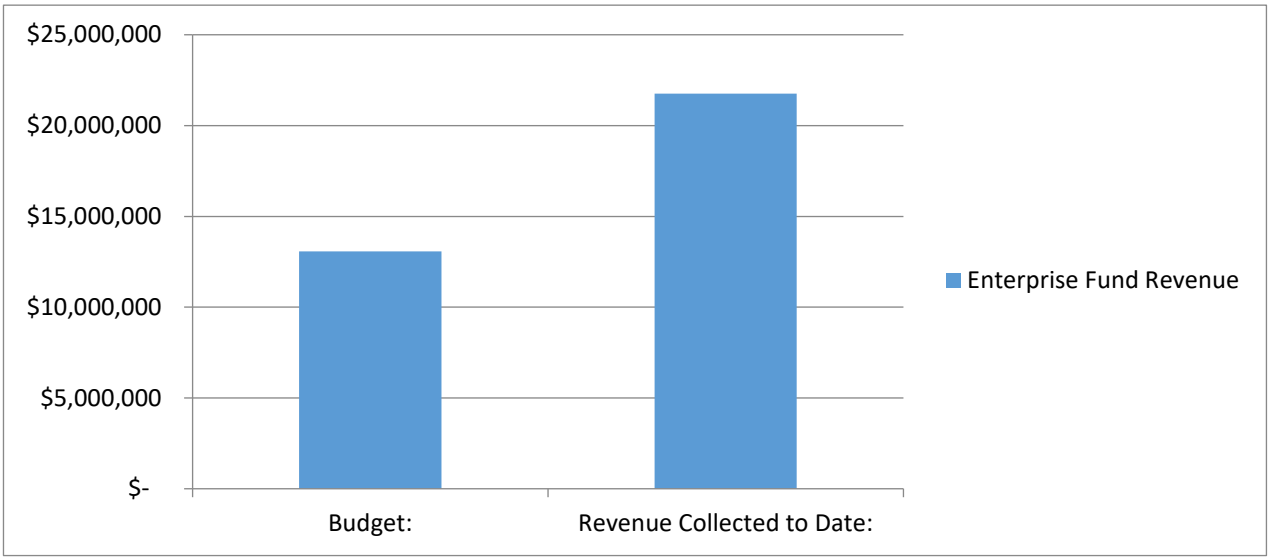
Sub 32/33 - Planning/Zoning/Building: Park Fee-In-Lieu to be reclassed to Capital Projects. Professional Technical expenses related to outside building inspections is lower than budgeted.

Sub 41 - Streets/Parks/Recreation: Improvement projects ramping up late in the fiscal year.

ENTERPRISE FUNDS

Enterprise Fund Revenues

Budget:	$ 13,073,800
Revenue Collected to Date:	$ 21,763,406
Percent of Total Budget Collected:	166%
Percent of Year Completed:	92%



Revenue Analysis

	Budget	To Date	% Received	% Yr. Completed
Fund 51 - Water Fund	$ 6,178,300	$ 14,391,209	233%	92%
Fund 52 - Wastewater Fund	$ 4,579,000	$ 5,288,840	116%	92%
Fund 57 - Solid Waste Fund	$ 1,523,500	$ 1,515,171	99%	92%
Fund 59 - Storm Water Fund	$ 793,000	$ 568,186	72%	92%

Fund 51 - Water Fund: Reflects CWP Shares sold and Facebook payments for infrastructure (reimbursed).

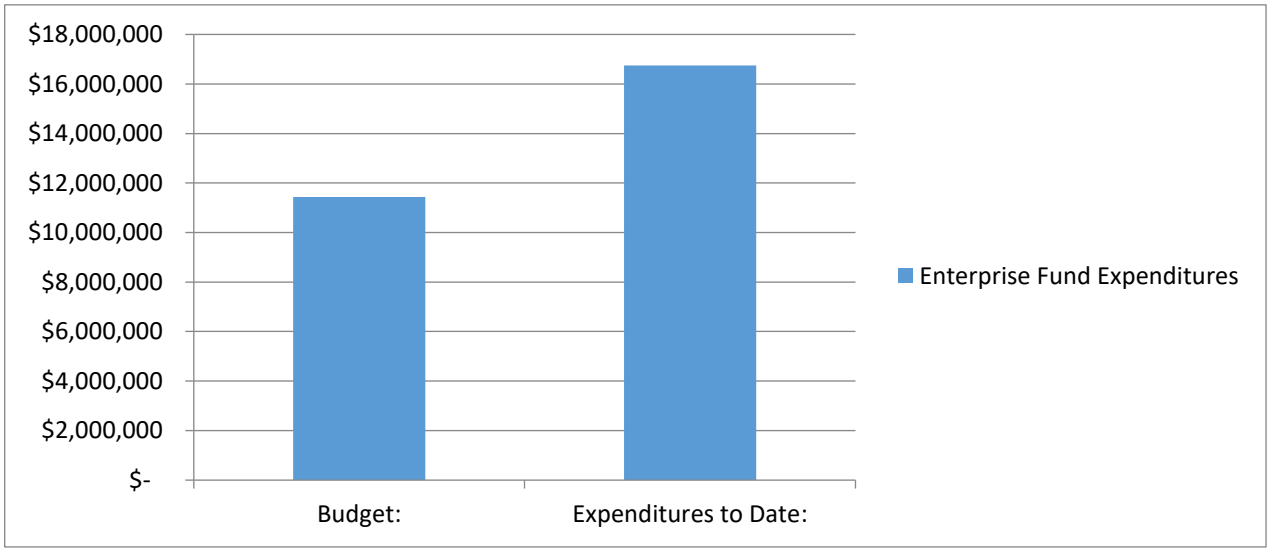
Fund 52 - Wastewater Fund: Reflects Facebook payments for reimbursable infrastructure.

Fund 57 - Solid Waste Fund:

Fund 59 - Storm Water Fund: Does not reflect reimbursement from Impact Fee Fund.

Enterprise Fund Expenditures

Budget:	$	11,432,287
Expenditures to Date:	$	16,751,177
Percent of Total Budget Expended:		147%
Percent of Year Completed:		92%



Expense Analysis

	Budget	To Date	% Expended	% Yr. Completed
Fund 51 - Water Fund	$ 5,414,738	$ 9,877,475	182%	92%
Fund 52 - Wastewater Fund	$ 3,788,075	$ 5,191,781	137%	92%
Fund 57 - Solid Waste Fund	$ 1,451,057	$ 1,147,375	79%	92%
Fund 59 - Storm Water Fund	$ 778,417	$ 534,546	69%	92%

Fund 51 - Water Fund: Reflects CWP shares purchased (revenue attached) and reimbursable Facebook infrastructure projects.

Fund 52 - Wastewater Fund: Reflects reimbursable Facebook infrastructure projects (some carry-over from FY19).

Fund 57 - Solid Waste Fund: Ace Disposal invoice for April not reflected.

Fund 59 - Storm Water Fund: Capital improvement project to occur in spring.

IMPACT FEE FUNDS

Fund Balance - current total balance in the fund.
Restricted Balance - current amount that is restricted to pay reimbursement agreements, etc.
Available Balance - amount in the fund that is available for projects in the Capital Facilities plan.
Projected Available Balance - amount projected through building trends to be available for projects in the Capital Facilities Plan by the end of the current fiscal year.

FUND NAME	Fund Balance as of 5/31/20	Restricted Balance as of 5/31/20	Available Balance as of 5/31/20	Projected Available Balance by 6/30/20**
Water Impact Fee Fund	$11,747,569	$5,855,946	$5,891,623	$6,231,623
Wastewater Impact Fee Fund	$6,364,963	$8,180	$6,356,783	$6,456,783
Parks/Trails Impact Fee Fund	$2,337,531	$127,590	$2,209,941	$2,322,941
Stormwater Impact Fee Fund	$1,284,164	$202,000	$1,082,164	$1,113,164
Transportation Impact Fee Fund	$2,947,682	$614,736	$2,332,946	$2,453,946

****Available balance + the average of the future facilities impact fee collected and projected out.**

CITY PROJECT STATUS

Recreation Center	Planning Stage
Library Meeting Rooms	Under Construction
CD Bldg Wash Bay	Under Construction
CW Park Improvements	Materials Purchased
Trail and Sidewalk Improvements	Completed
City Center Median/Streetscapes	Under Construction
Skyline Ridge Pavillion	Completed
Valley View Park Bathrooms	Completed
Northmoor Detention Pond and Park	Planning Stage
City Center Orchard in Paseos	Planning Stage
Woodhaven Park Improvements	Planning Stage - construction likely in FY2021
Smith Ranch Park Improvements	Completed - Pavillon
Pony Express Regional Park Bathroom	Completed

***Unaudited figures - adjusting entries will be done throughout the fiscal year.**

UPCOMING AGENDA ITEMS

JULY 7, 2020
Site Plan – 7-Eleven
Site Plan – Dollar Tree
Discussion – Brylee Farms Open Space Amenities
Master Site Plan and Rezone – Sweetwater Industrial Park

JULY 21, 2020

AUGUST 4, 2020

AUGUST 18, 2020

OTHER PROJECTS
Rezone & Master Site Plan – Marketplace at Eagle Mountain Town Center
Code Amendment – Industrial/RTI Overlay Zone
Code Amendment – Historical Preservation Zone
Code Amendment – Extractive Industries Overlay Zone
Code Amendment – Special Use Standards
Code Amendment - Tier Language Removal
Amended Preliminary Plat – Sunset Flats