



## CITY COUNCIL REGULAR MEETING

Tuesday, December 20, 2022, at 7:00 PM  
Court Room/Council Chambers (2nd Floor) and Online  
275 W. Main Street, Santaquin, UT 84655

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### MEETINGS HELD IN PERSON & ONLINE

The public is invited to participate as outlined below:

- **In Person** – Meetings are held on the 2<sup>nd</sup> floor in the Court Room/Council Chambers at City Hall
- **YouTube Live** – Public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at <https://bit.ly/2P7ICfQ> or by searching for Santaquin City Channel on YouTube.

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### ADA NOTICE

If you are planning to attend this Public Meeting and due to a disability need assistance in understanding or participating in the meeting, please notify the City Office ten or more hours in advance and we will, within reason, provide what assistance may be required.

## AGENDA

### ROLL CALL

### PLEDGE OF ALLEGIANCE

### INVOCATION / INSPIRATIONAL THOUGHT

### DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

### CONSENT AGENDA (MINUTES, BILLS, ITEMS)

#### Minutes

1. November 15, 2022 City Council Work Session Minutes
2. November 15, 2022 City Council Minutes

#### Bills

3. City Expenditures from 11/12/2022 to 12/16/2022 in the amount of \$3,623,860.40

#### Items

4. Fire Department Out of State Travel Request

#### Resolutions

5. Resolution 12-01-2022 - Surplus Property (Computers)

### PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

#### Recognitions

6. Employee of the Month - Jared Shepherd

#### Appointments

7. Community Services Board:

David Harris, Michael Yost

8. Historic Preservation Committee:  
Damon Bahr, Elizabeth Robertson

9. Library Board:  
Justin Craig, Anna Shaw, Shauna Shepherd, Alicia Thornton

10. RAP Tax Committee:  
Kim Bahr, Sarah Jorgenson

11. Planning Commission:  
Trevor Wood, Michael Romero

**Public Forum**

**BUILDING PERMIT & BUSINESS LICENSE REPORT**

**NEW BUSINESS**

**Discussion & Possible Action**

12. Discussion & Possible Action: Acceptance of Larsen & Co. FY2021-2022 Audit Report

**Resolutions**

[13.](#) Resolution 12-02-2022 - Approval of the OSA Annual Fraud Risk Assessment

[14.](#) Resolution 12-03-2022 - Financial Policies - Capitalization of City Assets

**Ordinances**

[15.](#) Ordinance 12-01-2022 - Automotive Service & Repair Parking Amendment

[16.](#) PUBLIC HEARING: Annexation Policy Plan Update

[17.](#) Ordinance 12-02-2022 - Adoption of the Annexation Policy Plan Update

[18.](#) Ordinance 12-03-2022 - Detached Accessory Dwelling Units in the R-10 Zone

19. Discussion & Possible Action: Budgetary Impacts of Fire Department Report and Plan

**RECESS CITY COUNCIL MEETING AND CONVENE THE SANTAQUIN COMMUNITY DEVELOPMENT AND RENEWAL AGENCY**

20. PUBLIC HEARING: Project Area Plan and Budget

[21.](#) Resolution 12-01-2022 CDA - Adoption of the West Fields Community Reinvestment Area Project Plan

[22.](#) Resolution 12-02-2022 CDA - Adoption of West Fields Community Reinvestment Area Project Budget

[23.](#) Discussion & Possible Action: Award of Utility and Subdivision Design Engineering to Rimrock

24. Discussion & Possible Action: Award of Geotechnical Study for CDRA Subdivision and 5-acre area east of SR Parkway to RB&G.

**RECONVENE OF THE REGULAR CITY COUNCIL MEETING**

[25.](#) Ordinance 12-05-2022 - An Ordinance Approving the Community Development and Renewal Agency of Santaquin City West Fields Community Reinvestment Area Project Plan

[26.](#) Ordinance 12-04-2022 - An Ordinance Approving the Transfer of Certain Real Property to the Community Development and Renewal Agency of Santaquin City

## **REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES**

### **REPORTS BY MAYOR AND COUNCIL MEMBERS**

**EXECUTIVE SESSION** (May be called to discuss the character, professional competence, or physical or mental health of an individual)

**EXECUTIVE SESSION** (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

### **ADJOURNMENT**

#### **CERTIFICATE OF MAILING/POSTING**

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda was posted on [www.santaquin.org](http://www.santaquin.org), Santaquin City Social Media sites, posted in three physical locations (Santaquin City Public Safety Building, Zions Bank, Santaquin Post Office), and posted on the State of Utah's Public Notice Website.

BY:

  
\_\_\_\_\_  
Amalie R. Ottley, City Recorder



## CITY COUNCIL WORK MEETING

Tuesday, November 15th at 5:30 PM

Court Room/Council Chambers (2<sup>nd</sup> floor) and Online

### MINUTES

Mayor Olson called the meeting to order at 5:30 p.m.

#### ROLL CALL

Councilors present included Councilors Hathaway, Mecham, Montoya, and Siddoway.

Councilor Adcock was excused from the meeting.

Staff members present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Recorder Amalie Ottley, Assistant Kathy Swenson.

Various members of the public attended the meeting.

#### PLEDGE OF ALLEGIANCE

City Manager Beagley led the Pledge of Allegiance.

#### INVOCATION / INSPIRATIONAL THOUGHT

Councilor Mecham offered an invocation.

#### DISCUSSION ITEMS

##### 1. Upcoming Agenda Items

Manager Beagley went through the agenda items for the night's Regular City Council meeting. Assistant Manager Bond addressed the City's Active Transportation Plan. Manager Beagley briefly introduced the resolutions and ordinances tied to the Project Area Plan and Budget in the Community Development and Renewal Agency of Santaquin City (CDRA).

Councilor Mecham motioned to move into Executive Session to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property. Councilor Siddoway seconded the motion.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

Executive Session convened at 5:45 p.m.

Board Member Mecham motioned to end the Executive Session and reconvene the City Council Work Session. Board Member Siddoway seconded the motion.

Board Member Adcock	Absent
Board Member Hathaway	Yes
Board Member Mecham	Yes
Board Member Montoya	Yes
Board Member Siddoway	Yes

Motion passed unanimously in the affirmative.

City Council Work Session reconvened at 6:45 p.m.

#### **ADJOURNMENT**

Councilor Siddoway motioned to adjourn the Work Session Meeting. Councilor Hathaway seconded the motion.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

The meeting adjourned at 6:54 p.m.

ATTEST:

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**Daniel M. Olson, Mayor**

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**Amalie R. Ottley, City Recorder**



## CITY COUNCIL REGULAR MEETING

Tuesday, November 15th at 7:00 PM

Court Room/Council Chambers (2<sup>nd</sup> floor) and Online

## MINUTES

Mayor Olson called the meeting to order at 7:00 p.m.

### ROLL CALL

Councilors present included Councilors Hathaway, Mecham, Montoya, and Siddoway.

Councilor Adcock was excused from the meeting.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Recorder Amalie Ottley, Assistant Kathy Swenson.

Various members of the public attended the meeting.

### PLEDGE OF ALLEGIANCE

Assistant Manager Bond led the Pledge of Allegiance.

### INVOCATION/INSPIRATIONAL THOUGHT

Mayor Olson offered an invocation.

### DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No council members declared any conflicts of interest.

### CONSENT AGENDA (MINUTES, BILLS, ITEMS)

1. 10-28-2022 Special City Council Minutes
2. 11-01-2022 City Council Work Session Minutes
3. 11-01-2022 City Council Regular Meeting Minutes
4. City Expenditures from 10/29/2022 to 11/11/2022 in the amount of \$1,367,422.41

Councilor Hathaway inquired about a diesel fuel purchase line item. Manager Beagley confirmed the purchase of diesel fuel purchases in the Public Works Department for various city equipment.

Councilor Mecham motioned to approve Consent Agenda items 1 through 4. Councilor Hathaway seconded the motion.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

## **PUBLIC FORUM**

**6.** The Volunteer of the Month, Jesse Christopher, was honored by the City Council. The following statement was read.

*"We are happy to recognize Jesse Christopher as our November Volunteer of the Month. He has volunteered his time, equipment, and talents to make fine arts events happen this year for our city. Jesse serves on the Santaquin Arts Committee. This year, he volunteered as the sound technician and brought and used his own sound board for the Youth Performing Arts Competition in April of this year, an event that he was also the Master of Ceremonies. He again volunteered to be the sound technician for the Santaquin Arts Festival in June. Jesse did an excellent job with both and helped in a huge way to make these events a success. He also did all the sound for the Concerts in The Park on Monday evenings throughout the summer. These are such fun events where families can come and shop at the farmers market and listen to live music. He has been in the background, working towards so many things and promoting the arts in our city in such a positive way.*

*He and his wife, Stephanie, have lived in Santaquin since 2010. They have five children ranging from 13 to 1 year old. Jesse grew up in Spanish Fork, graduated from Spanish Fork High School and received his bachelor's degree in information systems from BYU. During his time at BYU, he toured with the BYU Folk Dance Ensemble as a drummer.*

*Jesse is the Vice President of his family-owned business Christopher Publications, the book publication branch of Dr. Christopher Herbal Formulas. In his free time, he enjoys performing music with multiple bands and recording music in his home. He has volunteered with the youth of our community for over a decade in various ways and has touched the lives of many.*

*Thank you, Jesse, for sharing your talents with us. We appreciate your volunteer service."*

Mr. Christopher expressed his appreciation for the RAP Tax that was dedicated to purchasing equipment for various entertainment and events in the community.

**7.** Presentation – Blake Jorgensen from Utah County Search and Rescue (SAR) spoke to the City Council about 6 different exercises that were conducted in the nearby canyons by the SAR team on November 8<sup>th</sup> and 9<sup>th</sup>. He thanked Santaquin Fire and EMS crews for helping SAR carry out the exercises in Santaquin Canyon. He complimented the canyon's beauty and the work the city puts into it.

**Youth City Council** - Councilor Montoya introduced three members of the Youth City Council. Olivia Vincent and Miles and Gavin Broadbent all attended the meeting. Olivia shared her gratitude for the opportunity to sit in on a City Council meeting and the positive experience that Councilor Montoya provides to the Youth City Council. Olivia expressed her love for the Santaquin Community and the ability to serve others. Miles stated that he enjoys helping around the city and participating in events. Gavin said that he liked helping the community and had fun joining in on the booths at Orchard Days. Councilor Montoya stated that all Youth City Council members in good standing will have the opportunity to tour the Utah State Capital and to meet State Legislators. Councilor Montoya expressed her gratitude for the time the Youth City Council members put into supporting the community.

## **BUILDING PERMIT & BUSINESS LICENSE REPORT**

Assistant City Manager Bond presented the Building Permit & Business License Report. 257 total building permits have been issued in the calendar year 2022. In comparison, 43 building permits have been issued this fiscal year (since July 1, 2022). Five new business licenses have been issued.

## **NEW BUSINESS**

### **8. Ordinance 11-01-2022 – Active Transportation Plan**

Assistant Manager Bond introduced The Active Transportation Plan that allows the city to plan impact fee uses and development. The Active Transportation Plan acts in accordance with the Santaquin City General Plan. During the process of working through the general plan, feedback was received from residents and committees asking for more trails and connectivity in the city. The plan aids the city in laying out active transportation routes, trails, bike lanes, etc. Assistant Manager Bond also introduced Kai Tohinaka with Parametrix who completed the Active Transportation Plan

Councilor Montoya expressed her appreciation for how detailed and clear the Active Transportation Plan is. She appreciated the maps and visuals in the plan that show phasing and estimated costs. Mayor Olson also pointed out that the funding of the phases and projects in the plan would require additional grants and costs to the city. Councilor Hathaway encouraged residents in Santaquin to review the plan and the costs associated with roads and trails. Councilor Montoya inquired about the Utah Statewide Transportation Plan and trail systems. Mr. Tohinaka spoke to working with the State and UDOT to support funding for a statewide bike route system. Mayor Olson also inquired about state bike routes running through Utah.

Councilor Montoya motioned to approve Ordinance 11-01-2022 Establishing an Active Transportation Plan for Santaquin City. Councilor Mecham seconded the motion.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

## **RECESS CITY COUNCIL MEETING AND CONVENE THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF SANTAQUIN CITY MEETING**

Motion made by Councilor Mecham to enter into a Community Development & Renewal Agency for Santaquin City meeting. Motion seconded by Councilor Siddoway.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

Meeting convened at 7:33p.m.

A short recess was convened to discuss an agenda concern.

Motion made by Board Member Siddoway to table Resolution 11-01-2022 CDA Adoption of the West Fields Community Reinvestment Area Project Area Plan. Motion seconded by Board Member Mecham.

Board Member Adcock	Absent
Board Member Hathaway	Yes
Board Member Mecham	Yes
Board Member Montoya	Yes
Board Member Siddoway	Yes

Motion to table passed unanimously in the affirmative.

Motion made by Board Member Mecham to table Resolution 11-02-2022 CDA Adoption of the West Fields Community Reinvestment Project Area Budget. Motion seconded by Board Member Hathaway.

Board Member Adcock	Absent
Board Member Hathaway	Yes
Board Member Mecham	Yes
Board Member Montoya	Yes
Board Member Siddoway	Yes

Motion to table passed unanimously in the affirmative.

Motion made by Board Member Montoya to end the Community Development and Renewal Agency of Santaquin City meeting and reconvene the Regular City Council meeting. Motion seconded by Board Member Hathaway.

Board Member Adcock	Absent
Board Member Hathaway	Yes
Board Member Mecham	Yes
Board Member Montoya	Yes
Board Member Siddoway	Yes

Motion passed unanimously in the affirmative.

The Board Meeting was closed at 7:48 p.m.

The Regular City Council meeting reconvened at 7:48 PM

#### **RECONVENE OF THE REGULAR CITY COUNCIL MEETING**

Motion made by Councilor Montoya to table Ordinance 11-02-2022 Adoption of the CDRA Project Area Plan. Motion seconded by Councilor Hathaway.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion to table passed unanimously in the affirmative.

Motion made by Councilor Mecham to table Ordinance 11-03-2022 Transfer of Real Property from Santaquin City to the Community Development and Renewal Agency of Santaquin City. Motion seconded by Councilor Siddoway.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion to table passed unanimously in the affirmative.

#### **REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES**

Assistant Manager Bond reported on upcoming Development Review Committee and Planning Commission agenda items. Assistant Manager Bond also reported on the process of an Annexation Policy Update.

Manager Beagley reported on the progress of the new Santaquin City Hall building.

#### **REPORTS BY MAYOR AND COUNCIL MEMBERS**

Councilor Hathaway addressed a recent Mt. Nebo Water Meeting. Councilor Hathaway commended Councilor Siddoway's involvement in serving seniors in the city that may need extra help during the holiday season. Councilor Siddoway spoke about reaching out to seniors in the area that may not be able to make it to the senior center and ways that members of the community can reach out to them. Councilor Siddoway also spoke about an upcoming Free Bikes 4 Kidz event happening in early December.

Councilor Mecham had no updates.

Councilor Montoya spoke about recent senior citizen activities in the canyon and area. She also addressed future Youth City Council activities. Councilor Montoya inquired if campaign signs around the city could be collected. Councilor Montoya spoke to a recent MAG Statewide Growth Meeting that many members of the City Council and Planning Commission attended.

Mayor Olson and Manager Beagley discussed barricades in the canyon. Mayor Olson spoke about the recent tour of the Water Reclamation Facility with Burgess Owens. Mayor Olson reminded residents and council members about a choir performance on December 11<sup>th</sup> at the church on 5<sup>th</sup> West at 6:00 p.m. Mayor Olson spoke about reaching the upper trail limit on the north side of the parking lot by

Prospector View Park. Mayor Olson expressed his appreciation to those who have volunteered to help build trails and work in the canyon and park areas.

**ADJOURNMENT**

Councilor Mecham motioned to adjourn the Regular City Council Meeting. Councilor Siddoway seconded the motion.

Councilor Adcock	Absent
Councilor Hathaway	Yes
Councilor Mecham	Yes
Councilor Montoya	Yes
Councilor Siddoway	Yes

Motion passed unanimously in the affirmative.

Regular City Council Meeting adjourned at 8:08 p.m.

ATTEST:

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**Daniel M. Olson, Mayor**

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**Amalie R. Ottley, City Recorder**

SANTAQUIN CITY CORPORATION  
Check Register  
CHECKING - ZIONS - 11/12/2022 to 12/16/2022

Payee Name	Payment Date	Amount	Description	Ledger Account
ALARM CONTROL SYSTEMS, INC	12/14/2022	\$420.00	Service call Alarm company	1051300 - BUILDINGS & GROUND MAINTENANCE
APPARATUS EQUIPMENT & SERVICE, INC (HAIX)	12/14/2022	\$1,428.32	Fire helmets	7657741 - FIRE - PPE ROTATION
APPLICANTPRO	12/7/2022	\$230.00	Hiring Software - Dec 2022	4340500 - SOFTWARE EXPENSE
AT&T MOBILITY	12/14/2022	\$229.83	Cell phones and iPads	7657280 - TELEPHONE
AUTHORIZE.NET	12/2/2022	\$40.00	Credit Card Gateway Fees - November 2022	6740650 - CREDIT CARD FEES
BAKER, ZACHARY	12/2/2022	\$18.50	REISSUE CHECK #86542 - CHECK WAS LOST/NOT REC'D WITNESS FEE - PART B	1015800 - SUSPENSE
BAKER, ZACHARY	12/2/2022	\$18.50	REISSUE CHECK #86542 - CHECK WAS LOST/NOT REC'D WITNESS FEE	1015800 - SUSPENSE
\$0.00				
BARGREEN ELLINGSON INC	12/7/2022	\$65,334.90	Second payment for City Hall kitchen equipment	4140704-003 - NEW CITY HALL - FF&E
BELLS OF JOYFUL SOUND	11/17/2022	\$525.00	Holly Days Bells Concert Payment 2nd Half	6240251 - COMMUNITY EVENTS EXPENSE
BIG O' TIRES - SANTAQUIN	11/22/2022	\$142.97	Miller Vehicle Maintenance	1054250 - EQUIPMENT MAINTENANCE
BLACK ICE COATINGS	12/14/2022	\$150.00	Gun Coating for Russ' Retirement	1054240 - SUPPLIES
Blackhawk Network, Inc.	11/29/2022	\$30.00	Bonus Debit Card & Card Fees	1070120 - PART-TIME SALARIES & WAGES
Blackhawk Network, Inc.	11/29/2022	\$30.00	Bonus Debit Card & Card Fees	1077120 - PART-TIME SALARIES & WAGES
Blackhawk Network, Inc.	11/29/2022	\$35.00	Bonus Debit Card & Card Fees	1060120 - SALARIES AND WAGES (PART TIME)
Blackhawk Network, Inc.	11/29/2022	\$100.00	Bonus Debit Card & Card Fees	1051110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$104.70	Bonus Debit Card & Card Fees	6240120 - SALARIES AND WAGES (PART TIME)
Blackhawk Network, Inc.	11/29/2022	\$109.40	Bonus Debit Card & Card Fees	6340120 - SALARIES & WAGES (PART TIME)
Blackhawk Network, Inc.	11/29/2022	\$159.40	Bonus Debit Card & Card Fees	1054120 - PART-TIME SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$164.10	Bonus Debit Card & Card Fees	6140120 - SALARIES & WAGES (PART TIME)
Blackhawk Network, Inc.	11/29/2022	\$237.50	Bonus Debit Card & Card Fees	5440120 - SALARIES AND WAGES - PART TIME
Blackhawk Network, Inc.	11/29/2022	\$250.00	Bonus Debit Card & Card Fees	1051120 - PART-TIME SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$264.10	Bonus Debit Card & Card Fees	7540120 - SALARIES & WAGES (PART TIME)
Blackhawk Network, Inc.	11/29/2022	\$327.50	Bonus Debit Card & Card Fees	5240120 - SALARIES AND WAGES - PART TIME
Blackhawk Network, Inc.	11/29/2022	\$390.00	Bonus Debit Card & Card Fees	5140120 - SALARIES AND WAGES - PART TIME
Blackhawk Network, Inc.	11/29/2022	\$504.70	Bonus Debit Card & Card Fees	7657110 - SALARIES & WAGES
Blackhawk Network, Inc.	11/29/2022	\$504.70	Bonus Debit Card & Card Fees	6240110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$518.80	Bonus Debit Card & Card Fees	6840120 - SALARIES & WAGES (PART TIME)
Blackhawk Network, Inc.	11/29/2022	\$579.70	Bonus Debit Card & Card Fees	7240110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$718.80	Bonus Debit Card & Card Fees	1042120 - PART-TIME SALARIES & WAGES
Blackhawk Network, Inc.	11/29/2022	\$737.60	Bonus Debit Card & Card Fees	7240120 - SALARIE & WAGES (PART TIME)
Blackhawk Network, Inc.	11/29/2022	\$778.20	Bonus Debit Card & Card Fees	1041120 - PART-TIME SALARIES & WAGE
Blackhawk Network, Inc.	11/29/2022	\$800.00	Bonus Debit Card & Card Fees	1077110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$939.10	Bonus Debit Card & Card Fees	6740110 - SALARIES & WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,114.10	Bonus Debit Card & Card Fees	1070110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,259.40	Bonus Debit Card & Card Fees	1078110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,300.00	Bonus Debit Card & Card Fees	1060110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,371.93	Bonus Debit Card & Card Fees	5440110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,514.10	Bonus Debit Card & Card Fees	1048110 - SALARIES & WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,768.80	Bonus Debit Card & Card Fees	1068110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,789.25	Bonus Debit Card & Card Fees	1043110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,921.93	Bonus Debit Card & Card Fees	5140110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$1,971.94	Bonus Debit Card & Card Fees	5240110 - SALARIES AND WAGES
Blackhawk Network, Inc.	11/29/2022	\$3,701.00	Bonus Debit Card & Card Fees	7657120 - PART TIME SALARIES & WAGES
Blackhawk Network, Inc.	11/29/2022	\$8,579.90	Bonus Debit Card & Card Fees	1054110 - SALARIES AND WAGES
		\$34,575.65		
BLOMQUIST HALE CONSULTING	12/7/2022	\$496.40	Dec-22	1022506 - EAP
BLUE STAKES OF UTAH 811	12/7/2022	\$60.30	Blue stakes	5140210 - BOOKS, SUBSCRIPTIONS & MEMBERS
BLUE STAKES OF UTAH 811	12/7/2022	\$60.30	Blue stakes	5240210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
BLUE STAKES OF UTAH 811	12/7/2022	\$60.30	Blue stakes	5440210 - BOOKS, SUBSCRIPTIONS & MEMBERS

			\$180.90	
BLUELINE BACKGROUND SCREEN	12/7/2022	\$45.00 Pre-employment Drug Testing		1043310 - PROFESSIONAL & TECHNICAL
BONNEVILLE INDUSTRIAL SUPPLY CO	11/30/2022	\$349.00 Ice melt for buildings		5140300 - BUILDING GROUNDS & MAINTENANCE
BUFFO'S TERMITE & PEST CONTROL	11/30/2022	\$170.00 Vole killer		1070300 - PARKS GROUNDS SUPPLIES
BURCH & SONS/MATHEW BURCH	11/17/2022	\$1,100.00 Holly Days Carriage Rides		6240251 - COMMUNITY EVENTS EXPENSE
CARQUEST AUTO PARTS STORES	11/22/2022	\$17.50 Filter for loader		1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2022	\$29.47 Belt for F150		7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2022	\$16.67 Belt for F150		7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2022	\$11.38 Belt for F150		7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2022	-\$16.67 Refund on wrong part		7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2022	-\$29.47 belt return		1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/22/2022	\$267.98 Belt for F150		7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/17/2022	\$16.15 Fuel cap for AJ's truck		1070250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/17/2022	\$283.22 Rotors for flatbed		1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/17/2022	-\$247.48 Brake rotor return		1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/17/2022	\$148.48 Rotors for flatbed		1060250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/30/2022	\$287.98 New Batteries Brush 141		7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	11/30/2022	-\$20.00 Credit Memo		7657250 - FIRE - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	12/7/2022	\$12.54 Mower maintenance		1070250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	12/14/2022	\$191.92 Engine controller		1060250 - EQUIPMENT MAINTENANCE
		\$969.67		
CENTRACOM INTERACTIVE	11/30/2022	\$3,367.59 Telephone & Internet - Nov 2022		4340240 - TELEPHONE & INTERNET
CENTURYLINK	11/17/2022	\$176.40 Landlines for PS Building Elevator and PD Emergency		4340240 - TELEPHONE & INTERNET
CERTIFIED LABORATORIES	12/14/2022	\$182.75 Spray lube for gates		5240550 - WRF - EQUIPMENT MAINTENANCE
CHEMTECH-FORD, INC	11/17/2022	\$150.00 Water sampling		5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/17/2022	\$105.00 Effluent testing		5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/30/2022	\$105.00 Effluent testing		5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/22/2022	\$150.00 Water testing		5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	11/30/2022	\$105.00 Effluent testing		5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	12/7/2022	\$159.00 Effluent testing		5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	12/14/2022	\$105.00 Effluent testing		5240310 - PROFESSIONAL & TECHNICAL SVCS
		\$879.00		
CHILD SUPPORT SERVICES/ORS	11/25/2022	\$140.31 Garnishment - Child Support		1022420 - GARNISHMENTS
CHILD SUPPORT SERVICES/ORS	12/9/2022	\$140.31 Garnishment - Child Support		1022420 - GARNISHMENTS
		\$280.62		
CLARK, TROOPER STERLING	12/14/2022	\$18.50 Witness Fee		1042310 - PROFESSIONAL & TECHNICAL
CLASSIC CAR WASH OF SANTAQUIN	11/30/2022	\$300.00 Sept/Oct 2022		1054250 - EQUIPMENT MAINTENANCE
CODALE ELECTRIC SUPPLY	11/17/2022	\$29.08 Cord for Christmas lights		5240240 - SUPPLIES
CODALE ELECTRIC SUPPLY	12/7/2022	\$57.48 Photo cell for Christmas lights		5440240 - SUPPLIES
CODALE ELECTRIC SUPPLY	11/22/2022	\$106.96 Temp power for Christmas lights		5140240 - SUPPLIES
CODALE ELECTRIC SUPPLY	11/22/2022	\$106.96 Temp power for Christmas lights		5440240 - SUPPLIES
CODALE ELECTRIC SUPPLY	11/22/2022	\$106.97 Temp power for Christmas lights		5240240 - SUPPLIES
		\$320.89		
CODALE ELECTRIC SUPPLY	11/30/2022	\$188.27 Power for Christmas lights		1070300 - PARKS GROUNDS SUPPLIES
CODALE ELECTRIC SUPPLY	11/30/2022	\$188.27 Power for Christmas lights		5140240 - SUPPLIES
CODALE ELECTRIC SUPPLY	11/30/2022	\$188.27 Power for Christmas lights		5240240 - SUPPLIES
CODALE ELECTRIC SUPPLY	11/30/2022	\$188.27 Power for Christmas lights		5440240 - SUPPLIES
CODALE ELECTRIC SUPPLY	11/30/2022	\$188.28 Power for Christmas lights		1060240 - SUPPLIES
		\$941.36		
CODALE ELECTRIC SUPPLY	12/14/2022	\$70.11 Photo cell for Christmas lights		5440240 - SUPPLIES

COLONIAL LIFE &	11/22/2022	\$303.40 Employee Pd Supplemental Life Insurance	1022505 - SUPPLEMENTAL
CRAWLEY, LIZ & TIM	12/7/2022	\$11.64 Refund: 361854 - CRAWLEY, LIZ & TIM	5113110 - ACCOUNTS RECEIVABLE
CUSTOM SIGNWORKS, LLC	11/17/2022	\$500.00 Holly Days Banners	6240251 - COMMUNITY EVENTS EXPENSE
CYBER SERVE	12/2/2022	\$100.68 Credit Card Admin Fees - November 2022	6740650 - CREDIT CARD FEES
DEMCO, INC	11/17/2022	\$1,053.73 Library Supplies	7240240 - SUPPLIES
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$11.31 SENIORS FUEL	7540260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$110.92 ADMINISTRATION FUEL	1043260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$197.92 COMMUNITY SERVICES FUEL	6740260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$238.54 ENGINEERING FUEL	1048260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$426.92 INSPECTIONS FUEL	1068260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$504.55 P/I - LANDFILL	1062260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$504.55 P/I - ROADS	1060260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$504.55 P/I - SEWER	5240260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$504.55 P/I - WATER	5140260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$504.55 P/I/ - CEMETERY	1054260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$504.56 P/I - PARKS	1070260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$1,198.12 FIRE FUEL	7657260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	12/14/2022	\$5,006.99 POLICE FUEL	1054260 - FUEL
		\$10,218.03	
DOMINION ENERGY INC.	12/7/2022	\$25.86 1215 N CENTER STREET	5240500 - WRF - UTILITIES
DOMINION ENERGY INC.	12/7/2022	\$184.38 98 S CENTER STREET	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2022	\$276.37 200 S 400 W	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2022	\$337.99 55 W 100 S	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2022	\$787.96 275 W MAIN STREET	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2022	\$1,115.97 1205 N CENTER STREET	1051270 - UTILITIES
DOMINION ENERGY INC.	12/7/2022	\$1,140.92 45 W 100 S	1051270 - UTILITIES
		\$3,869.45	
DR HORTON	11/30/2022	\$87.90 Refund: 1511320 - DR HORTON	5113110 - ACCOUNTS RECEIVABLE
DR HORTON	11/30/2022	\$87.90 Refund: 1511730 - DR HORTON	5113110 - ACCOUNTS RECEIVABLE
		\$175.80	
EDUCATORS HEALTH PLANS LIFE, ACCIDENT, AND HEALTH (EMI)	12/7/2022	\$713.60 VisionInsurance Premium - Dec 2022	1022508 - VISION
EDUCATORS HEALTH PLANS LIFE, ACCIDENT, AND HEALTH (EMI)	12/7/2022	\$6,489.00 DentalInsurance Premium - Dec 2022	1022501 - DENTAL
		\$7,202.60	
EFTPS	11/15/2022	\$6,125.78 Medicare Tax	1022210 - FICA PAYABLE
EFTPS	11/15/2022	\$14,651.21 Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	11/15/2022	\$26,192.20 Social Security Tax	1022210 - FICA PAYABLE
		\$46,969.19	
EFTPS	11/29/2022	\$5,279.50 Medicare Tax	1022210 - FICA PAYABLE
EFTPS	11/29/2022	\$12,861.29 Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	11/29/2022	\$22,574.28 Social Security Tax	1022210 - FICA PAYABLE
		\$40,715.07	
EFTPS	12/13/2022	\$5,354.02 Medicare Tax	1022210 - FICA PAYABLE
EFTPS	12/13/2022	\$13,632.15 Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	12/13/2022	\$22,892.60 Social Security Tax	1022210 - FICA PAYABLE
		\$41,878.77	
ELLSWORTH PAULSEN CONSTRUCTION COMPANY	12/7/2022	\$445,589.78 Ellsworth Paulsen Progress payment for the New city hall.	4140704 - NEW CITY HALL
EMERALD TURF FARM	12/7/2022	\$105.00 Sod for turf repair	1077300 - CEMETERY GROUNDS MAINTENANCE
EPIC ENGINEERING	12/7/2022	\$34.50 Epic engineering Inspection and Testing for Foothill Village Plat L	1022450-286 - (INSP)(Plat L)FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$483.50 Epic engineering Inspection and Testing for Summit Ridge Towns B	1022450-388 - (INSP)(Plat B)SUMMIT RIDGE TOWNS
EPIC ENGINEERING	12/7/2022	\$87.50 Epic engineering Inspection and Testing for Foothill Village Plat D	1022450-418 - (INSP)(Plat D)FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$5,628.00 Epic engineering Inspection and Testing for The Hills Plat E	1022450-736 - (INSP)(Phase E) The Hills
EPIC ENGINEERING	12/7/2022	\$4,227.50 Epic engineering Inspection and Testing for Summit Ridge Towns plat D	1022450-546 - (INSP)(Plat D) Summit Ridge Towns

EPIC ENGINEERING	12/7/2022	\$254.00 Epic engineering Inspection and Testing for Foothill Village Plat O	1022450-503 - (INSP) [Plat O]FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$34.50 Epic engineering Inspection and Testing for Foothill Village Plat X	1022450-507 - (INSP) [Plat X]FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$173.00 Epic engineering Inspection and Testing for Orchards F-6 Subdivision	1022450-680 - (INSP) Orchards F-6
EPIC ENGINEERING	12/7/2022	\$293.00 Epic engineering Inspection and Testing for Falcon Ridge Subdivision	1022450-535 - (INSP)FALCON RIDGE
EPIC ENGINEERING	12/7/2022	\$106.00 Epic engineering Inspection and Testing for Heelis Farms Townhomes	1022450-544 - (INSP) Heelis Farms Townhomes
EPIC ENGINEERING	12/7/2022	\$810.50 Epic engineering Testing for Harvest View Phase 2	5740514 - HARVEST VIEW PARK - PHASE II
EPIC ENGINEERING	12/7/2022	\$1,021.10 Epic engineering Testing for New City Hall	4140704 - NEW CITY HALL
EPIC ENGINEERING	12/7/2022	\$3,876.50 Epic engineering Testing for Summit Ridge PI tank and Booster project	5440749 - SR TANK & BOOSTER CAPITAL PROJECT
EPIC ENGINEERING	12/7/2022	\$4,271.50 Epic engineering Inspection and Testing for Santaquin Estates	1022450-633 - (INSP)santaquin Estates
EPIC ENGINEERING	12/7/2022	\$5,151.00 Epic engineering Inspection and Testing for Green Hollow Subdivision	1022450-668 - (INSP) Green Hollow
EPIC ENGINEERING	12/7/2022	\$368.25 Epic engineering Inspection and Testing for Foothill Village Plat M	1022450-569 - (INSP)[Plat M]FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$368.25 Epic engineering Inspection and Testing for Foothill Village Plat N	1022450-571 - (INSP)[Plat N]FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$692.50 Epic engineering Inspection and Testing for Foothill Village Plat Q	1022450-573 - (INSP)[Plat Q]FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$4,274.50 Epic Engineering inspection and testing for Foothill Village Plat S	1022450-575 - (INSP)[Plat S]FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$4,117.00 Epic Engineering Testing and Inspection for Foothill Village Plat T	1022450-577 - (INSP)[Plat T]FOOTHILL VILLAGE
EPIC ENGINEERING	12/7/2022	\$1,994.50 Epic Engineering Testing and Inspection for Orchards F-6 Subdivision	1022450-680 - (INSP) Orchards F-6
EPIC ENGINEERING	12/7/2022	\$3,212.50 Epic Engineering Testing and Inspection for Vista's West Phase 2	1022450-709 - (INSP)Vistas West 2
EPIC ENGINEERING	12/7/2022	\$53.00 Epic Engineering Testing and Inspection for Vista's West Phase 3	1022450-717 - (INSP)Vistas West Phase 3
EPIC ENGINEERING	12/7/2022	\$53.00 Epic Engineering Testing and Inspection for Vista's West Phase 4	1022450-719 - (INSP)Vistas West Phase 4
EPIC ENGINEERING	12/7/2022	\$408.00 Epic Engineering Testing and Inspection for Vista's West Phase 5	1022450-721 - (INSP)Vistas West Phase 5
EPIC ENGINEERING	12/7/2022	\$854.00 Epic Engineering Testing and Inspection for Summit Ridge Towns Plat E	1022450-746 - (INSP)[Plat E]SR Towns
EPIC ENGINEERING	12/7/2022	\$3,781.50 Epic Engineering Testing and Inspection Vista's West Phase 1	1022450-715 - (INSP)Vistas West Phase 1
EPIC ENGINEERING	12/7/2022	\$138.00 Epic Engineering Project set up for Annual Road overlays.	4540200 - ROAD MAINTENANCE
EPIC ENGINEERING	12/7/2022	\$1,032.00 Epic engineering Inspection and Testing for 2022 Road way projects	4540200 - ROAD MAINTENANCE
		\$47,799.10	
EVERGREEN POINT TOWNHOMES LLC	11/22/2022	\$1,000.00 Roadway Excavation Bond Release	1022450-208 - (ROAD) EVERGREEN POINTE TOWNHOMES
EVERGREEN POINT TOWNHOMES LLC	11/22/2022	\$22,785.16 Warranty Cash Bond Release	1022450-206 - (WNTY) EVERGREEN POINTE TOWNHOMES
		\$23,785.16	
FIRST SOURCE FUELS	11/17/2022	\$1,056.15 Unleaded gas for Public Works	1060260 - FUEL
FIRST SOURCE FUELS	11/17/2022	\$1,056.15 Unleaded gas for Public Works	1070260 - FUEL
FIRST SOURCE FUELS	11/17/2022	\$1,056.15 Unleaded gas for Public Works	5240260 - FUEL
FIRST SOURCE FUELS	11/17/2022	\$1,056.16 Unleaded gas for Public Works	5140260 - FUEL
FIRST SOURCE FUELS	11/17/2022	\$1,056.16 Unleaded gas for Public Works	5440260 - FUEL
		\$5,280.77	
FIRST SOURCE FUELS	12/14/2022	\$147.33 Hyd. oil	1060240 - SUPPLIES
FIRST SOURCE FUELS	12/14/2022	\$147.33 Hyd. oil	5140240 - SUPPLIES
FIRST SOURCE FUELS	12/14/2022	\$147.33 Hyd. oil	5240240 - SUPPLIES
FIRST SOURCE FUELS	12/14/2022	\$147.33 Hyd. oil	5440240 - SUPPLIES
		\$589.32	
FLEETPRIDE	11/17/2022	\$1,996.62 Axles for WRF Bio Solids trailer	5240550 - WRF - EQUIPMENT MAINTENANCE
FLEETPRIDE	11/17/2022	\$109.61 Hydraulic hose for 06 plow	1060250 - EQUIPMENT MAINTENANCE
		\$2,106.23	
FORENSIC NURSING SERVICES LLC	11/30/2022	\$340.00 Blood/Urine Collection x 3	1054311 - PROFESSIONAL & TECHNICAL
FREEDOM MAILING SERVICES, INC	12/7/2022	\$68.43 Rec flyer	6740610 - OTHER SERVICES
FREEDOM MAILING SERVICES, INC	12/7/2022	\$845.42 Bill processing	5140241 - UTILITY BILLING PROCESSING FEES
FREEDOM MAILING SERVICES, INC	12/7/2022	\$845.42 Bill processing	5240241 - UTILITY BILLING PROCESSING FEES
FREEDOM MAILING SERVICES, INC	12/7/2022	\$845.43 Bill processing	5440241 - UTILITY BILLING PROCESSING FEES
		\$2,604.70	
FULLMER, KIMBERLY *	11/22/2022	\$88.91 Refund: 7015652 - FULLMER, KIMBERLY *	5113110 - ACCOUNTS RECEIVABLE
GREENHALGH CONSTRUCTION	12/14/2022	\$3,369.45 Salt hauling	1060240 - SUPPLIES
HACH COMPANY	11/22/2022	\$247.29 chlorine test kit	5140240 - SUPPLIES
HANSEN, ALLEN & LUCE, INC	11/17/2022	\$85.37 Water Rights Work	6040720 - IMPACT FEES
HANSEN, ALLEN & LUCE, INC	11/17/2022	\$85.38 Water Rights Work	5540720 - IMPACT FEE
		\$170.75	
HANSEN, ALLEN & LUCE, INC	11/22/2022	\$384.45 Water Rights Work	5540720 - IMPACT FEE
HANSEN, ALLEN & LUCE, INC	11/22/2022	\$384.45 Water Rights Work	6040720 - IMPACT FEES

			\$768.90	
HANSEN, ALLEN & LUCE, INC	11/30/2022	\$447.74 Drinking Water Source Protection Plan Work	6040720 - IMPACT FEES	
HANSEN, ALLEN & LUCE, INC	11/30/2022	\$447.75 Drinking Water Source Protection Plan Work	5540720 - IMPACT FEE	
		\$895.49		
HEALTH EQUITY INC,	12/5/2022	\$620.62 Employee FSA Expenditures - Nov 2022	1022502 - FSA	
HEALTH EQUITY INC,	12/2/2022	\$13.75 FSA Admin Fees - November 2022	1043310 - PROFESSIONAL & TECHNICAL	
HEALTH EQUITY INC,	12/2/2022	\$9,358.62 Employer & Employee HSA Contributions - Nov 2022	1022503 - HSA	
		\$9,992.99		
HENRY SCHEIN	12/14/2022	-\$35.88 Credit Memo, Refund on Item	7657242 - EMS - SUPPLIES	
HENRY SCHEIN	11/22/2022	\$1,206.11 IV supplies and drugs	7657242 - EMS - SUPPLIES	
HENRY SCHEIN	12/14/2022	\$706.89 EMS supplies and medications	7657242 - EMS - SUPPLIES	
		\$1,877.12		
HG UTAH 1, LLC	11/30/2022	\$101,472.00 Playground rubberized surface and spinner	5740514 - HARVEST VIEW PARK - PHASE II	
HIATT, GREGG	12/14/2022	\$30.00 Work Boots for Gregg	1060350 - SAFETY & PPE	
HIATT, GREGG	12/14/2022	\$30.00 Work Boots for Gregg	1070350 - SAFETY - PPE	
HIATT, GREGG	12/14/2022	\$30.00 Work Boots for Gregg	5140350 - SAFETY & PPE	
HIATT, GREGG	12/14/2022	\$30.00 Work Boots for Gregg	5240350 - SAFETY & PPE	
HIATT, GREGG	12/14/2022	\$30.00 Work Boots for Gregg	5440350 - SAFETY & PPE	
		\$150.00		
HONEY BUCKET	11/22/2022	\$80.00 Cemetery poty	1077300 - CEMETERY GROUNDS MAINTENANCE	
HONEY BUCKET	12/7/2022	\$225.00 harvest view porta potty	6140665 - YOUTH SPORTS	
		\$305.00		
HUMPHRIES INC	12/14/2022	\$105.31 Medical Oxygen	7657242 - EMS - SUPPLIES	
HUNTER, CLINT	11/17/2022	\$150.00 Work boot reimbursement	1060350 - SAFETY & PPE	
HURST, ROD	11/17/2022	\$144.00 Grammarly Subscription	1054210 - BOOKS, SUBSCRIPT, MEMBERSHIPS	
ICEWORKS, INC.	12/7/2022	\$950.00 HOLLY DAYS EVENT ICE SCULPTURE	6240251 - COMMUNITY EVENTS EXPENSE	
INDUSTRIAL SUPPLY	12/7/2022	\$27.86 Work gloves	1060350 - SAFETY & PPE	
INDUSTRIAL SUPPLY	12/7/2022	\$27.86 Work gloves	5140350 - SAFETY & PPE	
INDUSTRIAL SUPPLY	12/7/2022	\$27.86 Work gloves	5440350 - SAFETY & PPE	
INDUSTRIAL SUPPLY	12/7/2022	\$27.87 Work gloves	1070350 - SAFETY - PPE	
INDUSTRIAL SUPPLY	12/7/2022	\$27.87 Work gloves	5240350 - SAFETY & PPE	
INDUSTRIAL SUPPLY	12/14/2022	\$15.48 Gloves	5140350 - SAFETY & PPE	
INDUSTRIAL SUPPLY	12/14/2022	\$15.48 Gloves	5240350 - SAFETY & PPE	
INDUSTRIAL SUPPLY	12/14/2022	\$15.48 Gloves	5440350 - SAFETY & PPE	
		\$185.76		
INGRAM BOOK GROUP	11/17/2022	\$645.68 Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	
INGRAM BOOK GROUP	11/30/2022	\$90.04 Books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	
INGRAM BOOK GROUP	11/30/2022	\$20.99 BOOKS	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	
INGRAM BOOK GROUP	12/14/2022	\$951.18 books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	
INGRAM BOOK GROUP	11/30/2022	\$216.78 books	5240210 - BOOKS, SUBSCRIPT, MEMBERSHIPS	
INGRAM BOOK GROUP	12/14/2022	\$714.84 books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS	
INGRAM BOOK GROUP	12/14/2022	\$91.11 books	5240210 - BOOKS, SUBSCRIPT, MEMBERSHIPS	
		\$2,730.62		
INTERMOUNTAIN FARMERS, INC.	12/7/2022	\$47.97 Wrap for bushes	1070300 - PARKS GROUNDS SUPPLIES	
INTERMOUNTAIN FARMERS, INC.	12/7/2022	-\$16.60 Credit	1070300 - PARKS GROUNDS SUPPLIES	
		\$31.37		
INTERWEST SAFETY SUPPLY	12/7/2022	\$394.44 Candles	1060240 - SUPPLIES	
J-U-B ENGINEERING	12/7/2022	\$239.70 JUB Progress Payment for Center Street CDBG design	4140821 - CENTER STREET STORM DRAINAGE	
J-U-B ENGINEERING	12/7/2022	\$13,134.10 JUB Progress Payment for Sewer Master Plan Update	5640735 - CAPITAL FACILITY PLAN UPDATE	
		\$13,373.80		
JMART PRINTING	11/30/2022	\$145.00 Labels for electrical inspections approved.	1068240 - SUPPLIES	

JMART PRINTING	12/7/2022	\$45.00 Business Cards - Lisa Wilkey \$190.00	1043240 - SUPPLIES
JOHN H. JACOBS, P.C.	12/7/2022	\$1,341.68 Public Defender Services - Nov 2022	1042332 - LEGAL - PUBLIC DEFENDER
KC LOWHAM	12/14/2022	\$186.97 Gas Mask Bag, Pouch	1054240 - SUPPLIES
L.N. CURTIS & SONS L.N. CURTIS & SONS	11/17/2022 11/22/2022	\$73.11 SCBA Mask Repair parts \$223.50 Uniforms Bell/Miller \$296.61	7657250 - FIRE - EQUIPMENT MAINTENANCE 1054240 - SUPPLIES
LANTIS PRODUCTIONS INC.	11/22/2022	\$4,500.00 Holly Days Fireworks	6240251 - COMMUNITY EVENTS EXPENSE
LES OLSON COMPANY	11/22/2022	\$442.09 Maintenance/Usage Contract	4340300 - COPIER CONTRACT
LIND, RYAN	11/17/2022	\$57.00 Metal Bracket paid for by personal check as they could not accept cc or have an account	7657252 - EMS - EQUIPMENT MAINTENANCE
LINDQUIST, CHRIS	11/17/2022	\$100.00 Conference Per Diem	7657246 - EMERGENCY MANAGEMENT
LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY UTAH LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY UTAH LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY UTAH	11/30/2022 11/30/2022 11/30/2022	-\$131.52 Less Cash on Hand as of 11/25/2022 \$250.00 Paying Agent Fees \$38,412.32 Fund to LBA to Make 2015 Lease Revenue Bond Payment \$38,530.80	1090884 - TRANSFER TO LBA 1090884 - TRANSFER TO LBA 1090884 - TRANSFER TO LBA
MANGELSON, DALE	12/7/2022	\$18.50 Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
MANGELSON, DALLIN	12/7/2022	\$18.50 Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
MARVELLOUS CATERING	12/14/2022	\$3,703.71 Christmas Party - Catering	1043483 - EMPLOYEE ENGAGEMENT
MEMORIAL MONUMENTS UTAH WILBERT VAULT	12/14/2022	\$181.00 Vase for Ortega Marker	1077620 - MONUMENT REPAIRS/see 10-77-730
MOUNTAIN ALARM	11/22/2022	\$53.40 Fire alarm public safety	1051300 - BUILDINGS & GROUND MAINTENANCE
MOUNTAINLAND ASSOCIATIONS OF GOVERNMENTS	11/17/2022	\$6,250.00 Additional MAG Services for Interchange Funding Assistance	4540210 - PROFESSIONAL SERVICES
MOUNTAINLAND SUPPLY	12/7/2022	\$1,514.66 2 meters"	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/7/2022	\$1,514.67 2 meters"	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/7/2022	\$1,514.67 2 meters"	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	12/7/2022	\$183.92 Angle valve	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	12/7/2022	\$91.96 Angle valve	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/17/2022	\$548.46 Air vent for reclaim pump	5240550 - WRF - EQUIPMENT MAINTENANCE
MOUNTAINLAND SUPPLY	11/17/2022	\$23.81 Marking paint	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/17/2022	\$23.82 Marking paint	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/17/2022	\$23.82 Marking paint	5240240 - SUPPLIES
MOUNTAINLAND SUPPLY	11/30/2022	\$1,213.33 Pump and motor for boiler	1051300 - BUILDINGS & GROUND MAINTENANCE
MOUNTAINLAND SUPPLY	11/30/2022	\$737.71 Sleeves for landscaping	4140704 - NEW CITY HALL
MOUNTAINLAND SUPPLY	12/7/2022	\$204.16 Laser	1070300 - PARKS GROUNDS SUPPLIES
MOUNTAINLAND SUPPLY	12/7/2022	\$204.16 Laser	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	12/7/2022	\$204.17 Laser	1060240 - SUPPLIES
MOUNTAINLAND SUPPLY	12/7/2022	\$204.17 Laser	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	12/7/2022	\$204.17 Laser	5240240 - SUPPLIES
MOUNTAINLAND SUPPLY	12/7/2022	\$110.63 PVC pipe cutter	5440240 - SUPPLIES
		\$8,522.29	
MUNIZ, BRAIDEN & AUDREY	11/22/2022	\$10,000.00 Landscape bond release	1022450-706 - (BOND-LANDSCAPE) Phase 2-Lot 1 The Canyon
MURDOCK FORD	11/17/2022	\$176.20 PT/Golding Vehicle Maintenance	1054250 - EQUIPMENT MAINTENANCE
NATIONAL RECREATION AND PARK ASSOCIATION	12/14/2022	\$180.00 NRPA Membership	6740210 - BOOKS, SUBSCRIPTIONS, & MEMBERSHIPS
NEBO LODGE #45	11/25/2022	\$18.00 FOP Dues (Nebo Lodge #45)	1022425 - FOP DUES
NEBO LODGE #45	12/9/2022	\$18.00 FOP Dues (Nebo Lodge #45)	1022425 - FOP DUES
		\$36.00	
NIELSEN & SENIOR, ATTORNEYS	11/30/2022	\$22,712.50 Criminal Prosecution - Nov 2022	1043331 - LEGAL
NIELSEN & SENIOR, ATTORNEYS	11/30/2022	\$10,495.00 General Civil - Nov 2022	1043331 - LEGAL

NIELSEN & SENIOR, ATTORNEYS	11/30/2022	\$542.50 Orchards Development \$33,750.00	1043331 - LEGAL
OFFICE DEPOT ADVANTAGE-36159853	12/7/2022	\$18.75 HDMI Cables	4340230 - MISC EQUIPMENT EXPENSE
OPOENDOOR LABS, INC	11/30/2022	\$65.32 Refund: 1201002 - OPOENDOOR LABS, INC	5113110 - ACCOUNTS RECEIVABLE
OUT BACK GRAPHICS, LLC	11/17/2022	\$49.00 Engineer Shirts	1048240 - SUPPLIES
OUT BACK GRAPHICS, LLC	11/17/2022	\$236.90 Safety Clothing	1060350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	11/17/2022	\$236.90 Safety Clothing	1070350 - SAFETY - PPE
OUT BACK GRAPHICS, LLC	11/17/2022	\$236.90 Safety Clothing	5140350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	11/17/2022	\$236.90 Safety Clothing	5240350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	11/17/2022	\$236.90 Safety Clothing	5440350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	11/17/2022	\$79.50 Shirts for Bart	5240350 - SAFETY & PPE
OUT BACK GRAPHICS, LLC	11/17/2022	\$31.50 Engineering Jacket	1048240 - SUPPLIES
OUT BACK GRAPHICS, LLC	11/17/2022	\$23.00 ycc jacket	1041670 - YOUTH CITY COUNCIL EXPENSES
OUT BACK GRAPHICS, LLC	11/30/2022	\$25.00 YCC Polo	1041670 - YOUTH CITY COUNCIL EXPENSES
OUT BACK GRAPHICS, LLC	12/7/2022	\$197.00 Sign replacement	1060490 - STREET SIGNS
OUT BACK GRAPHICS, LLC	12/7/2022	\$125.00 Banner for Christmas lights	5140240 - SUPPLIES
		\$1,714.50	
PAYMENT TECH	12/5/2022	\$488.17 Credit Card Transaction fees - Utility - Nov 2022	5140241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	12/5/2022	\$488.17 Credit Card Transaction fees - Utility - Nov 2022	5240241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	12/5/2022	\$488.17 Credit Card Transaction fees - Utility - Nov 2022	5440110 - SALARIES AND WAGES
PAYMENT TECH	12/5/2022	\$75.70 Credit Card Transaction fees - Non Utility - Nov 2022	5140140 - OVERTIME
PAYMENT TECH	12/5/2022	\$75.70 Credit Card Transaction fees - Non Utility - Nov 2022	5240241 - UTILITY BILLING PROCESSING FEES
PAYMENT TECH	12/5/2022	\$75.70 Credit Card Transaction fees - Non Utility - Nov 2022	5440241 - UTILITY BILLING PROCESSING FEES
		\$1,691.61	
PAYSON AUTO SUPPLY - NAPA	11/22/2022	\$3.90 Gasket for mixer	5240550 - WRF - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	11/22/2022	\$30.42 windshield repair kits	5140250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	11/30/2022	\$32.56 Valve Extenders for tires	7657250 - FIRE - EQUIPMENT MAINTENANCE
		\$66.88	
PAYSON CHRONICLE	11/30/2022	\$400.00 Holly Days Newspaper Ad	6240251 - COMMUNITY EVENTS EXPENSE
PAYSON CITY REC	12/14/2022	\$19.63 Filters for Denny's truck	5140250 - EQUIPMENT MAINTENANCE
PAYSON CITY SOLID WASTE	12/7/2022	\$6,269.83 Sludge hauling	5240530 - WRF - SOLID WASTE DISPOSAL
PAYSON HIGH SCHOOL	11/30/2022	\$200.00 parade band fee	6240245 - ORCHARD DAYS MISCELLANEOUS
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	12/7/2022	\$330.00 Public Meeting Services - Nov 2022	1041612 - PUBLIC MEETING BROADCASTING
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	12/7/2022	\$710.40 Creation of 2023 City Calendar	1041615 - SANTAQUIN CALENDAR
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	12/7/2022	\$837.00 Website Services - Nov 2022	4340113 - WEBSITE CONTENT MGT - PEN&WEB
		\$1,877.40	
PIDJCO LLC	12/14/2022	\$13.22 sport texting	6140310 - PROFESSIONAL & TECHNICAL SERVICES
PODIUM CORPORATION, INC.	12/7/2022	\$672.30 Dec-22	4340119 - PODIUM COMMUNICATION SOFTWARE
PORTERS HEATING & AIR CONDITIONING	11/30/2022	\$375.00 Ignition module for boiler	1051300 - BUILDINGS & GROUND MAINTENANCE
POSTALIA TDCPOSTAGE MACHINE	11/14/2022	\$20.00 Postage for Meter Machine	1043240 - SUPPLIES
POSTY CARDS	12/14/2022	\$136.06 Christmas Cards	1041240 - SUPPLIES
PURCELL TIRE & SERVICE CENTER	11/22/2022	\$138.00 Tire disposal	1060250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/30/2022	\$437.82 Tires for Parks truck	1070250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/30/2022	\$437.82 Tires for parks truck	1077250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/30/2022	\$288.51 Tires for 2003 flatbed	1070250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/30/2022	\$288.51 Tires for 2003 flatbed	5140250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/30/2022	\$288.52 Tires for 2003 flatbed	1060250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/30/2022	\$288.52 Tires for 2003 flatbed	5240250 - EQUIPMENT MAINTENANCE
PURCELL TIRE & SERVICE CENTER	11/30/2022	\$288.52 Tires for 2003 flatbed	5440250 - EQUIPMENT MAINTENANCE
		\$2,456.22	

QUICKSCORES LLC	11/30/2022	\$60.00 turkey bowl scheduling software	6140670 - ADULT SPORTS
REDMOND MINERALS, INC	11/30/2022	\$1,244.98 Road salt	1060240 - SUPPLIES
REDMOND MINERALS, INC	12/14/2022	\$1,216.38 road salt	1060240 - SUPPLIES
REDMOND MINERALS, INC	12/14/2022	\$1,157.64 Road salt	1060240 - SUPPLIES
REDMOND MINERALS, INC	12/14/2022	\$626.78 Road Salt	1060240 - SUPPLIES
		\$4,245.78	
REPUBLIC SERVICES LLC #864	12/7/2022	\$471.07 Dumpster Services for City Facilities	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2022	\$686.63 Dumpster Services for City Facilities	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2022	\$1,413.12 Fuel Recovery Fee	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2022	\$2,843.16 Garbage Pickup Services - 1102 2nd Cans	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2022	\$3,004.95 Fuel Recovery Fee	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2022	\$12,083.20 Recycle Pickup Services - 2048 Cans	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2022	\$17,914.38 Disposal of Waste - 542.86 Tons	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	12/7/2022	\$25,955.80 Garbage Pickup Services - 4355 1st Cans	1062311 - WASTE PICKUP CHARGES
		\$64,372.31	
REVCO	12/7/2022	\$515.38 Copy Machine Lease - Admin	4340300 - COPIER CONTRACT
REVCO	12/7/2022	\$170.05 Copy Machine Lease - CD	4340300 - COPIER CONTRACT
		\$685.43	
RIDGEZCO.	11/30/2022	\$25.00 craft supplies	6840730 - ADULT ENRICHMENT
RIDGEZCO.	11/30/2022	\$45.00 craft supplies	6840725 - YOUTH ENRICHMENT
		\$70.00	
ROBERTSON, CORY & LUCY	11/30/2022	\$180.00 Refund: 819205 - ROBERTSON, CORY & LUCY	5113110 - ACCOUNTS RECEIVABLE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	-\$1,749.90 Customer Deposit Annual Licensing Usage	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$5.85 Microsoft Azure Directory	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$7.75 VGA-Cable	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$8.50 VGA-DP Adapter	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$40.00 2 VGA to Mini Adapters	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$140.00 SplashTop Premium (14 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$158.40 Customer Deposit Annual Licensing 2 new	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$219.45 Microsoft Exchange Online (57)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$298.99 Laptop Dock for New Officer in PD	4340503 - NEW EMPLOYEE TECHNOLOGY SETUP
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$330.00 2 New Monitors - Joyce	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$332.75 SplashTop (121 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$988.00 Rotation of Computer at WRF	4340200 - DESKTOP ROTATION EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$1,151.48 Laptop for New Officer in PD	4340503 - NEW EMPLOYEE TECHNOLOGY SETUP
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$1,564.20 Microsoft Business Premium (79)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$2,662.20 Cloud backup (14.790 GB)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	12/7/2022	\$2,850.00 Monthly Service Agreement	4340100 - COMPUTER SUPPORT CONTRACT - RMT
		\$9,007.67	
ROCKY MOUNTAIN POWER	11/17/2022	\$116.81 509 FIRESTONE DRIVE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$14.02 1250 S CANYON ROAD	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	11/17/2022	\$19.77 154 E 950 S	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$39.13 1005 S RED BARN	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$40.66 415 TRAVERTINE WAY	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$94.94 80 E 770 N	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/22/2022	\$19.65 1026 E MAIN STREET	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	11/17/2022	\$11.42 1000 N CENTER PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	11/17/2022	\$155.72 1215 N CENTER ST - PUBLIC WORKS BLDG SITE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	11/17/2022	\$324.00 1215 N CENTER ST - PUBLIC WORKS BLDG	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	11/17/2022	\$430.14 10 W GINGER GOLD ROAD (LIFT STATION)	5240270 - UTILITIES
ROCKY MOUNTAIN POWER	11/17/2022	\$9,816.48 1215 N CENTER	5240500 - WRF - UTILITIES
ROCKY MOUNTAIN POWER	11/17/2022	\$27.05 1269 S RED CLIFF DRIVE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$58.84 1595 S LONGVIEW ROAD	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$112.59 115 W 860 N - STRONGBOX	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$146.24 759 Badger Way	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	11/17/2022	\$1,591.15 1100 S CANYON ROAD	5440273 - UTILITIES
		\$0.01 ITEM 53 1200 S 100 W RECREATION OPERATION CONTRACT-AHLLN PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$0.01 ITEM 58 250 S 450 W ARENACONCE CONTRACT FAIR GROUNDS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$10.33 ITEM 62 250 S 450 W ARENACONCE ANNOUNCER/RV PEDESTALS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$10.81 ITEM 65 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS

ROCKY MOUNTAIN POWER	12/7/2022	\$10.91 ITEM 61 250 S 450 W ARENA CONCE SPRINKLER/RV PEDESTALS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$12.92 ITEM 16 310 N ORCHARD LN CITY PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$15.03 ITEM 13 313 W 100 S BOWERY	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$16.07 ITEM 52 1200 S 100 W GENERAL SERVICE-POND PUMP/AHLIN PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$16.78 ITEM 74 500 E MAIN ST CONTRACT METERED STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$18.76 ITEM 15 280 W 750 N CITY PARK	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$19.00 ITEM 19 398 N CHERRY LN EAST SIDE PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$20.19 ITEM 14 313 W 100 S RESTROOMS CENTENNIAL PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$20.27 ITEM 75 500 E MAIN ST STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$21.59 ITEM 80 E 300 S VETERANS MONUMENT	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$22.17 ITEM 21 168 E 610 S BALL PARK CONCESSION STAND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$24.64 ITEM 29 1390 SUMMIT RIDGE PKWY SPRINKLING SYSTEM	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$28.26 ITEM 7 392 N 200 W PUMP VAULT	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$29.07 ITEM 17 49 E MAIN ST AREA LIGHT	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$30.74 ITEM 43 451 E MAIN ST # SIGN	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$32.62 ITEM 78 LIGHTING STRONG BOX	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$33.19 ITEM 46 STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$35.73 ITEM 67 592 SUMMIT RIDGE PKWY CONTRACT SOCCER FIELD SITE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$41.53 ITEM 49 290 W 800 N NORTH PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$54.69 ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$54.69 ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$62.81 ITEM 60 250 S 450 W ARENA CONCE UPGRADE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$63.41 ITEM 3 21 S CENTER ST CITY OWNED WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$76.72 ITEM 45 400 E MAIN STREET CLOCK TOWER	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$77.89 ITEM 20 705 SUNSET DR SUNSET TRAILS PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$93.61 ITEM 18 E MAIN ST PARK LIGHTS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$94.13 ITEM 83 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$99.64 ITEM 72 100 W HIGHWAY 6 PKWY SUMMIT RIDGE STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$102.62 ITEM 63 190 S 400 W REC CENTER CONTRACT RECREATION BUILDING SITE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$104.02 ITEM 70 961 N 120 E STREET LIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$110.10 ITEM 30 1431 SUMMIT RIDGE PKWY STREET LIGHT PEDESTAL	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$110.10 ITEM 50 94 N HWY 198 LIGHTING	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$140.57 ITEM 71 1003 S RED CLIFF DR LIGHTING	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$142.05 ITEM 6 1005 S CENTER ST CHLORINATOR	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$148.36 ITEM 66 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$164.92 ITEM 79 GENERAL SERVICE PUMPSTATION	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	12/7/2022	\$185.61 ITEM 76 1100 S 145 W CITY CULINARY PUMP SITE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$213.13 ITEM 27 98 S CENTER ST COMMERCIAL/CITY LIBRARY	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$228.44 ITEM 64 190 S 400 W PERM SVC FOR BLDG REMODEL	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$291.06 ITEM 81 45 W 100 S CITY CENTER	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$461.73 ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$461.73 ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$474.58 ITEM 23 300 W 100 S BALL PARK LIGHTS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$820.26 ITEM 25 275 W MAIN ST GOVERNMENT BUILDING	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$892.54 ITEM 84 1592 SUMMIT RIDGE PKWY SPORTS COURT-FOOD STAND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$1,135.40 ITEM 48 6650 W 13800 S HAYFIELD PUMP	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$1,654.59 ITEM 68 592 SUMMIT RIDGE PKWY SOCCER FIELD LIGHTING	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$2,745.95 ITEM 2 SPLIT 3 SUMMIT RIDGE PKWY WATER PUMP	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$2,745.96 ITEM 2 SPLIT 3 SUMMIT RIDGE PKWY WATER PUMP	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	12/7/2022	\$3,963.70 ITEM 32, 33, 35, 36, 37, 38 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
		\$31,464.25	
ROCKY MOUNTAIN TURF - RMT EQUIPMENT - STAHL BONHAM COMPANY	11/30/2022	\$93.37 Mower parts	1070250 - EQUIPMENT MAINTENANCE
RON GORDON TIRE PROS	11/17/2022	\$378.96 Tires for trailer	5240550 - WRF - EQUIPMENT MAINTENANCE
SALT LAKE COMMUNITY COLLEGE - FOOD SERVICE	11/22/2022	\$115.05 POST Cadet Meals for Oct, Golding	1054230 - EDUCATION, TRAINING & TRAVEL
SAM'S CLUB	11/22/2022	\$367.03 Seniors Food 10/17/22	7540480 - FOOD
SAM'S CLUB	11/22/2022	\$506.94 Seniors Food 10/11/22	7540480 - FOOD
SAM'S CLUB	11/22/2022	\$817.19 Seniors Food 11/7/22	7540480 - FOOD
SAM'S CLUB	12/14/2022	\$224.05 Senior Food	7540480 - FOOD
		\$1,915.21	
SANTAQUIN CITY UTILITIES	12/7/2022	\$120.00 Utility Assistance Program - December 2022	5221600 - SEWER FUND DONATIONS
SANTAQUIN CITY UTILITIES	11/25/2022	\$815.00 Utilities	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	12/9/2022	\$815.00 Utilities	1022350 - UTILITIES PAYABLE

		\$1,750.00	
SANTAQUIN MARKET ACE	12/14/2022	\$9.99 Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
SANTAQUIN MARKET ACE	12/14/2022	\$58.98 snow shovel for bulidings	1051240 - SUPPLIES
SANTAQUIN MARKET ACE	12/14/2022	\$9.59 Fuel for saw	5440240 - SUPPLIES
SANTAQUIN MARKET ACE	12/14/2022	\$36.98 Fuel and cutting wheels for saw	5140240 - SUPPLIES
SANTAQUIN MARKET ACE	12/14/2022	\$40.97 Christmas lights	5440240 - SUPPLIES
SANTAQUIN MARKET ACE	12/14/2022	\$2.69 Fasteners for truck	1060250 - EQUIPMENT MAINTENANCE
SANTAQUIN MARKET ACE	12/14/2022	\$5.34 Fasteners for WRF	5240550 - WRF - EQUIPMENT MAINTENANCE
SANTAQUIN MARKET ACE	12/14/2022	\$13.18 Antifreeze for sweeper truck	1060240 - SUPPLIES
SANTAQUIN MARKET ACE	12/14/2022	\$13.98 holly days supplies	6240251 - COMMUNITY EVENTS EXPENSE
SANTAQUIN MARKET ACE	12/14/2022	\$25.16 Christmas lights	5440240 - SUPPLIES
SANTAQUIN MARKET ACE		\$216.86	
SCHINDLER ELEVATOR	11/30/2022	\$3,910.34 Elevator inspection	5140300 - BUILDING GROUNDS & MAINTENANCE
SELECTHEALTH, INC	12/15/2022	\$68,747.06 Health Insurance Premiums - December 2022	1022500 - HEALTH INSURANCE
SHAW, RYAN	12/7/2022	\$18.50 Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
SHRED-IT US JV LLC	12/7/2022	\$86.28 Paper Shredding Services	1043310 - PROFESSIONAL & TECHNICAL
SKAGGS PUBLIC SAFETY UNIFORM	11/22/2022	\$110.09 New Officer Uniforms	1054740 - CAPITAL-VEHICLES & EQUIPMENT
SKAGGS PUBLIC SAFETY UNIFORM	12/14/2022	\$68.60 Wall uniform	1054240 - SUPPLIES
SKAGGS PUBLIC SAFETY UNIFORM	11/17/2022	\$51.85 Miller Uniforms	1054240 - SUPPLIES
SKAGGS PUBLIC SAFETY UNIFORM	12/14/2022	\$332.85 Terry Uniform	1054240 - SUPPLIES
		\$563.39	
SKM INC	11/17/2022	\$214.34 Water SCADA	5140310 - PROFESSIONAL & TECHNICAL SVCS
SKM INC	11/17/2022	\$250.25 WRF SCADA	5240310 - PROFESSIONAL & TECHNICAL SVCS
		\$464.59	
SOUTH UTAH VALLEY ELECTRIC SERVICE DISTRICT	11/22/2022	\$131,275.84 Street light installation for Foothill village, Summit Ridge Towns, and The Hills @ Summit Ridge	1022530 - STREET LIGHTS (NEW DEVELOPMENT)
SOUTH UTAH VALLEY SOLID WASTE DISTRICT	12/7/2022	\$2,494.70 Recycle Disposal Charges	1062312 - RECYCLING PICKUP CHARGES
SPANISH FORK DISTRICT COURT	11/22/2022	\$680.00 Transfer Bail to SF District Court - Lyle E Reaves Case #221300976	1022430 - COURT FINES AND FORFEITURES
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/30/2022	\$114.73 Lights for Christmas display	5140240 - SUPPLIES
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/30/2022	\$114.73 Lights for Christmas display	5240240 - SUPPLIES
SPRINKLER WORLD - PAY STANDARD PLUMBING	11/30/2022	\$114.73 Lights for Christmas display	5440240 - SUPPLIES
		\$344.19	
STAPLES	11/17/2022	\$31.49 Epson Printer Cartridge	7540240 - SUPPLIES
STAPLES	11/17/2022	\$37.44 Label Maker Tape	1043240 - SUPPLIES
STAPLES	11/22/2022	\$45.24 General Office Supplies	1043240 - SUPPLIES
STAPLES	11/22/2022	\$34.58 Flash Drive	5140240 - SUPPLIES
STAPLES	11/22/2022	\$42.50 General Office Supplies	1043240 - SUPPLIES
STAPLES	12/7/2022	\$117.43 Case of copy paper, ream lime paper, post its	6140335 - MISC SUPPLIES
STAPLES	12/7/2022	\$7.52 12 pk tape	1068240 - SUPPLIES
STAPLES	12/7/2022	\$7.63 Garbage Can	1043240 - SUPPLIES
STAPLES	12/7/2022	\$44.23 Case of Copy Paper	6140335 - MISC SUPPLIES
STAPLES	12/7/2022	\$59.97 100 pk Paper Certificates	1068240 - SUPPLIES
STAPLES	12/7/2022	\$66.41 Ten Key - Shannon	1043240 - SUPPLIES
		\$494.44	
STEVE REGAN CO. - SRC CORP	11/22/2022	\$273.53 Seed for trails	4140828 - PROSPECTOR VIEW PARK
STEVENS & GAILY	12/7/2022	\$96.00 Public Defender Services - Beeson	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILY	12/7/2022	\$96.00 Public Defender Services - Beeson	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILY	12/7/2022	\$48.00 Public Defender Services - Biggs	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILY	12/7/2022	\$96.00 Public Defender Services - Davis	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILY	12/7/2022	\$84.00 Public Defender Services - Davis	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILY	12/7/2022	\$96.00 Public Defender Services - Stadtman	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILY	12/7/2022	\$48.00 Public Defender Services - Thompson	1042332 - LEGAL - PUBLIC DEFENDER
		\$564.00	

STOTZ EQUIPMENT CO, LLC	11/30/2022	\$9.49 mower parts	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/1/2022	\$69.99 Restitution - Case #221500110	1022430 - COURT FINES AND FORFEITURES
STRINGHAM'S HARDWARE	12/7/2022	\$55.99 Shears for trimming bushes	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$12.99 bug killer	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$19.99 fuel stabilizer for small engines	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$19.99 crack window kit	6740250 - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$21.99 East Park pi changeover	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$50.96 Shop supplies	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$24.97 Lock for lock box	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$57.98 Fuel cans for mini-x	4140828 - PROSPECTOR VIEW PARK
STRINGHAM'S HARDWARE	12/7/2022	\$6.99 Sealant for mixers	5240240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$85.45 Cleaning supplies	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$22.99 Blades for edging	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$25.06 Cleaning tools	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$15.98 East Park pi changeover	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$16.98 East side park filter	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$1.79 Bags for lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$115.88 Marking paint for soccer fields	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$14.16 Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$65.96 Marking paint	1070310 - BALLFIELD MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$31.47 Timer	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$52.97 Timers	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$52.97 timers	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	-\$52.97 Timer return	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$30.98 Electrical cords	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$14.90 Parts for hand mower	1070250 - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$5.78 Oil Drain pan for mowers	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$5.58 chain for gate	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$11.99 Rivets for Key Boxes for KNOX Keys	7657250 - FIRE - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$9.49 Aerator	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$3.79 ice machine harvest view	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$14.99 Gloves	1070350 - SAFETY - PPE
STRINGHAM'S HARDWARE	12/7/2022	\$0.71 hardware	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$14.99 Staples for Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$10.47 Washer Fluid for Building Inspector Vehicle	1068250 - EQUIPMENT MAINT
STRINGHAM'S HARDWARE	12/7/2022	\$16.99 Saws all blades	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$46.95 tools and cable ties for Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$25.48 cleaners for Chucks truck	1077300 - CEMETERY GROUNDS MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$113.97 Shovels for service truck	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$40.77 tools for Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$7.49 batteries	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$22.35 cable ties for lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$4.29 masking tape	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$66.44 Cable ties for lights	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$18.90 Edger blades	1077300 - CEMETERY GROUNDS MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$105.96 Tools and torch for WRF	5240550 - WRF - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$28.78 Black tape and gas can	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$33.98 Gloves for cleaning	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$71.46 Batteries and tank sprayer	5240520 - WRF - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$12.99 Electrical tape for lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$8.99 Vent brush	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$45.98 East side park pi change over	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$29.94 Chain for fire hydrants	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$24.78 Staple gun, staples	1054240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$28.57 Stakes for soccer fields	1070310 - BALLFIELD MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$55.98 Timers for lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$16.99 cord for Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$15.69 Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$61.93 Chain for truck	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$18.93 tie wire	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$10.14 Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$38.32 grinding wheels	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$109.64 Rope for Christmas displays	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$17.86 Wire for library trees	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$17.45 Lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$31.47 Hardware for new condensate pump (museum)	1051300 - BUILDINGS & GROUND MAINTENANCE

STRINGHAM'S HARDWARE	12/7/2022	\$17.28 Pipe parts and rags	5240550 - WRF - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$20.99 Bar oil for chainsaw	1077300 - CEMETERY GROUNDS MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$45.98 Gloves	1060350 - SAFETY & PPE
STRINGHAM'S HARDWARE	12/7/2022	\$7.49 Timer for lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$30.99 Gloves	1060350 - SAFETY & PPE
STRINGHAM'S HARDWARE	12/7/2022	\$149.94 Snow shovels for buildings	1051240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$11.37 Pens	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$8.61 batteries and hardware for wrf	5240550 - WRF - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$0.92 hardware	5240550 - WRF - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	12/7/2022	\$49.94 Plastic buckets for shop	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$3.49 Windshield Washer Fluid for truck	1068240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$8.33 Tools and parts for ice machine (harvest view)	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$51.99 Torch kit for water meters	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$4.79 Chuck for drill	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$69.03 Shipping of coats to MES for Repair	7657242 - EMS - SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$35.06 East side park pi change over	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE	12/7/2022	\$100.00 Christmas lights	1070300 - PARKS GROUNDS SUPPLIES
STRINGHAM'S HARDWARE		\$2,679.86	
STRYKER MEDICAL - STRYKER SALES CORPORATION	11/17/2022	\$22,600.00 Power Load Unit for new ambulance approved last year	4241058 - VEHICLE PURCHASES
STUART C. IRBY CO.	12/7/2022	\$82,771.13 Street Light poles for new development for 5 Phases in Foothill Village	1022530 - STREET LIGHTS (NEW DEVELOPMENT)
SUITER, DANIEL & CASSANDRA	12/5/2022	-\$29.07 REISSUE CHECK #87800 - CHECK NOT RECEIVED -UTILITY REFUND	1015800 - SUSPENSE
SUITER, DANIEL & CASSANDRA	12/7/2022	\$29.07 REISSUE CHECK #87800 - CHECK NOT RECEIVED -UTILITY REFUND PART B	1015800 - SUSPENSE
		\$0.00	
TERRY, NICHOLAS & JEANETTE	11/30/2022	\$89.95 Refund: 3213474 - TERRY, NICHOLAS & JEANETTE	5113110 - ACCOUNTS RECEIVABLE
THATCHER COMPANY	12/7/2022	\$11,880.71 Chemicals for recovery cleans	5240510 - WRF - CHEMICAL SUPPLIES
THATCHER COMPANY	12/7/2022	-\$500.00 CHEMICAL FOR WRF	5240510 - WRF - CHEMICAL SUPPLIES
		\$11,380.71	
THE HARTFORD	12/5/2022	\$3,686.63 Life, ADD, LTD & Sup Life - December 2022	1022504 - LIFE/ADD
THE KING'S CAROLERS	11/17/2022	\$650.00 Holly Days Carolers	6240251 - COMMUNITY EVENTS EXPENSE
THE SUPPLY CACHE	12/7/2022	\$249.90 Wildland Shirts ordered in August 22	7657700 - WILDLAND FIRE RES EXPENDITURES
THOMSON REUTERS - WEST	11/17/2022	\$227.03 CLEAR Subscription, Oct 2022	1054311 - PROFESSIONAL & TECHNICAL
THOMSON REUTERS - WEST	11/17/2022	\$243.00 Code Books for Court	1042210 - BOOKS, SUBSCRIPTIONS & MEMBERS
THOMSON REUTERS - WEST	12/14/2022	\$227.03 CLEAR November 2022	1054311 - PROFESSIONAL & TECHNICAL
		\$697.06	
TIPLER, CODY	12/7/2022	\$18.50 Witness Fee	1042310 - PROFESSIONAL & TECHNICAL
TOWN OF GENOLA	12/7/2022	\$2,830.27 Fines Collected - Nov 2022	1022430 - COURT FINES AND FORFEITURES
TOWN OF GOSHEN	12/7/2022	\$693.82 Fines Collected - Nov 2022	1022430 - COURT FINES AND FORFEITURES
TVS PRO	12/7/2022	\$2,950.51 Drone payoff	7657242 - EMS - SUPPLIES
TYLER, MINDI	12/7/2022	\$26.50 Mileage - 4th District Justice Court Clerk Training	1042230 - EDUCATION, TRAINING & TRAVEL
UPPER CASE PRINTING	12/7/2022	\$140.58 Newsletter	5140241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	12/7/2022	\$140.58 Newsletter	5240241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	12/7/2022	\$140.58 Newsletter	5440241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	12/7/2022	\$306.72 Community services	6740610 - OTHER SERVICES
		\$728.46	
USDA FOREST SERVICE	12/7/2022	\$4,224.54 Lease for Spring line	5440240 - SUPPLIES
UTAH ANIMAL CONTROL OFFICERS ASSOCIATION C/O STEPHANIE WHITEHEAD	11/17/2022	\$300.00 Shepherd ACO Conf. Registration	1054230 - EDUCATION, TRAINING & TRAVEL
UTAH COUNTY AUDITOR - ACCOUNTS RECEIVABLE	12/14/2022	\$3,370.50 July-Sept 2022 Victim Advocate	1054311 - PROFESSIONAL & TECHNICAL
UTAH COUNTY HEALTH DEPARTMENT	11/23/2022	\$465.00 Senior Health Department Permit	7540630 - OTHER SERVICES

UTAH COUNTY HEALTH DEPARTMENT	11/23/2022	\$165.00 Ballfield Health Department Permit	6140484 - SNACK SHACK FOOD
UTAH COUNTY HEALTH DEPARTMENT	11/23/2022	\$2,500.00 Utah County Bond for Privy at Prospector View Park	4140828 - PROSPECTOR VIEW PARK
UTAH COUNTY LODGE #31	11/25/2022	\$198.00 FOP Dues (Ut County Lodge #31)	1022425 - FOP DUES
UTAH COUNTY LODGE #31	12/9/2022	\$198.00 FOP Dues (Ut County Lodge #31)	1022425 - FOP DUES
UTAH LAKE DISTRIBUTING CO.	11/30/2022	\$2,653.50 63 Shares @ \$42 plus fee	5440253 - WATER ASSESSMENTS
UTAH LAKE DISTRIBUTING CO.	11/30/2022	\$1,687.50 40 shares at \$42 plus Fee	5440253 - WATER ASSESSMENTS
UTAH LOCAL GOVERNMENT TRUST	12/15/2022	-\$242.18 Auto Physical Damage Endorsement - Credit	1043510 - INSURANCE AND BONDS
UTAH LOCAL GOVERNMENT TRUST	12/15/2022	-\$989.09 Auto Physical Damage Endorsement - Credit	1043510 - INSURANCE AND BONDS
UTAH LOCAL GOVERNMENT TRUST	12/15/2022	\$2,934.15 ULGT Workers Compensation Invoice for November	1022250 - WORKMENS COMPENSATION PAYABLE
UTAH LOCAL GOVERNMENT TRUST	12/15/2022	\$2,934.15 ULGT Workers Compensation Invoice for December	1022250 - WORKMENS COMPENSATION PAYABLE
4637.03			
UTAH STATE DIVISION OF FINANCE	11/15/2022	\$4,396.59 Principal - 2011A-2 Sewer Revenue	562540.2 - 2011A-2 Sewer Revenue Bond repaid
UTAH STATE DIVISION OF FINANCE	11/15/2022	\$6,174.41 Interest - 2011A-2 Sewer Revenue	5640860 - DEBT SERVICE - INTEREST
UTAH STATE RETIREMENT	11/23/2022	\$50.00 Traditional IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/23/2022	\$529.88 Retirement Loan Payment	1022325 - RETIREMENT LOAN PAYMENT
UTAH STATE RETIREMENT	11/23/2022	\$796.00 Roth IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/23/2022	\$1,058.16 457	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/23/2022	\$1,102.78 401K - Tier 1 Parity	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/23/2022	\$4,134.06 401K	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	11/23/2022	\$26,101.86 Retirement	1022300 - RETIREMENT PAYABLE
		\$33,772.74	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/9/2022	\$50.00 Traditional IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/9/2022	\$529.88 Retirement Loan Payment	1022325 - RETIREMENT LOAN PAYMENT
UTAH STATE RETIREMENT	12/9/2022	\$796.00 Roth IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/9/2022	\$1,059.21 457	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/9/2022	\$1,102.78 401K - Tier 1 Parity	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/9/2022	\$4,126.59 401K	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	12/9/2022	\$26,273.21 Retirement	1022300 - RETIREMENT PAYABLE
		\$33,937.67	1022300 - RETIREMENT PAYABLE
UTAH STATE TAX COMMISSION	11/29/2022	\$8,778.21 State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
UTAH STATE TAX COMMISSION	11/29/2022	\$7,581.37 State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
UTAH STATE TAX COMMISSION	12/7/2022	\$5.85 Quarterly Taxes on Gift Shop sales @ 7.25% 7-22 to 9-22	6338910 - GIFT SHOP
UTAH STATE TAX COMMISSION	12/7/2022	\$16.91 Quarterly Taxes on Snack Shack sales @ 3.00% 7-22 to 9-22	6134200 - SNACK SHACK PROCEEDS
UTAH STATE TAX COMMISSION	12/7/2022	\$319.73 Quarterly Taxes on T-shirt sales @ 7.25% 7-22 to 9-22	1038940 - POLICE - SHIRT SALES
		\$16,702.07	
UTAH STATE TREASURER	12/7/2022	\$5,159.89 Fines Collected - Nov 2022	1042610 - STATE RESTITUTION
UTAH VETERINARY DIAGNOSTIC LAB	11/22/2022	\$75.00 Evidence Incineration	1054311 - PROFESSIONAL & TECHNICAL
UTILITEM (UTILITY COST MANAGEMENT CONSULTANTS)	11/30/2022	\$329.17 Utility Savings Program Match	1051270 - UTILITIES
VANCON, INC	11/17/2022	\$469,833.80 Vancon Progress Payment for Summit Ridge PI tank and Booster	5440749 - SR TANK & BOOSTER CAPITAL PROJECT
VANCON, INC	11/22/2022	\$484,026.85 Vancon Progress Payment for Summit Ridge PI Tank/Booster #11	5440749 - SR TANK & BOOSTER CAPITAL PROJECT
VANCON, INC	11/17/2022	\$740,235.03 Vancon Progress payment for Summit Ridge Tank and Booster	5440749 - SR TANK & BOOSTER CAPITAL PROJECT
		\$1,694,095.68	
VERIZON WIRELESS	11/30/2022	\$464.42 PD Cell Phones	1054280 - TELEPHONE
VERIZON WIRELESS	11/30/2022	\$680.41 PD Jetpacks	1054340 - CENTRAL DISPATCH FEES
VERIZON WIRELESS	11/30/2022	\$130.59 Fire Dept Verizon Bill	7657280 - TELEPHONE
VERIZON WIRELESS	11/30/2022	\$120.03 Community Dev Jetpacks	1068280 - TELEPHONE
VERIZON WIRELESS	11/30/2022	\$40.01 GPS Data Collector	1048280 - TELEPHONE
VERIZON WIRELESS	11/30/2022	\$168.97 Pub Works PI Monitors	5140240 - SUPPLIES
		\$1,604.43	
VICTOR, AMANDA	12/14/2022	\$520.07 basketballs	6640720 - RAP TAX EXPENSE

WAGNER, JENNIFER	11/30/2022	\$115.73 Supplies for Santa Storytime	7240770 - LIBRARY BOARD FUND RAISER EXPENDITURES
WALL, MIKE	11/22/2022	\$90.00 Wall- Boot Resole	1054240 - SUPPLIES
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2022	\$24.54 Ammo	1054240 - SUPPLIES
WALMART BRC - GE CAPITAL RETAIL BANK	11/30/2022	\$448.87 Senior Food	7540480 - FOOD
		\$473.41	
XPRESS BILL PAY	12/6/2022	\$646.30 Credit Card Transaction fees - Nov 2022	5140241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	12/6/2022	\$646.30 Credit Card Transaction fees - Nov 2022	5240241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	12/6/2022	\$646.30 Credit Card Transaction fees - Nov 2022	5440241 - UTILITY BILLING PROCESSING FEES
		\$1,938.90	
ZENON ENVIRONMENTAL CORPORATION (SUEZ)	11/22/2022	\$2,520.00 Support software	4340614 - PUBLIC WORKS SOFTWARE
ZIONS BANK-SANTAQUIN-CC - Amalie Ottley	12/13/2022	\$24.48 Mailing charge for CDRA notices	1048240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$45.12 Treats for CC Budget Meeting, 10/28/22	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$48.00 Main Street Pizza, CC dinner on 11/01/22	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$50.00 Flowers for Art Adcockâ€™s Wife	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$57.41 City Council, 11/15 drinks, treats, water, etc	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$67.34 Volunteer of the Month gift, gift wrap, frame, treats for council - 11/15	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$80.18 Flowers and delivery for Spanish Fork Mayor from Mayor Olson	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$90.89 Veggies, fruit, dessert for both CC meeting on 11/01/22 and Mayors Economic Summit 11/02/22	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$91.35 Jimmy Johns for Mayors Economic Summit meeting on 11/02/22	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$120.00 Court Clerks needed stamps for Jury Notices	1042240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$176.97 Dinner for CC Budget Meeting, 10/28	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$246.00 CC 11/15 dinner	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$1,097.74	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC - Austin Rothaug	12/13/2022	-\$49.91 Other Credits Sale Reversal - Wilson Sports - Control Account Issue	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	-\$43.92 Credit Voucher Wilson Sporting Goods Co.	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	-\$5.99 Credit Voucher Wilson Sporting Goods Co.	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$1.07 Family Dollar #7099	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$49.91 Debit Adjustment Wilson Sporting Goods Co. - Control Account Issue	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$49.91 Wilson Sporting Goods Co.	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$124.94 Wm Supercenter #4068	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$200.75 In Studio Eight Designs - Shirts for Adult Sports	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$243.13 Wilson Sporting Goods Co.	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$399.95 Dicks Sporting Goods	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$454.64 Wal-Mart - Gift Cards for Referees	6140670 - ADULT SPORTS
		\$1,424.48	
ZIONS BANK-SANTAQUIN-CC - Bryan Mecham	12/13/2022	\$8.65 Treats lunch for last day	1070310 - BALLFIELD MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$44.99 Cord covers	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$128.56 Filters for WRF	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$222.79 Action Lighting 1	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$351.88 Stuff from Home Depot for putting up Christmas lights.	1051300 - BUILDINGS & GROUND MAINTENANCE
		\$756.87	
ZIONS BANK-SANTAQUIN-CC - Chris Lindquist	12/13/2022	\$203.08 Hilton Garden Inn	7657246 - EMERGENCY MANAGEMENT
ZIONS BANK-SANTAQUIN-CC - Dan Olson	12/13/2022	\$56.12 Maracas Mexican Grill cdra info with two guests	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$113.82 Maracas Mexican Grill lunch with pw	1041610 - OTHER SERVICES
		\$169.94	
ZIONS BANK-SANTAQUIN-CC - Fire Department	12/13/2022	-\$240.00 Other Credits Sale Reversal - Control Account Issue	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$240.00 Debit Adjustment Sq *payson Lock & Key - Control Account Issue	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$240.00 New key fobs F150	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$318.67 MagMic and key boxes for vehicles	7657242 - EMS - SUPPLIES
		\$558.67	
ZIONS BANK-SANTAQUIN-CC - Hattie Rowbury	12/13/2022	\$12.96 Turkey bowl staff gaterodes	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$13.60 Walmart - Donuts for trail volunteers and candy canes for Holly Days Santa Claus	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$21.10 Program supplies at Macey's	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$21.99 \$21.99 was shipped, elf hats for YCC	1041670 - YOUTH CITY COUNCIL EXPENSES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$29.17 Hot chocolate for staff, farewell for supervisor Austin	6740230 - EDUCATION, TRAINING, & TRAVEL

ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$49.99 Backdrop for Santa for Holly Days	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$64.75 7 Adult Womens Volleyball Championship shirts	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$82.95 82.95 second half of shipment Elf hats, bells, and lights for YCC on the lights parade	1041670 - YOUTH CITY COUNCIL EXPENSES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$95.84 Red ribbon for holly days decorations	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$105.00 Scera play tickets for seniors field trip	7540310 - EVENTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$116.56 Walmart - Donuts for trail volunteers and candy canes for Holly Days Santa Claus	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$296.00 Santaquin Rec Staff Apparel	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$366.85 Business window display gift cards for Holly Days	6240251 - COMMUNITY EVENTS EXPENSE
		\$1,276.76	
ZIONS BANK-SANTAQUIN-CC - Jason Bond	12/13/2022	-\$50.00 Credit from UCMA for 2022 Fall Conference (Norm Beagley).	1043230 - EDUCATION, TRAINING AND TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$50.00 Gift Card for November Pat-on-the-Back drawing.	1043480 - EMPLOYEE RECOGNITIONS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$50.00 Registration for Fall 2022 UCMA Conference (Norm Beagley)	1043230 - EDUCATION, TRAINING AND TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$398.00 Heated jackets for Jared Shepherd and Jon Hepworth.	1068240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$995.00 Commercial Construction Exam for Jon Hepworth.	1068230 - EDUCATION, TRAVEL & TRAINING
		\$1,443.00	
ZIONS BANK-SANTAQUIN-CC -Jason Callaway	12/13/2022	\$19.89 Amazon - Coat for Clint	5140350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$19.89 Amazon - Coat for Clint	5240350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$19.89 Amazon - Coat for Clint	5440350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$20.04 Amazon - Coat for Willy	5140350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$20.04 Amazon - Coat for Willy	5240350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$31.94 Thermostat for Cemetery Well	5440350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$53.01 Amazon - Work shirts for Bart	5140250 - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$53.02 Amazon - Work shirts for Bart	1060350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$53.02 Amazon - Work shirts for Bart	5140350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$53.02 Amazon - Work shirts for Bart	5240350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$53.02 Amazon - Work shirts for Bart	5440350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$63.41 Lunch for Richard Bettis's last day	5140240 - SUPPLIES
		\$427.21	
ZIONS BANK-SANTAQUIN-CC -Jen Wagner	12/13/2022	\$6.99 Amzn book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$8.48 Amzn supplies	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$9.78 Amzn book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$10.98 Amzn office supplies	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$10.99 Amzn books activity kits	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$13.11 Amzn canvas boards magic tree house	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$13.80 Amzn supplies	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$19.98 Amzn santa story time stickers	7240770 - LIBRARY BOARD FUND RAISER EXPENDITURES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$23.98 Amzn story time bday crowns	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$24.96 Amzn dvd	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$28.82 Amzn book	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$28.92 Walmart party items for new book club	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$30.59 Amzn books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$34.98 Amzn books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$50.13 Amzn office supplies	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$58.53 Walmart book club	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$106.85 Amzn books activity kits	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$125.00 Assoc for rural and small libraries membership	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
		\$606.87	
ZIONS BANK-SANTAQUIN-CC - John Bradley	12/13/2022	-\$441.21 Credit Adjustment The Webstaurant Store Inc - Control Account Issue	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	-\$441.21 Credit Voucher The Webstaurant Store Inc. We had to submit tax exempt for consideration.	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	-\$25.92 Other Credits Sale Reversal - All Star Elite Sports - Control Account issue	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$8.66 Grant Training Travel-John Food	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$12.86 Ace Hdw In Santaquin. Mice bait for recreation building.	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$25.92 Debit Adjustment In *vargas & Ramirez Sport - Control Account Issue	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$25.92 Youth Sports shirts. Balance due on account.	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$45.28 Amazon. youth Sport Flag Footballs.	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$64.35 When I Work; Staff Scheduling Software	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$248.50 Prospector View Trail Equipment Grant Funded	5740733 - PROSPECTOR VIEW PARK
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$284.00 Interwest-Utah. Sign Posts for Trails	4140828 - PROSPECTOR VIEW PARK
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$290.00 Utah Recreation & Parks Association. Annual membership for recreation and parks employees.	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$420.60 Senior Membership Christmas Gifts	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$441.21 Other Debits Return Reversal - Webstaurant Sale Tax Credit - Control Account issue	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$819.39 Lowes refrigerator- for Snack Shack at Harvest View. Grant Funded.	6740640 - UTAH COUNTY GRANT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$3,350.62 Municipal Rec Grant paid for concessions equipment at Harvest View Snack	6740640 - UTAH COUNTY GRANT

ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$3,375.46 Webstaurant Store Inc - Rap Tax paid for ice machine for Harvest View Snack Shack.	6640720 - RAP TAX EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$3,895.80 Benches for Prospector View Park	4140828 - PROSPECTOR VIEW PARK
ZIONS BANK-SANTAQUIN-CC - Jon Lundell	12/13/2022	\$12,400.23	
ZIONS BANK-SANTAQUIN-CC - Lisa Wilkey	12/13/2022	\$2,115.00 Purchase of Bluebeam revu software maintenance and two additional licenses for CD & Eng	4340500 - SOFTWARE EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$5.36 Etsy.Com - Minnyappledesi - Chirstmas Party Game Template	1043481 - PHOTO CONTEST EXPENSES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$12.25 Etsy.Com - Rainbowsweetst - Christmas Party Invite	1043481 - PHOTO CONTEST EXPENSES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$12.28 Wal-Mart #4068 - Nov Employee Lunch	1043480 - EMPLOYEE RECOGNITIONS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$32.98 Costco Whse #1118 - Drinks for Office	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$40.08 Samsclub #6685 - Drinks for Office	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$66.84 Samsclub #6685 - Nov Employee Lunch	1043480 - EMPLOYEE RECOGNITIONS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$143.96 Costco Whse #1118 - Nov Employee Lunch	1043480 - EMPLOYEE RECOGNITIONS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$241.78 Tableclothefactory - table clothes for Christmas Party	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$389.74 Excelrentallic - Table & Chair Rental - Employee Christmas Party	1043481 - PHOTO CONTEST EXPENSES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$1,390.00 Marvellous Catering Co - Employee Christmas Party	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$2,335.27	
ZIONS BANK-SANTAQUIN-CC -Norm Beagley	12/13/2022	\$13.64 Business Lunch Norm, Mayor, Lynn M	1041230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$30.87 Business Lunch Norm, Mayor, Lynn M	1041230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$265.00 Ucea.Net Jon Lundell UCEA Conference 2023	1043230 - EDUCATION, TRAINING AND TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$325.00 Ucea.Net Norm Beagley 2023 UCEA Conference	1048230 - EDUCATION, TRAINING, TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$634.51	
ZIONS BANK-SANTAQUIN-CC - Rod Hurst	12/13/2022	-\$3,429.86 Credit from Fraud	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	-\$74.77 Credit Adjustment Grammraly Coi3vzvdc	1054210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	-\$74.77 Credit Voucher Grammraly Coi3vzvdc	1054210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$4.49 12 gauge bore snake	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$9.65 Russ Retirement Invitations	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$16.00 Gun oil	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$26.07 Streamlight red plastic wands x3	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$39.95 Battery tender/maintainer for trailer	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$39.95 Measuring wheel for vehicle	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$39.95 Measuring wheel for vehicle	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$45.00 Pawnshop Renewal	1054311 - PROFESSIONAL & TECHNICAL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$74.77 Other Debit Return Reversal	1054210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$110.55 Lockout kits, misc supplies for vehicles	1054740 - CAPITAL-VEHICLES & EQUIPMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$138.00 PBT straws	1054740 - CAPITAL-VEHICLES & EQUIPMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$145.93 Drug test kits	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$332.58 Retirement Gift for Russ	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$356.48 Firearm supplies	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	-\$2,200.03	
ZIONS BANK-SANTAQUIN-CC - Ryan Lind	12/13/2022	\$29.95 Wireless mice for FD computers	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$43.69 Key blanks for FS keys for engines	7657250 - FIRE - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$47.93 Refreshments for Utah County Fire Chiefs Mtg	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$50.00 Utah State Fire Chief Association renewal	7657210 - BOOKS, SUBSCRIPTIONS, MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$125.00 Cpr Cards for EMT Students	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$1,951.00 HiViz coats and uniform pants	7657244 - UNIFORMS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$2,247.57	
ZIONS BANK-SANTAQUIN-CC - Santaquin Seniors	12/13/2022	-\$16.08 Credit Adjustment Fraud Adjustment.	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$1.99 Fraudulent Purchase. Credit Card Stopped.	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$133.81 Senior Food from Maceys	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$119.72	
ZIONS BANK-SANTAQUIN-CC - Shannon Hoffmann	12/13/2022	-\$447.00 Refund Of Late Fees- bank did not pull auto pmnt	1043501 - BANK AND SERVICE CHARGES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$50.00 Olsons Garden Shoppe - plant for Hazelton Funeral.	1041240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$54.11 Putting Green Activity for Emp Christmas Party	1043483 - EMPLOYEE ENGAGEMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$64.95 Amazon - Table Decor for Emp Christmas Party	1043483 - EMPLOYEE ENGAGEMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$137.10 Sq *advantage - bought for pw - trailer parts	5240550 - WRF - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$447.00 Late Fees - credit card pmnt was not pulled by bank- they will refund late fees	1043501 - BANK AND SERVICE CHARGES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$650.80 Williamson-Godwin Truck B - bought for PW - snowplow parts	1060250 - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$751.50 Stampli For 10-2022	4340118 - STAMPLI - AP OCR SOFTWARE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$1,708.46	
ZIONS BANK-SANTAQUIN-CC - Shauna Jo Eves	12/13/2022	-\$29.32 Other Credits Sale Reversal - Garbage Cans for office - Control Account Issue	6740240 - SUPPLIES

ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$2.37 Candy for the Candy Guess at the spooky night at the Museum.	6340240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$3.06 Logo for Santa's north pole express	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$5.90 Youth Enrichment Classes - rock painting	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$6.00 Gru Logo for Staff Halloween costume	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$6.44 Youth craft class brushes	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$6.70 Awards for Santaquin Holly Days window display and lights parade.	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$6.79 spray paint for the Halloween Costumes for staff	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$8.04 Napkins for modge podge craft	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$11.99 Stamp for the sants booth at Holly Days	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$14.48 December How Too class Supplies	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$15.00 Gift cards	6840300 - MISC SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$15.36 Wm Supercenter #4068	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$18.37 Joann Stores #2379	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$19.98 Ace Hdw In Santaquin	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$19.98 Fitness Shoe Socks	6840800 - AEROBICS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$23.98 Desk Calendar 2023	6840300 - MISC SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$24.87 Book donations for kindness rocks bags	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$24.87 Kindness Rocks bags,	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$25.00 Growing Thyme Cooking class	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$25.58 Adult craft classes macrame and door hanging signs. Rachel	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$29.32 Debit Adjustment Amzn Mktp Us - Garbage Cans for Office - Control Acct Issue	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$29.32 Garbage cans for office	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$32.42 Hobby-Lobby #952	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$38.25 Modge Podge and fur for rock painting and how two class	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$38.73 Awards for Santaquin Holly Days lights parade and window display	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$39.57 Office envelopes	6840300 - MISC SUPPLIES
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$46.76 Purchase Stringham's True Value Paint and supplies for Decorations for Holly Days	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$78.09 macramÃ© cord for the Adult enrichment class.	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$92.22 Spray Paint and Supplies for Decorations Holly Days	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$200.00 Lowes - wood for santaquin Holly days Mailbox	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$208.18 Elite Sportswear - Cheer uniforms, spanks	6840807 - TUMBLING/GYMNASTICS
ZIONS BANK-SANTAQUIN-CC	12/13/2022	\$392.85 Lowes - wood and supplies for adult craft class.	6840730 - ADULT ENRICHMENT
		\$1,481.15	
ZIONS BANK-SANTAQUIN-CC - Susan Farnsworth	12/13/2022	\$144.07 Food for fire fighters	7657240 - FIRE - SUPPLIES
		\$28,950.57	
ZIONS FIRST NATIONAL BANK	11/30/2022	\$30,820.00 Interest - 2018 PI Booster Pump/Tank	6040820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	11/30/2022	\$62,000.00 Principal - 2018 PI Booster Pump/Tank	602512.2 - 2018 Booster Pump/Tank repaid
ZIONS FIRST NATIONAL BANK	11/30/2022	\$30,820.00 Interest - 2018 WA Booster Pump/Tank	5540820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	11/30/2022	\$62,000.00 Principal - 2018 WA Booster Pump/Tank	552512.2 - 2018 Booster Pump/Tank repaid
ZIONS FIRST NATIONAL BANK	11/30/2022	-\$1,408.72 Less Cash on hand as of 11/25/2022	5140820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	11/30/2022	\$125.00 Paying Agent Fees	5140825 - TRUSTEE FEES
ZIONS FIRST NATIONAL BANK	11/30/2022	-\$1,408.72 Less Cash on hand as of 11/25/2022	5440820 - DEBT SERVICE - INTEREST
ZIONS FIRST NATIONAL BANK	11/30/2022	\$125.00 Paying Agent Fees	5440825 - DEBT SERVICE - TRUSTEE FEES
		\$183,072.56	
ZIONS FIRST NATIONAL BANK	11/15/2022	-\$261.61 Less Cash on Hand	1089820 - DEBT SERVICE INTEREST - 2020 Sales Tax Rev Bonds
ZIONS FIRST NATIONAL BANK	11/15/2022	\$250.00 Agent Fees	1089820 - DEBT SERVICE INTEREST - 2020 Sales Tax Rev Bonds
ZIONS FIRST NATIONAL BANK	11/15/2022	\$76,865.00 Interest - 2020 Sales Tax Revenue Bonds	1089820 - DEBT SERVICE INTEREST - 2020 Sales Tax Rev Bonds
		\$76,853.39	
		\$3,623,860.40	



# SANTAQUIN CITY FIRE & EMS DEPARTMENT

Fire Chief Ryan Lind

Phone: 801-754-3211

Cell: 385-329-6271

To: Mayor Olson and City Council

From: Chief Ryan Lind

Date: December 15, 2022

RE: Out of State Travel

Council and Mayor, the Ambulance that was ordered some time ago is nearing completion. The factory has scheduled the pickup date for this new vehicle on January 6<sup>th</sup>, 2023.

Included in the purchase price was the cost for one member to go to the factory, and perform the final inspection, as well as drive the unit home.

Per city policy, any out of state travel or training must have support from the City Council prior to making the.

As such, I am seeking support to fly out to Missouri on January 5<sup>th</sup> with the sales rep. We will arrive at the factory in Linn Missouri that afternoon, or early evening. We are scheduled for final inspection on the 6<sup>th</sup>, and if everything is up to our standards, we will depart and start the drive home. We plan on spending the night in the Denver CO area, and return home to Utah with the new ambulance on January 7<sup>th</sup>.

Again the cost of this trip, meals, lodging, and flights are included in the purchase price so there is no additional cost to the city.

This is a great opportunity for our agency to take delivery of this new vehicle. We appreciate the support for our department.

We look forward to placing this ambulance into service in mid-January of 2023.

# Santaquin City Resolution 12-01-2022

## A RESOLUTION DECLARING SURPLUS PROPERTY OF SANTAQUIN CITY

**WHEREAS**, the City of Santaquin has an inventory of assets primarily used or purchased for use by all employees, and

**WHEREAS**, this property is of no use to any department of Santaquin City, and

**WHEREAS**, the storage of this property could become a nuisance,

**NOW, THEREFORE, BE IT RESOLVED**, the following items be disposed of as deemed appropriate and complies with Utah State and Santaquin City's laws and Ordinances.

### Computers

Quantity	Model	Notes
21	M715 Lenovo Desktop	
3	HP PD400's Desktop	
2	Microsoft Surface Pro Laptop	Of the 2 available, one of them has a cracked screen and won't be usable.
1	HP Z240 Desktop	
2	HP Z2 Mini Desktop	
1	Lenovo Yoga Laptop	
2	Lenovo A475 Laptop	

Approved and adopted by the Santaquin City Council this 20<sup>th</sup> day of December 2022.

Attest:

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Daniel M. Olson, Santaquin City Mayor

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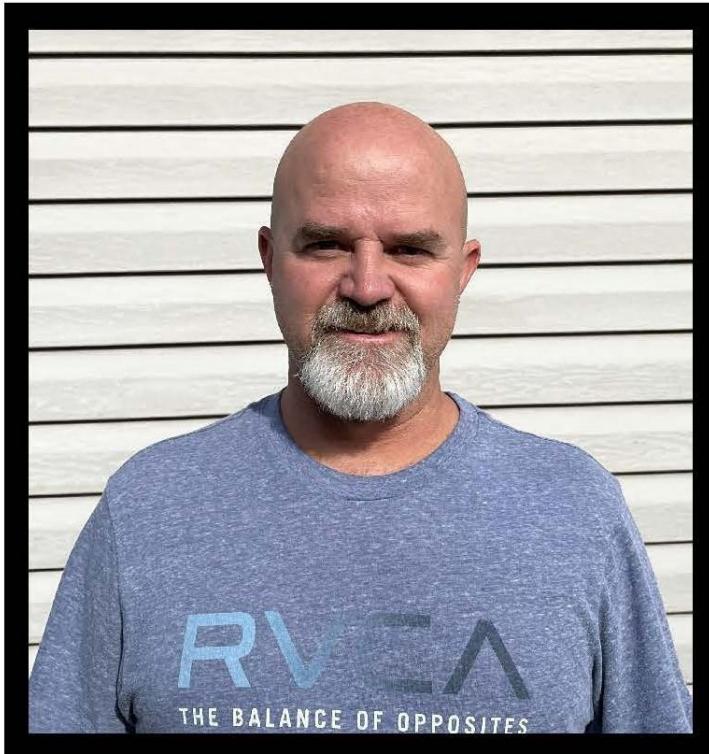
Amalie R. Ottley, City Recorder

Councilmember Art Adcock	Voted	____
Councilmember Elizabeth Montoya	Voted	____
Councilmember Lynn Mecham	Voted	____
Councilmember Jeff Siddoway	Voted	____
Councilmember David Hathaway	Voted	____



# EMPLOYEE OF THE MONTH

## JARED SHEPHERD



E X C E L L E N C E



# DECEMBER 2022



## RESOLUTION 12-02-2022

### A RESOLUTION APPROVING THE REQUIRED ANNUAL FRAUD RISK ASSESSMENT

**WHEREAS**, the Office of the State Auditor (OSA) requires that each local governmental entity completes an annual Fraud Risk Assessment before the end of each fiscal year starting with the current fiscal year; and

**WHEREAS**, the Santaquin City Manager, Santaquin City Finance Director and Santaquin City Treasurer completed said audit (see attached) which is now available for review, consideration and possible approval by the Santaquin City Council; and

**WHEREAS**, many of the best practices outlined by the OSA were already in place while others recommendations are in the process of being implemented;

**NOW THEREFORE**, be it resolved by the Santaquin City Council to accept and approve the attached annual Fraud Risk Assessment for Santaquin City for FY2022.

**ADOPTED AND PASSED** by the City Council of the City of Santaquin, Utah this 20th day of December, 2022.

CITY OF SANTAQUIN

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Daniel M. Olson, Mayor

Attest:

---

Amalie Ottley, City Recorder

Councilmember Art Adcock	Voted	____
Councilmember Elizabeth Montoya	Voted	____
Councilmember Lynn Mecham	Voted	____
Councilmember Jeff Siddoway	Voted	____
Councilmember David Hathaway	Voted	____

# Fraud Risk Assessment

Continued

\*Total Points Earned: 350/395 \*Risk Level: 

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

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

\*Entity Name: Santaquin City

\*Completed for Fiscal Year Ending: 06-30-2022 \*Completion Date: 12-01-2022

\*CAO Name: Norman Beagley \*CFO Name: Shannon Hoffman

\*CAO Signature: Norman Beagley \*CFO Signature: Shannon Hoffman

\*Required

# Basic Separation of Duties

See the following page for instructions and definitions.

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

\* MC = Mitigating Control



# Santaquin City Resolution 12-03-2022

## A Resolution Amending City Financial Management Policies

**WHEREAS**, the city of Santaquin is a fourth-class city in the State of Utah and has adopted financial management policies to safeguard public funds and assets; and

**WHEREAS**, the City of Santaquin has determined that it is desirable to update these policies and procedures from time to time to comply with Federal, State and local laws and ordinances; and

**WHEREAS**, recommended changes have been prepared by the Finance Director in consultation with the Department Directors and City Manager; as well as reviewed by the Mayor and City Council;

**Now Therefore, Be it Resolved by the City Council of Santaquin City, Utah**, that Santaquin City hereby adopts amendments to the Santaquin City Financial Management Policies as indicated in Attachment "A" hereto. All other provisions of the Financial Management Policies as adopted by Santaquin City Resolution 05-06-2022 shall remain in effect.

Approved and adopted by the Santaquin City Council this 20<sup>th</sup> day of December 2022.

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Daniel M. Olson, Mayor

Attest:

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Amalie Ottley, City Recorder

Councilmember Art Adcock	Voted <input type="text"/>
Councilmember Elizabeth Montoya	Voted <input type="text"/>
Councilmember Lynn Mecham	Voted <input type="text"/>
Councilmember Jeff Siddoway	Voted <input type="text"/>
Councilmember David Hathaway	Voted <input type="text"/>

# FINANCIAL MANAGEMENT POLICIES

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## Santaquin City

Adopted December 14, 2021 by Resolution 12-05-2021

Amended by Resolution 05-06-2022, May 17, 2022

Amended by Resolution 12-0-2022, December 20, 2022



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## INTRODUCTION

This financial management policies document outlines the guidelines and goals that will influence and guide the financial management practices for Santaquin City. Financial policies that are adopted, adhered to, and regularly reviewed are recognized as the cornerstone of sound financial management.

### General Guiding principles

1. Decisions should be in harmony with adopted ordinances and consistent with the General Plan, Capital Facilities Plans and the goals established by the City Council.
2. Revenues and expenditures should be estimated at levels that are believed to be achievable.
3. Sustainable, ongoing revenue sources should be used to pay for ongoing expenses.
4. Property taxes, fees, and other more stable sources of revenue should be set at sufficient rates to support critical services and programs essential for maintaining the public health, safety, and welfare.
5. One-time revenues should be used for one-time expenses.
6. Enterprise funds should be self-sustaining.
7. Fees and utility rates should be increased annually, consistent with inflationary rates, to maintain the operations of the City and to protect the public from significant future increases in rates and fees.
8. Use debt with prudence and wisdom. Debt should be used for capital expenditures that would place the City in a position of strength and preparedness for the community's future. Revenue bonds are the preferred bonding tool for all critical infrastructure needs. Community amenities or 'wants' should go before the voters in the form of general obligation bonds.
9. Develop and follow a market driven compensation plan that will entice and retain good, quality employees. Analyze the need for additions to staff and evaluate the need to replace staff when a position becomes open due to resignation or retirement.
10. Maintain updated capital facility master plans. The master plans should include strategic operations, maintenance, and replacement guidelines with supporting financial plans. Financial plans should justify rate structures that support the implementation of the master plans and be consistent with mandates from state laws.

Following these principles will enhance the City's image and credibility with the public, credit rating agencies, and investors. Many people and businesses who deal with the City (including the rating agencies) take comfort knowing the City adheres to established guiding financial policies.

Policy changes may be needed as the City and its citizen base grows and becomes more diverse and complex. It is important to regularly engage in the process of financial planning including reaffirming and updating these financial guidelines.

To these ends, the following financial management policy statements are presented.



## SECTION I: FUND ACCOUNTING AND STRUCTURES

As required by the Governmental Accounting Standards Board (GASB), Santaquin City utilizes fund accounting so that City resources may be “segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations”.<sup>1</sup> Below you will find a description of the different types of funds within Santaquin City.

### Governmental Funds

Governmental funds account for most of the City's activities, functions, or programs that are financed through taxes and program or related service fees. In accordance with GASB standards, these funds are accounted for using a modified accrual basis<sup>2</sup>. In Santaquin City, the governmental funds are classified into the following three types:

- General Fund – The chief operation fund of a government, the General Fund provides the resources for the core administrative and operational activities of the City. These activities include what most people think of when they think of a city, including police, courts, streets, planning & zoning, building inspection, parks, cemetery, and administrative support services such as attorneys, engineers, finance, and utility billing. The General Fund also includes the Public Safety, Transportation, and Park Impact Fee Funds which are always accounted for in the same fund as their parent operations fund which in this case is the General Fund.
- Capital Project Funds – Reserved for long-term capital investment projects such as infrastructure or maintenance projects for any City owned asset including roads, water, sewer, storm drainage, public buildings, parks, and cemetery.
- Special Revenue Funds – Restricted or committed funds for a specific purpose. This includes all the Community Services funds and the Fire Department which have been separated out from the General Fund for cleaner accounting of departmental expenditures and retention of fund balances.

### Proprietary Funds

Proprietary funds account for the City's business-type activities so called because they are financed by fees or charges for services provided by the City. As a business-like activity, accounting for these funds is done by an accrual basis under GASB standards<sup>3</sup>. In Santaquin City, there is only one type of proprietary fund as classified below:

- Enterprise Funds – Used for goods or services provided to the public on a user charge basis, like the operations of a commercial business. This includes the water, sewer, pressurized irrigation, and storm drainage operations funds and their associated impact fee funds.

<sup>1</sup> GASB, 2019-2020 *Codification of Governmental Accounting and Financial Reporting Standards* (Cod.), Section (Sec.) 1300, “Fund Accounting,” Statement of Principle, Fund Accounting Systems.

<sup>2</sup> GASB Cod. Sec. 1600.106.

<sup>3</sup> Ibid



## SECTION II: FUND BALANCE & CASH RESERVE POLICIES

Fund Balance is the difference between assets and liabilities reported in governmental funds. Net position is the difference between assets and liabilities in the proprietary funds. Fund Balance, Net Position, and Cash Reserves are all terms meant to measure the net financial resources available to finance future expenditures especially in the event of a revenue shortfall or emergency situation.

### Governmental Fund Balance

GASB specifies the different classifications of fund balances in governmental funds<sup>4</sup>:

- Non-Spendable – assets or resources that are not in spendable form like buildings, roads, and vehicles while other assets or resources cannot be spent because they are legally or contractually required to be maintained ‘intact’.
- Restricted – constraints on the use of assets or resources that are externally enforceable, like use of grant funds by the grantor or impact fees by the State of Utah.
- Committed – assets or resources that have formal constraints put on them by the City Council that are generally legally binding unless removed in the same manner e.g., annual operational budget.
- Assigned – assets or resources that are set aside without formal action by the City Council.
- Unassigned – assets or resources that have *not* been classified as non-spendable, restricted, committed, or assigned in any other fund.

### General Fund

Utah Code §10-6-116 states the General Fund balance, comprised of assigned and unassigned fund balances, must be within the limits of 5% minimum and 35% maximum of total annual General Fund revenues. Fund balance more than 35% are to be used to 1) fund one-time expenditures in the current year, 2) prepay existing City debt, or 3) transfer to a capital project fund to be used for capital expenditures.

1. The desired unassigned fund balances at the close of each fiscal year should be between 15-35% of the total annual budgeted revenues for the following fiscal year.
2. The City's unassigned fund balance will be maintained to provide the City with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing.
3. In the event of a declared emergency or Council approved fiscal necessity to protect the long-term fiscal security of the City there may be a need to appropriate unassigned fund balance below the 15% policy level. In such circumstances, the City may:
  - a. Take measures necessary to prevent its use in the following fiscal year by increasing fees or taxes and/or decreasing expenditures.
  - b. Adopt a plan to restore the available fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such

<sup>4</sup> Levine and Buikema, 2020 *Governmental Accounting, Auditing, and Financial Reporting*, 13-8, 13-9, 13-10, 13-11, “Governmental Financial Statements”, Governmental Finance Officers Association.



time without severe hardship to the City, then the City Council will establish a different but appropriate time.

4. The unassigned fund balance should not be used to support recurring operating expenditures.
5. The unassigned fund balance can only be appropriated by City Council resolution.

#### Special Revenue Funds

As mentioned previously, special revenue funds have been set up for all Community Service and Fire operations. One of the advantages of this fund structure is that unlike in the General Fund, these special revenue funds can retain their fund balance year to year for either an unplanned or planned expenditure without burdening General Fund operations. As current special revenue funds set up within Santaquin City are department specific, there are no general policies for fund balance and cash reserves other than they are encouraged to maintain them.

#### Capital Project Funds

The construction of governmental capital assets may require more than one fiscal year for completion and if so, assigned fund balances are generally carried over from year to year until completed. As future capital projects are generally anticipated, planned, and budgeted for according to our Capital Improvement Plan(s), there are no general policies for fund balance and cash reserves for capital project funds.

### Proprietary Fund Net Position

#### Enterprise Funds

1. The City should develop healthy reserves in enterprise funds for long-term replacement needs, emergency repair, and maintenance of critical facilities.
2. The existing enterprise funds account for construction; operation; maintenance; related debt; and property, plant, and equipment within each fund.
3. The desired fund balance at the close of each fiscal year should be 50% of the annual operating revenues for the following fiscal year.

#### Minimum Cash Reserves

The desired cash reserve at the close of each fiscal year should be determined by using the following methodology:

1. 50% of annual operating expenses and current debt service obligations (excluding depreciation expenses, transfers).
2. It is recommended that departments reserve additional funds if they plan to front impact fee capital projects and/or budgeted city capital projects.
3. These minimum cash reserves can only be used for critical purposes. Critical purposes will be determined by the City Manager and City Council.
4. When cash reserves drop below 50% of annual operating expenses divisions must develop and implement a plan that will bring them into compliance.



## **SECTION III: FISCAL PLANNING AND BUDGETING**

---

The budget is one of the most important documents the City prepares as it identifies the services to be provided and how the services are to be financed. The annual budgets for all City funds will be structurally balanced throughout the budget process. Recurring revenue will equal or exceed recurring expenditures in both the Proposed and Adopted Budgets. If a structural imbalance occurs, a plan will be developed and implemented to bring the budget back into balance.

### **Budget Process**

1. The Mayor, City Manager and Finance Director shall provide annually a Budget Preparation Schedule outlining the preparation timelines for the proposed budget.
2. Budget packages for the preparation of the budget, including spreadsheets, PowerPoints, and instructions, shall be distributed to City departments to complete. Departments shall prepare and return their budget proposals to the City Finance Director as required in the Budget Preparation Schedule.
3. The Finance Director will budget revenues and expenditures based on a fiscal year which begins July 1 and ends on the following June 30.
4. The City Manager and Finance Director will prepare a budget in accordance with the guidelines established by the Utah State Auditor's Office and Fiscal Procedures Act.
5. The annual fiscal plan will contain the following:
  - a. Revenue estimates by major category
  - b. Expenditure estimates by program levels and major expenditure categories
  - c. Debt service summarized by issues detailing principal and interest amounts by fund
  - d. Proposed personnel staffing level
  - e. A detailed schedule of capital projects
  - f. Any additional information, data, or analysis requested of management by the City Council
6. The City Council will adopt the budget no later than June 30; if a Truth in Taxation hearing is necessary adoption must take place by August 17.

### **Budget Policies**

1. The City will fund current expenditures with current revenues and other resources.
2. The City will use one time revenues for one time expenditures and ongoing revenues for ongoing expenditures.
3. Funds appropriated for multi-year capital projects will be automatically re-appropriated for the same project in subsequent years until the project is complete.
4. The City will not use debt to fund current operations.
5. If a deficit is projected during any fiscal year, the City will take steps to reduce expenditures, increase revenues or, if a deficit is caused by an emergency, consider using fund balance, to the extent necessary to ensure a balanced budget at the close of the fiscal year.
6. The Mayor may institute a cessation during the fiscal year on hiring, promotions, transfers, and capital equipment purchases. Such action will not be used arbitrarily and without knowledge and support of the City Council and will allow for exceptions in appropriate areas to comply with emergency needs such as a loss or decline in a major revenue source or natural disaster.



7. Unspent budget may be considered for re-appropriation in the current and subsequent fiscal year with approval from the Mayor and City Council.
8. Budget Amendments will be made bi-annually, at the end of the calendar year and at the end of the fiscal year with appropriate public noticing and hearings as required by Utah State Code 10-6-113.

### Performance and Measurement

1. Budgeting procedures will attempt to identify distinct functions and activities and to allocate budget resources to perform these functions and activities as required.
2. Alternatives for improving the efficiency and effectiveness of the City's programs and the productivity of its employees will be considered during the budget process.
3. Duplication of services and inefficiency in delivery should be eliminated wherever identified. The City will continue to examine alternative service delivery options for all City functions.
4. Performance measurement and productivity indicators will be integrated into the budget process as appropriate.
5. A quarterly report on the status of the General Fund and other major funds will be presented to the City Council at the end of each quarter in accordance with Utah State Code 10-6-148.
6. Department directors and division heads are required to monitor and control expenditures to prevent exceeding the amount of their total departmental expenditure budget.

## SECTION IV: REVENUES

The City collects revenues from many sources to provide services and meet operational needs. The largest revenue sources are sales taxes, property taxes, franchise fees and user fees. The structure, fluctuation, and collection of revenues are examined by rating agencies to determine the City's credit quality.

1. The City will strive to maintain a diversified and stable revenue system to shelter it from short-term fluctuations in any one revenue source.
2. Major revenue sources should provide for the following principles:
  - a. Revenue sources should provide appropriate treatment of taxpayers at different economic levels.
  - b. Revenue sources should treat taxpayers equally regardless of income or wealth.
  - c. Revenue sources should not unduly influence economic decisions by consumers or business except for targeted development or redevelopment programs approved by the City Council.
  - d. Revenue administration and enforcement should not absorb an undue percentage of revenue collected.
3. The City will periodically recalculate the full costs of providing services in order to provide a basis for setting the associated service charge or fee. Full cost shall incorporate direct and indirect costs, including operations and maintenance, overhead, and charges for use of capital facilities, thereby setting fees at a level that is related to the cost of producing the good or service, unless otherwise restricted by law. The City will periodically examine current competitive rates and establish new charges and fees as needed and as permitted by law. It is recognized that occasionally competing policy objectives may result in user fee levels that recover only a portion of service costs.



4. The Finance Director will provide the City Council with an estimate of the City's revenues annually as part of the budget preparation process.
5. The City will pursue intergovernmental aid, including grants, for those programs and activities that address a recognized need and are consistent with the City's long-range objectives, and will attempt to recover all allowable costs associated with those programs.
6. Before accepting grant funds, the following will be reviewed:
  - i. Present and future funding requirements.
  - ii. Cost of administering the funds.
  - iii. Matching funds and requirements to retain positions beyond the grant period.
  - iv. Costs associated with the special conditions or regulations attached to the grant award.
7. When grants are reduced or eliminated, the plan or project it supported will be reduced by a commensurate amount unless otherwise funded for continuation.

## **SECTION V: TRANSFERS**

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### **General Fund Transfers**

#### **Transfers In**

Fund to fund transfers provide the City an opportunity to fund quality of life offerings such as Santaquin Special Events, Recreation, City Library, Museum and Senior's Programs. Due to low property tax and sales tax revenues, it is necessary for Santaquin City to transfer funds from the Enterprise Funds (e.g., Water, Sewer, and Pressurized Irrigation Water) into the General Fund for the purpose of covering overhead related costs.

1. Enterprise utility funds provide a transfer of an approved percentage of gross utility sales to the General Fund each fiscal year.
2. Transfer of enterprise fund money to another fund must follow Utah State Code §10-6-135.5.

#### **Transfers Out**

Funds are also transferred from the General Fund into the Special Revenue Funds to meet their operational needs. Finally, funds are transferred from the Enterprise Funds into the Capital Project Funds to cover capital related expenditures related to the Enterprise Funds. The City works to keep those transfers as low as possible from year to year.

1. The General Fund provides transfers to various departments for debt service, lease payments and operating subsidies.
2. Current funds receiving an annual subsidy from the General Fund are:
  - a. Special Revenue Funds and
  - b. Capital Project Funds.



## SECTION VI: CAPITAL ASSETS

The City's assets are held primarily in the form of infrastructure, physical assets, or capital plants such as roads, buildings, equipment, and other City owned infrastructure. Sound infrastructure is an important aspect of the quality of life, economic development, and the credit quality of the City.

Capital Assets are defined as any city asset with:

1. Value of \$5,000 or more.

AND

2. Useful life of 5 years or more.

Capital expenditures are defined as the improvement, construction, or acquisition of any capital asset.

Dedicating resources to capital investment is appropriate for a growing City such as Santaquin City. Committing to and implementing the City's capital investment program will protect and prolong the life and functionality of its capital assets, minimize future maintenance, and appropriately anticipate and plan for asset replacement costs.

### Capital Improvement Plan(s)

1. The City will direct its annual allocation for its capital investments to projects which best support the City's strategic goals, the comprehensive plan and facility master plans. The City will consider all capital improvements in accordance with adopted capital improvement plans.
2. The City will maintain a five-year plan for capital improvements and will review and update the plan annually. The Budget Officer will submit the Capital Improvement Plan for review by the City Council each year. Submission of the Capital Improvement Plan shall be consistent with State of Utah and City of Santaquin legal requirements.
3. The Capital Improvement Plan may include capital improvements for all funds and agencies for which the City sets tax rates, makes levies or approves budgets or plans.
4. The Capital Improvement Plan shall include the following elements:
  - a. An implementation plan for each of the capital improvements
  - b. A statement of the objectives of the Capital Improvement Plan and the relationship with the comprehensive plan and the City's strategic plan
  - c. An estimate of the cost and of the anticipated sources of revenue for financing the capital improvements, and an estimate of the impact of each capital improvement on City revenues and the capital and operating budget, including estimated debt service costs, if applicable.
5. The City will fund projects and activities identified in the Capital Improvement Plan with the most appropriate revenue sources (E.g., impact fee revenue, utility rate revenue, B&C-Road revenue, state and federal grant revenues, and transfers of unrestricted cash from governmental funds).
6. Upon the completion of a capital project, the City will reappropriate any remaining funds to the general capital reserve fund.
7. The City will project its equipment replacement needs as part of the capital improvement process. From this projection, a replacement schedule will be developed and followed. The City will maintain a schedule of capital fixed assets in its fixed asset accounting system.



## Capital Improvement Budget Policies

1. The City will create in FY2022-23, and maintain in the future, a consolidated capital improvement plan based on the five-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be included in capital budget projections.
2. The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
3. The City will maintain all its assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
4. The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
5. When current revenues or resources are available for capital improvement projects, consideration will be given first to those capital assets with the shortest useful life and/or to those capital assets whose nature makes them comparatively more difficult to finance with bonds or lease financing.
6. Nonrecurring revenues, which cannot be used to fund recurring costs and are not required to meet the Unassigned Fund Balance objectives in Fund Balance section, should be used for nonrecurring capital expenditures or the early retirement of existing City debt.
7. The City will attempt to determine the least costly and most flexible financing method for all new projects. Financing may include debt financing or "pay as you go" or other financing sources.

## SECTION VII: DEBT MANAGEMENT

The City currently enjoys a AA bond rating from Standard and Poor's which is valuable in getting lower interest rates on bonds. The City will maintain a high credit rating in the financial community to:

- Assure the City's taxpayers that the City government is well managed and financially sound.
- Obtain reduced borrowing costs.

The City will utilize a balanced approach to capital funding: utilizing debt financing, draws on capital reserves and/or fund balances more than policy targets, and current-year (pay-as-you-go) appropriations.

### General Debt Policies

1. The City will consider each project's useful life, and utility along with market conditions to determine the most appropriate method to finance the project.
2. The City will not use debt financing to fund current operations.
3. The City will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.
4. Reserve funds, when required, will be provided to adequately meet debt service requirements in the subsequent years.
5. The term of any bond or lease obligation issue will not exceed the useful life of the capital project or equipment for which the borrowing is intended.
6. The City shall comply with federal, state and City legal requirements regarding the issuance of bonds and certificates of the City or its debt issuing authorities.



## Debt Levels/Ratios

The bonded debt of the City is limited by the Utah Constitution (Article XIV, Section 4) to 8% of the value of taxable property. Of this percent, a maximum of 4% may be used for general purposes. The remaining 4% and any unused portion of the 4% available for general purposes up to the maximum 8% may be utilized for water and/or sewer purposes.

1. Debt ratios will be calculated annually during the financial audit process.
2. Direct net debt is defined as all debt that is tax-supported. This ratio will be measured annually. Direct net debt as a percentage of estimated market value of taxable property should not exceed 8% as outlined in Article XIV, Section 4 of the Utah Constitution.
3. The City recognizes the importance of underlying and overlapping debt in analyzing financial condition. The City will regularly analyze total indebtedness including underlying and overlapping debt.

## Debt Instruments

Santaquin City utilizes two forms of debt instruments for investment into its capital infrastructure and equipment needs.

- Long-Term Debt – Used for capital infrastructure and is enacted in the form of bonds.
- Short-Term Debt – Used for purchase of equipment and is enacted in the form of leases.

### Bonds

Bonds can come in two forms. The first is the more commonly used “Revenue” bond, which dedicates a portion of a revenue stream, such as utility revenues, sales or property taxes, or state allocated road funds, for the purpose of repayment of the bond. The second type of bonding available to the City is a “General Obligation” bond commonly referred to as G.O. bonds. These bonds pledge the overall asset/taxable value of all property within the jurisdiction and require a vote of the people.

Where feasible, the City will explore the usage of revenue bonds instead of general obligation bonds. Revenue bonds should be considered for financing a community need and general obligation bonds for community wants or amenities.

### General Obligation Bonds

1. Whenever the City finds it necessary to issue tax supported bonds, the following policy will be adhered to:
  - a. Tax supported bonds will, whenever feasible, be issued on a competitive basis unless market conditions favor negotiated sales.
  - b. Average weighted maturities for general obligation bonds of the City, and whenever possible for any type of annual debt, will be maintained at thirty (30) years or less.
2. General obligation bond issues, whenever feasible, will be issued on a competitive basis and will be structured to allow an approximately equal annual debt service amount over the life of the issue.
3. The City shall comply with federal tax rules pertaining to expenditure of proceeds for qualified costs, rate of expenditures, use of bond-financed property, investment of proceeds in compliance



with arbitrage rules, and retention of record all U.S. Internal Revenue Service rules and regulations regarding issuance of tax exempt governmental bond debt including arbitrage rebate requirements for bonded indebtedness, and with all Securities and Exchange Commission requirements for continuing disclosure of the City's financial condition, and with all applicable Municipal Securities Rulemaking Council requirements.

#### Revenue Bonds

1. The City will adhere to the following guidelines when it finds it necessary to issue revenue bonds:
  - a. For any bonds or lease anticipation or appropriation debt in which the debt service is partially paid from revenue generated by the project and partially paid from tax sources, the portion of the bond or lease to the extent that its debt service is paid from non-tax sources shall be deemed to be revenue bonds and is excluded from the calculation of the annual debt service limitation.
  - b. Revenue bonds of the City and any of its agencies will be analyzed carefully by the Finance Department for fiscal soundness. The issuance of City revenue bonds will be subject to the most careful review and must be secured by covenants sufficient to protect the bondholders and the credibility of the City.
2. Revenue bonds will, whenever feasible, be issued on a competitive basis and will be structured to allow an approximately equal annual debt service amount over the life of the issue.

## SECTION VIII: INVESTMENT POLICY

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The intent of the Investment Policy of Santaquin City is to define the parameters within which funds may be invested. In methods, procedures and practices, this policy formalizes the framework for the City's investment activities that must be exercised to ensure effective and judicious fiscal and investment management of the City's funds. This policy is intended to be broad enough to allow the city's authorized investment officers to function properly within their parameters of responsibility and authority, yet specific enough to adequately safeguard the investment of assets.

The investment program shall be operated in conformance with federal, state, and other legal requirements, including the Money Management Act of Utah (Utah Code, Title 51). All City investments are currently in the Utah State Pool of investments.

#### Scope

This policy applies to activities of Santaquin City about investing the financial assets of all funds. In addition, funds held by trustees or fiscal agents are excluded from these rules; however, all funds are subject to regulations established by the state of Utah.

#### General Objectives

The primary objectives, in priority order, of investment activities shall be:

##### Safety



Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The goal will be to mitigate credit risk and interest rate risk.

#### **Liquidity**

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, considering the investment risk constraints of safety and liquidity needs.

#### **Special Considerations**

Where possible, funds may be invested for the betterment of the local economy or that of local entities within the State.

Except for funds in certain restricted and special funds, the City may commingle its funds to maximize investment earnings and to increase efficiencies about investment pricing, safekeeping, and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

### **Standards of Care**

#### **Prudence**

The standard of care to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal liability for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

The “prudent person” standard states that, “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.”

#### **Ethics and Conflicts of Interest**

Officers and employees involved in the investment process shall refrain from personal activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. Disclosure shall be made to the governing body. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio.

#### **Governing Body**

The governing body will retain ultimate fiduciary responsibility for the portfolios.



### **Investment Officers**

In accordance with Utah Code, §10-5-125, authority to manage the city's investment program is granted to the Treasurer who shall act in accordance with established written procedures and internal controls within this Investment Policy.

All participants in the investment process shall seek to act responsibly as custodians of the public trust.

No officer or designee may engage in an investment transaction except as provided under the terms of this policy and supporting procedures.

### **Investment Adviser**

The City may engage the services of one or more external investment managers to assist in the management of the entity's investment portfolio in a manner consistent with the entity's objectives. Such external managers may be granted discretion to purchase and sell investment securities in accordance with this Investment Policy.

### **Authorized Financial Institutions, Depositories, and Broker/Dealers**

Any financial institutions, depositories, and broker/dealers utilized by the city for investment purposes shall be certified by the Utah Money Management Council. Any investment activities with financial institutions, depositories, and broker/dealers shall be conducted based upon written contracts.

### **Standards for Performance Review/Evaluation**

The Treasurer will review the performance of investments monthly. The Utah State Pool interest rate will be used as a benchmark if any investments are made outside of the State Pool. If the Utah State Pool is outperforming outside investments for a reasonable amount of time, outside investments will be sold and deposited into the Utah State Pool.

In the event that the City has monies invested outside of the state pool with investment advisors, the Finance Director and Treasurer will meet at least semi-annually with them to discuss the City's portfolio safety, liquidity, and performance.

### **Communications and Reporting**

The City Treasurer shall provide all reports required by the State Money Management Council.

Interest earned on investments reported to the City Council the end of the 2<sup>nd</sup> and 4<sup>th</sup> quarters of the calendar year and in the Annual Audit Report.



## SECTION IX: CASH HANDLING

This Policy establishes uniform policies and procedures to be followed in the centralized collection, custody, reporting and deposit of cash receipts for all departments within Santaquin City (the City). "Cash," as referenced herein, includes coin, currency, checks, e-checks, cashier's checks, traveler's checks, money orders, debit/credit card receipts, direct bank deposit remittance receipts, electronic funds transfers (ACH), and wire transfer receipts.

### Cash Deposits

1. Storing cash receipts anywhere overnight should be avoided, where feasible deposits should be made daily. All cash collected by or on behalf of the City shall be directly remitted to the City's Treasury Division within 1 business day.
2. Cash received at various locations will be adequately always safeguarded, and properly receipted and/or documented. Until remitted to the Treasury Division or otherwise deposited, all cash collections will be kept in a safe, locked drawers, cash boxes, or cash registers. If a safe is available, all cash kept overnight will be moved into the safe and locked. All customer checks, cashier's checks, traveler checks, and money orders will be restrictively endorsed immediately upon receipt. Restrictive endorsement will be made with stamped imprint indicating "for deposit only, Santaquin City".
3. The City Treasurer (or his/her designee) will be responsible for depositing cash received by the Treasury Division to the proper bank depository daily, if practicable, but no later than three (3) business days after collection. During transport of deposits, prudent measures shall be taken to assure that funds are adequately safeguarded. Such measures may include bonding of the employee who transports the deposit, and security escort or armored car courier service.
4. Under no circumstances should disbursements be made from cash receipts. Cash receipts should be accounted for in detail and reconciled to the penny against the corresponding source journal(s). No checks are to be cashed from the cash receipt coin/currency originally collected. Refunds or returns may be processed against like-tender; currency for currency, credit card for credit card, etc., however refunds of cash for checks are not permissible. Such unlike refunds or returns must be processed through the city's cash disbursement system with normal disbursement oversight and control.

### Cash Handling Procedures

#### Cash Collection Points other than the Treasury Department at City Hall

1. Cash collection points must be established in conjunction with the Treasury Division. The City has established requirements for cash collection point activity and associated personnel.
2. Upon receipt of any currency or coins a preprinted and pre-numbered receipt form or signup sheet, a license form, or permit form showing the date of the transaction shall be completed by the employee or agent. The specific receipt used will be based upon operational customs and the type of service program offered by each department/location. A copy of the receipt shall be provided to the customer in all instances and upon the Finance Department's request signage within the department will be displayed indicating that all cash (currency or coin) transactions



will be concluded with a numerically controlled receipt reflecting the date, the amount of the transaction and the receiving clerk's name or identifier.

3. Collections received in mediums other than currency or coins shall be receipted on a pre-numbered Receipt Register produced by the various software programs used by the City, or manual receipt books, and deposited per policy guidelines above. Examples include checks, traveler's checks, E-checks, Money Orders, Wire Transfers receipted in Accounts Payable, ACH transfers, and credit/debit card slips (settlements).
4. Wherever practical each clerk/employee who process cash receipts will have his/her own starting cash fund which will not be mingled with any other clerk/employee's transactions.
5. Employees handling cash and processing cash receipts may be required to be bonded.
6. Employees will be responsible for start-up cash and cash collected up to and at the designated process time; the cash fund value should equal starting cash plus other cash and tender equal to the sum of the cash receipt/refund activity. Periodic checks of start-up cash may be done by the Treasurer to ensure accuracy of starting drawer cash balances.
7. Each employee, who remits cash through his/her department will have a supervisor review and sign that the deposited funds have been verified as part of the deposit process. If a supervisor is not available a co-worker may review and sign that the deposited funds have been verified. Departmental discretion is allowed in conjunction with the Functional Area Director or Supervisor to assure appropriate separation of duties.
8. Remittance of funds to the Treasury Division shall include a pre-numbered Receipt Register along with collected cash and equivalents. Treasury shall return a date/time stamp endorsed copy of the Receipt Register to the authorized agent who submitted the Receipt Register. Pertinent supporting receipts, journals should be maintained by the originator and are subject to no-notice audit/review. All collections, including a summarization by type of currency and coins received, shall be itemized on the Receipt Register. The itemization shall specify the source of the receipt, the appropriate revenue code and/or expenditure general ledger account.
9. The total amount of cash collected shall be reconciled daily to supporting documents and to the total amount shown on the Receipt Register prior to submission to the Treasury Division. All cashier overages and shortages will be recorded to the Over/Under – Miscellaneous General Ledger account assigned to the specific department.

#### Cash Collection Point Resources

1. If a department does not have a numerically controlled receipt system available for use, generic pre numbered hand-receipt books from Treasury must be requested. Acquisition and distribution of the supply hand-receipt books will be maintained and accounted for by the Treasury Department on a regular basis.
2. For collections received directly from payees at windows in Treasury, a pre-numbered receipt shall be completed and provided to the customer.

#### Negotiable Instruments Handling – Personal Checks, Bank Checks, Money Orders

1. Checks should be made payable to Santaquin City.
2. Under no circumstances should any city employee alter any negotiable instrument from its original presented form.



3. If a negotiable instrument is presented without signature; arrangements should be made to return the check to the original owner or obtain the owner's signature.
4. Any modification to a check after presentment can only be made by the account owner. The modification by the account owner must be approved by a supervisor and done in the presence of a supervisor.
5. If the negotiable instrument is presented and there is a conflict between the "written amount" and the "numeric amount," the "written amount" is considered the legal and controlling value.
6. If the value of a negotiable instrument does not satisfy the payment of the transaction(s) intended, the recipient should accept the instrument as partial payment toward the obligation.

## SECTION X: INTERNAL CONTROLS AND FINANCIAL REPORTING

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Internal control or the system of internal controls is the integration of activities, plans, attitudes, policies, and efforts of the people in an organization working together to provide reasonable assurance that the organization will achieve its goals and objectives. Financial reporting provides the informational infrastructure for the City.

1. The City will maintain a system of internal controls to maintain accountability to the citizens of the City and the City Council; meet established goals and objectives; promote adherence to laws and regulations; encourage sound financial and operational practices; develop and maintain accurate, reliable, and timely financial and management data; safeguard assets/resources and prevent, detect and deter fraud.
2. The City will comply with state and federal policies which require accounting transactions be authorized according to sound management practices including Segregation of Duties. Segregation of Duties is a key internal control intended to ensure separation of different functions, define authority and responsibility over transactions and minimize the occurrence of errors or fraud by ensuring no single employee should be in a position to initiate, approve, and review the same action.
3. In accordance with Utah State Code Title 10 Chapter 6 and City ordinances, all revenues received by the City will be the responsibility of the Treasurer and the disbursement and monitoring of expenditures will be the responsibility of the City Finance Director.
4. The City will comply with Generally Accepted Accounting Principles (GAAP) in its accounting and financial reporting as contained in the following publications:
  - a. Codification and Pronouncements of Governmental Accounting and Financial Reporting Standards, issued by the Governmental Accounting Standards Council (GASB)
  - b. Codification and Pronouncements of Accounting and Financial Reporting Standards, issued by the Financial Accounting Standards Council, (FASB)
  - c. Uniform Accounting Manual for Utah Cities, issued by the Utah State Auditor's Office. The City's annual financial audit report will be issued by December 30 of each year for the preceding fiscal year to the State Auditor's Office and to the City Council as required by the Utah Code.



- d. State and Local Governments – Audit and Accounting Guide, an industry guide published by the American Institute of Certified Public Accounts (AICPA)
- e. Government Accounting Standards, issued by the Comptroller General of the United States.

5. The City will contract for a comprehensive financial audit, including an audit of federal grants in accordance with U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments and Non-Profit Organizations, to be performed annually by an independent external auditor (public accounting firm). The independent external auditor will express an opinion on the City's Financial Statements.

If required, the City will prepare a Single Audit Report each year after the completion of the annual financial audit.

6. Financial data will be made available electronically to the City Council and department directors allowing them to review key financial data.

## SECTION XI: RISK MANAGEMENT

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Risk Management functions to protect City resources such as employees, buildings, equipment, vehicles, and financial assets. The City will manage its risk and limit risk exposure in a professional and prudent manner.

- 1. The City shall make diligent efforts to protect and preserve City assets against losses that could deplete City resources or impair the City's ability to provide services to its citizens. The City shall reduce its exposure to liability through training, safety programs, environmental monitoring, risk financing and the transfer of risk when cost effective.
- 2. The City shall manage its exposure to risk through the most appropriate means of self-insurance and/or the purchase of traditional insurance in the following areas:
  - a. General liability
  - b. Automobile liability
  - c. Workers' compensation
  - d. Commercial Crime: Employee Theft, Computer Fraud, Fund Transfer Fraud, Social Engineering Fraud.
  - e. Commercial Property
  - f. Excess Cyber Liability
- 3. The City will further control its exposure to risk using hold harmless agreements in City contracts and by requiring contractors to carry liability insurance, with the City listed as an additional insures where appropriate.

## SECTION XII: PURCHASING

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Purchasing authorizes commitment of monetary assets of the City to acquire products and services. All acquisitions must be performed in accordance with applicable laws and regulations.

- 1. The City will comply with all applicable federal laws and regulations, state laws, and financial policies set forth in this document regarding the purchasing of goods.



2. The City will endeavor to obtain supplies, equipment, property, services, etc. as economically as possible while being consistent with all applicable state and federal laws.
3. The City will maintain a purchasing system which provides needed services and materials in a timely manner to avoid interruptions in the delivery of services.
4. All purchases of goods to be made by or on behalf of the city will be made only by a full-time employee of the City, or such other person as may be authorized by a supervisor, department head, or director.
5. Purchasing authorization levels for employees are established as follows and may be amended from time to time:

Position	Authorized Spending
Employees	\$0 to \$500
Department Heads/ Supervisors	\$501 to \$2,500
Directors	\$2,501 to \$10,000
Assistant City/Operations Manager	\$10,001 to \$15,000
City Manager	\$15,001 to \$25,000
Mayor	\$25,001 to \$50,000

6. Bidding Requirements
  - a. No bidding process is required for materials or equipment procured through the state bidding process.
  - b. The City will seek opportunities, when appropriate, to cooperate with other entities to maximize potential savings through large quantity purchasing of products such as asphalt, plant materials, concrete, piping, etc. Except as otherwise required by law, bids received directly or indirectly through such a cooperative bidding process shall fulfill the intent of these bidding requirement contained in c, d, and e, below.
  - c. Three informal bids must be obtained and submitted to and approved by the Mayor and/or his designee prior to any purchase in an amount greater than the City Manager's authorized spending level but within the Mayor's authorized spending level, as outlined above. The City may reject any and all bids and is not required to accept the lowest bid.
  - d. Prior to any purchase in excess of the Mayor's authorized spending level, as outlined above, at least three formal sealed bids must be obtained and submitted to and approved by the City Council. The City may reject any and all bids and is not required to accept the lowest bid.
  - e. Bidding for professional services (E.g., Architects, Engineering, Surveying, etc.) may utilize a process similar to that utilized by the State of Utah for design professional services. The City may also utilize the professional services of an individual or firm without conducting a competitive selection process upon approval of the City Council.
7. Standard practice for setting up vendor accounts should be to establish tax exempt status and collect W-9 from the vendor prior to submission of the first invoice to the accounts payable department for processing.
8. The City shall collect forms required by outside funding entities when applicable (E.g., proof of worker's compensation insurance, URS post-employment certification form when hiring



an outside company to work on city facilities or property) prior to disbursement of funds from an outside funding entity.

### Credit Card Policy

1. The approach of setting up a vendor credit account for accounts payable processing is always preferred and encouraged whenever possible. When setting up a vendor credit account doesn't seem like an effective approach, (i.e. infrequent use of vendor, one-time purchases or other irregular purchases) the use of a credit card is appropriate as it allows the city flexibility in its purchasing and procurement process.
2. Credit cards are authorized for use by those in Director level positions and additional supervisory positions within a department as that Director deems appropriate.
3. Credit card users shall maintain responsibility for the receipts of their purchases and the Finance Director will provide users with statements for reconciliations monthly.
4. A reconciliation packet for each credit card user will be turned in to the Finance Director by the 15th of each month. The reconciliation packet shall consist of 1) the credit card statement, 2) a cover sheet signed by both the credit card user and his/her supervisor with itemized dates, costs, descriptions, and account codes for each purchase, and 3) copies of each receipt of purchase.
5. Directors are responsible for reviewing and ensuring that credit card reconciliation packets for direct reports are complete and accurate prior to submitting the packet to the Finance Director.
6. Credit Card users that do not submit receipts with their monthly reconciliation packet may be personally responsible to pay the city for those missing receipts and may be suspended from using a credit card for a period of time at the discretion of the Finance Director.
7. Credit cards user may not use city issued cards for personal purchases. If such occurs, the card user shall compensate the city for such use within one business day and may have their credit card privileges revoked.

### Surplus Property

1. All property or equipment owned by the city must be declared surplus by the City Council prior to discarding or selling. Once declared surplus, city owned property or equipment can be discarded, sold or advertised for submission of sealed bids.

## SECTION XIII: ECONOMIC DEVELOPMENT

The City's economic base is an important element and has a dramatic influence on the City's financial health in determining the City's quality of life and credit rating.

1. The City will continue to expand and diversify its economic base by attracting industrial and commercial firms to the City. Special emphasis should be given to industrial and commercial enterprises that will employ the local labor force and generate sales tax revenues. Such business and industry will be in accordance with the plans and ordinances of the City.
2. The City will endeavor to utilize a network of public facilities that link planned industrial and commercial areas with its growing residential areas.
3. The City will endeavor to increase, to the greatest degree possible, its commercial/industrial tax base and place professional employment within the City.



4. The City will perform a due diligence analysis of each economic development investment to evaluate the level of each type of risk associated with the economic development investment. The due diligence evaluation shall be presented to the City Council along with the economic development investment.
5. The City will perform a fiscal impact analysis on each economic development investment that evaluates the economic costs, economic benefits, intrinsic benefits and the levels of each type of risk associated with the economic development investment.



# MEMO



To: Mayor Olson and City Council

From: Loren Wiltse, Senior Planner

Date: December 14, 2022

Re: **Ordinance Amendment to Title 10, Chapter 20, Section 120 “Commercial Zones” (Permitted Uses) and Title 10, Chapter 48 “Parking and Circulation Standards” (Number of Parking Spaces Required).**

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It is proposed that the Santaquin City Code be modified to update Title 10, Chapter 20, Section 120 to combine “Automotive Service and Repair (Major) and “Automotive Service and Repair (Minor) into a single land use designations in the C-1 Zone, and to modify and update Title 10, Chapter 48 to combined “Automotive Service and Repair (Major) and “Automotive Service and Repair (Minor) in to a single “Number of Parking Spaces Required” standard for “Automotive Service and Repair”, within the “Parking and Circulation Standards” code.

The proposed amendment has been reviewed by the City of Santaquin Planning Commission who following a public hearing held on November 22, 2022, and consideration of both written and public testimony moved to modify the Santaquin City Code as follows.

**Motion.**

Commissioner McNeill made a motion to make a positive recommendation to the City Council to adopt the proposed changes to the code as follows: (*Planning Commission’s recommendation is reflected in the Ordinance*)

**The Motion was seconded by Commissioner Lance.**

**Vote:** Commissioner Wood, Yes; Commissioner Lance, Yes; Commissioner Hoffman, Absent; Commissioner Howard, Absent; Commissioner McNeill, Yes; Commissioner Nixon, Yes; Commissioner Weight, Yes; Commissioner Romero, Yes.

Vote was unanimous in favor. Motion Passed.

Please refer to the attached ordinance for a complete understanding of the proposed updates to the Commercial Zone and the Parking and Circulation Standards.

**Recommended Motion:** “Motion to adopt Ordinance No. 12-01-2022.”

## **ORDINANCE NO. 12-01-2022**

**AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY TITLE 10, CHAPTER 48 RELATED TO PARKING REQUIREMENTS FOR AUTOMOTIVE SERVICE AND REPAIR AND TITLE 10, CHAPTER 20, SECTION 120 TO COMBINE AUTOMOTIVE SERVICE AND REPAIR (MAJOR) AND AUTOMOTIVE SERVICE AND REPAIR (MINOR) INTO A SINGLE DESIGNATION, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.**

**WHEREAS**, the City of Santaquin is a fourth-class city of the state of Utah; and

**WHEREAS**, the City Council has specific authority pursuant to Title 10, Chapter 9a Utah Code Ann. (1953 as amended) to adopt a zoning plan including an ordinance and map which divide the municipality into districts or zones and within such districts to regulate the erection, construction, reconstruction, alteration, repair and uses of buildings and structures and the uses of land; and

**WHEREAS**, the state legislature has granted general welfare power to the City Council, independent, apart from, and in addition to, its specific grants of legislative authority, which enables the city to pass ordinances which are reasonably and appropriately related to the objectives of that power, i.e., providing for the public safety, health, morals, and welfare; and

**WHEREAS**, the City Council adopted Ordinance 08-02-2022 on August 9, 2022 combining the definitions of “Automotive Services and Repair, Major and Automotive Services and Repair, Minor” into a single land use designation (definition); and

**WHEREAS**, the City Council desires to amend Santaquin City Code Title 10, Chapter 20, Section 120 (C) Permitted Uses (table) to be consistent with the single land use designation of “Automotive Service and Repair” adopted by Ordinance 08-02-2022; and

**WHEREAS**, the City Council desires to amend sections of Santaquin City Code Title 10, Chapter 48, to clarify parking standards specific to “Automotive Service and Repair”; and

**WHEREAS**, the Santaquin City Planning Commission held a public hearing on November 22, 2022, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City in accordance with Section 10-9a-205 of the Utah State Code; and

**WHEREAS**, after the noted public hearing, the Santaquin City Planning Commission forwarded a recommendation to the City Council.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of Santaquin City, State of Utah, as follows:

## **Section I. Amendments**

**Title 10, Chapter 20, Section 120 is amended as follows:** (underlined text is added, stricken text is deleted)

C. Permitted Uses: General land uses within commercial zones shall complement the city's general plan for their respective areas. Those uses allowed in the city's commercial zones are listed in the following matrix. Abbreviations and alphabetic use designations in the matrix have the following meanings:

P	The listed use is a permitted use within the represented area, based on city development standards and ordinances.
C	The listed use requires a conditional use permit within the represented area in addition to complying with all applicable development standards and ordinances.
A	The listed use is only permitted as an accessory use within the represented area.
N	The listed use is a prohibited use within the represented area.

Use	C-1	PO
Automotive service and repair, <del>major</del>	<del>C</del> <u>P</u>	N
<u>Automotive service and repair, minor</u>	P	N

(Ord. 03-04-2014, 3-19-2014, eff. 3-20-2014; amd. Ord. 02-01-2018, 2-7-2018, eff. 2-8-2018)

**Title 10, Chapter 48, Section 040 is amended as follows:** (underlined text is added, stricken text is deleted)

### **10.48.040 NUMBER OF PARKING SPACES REQUIRED**

1. Rules For Computing Required Off Street Parking Spaces: For the purpose of computing required off street parking spaces which are required by this title, the following rules shall apply:
  1. "Floor area" shall mean gross floor area, unless otherwise specified for a particular use.
  2. In stadiums, sports arenas, churches, and other places of assembly in which benches or pews are used in place of seats, each eighteen inches (18") of length of such benches or pews shall be counted as one seat. Any remaining length of any one bench or pew shall be considered to be a whole seat. (Ord. 12-01-2006, 12-6-2006)

2. Minimum Requirements: The number of off-street spaces required below for each land use is established as minimum requirements:

<b>Use</b>	<b>Parking Required</b>
Residential:	
Assisted living center, nursing home, convalescent home, or other similar use	1 visitor parking space per 3 patients' beds, plus 1 parking space for each employee at work during the largest shift
Attached single-family units <sup>1</sup>	2 parking spaces per unit. Garages will be counted as 1 parking space unless the garage dimension is a minimum of 24' x 24' with at least 20' for the opening, whether 1 door or 2 door, for vehicle entrance in which it would count as 2 parking spaces
Bed and breakfast facility	1 parking space for each bedroom and 1 space for each employee at work during the largest shift
Duplex	2 parking spaces per unit
Mixed use development with residential dwellings <sup>1</sup>	2 parking spaces per unit. Additional parking is required per nonresidential uses as provided below. Garages will be counted as 1 parking space unless the garage dimension is a minimum of 24' x 24' with at least 20' for the opening, whether 1 door or 2 door, for vehicle entrance in which it would count as 2 parking spaces
Multiple-unit dwelling (apartments) <sup>1</sup>	2 parking spaces per unit. Garages will be counted as 1 parking space unless the garage dimension is a minimum of 24' x 24' with at least 20' for the opening, whether 1 door or 2 door, for vehicle entrance in which it would count as 2 parking spaces
Single-family as part of a PUD	2 car garage per unit
Retail commercial:	
Ancillary commercial	2 spaces per 1,000 sq. ft.

Automotive service and repair ( <del>major</del> )	<del>3.5</del> spaces per 1,000 sq. ft. ( <a href="#">not including service bays</a> ), plus 2 stalls per <del>major</del> service bay for the temporary storage of customer vehicles.
<u>Automotive service and repair, minor</u>	<del>2 spaces per 1,000 sq. ft.</del>
Automotive service station	5 spaces per 1,000 sq. ft.
Convenience commercial	5 spaces per 1,000 sq. ft.
Heavy commercial	5 spaces per 1,000 sq. ft.
Retail sales and services	5 spaces per 1,000 sq. ft.
Commercial services, offices:	
Commercial recreation	1 parking space per 2 patrons, based on the design capacity of the facility
Hotels and motels	1 parking space per room or suite, plus 1 parking space for each employee at work during the largest shift
Medical clinics or offices, includes dentists and other healing art facilities	6 parking spaces per staff doctor, plus 1 parking space for each employee on the property during the largest shift
Mortuaries and funeral parlors	30 parking spaces or 1 space for each 25 sq. ft. of combined floor space in all assembly rooms, whichever is greater, plus 1 space for each employee typically at work during normal facility function
Professional office or financial services	1 parking space per 200 sq. ft. of floor area in the building minus storage and bathroom areas
Industrial:	

Business/research park	1 space per 1,000 sq. ft. of floor area or 1 space per 2 employees at work during the largest shift with Planning Commission approval
Industrial, heavy	1 space per 1,000 sq. ft. of floor area
Industrial, light	1 space per 1,000 sq. ft. of floor area
Storage unit facility	1 space per site employee/manager on duty and 3 spaces per 50 units with a maximum of 8 spaces required. See also storage unit facility standards below <sup>2</sup>
Restaurants:	
Drive-in restaurants	1 space per 4 seats including outdoor seating or 1 space per 125 sq. ft. of gross floor area, whichever is greater
Restaurants	1 space per 4 seats, including outdoor seating
Public:	
Churches	1 parking space per 4 seating spaces in the main assembly room based on the design capacity of the structure
Hospitals	1 visitor parking space per 3 patients' beds, plus 1 parking space for each employee at work during the largest shift
Places of assembly (e.g., theaters, auditoriums, sports arenas, etc.)	1 parking space per 4 seating spaces
Private clubs or lodges	1 parking space per 2 persons based on the design capacity of the facility
Schools - commercial, vocational	1 space per teacher and staff member plus 1 space for every 5 students based on design capacity

Schools - public, private or quasi-public	Parking spaces required for public schools shall be determined by the Nebo or Juab School Districts, or the State of Utah as applicable. Private schools shall utilize similar standards as applied to public schools
Special review:	
Automotive equipment sales or rental Impound yards Uses not mentioned	The required off street parking for any use not listed above shall be determined by the Planning Commission. The Planning Commission shall make the determination based on similar uses listed above, nature and impact of the use on public streets and adjoining properties, and typical customer and employee needs

Notes:

<sup>1</sup> Additional guest parking shall be provided as follows: The first 5 residential units ( $1 \leq \text{units} \leq 5$ ) in a development require 1 parking space per residential unit. The next 5 residential units ( $5 < \text{units} \leq 10$ ) in a development require 0.75 parking space per residential unit. The next 5 residential units ( $10 < \text{units} \leq 15$ ) in a development require 0.50 parking space per residential unit. Residential units above 15 (units  $> 15$ ) in a development require 0.25 parking space per residential unit. (Fractional spaces shall require a whole space.)

<sup>2</sup> Businesses with warehouse and storage areas may utilize a 0.5 space per 1,000 square feet of storage area when determining required number of stalls.

## **Section II. Severability**

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

## **Section III. Contrary Provisions Repealed**

Any and all other provisions of the Santaquin City Code that are contrary to the provisions of this Ordinance are hereby repealed.

## **Section IV. Codification, Inclusion in the Code, and Scrivener's Errors**

It is the intent of the City Council that the provisions of this ordinance be made part of the Santaquin City Code as adopted, that sections of this ordinance may be re-numbered or re-lettered, and that the word ordinance may be changed to section, chapter, or other such appropriate word or phrase in order to accomplish such intent regardless of whether such

inclusion in a code is accomplished. Typographical errors which do not affect the intent of this ordinance may be authorized by the city without need of public hearing by its filing a corrected or re-codified copy of the same with the City Recorder.

**Section V. Posting and Effective Date**

This ordinance shall become effective at 5:00 p.m. on Wednesday, December 21, 2022. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 20th day of December 2022

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Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	____
Councilmember Elizabeth Montoya	Voted	____
Councilmember Lynn Mecham	Voted	____
Councilmember Jeff Siddoway	Voted	____
Councilmember David Hathaway	Voted	____

ATTEST:

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Amalie R. Ottley, City Recorder

STATE OF UTAH )  
COUNTY OF UTAH )  
 ) ss.

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 21st day of December 2022, entitled

**“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY TITLE 10, CHAPTER 48 RELATED TO PARKING REQUIREMENTS FOR AUTOMOTIVE SERVICE AND REPAIR AND TITLE 10, CHAPTER 20, SECTION 120 TO COMBINE AUTOMOTIVE SERVICE AND REPAIR (MAJOR) AND AUTOMOTIVE SERVICE AND REPAIR (MINOR) INTO A SINGLE DESIGNATION, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 21st day of December 2022.

Amalie R. Ottley  
Santaquin City Recorder

(SEAL)

## AFFIDAVIT OF POSTING

STATE OF UTAH )  
COUNTY OF UTAH ) ss.

I, Amalie R. Ottley, City Recorder of Santaquin City, Utah, do hereby certify and declare that I posted in three (3) public places the ordinance, which is attached hereto on the 21st day of December, 2022.

The three places are as follows:

1. Zions Bank
2. Post Office
3. City Office

I further certify that copies of the ordinance so posted were true and correct copies of said ordinance.

Amalie R. Ottley  
Santaquin City Recorder

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_.

## Notary Public



# Annexation Policy Plan & Map

Adopted December 20, 2022

Ordinance No. 12-02-2022



## ANNEXATION POLICY PLAN

### I. Introduction

In accordance with Section 10-2-401.5, Utah State Code, “no municipality may annex unincorporated area located within a specified county unless the municipality has adopted an annexation policy plan.” An Annexation Policy Plan is a guide for the City to make decisions regarding future annexations and helps the city plan for future expansion in conjunction with neighboring political entities. The Annexation Policy Plan works in conjunction with the general plan. Open communication between a city and other political entities, particularly Utah County, is a priority in the process of developing and implementing an Annexation Policy Plan. The following document addresses the requirements outlined in Section 10-2-401.5.

~~During the 2001 General Session, the Utah legislature adopted Chapter 206 of the State Code, pertaining to municipal annexations of property. It states in part, “after December 31, 2002, no municipality may annex an unincorporated area located within a specified county unless the municipality has adopted an annexation policy plan as provided in this section.”~~

~~Since this requirement was passed, Santaquin City adopted an annexation policy plan (Annexation Plan) in November 2002 (City Ordinance 11-02-2002). The expansion area shown in that plan was changed by adoption of the Santaquin City Long Range Master Plan on April 6, 2005. In October 2006, the City Council initiated a revision of the General Plan to address community character, increased development pressures and the City’s ability to provide services and facilities amidst unanticipated growth. These revisions would establish goals and policies to sustain a high quality of life for residents of the community and promote economic development for existing and future businesses. The Santaquin City General Plan: A Community Prospering in Country Living (General Plan) was adopted May 2, 2007 by Ordinance 05-02-2007, effective May 7, 2007. The City’s Annexation Policy Plan was amended June 15, 2007 in accordance with that plan. This current plan was adopted to address annexation petitions which were not within the previous plan boundaries.~~

### II. Purpose

The purpose of this plan is to remain in compliance with State requirements as well as the goals and policies of the recently adopted General Plan. The General Plan addresses the impacts of the City’s increasing population and demand for housing developments. It also outlines appropriate development types in unincorporated areas which the City may annex in the future. This plan establishes an expansion area and policies for expansion consistent with the General Plan.

### III. The Plan



## ANNEXATION POLICY PLAN

Utah State Code Annotated (UCA), Section 10-2-401.5 requires that each Policy Plan include the following:

- (a) A map of the expansion area which may include territory located outside the county in which the municipality is located;
- (b) A statement of the specific criteria that will guide the municipality's decision whether or not to grant future annexation petitions, addressing matters relevant to those criteria including:
  - (i) The character of the community;
  - (ii) The need for municipal services in developed and undeveloped unincorporated areas;
  - (iii) The municipality's plans for extension of municipal services;
  - (iv) How the services will be financed;
  - (v) An estimate of the tax consequences to residents both currently within the municipal boundaries and in the expansion area; and
  - (vi) The interests of all affected entities;
- (c) Justification for excluding from the expansion area any area containing urban development within 1/2 mile of the municipality's boundary; and
- (d) A statement addressing any comments made by affected entities at or within ten days after the public meeting required by U.C.A. 10-2-401.5.

### IV. Map of the Expansion Area

The amended expansion area map is attached hereto as Exhibit A.

### V. Criteria for Granting of Future Annexation Petitions

Except under the very limited circumstances established in section 10-2-418 of the Utah Code, the process of annexation does not occur without a petition that is signed by the owners of the majority of the privately owned property covered by the petition. The Santaquin City Council believes that annexation should only occur when: (1) the owners of the property and the City agree that annexation will benefit the owners of the property proposed for annexation; and (2) when the annexation will not result in substantial negative impact to existing residents of the City.

This Annexation Policy Plan includes certain areas that are covered by a pending petition for annexation into the City. Any petition must be evaluated under the criteria found in Utah State Code Title 10-2-403.5(3) which include the criteria below:

#### Character of the Community



## ANNEXATION POLICY PLAN

~~The General Plan title states that Santaquin is “A Community Prospering in Country Living.”~~ The community vision stated in the General Plan is:

~~“To provide a small-town atmosphere with well-planned and organized growth, a family-oriented, clean, fun and friendly community that is a great place to live, a crossroads for southern Utah County characterized by its agricultural heritage, good parks and recreation facilities and a strong business tax base.”~~

“Santaquin residents enjoy living in a community featuring orchards, wilderness access, world-class recreation, a historical mining district, and working lands, while having access to regional opportunities—all hallmarks of the lifestyle that Santaquin residents have enjoyed for generations. Our families value these qualities and are committed to preserving Santaquin’s small town character while nurturing the City as it grows.

Together, we will:

- Plan proactively, working with the market to encourage development patterns that align with community goals while honoring private property rights.
- Encourage a focused growth strategy as a part of actively supporting and preserving agricultural pursuits and community heritage.
- Expand opportunities for farmers to continue farming if they choose.
- Create and maintain a variety of welcoming neighborhoods so our families and future generations can thrive.
- Enhance downtown, creating a place to gather and enjoy time together.
- Grow our recreational opportunities to better enjoy our community, the mountains, and the great outdoors.”

The present boundaries of Santaquin City and most of the proposed Expansion Area includes a large amount of crop producing lands that are consistent with the City’s agricultural heritage. Having these lands in the City enables Santaquin to better encourage the future uses and development of the gateways to the City. The City also encourages planning and forethought regarding the considerable amount of vacant ground in the area.

Some of the area that is included in the amended Expansion Area includes sensitive lands that back onto United States Forest Service property or State of Utah Division of Wildlife Resource lands. Access to these public lands and associated recreation opportunities has been a major concern for residents of the area. With these lands in Santaquin City, access points, trails, and open space areas can be established, which allow continued access and enjoyment of public lands by area citizens and City residents.



## ANNEXATION POLICY PLAN

### The Need for Municipal Services in Developed and Undeveloped Unincorporated Areas

Services currently provided by Santaquin City include sewer and water systems, waste disposal, drainage and facilities for them, public utilities, rights-of-way, easements, police and fire protection, and other public services, including parks and recreation facilities. Many of these facilities or systems are addressed with the City's Capital Improvement Plans (CIP). These plans are an important part of the City's operations, and, periodically, must be reviewed and updated within the context of all General Plan or other CIP elements which may change against the broader context of economic, social, and political standards of the City. These plans should especially be reviewed when considering petitions for annexation of areas which do not currently have services or where services must be updated or improved to meet City standards.

Culinary and irrigation services for much of the northern plan area are currently serviced by the Spring Lake Water Users Association or private wells. Extension of the City's culinary and irrigation services will be development driven and financed. However, the City is presently expanding its ability to provide culinary and pressurized irrigation water in areas of the City and has contemplated additional capacity in lines where future development, including future development in the expansion area, is anticipated to occur in the near future. Until such time as City service lines are available, Santaquin will need to contract with the Spring Lake Water Users Association for continued services to those properties currently serviced. Persons utilizing well water will be able to continue use of those wells without having to dedicate them to the City before development of their property occurs.

Most of the existing homes within the expansion area utilize septic tanks for sewage disposal. Until additional trunk lines and a new wastewater treatment facility are constructed for Santaquin, these properties will be able to continue use of the septic system in accordance with State health codes and standards.

Waste disposal for most of the expansion area is currently handled through Utah County. Santaquin City contracts with a commercial waste disposal company and has provided in the service agreement for the availability for such service in areas that are annexed into the City.

Power needs in the areas north of the Highline Canal are handled through the South Utah Valley Electric Company. Santaquin will seek to establish appropriate franchise agreements with this company for continued service as needed.

Part of this area is currently within the Payson City EMS service area. However, the Santaquin City Department of Public Safety has also provided such service to the area as needed and with the recently completed expansion of its Public Safety facilities is



## ANNEXATION POLICY PLAN

equipped to provide Police, Fire, and EMS services in the expansion area in connection with reasonably anticipated growth.

### The Municipality's Plans for Extension of Municipal Services

As is discussed above, many homes and areas within this annexation plan are currently provided services through private or personal means. Police, Fire, EMS and Residential Waste Disposal services will be provided to all areas upon annexation and will be expanded as necessary with development. Extension of City utility services within this area will be based on development driven demands. Santaquin City has adopted, and regularly updates, capital facility master plans for water, sewer, storm drainage transportation, and park/recreational amenities. These plans include many of the areas outlined in the Annexation Policy Plan. When areas aren't included in the studies of the capital facility master plans, the City requires that studies are complete and the associated master plans are updated accordingly in order to provide sufficient capacity for future growth. ~~The City's General Plan, Chapter 7, Public Facilities and Services Element, outlines Goal and Policies for providing and extending public services. Those Goals and Policies include the following:~~

**Goal 1** ~~Have a system of community facilities which provides for the general public safety, health, and welfare through efficient and effective delivery of high-quality public services.~~

**Policy 1** ~~Have up to date Capital Improvement Plans which anticipate the needs of the City's infrastructure and facilities.~~

**Policy 2** ~~Take advantage of new or expanded public facilities or services which can enhance the overall quality of life in Santaquin.~~

**Policy 3** ~~Acquire and otherwise preserve sites for future community facilities within growth areas prior to new development.~~

**Policy 4** ~~Cooperate with nearby communities, other governmental agencies, and public and private agencies to improve and expand the range and quality of public services and facilities available to Santaquin residents.~~

**Goal 2** ~~Public buildings and facilities must be exemplary of high-quality facilities and services to be provided to the public.~~

**Policy 1** ~~Provide and maintain adequate sites and facilities for all City departments.~~

**Policy 2** ~~Ensure that all public sites and buildings are attractive and well-maintained, and that preventative maintenance is undertaken as required.~~



## ANNEXATION POLICY PLAN

**Policy 3** Future public buildings and facilities should be located in the City where they can be a resource and provide optimal service to the surrounding residents and property owners.

**Policy 4** The City Hall should be the primary focus for community activities and city administrative services.

**Policy 5** City facilities, especially those that citizens need to visit on a regular basis, should be grouped wherever possible.

**Goal 3** Provide the greatest level of service to the community with a limited amount of burden on the existing population of the City.

**Policy 1** New developments should provide for all of the required utilities and services to provide for its needs.

**Policy 2** Seek new sources of revenue, such as grants, donations, or low interest loans or bonding, to be utilized in the betterment of the community.

### How the services will be financed

Much of the infrastructure costs will be born by the developers of properties in the area. **Goal 3 Policy 2 of the General Plan, Chapter 7, Public Facilities and Services Element states that the City will “Seek new sources of revenue, such as grants, donations, or low interest loans or bonding, to be utilized in the betterment of the community.”** The City has also established Impact Fees, in accordance with U.C.A. 11-36: Impact Fees Act to help fund many improvements. Current impact fees include Water, Sewer, Public Safety, and Parks and Recreation. These impact fees are reviewed as needed. The City Council has initiated a study for a circulation impact fee as well as establishing a Santaquin Special Service District to provide City services.

### An estimate of the tax consequences to residents both currently within the municipal boundaries and in the expansion area

The following table shows the current tax rates in Santaquin and on those unincorporated properties around Santaquin.

Taxing Unit	Utah County District 120*	Utah County District 125*	Juab County**	Santaquin	
				Utah Co.*	Juab Co.**
County	0.000661	0.000661	0.001851	0.000661	0.001851
Central Utah Water	0.0004	0.0004	0.000400	0.0004	0.000400
State A/C	0.000015	0.000015	0.000015	0.000015	0.000015
Local A/C	0.000111	0.000111	0.000319	0.000111	0.000319
School	0.007583	0.007583	0.005539	0.007583	0.005539
Basic School			0.001652		0.001652
Charter School			0.000017		0.000017



## ANNEXATION POLICY PLAN

City				0.000935	0.000858
East Juab WCD			0.000140		0.000140
Law Enforcement					
Fire			0.000521		0.000521
Special District	0.001409	0.001156			
Total Tax Rate	0.010179	0.009926	0.010454	0.009705	0.011312

\* Information obtained from Utah County Auditors Website, July 26, 2022

\*\* Information obtained from Juab County Treasurers Office, July 28, 2022

~~The South County Animal Service District in Utah County is approved and functioning which may levy taxes in the future. This would increase the tax rate for both unincorporated and incorporated properties.~~

Currently Santaquin has a lower overall tax rate than those properties located in Districts 120 and 125 of Utah County. This is the majority of developed and useable properties between Spanish Fork and Santaquin. ~~Utah County District 125, which includes those lands which are limited by topography and have little development potential, does have a lower tax rate than Santaquin.~~ Those properties in Juab County would see an increase of .001883 0.000858 or 0.1883 0.0858 percent if annexed into Santaquin.

### The Interests of All Affected Entities

The Santaquin City Council and Payson City Council approved an addendum to an inter-local agreement on April 7, 2021 to establish a future boundary line between the respective cities (see Exhibit B).

After required notification was provided, the Santaquin City Planning Commission held a public meeting on November 8, 2022 to discuss this plan with affected entities, as defined in Utah Code Ann. § 10-2-401 including, but not limited to, Utah County, Juab County, the Towns of Genola and Rocky Ridge, and Nebo School District, ~~and others in attendance~~. ~~After required notification was provided, the Santaquin City Planning Commission held a public hearing on November 22, 2022. The following No~~ expressions of interest ~~and or~~ concerns were raised by affected entities ~~in attendance~~ at ~~that~~either meeting.

- ~~Rocky Ridge Planning Commission member, Dave Bunker, expressed interest in Santaquin City's future land use plans near the border of their community. Rocky Ridge anticipates additional housing to the west of their community and that the existing cabinet shop and industrial uses will remain. Mr. Bunker wanted to relate this information in order to coordinate planning efforts better with Santaquin.~~



## ANNEXATION POLICY PLAN

- Responding to a recent annexation petition, Utah County expressed concern that annexation boundaries should be drawn to facilitate logical lines for the provision of services.

~~No other Affected Entity has commented or otherwise expressed interest to Santaquin City regarding the Annexation Policy Plan, including the proposed expansion area.~~

Santaquin City's planning policies include coordination of land uses and circulation plans with neighboring jurisdictions and planning agencies. Santaquin City elected officials and staff will coordinate planning efforts with each adjacent jurisdiction.

### Comments from Other Entities

- Allan Christensen, representing the US Bureau of Reclamation and the Highline/Strawberry Canal property expressed concerns about utilities, fencing standards, and developments along the canal's right of way.

~~Santaquin City subdivision regulations require that any development along irrigation canals, railroads or State maintained roads, must seek approval from those affected agencies prior to final approvals from Santaquin City.~~

- Several property owners expressed concern about the dedication of Strawberry water rights to the city and how existing private delivery lines would be affected by future development.

~~Santaquin City has met with representatives of the Strawberry/Highline canal company to discuss these same issues. Santaquin City understands that all Strawberry water rights will remain with the land to which they are attached. Water rights will not be transferred to Santaquin City for general civic uses or for application to areas not previously benefiting from the shares. The canal company will continue to be responsible for delivery of that water, whether through existing private lines or through City controlled irrigation systems.~~

~~Any existing irrigation lines, ditches, easements, etc historically utilized for the delivery of water to private properties, will remain after annexation. Development around these lines must be coordinated and respect the existence of such. It is possible that some lines may be routed differently to increase development potential, but even this must be done in accordance with water users rights to those lines.~~

- One resident asked about the traffic impacts from future development in the area and how existing Spring Lake roads would be impacted.



## ANNEXATION POLICY PLAN

~~Prior to any development occurring around Spring Lake, a traffic impact analysis will need to be prepared by a licensed traffic engineer. This analysis will need to address impacts on existing Santaquin City streets, I-15 and state highways. Recommendations from that analysis must be implemented to assure circulation and safety standards are met on all streets affected.~~

~~In addition to comments addressed above from affected entities at the March 27, 2008 Planning Commission meeting, Payson City has written a letter in protest of the annexation plan amendment. It states that 1) "there is an overlap interest between communities" and 2) the [Highline] canal is and has been a historic boundary between the two communities."~~

~~The overlap between the two community's policy plans is recognized by Santaquin City. Policy plans are not limiting upon other jurisdictions and do not prevent Payson from annexing areas within Santaquin's plan area where the overlap occurs. These plans are analytical studies for feasibility and policy which do greatly affect the long range planning efforts of a jurisdiction and the anticipated land uses, populations, resources, and revenue of a City. Additional discussion between elected bodies should take place to address this and limit waste of resources and time towards overlap areas. It is not uncommon for neighboring jurisdictions to establish inter-local agreements on matters like jurisdiction boundaries. No such agreements are in place or documented, especially relative to the highline canal being the "boundary between the two communities".~~

## VI. Urban Development within 1/2 mile of the Municipality's Boundary

There are currently no urban developments, as defined by U.C.A., Section 10-2-401 Definitions, within ½ mile of the City's boundary. However, the hamlet of Spring Lake, which is an unincorporated community, abuts this annexation plan area. The community consists of approximately 60 homes built on ½ acre or larger lots. This community was established about the same time as Santaquin and included the residence of Benjamin F. Johnson who settled Summit City (renamed Santaquin City). Residents in this area have a strong sense of identity and association amongst themselves as an independent affiliate with Payson or Santaquin. Many residents believe either Payson or Santaquin will annex them in the future, but prefer to remain disassociated with either at this time.

## VII. Additional Considerations

Section 10-2-401.5(4) of the Utah Code identifies areas to be considered by the Planning Commission and the City Council in establishing an Annexation Policy Plan. Each of these areas is listed in the chart below with a corresponding summary of the consideration.

Item for Consideration	Consideration
------------------------	---------------



## ANNEXATION POLICY PLAN

Attempts to avoid gaps between or overlaps with the expansion areas of other municipalities	<p>With this amendment, there are no gaps between the Santaquin, Genola, Rocky Ridge, or the Payson Expansion Areas.</p> <p>There is an existing overlap of 0.75 square miles or 480 acres with Genola. <del>Prior to this amendment there has been an overlap with Payson of nearly 3.8 square miles (over 2,400 acres). This amendment adds another 680 overlapping acres (1.06 square miles)</del></p> <p><del>Santaquin City officials and Mayor have met with the Mayor and other representatives of Payson City to discuss this plan. The Payson City Council has also invited the Santaquin City Council to attend a meeting to discuss these overlap areas.</del></p>
Population growth projections for the municipality and adjoining areas for the next 20 years	<p>A development proposal for the majority of vacant ground south of Spring Lake could add over 400 homes (approx. 1500 people) to the area in the next 15 years. Other housing increases east of I-15 would likely be small ranchette or farm related housing in accordance with the City's General Plan.</p> <p>Projections for areas north of the City have been addressed in the Santaquin City General Plan: <del>A Community Prospering in Country Living</del>.</p> <p>Future development on prime agriculture areas would be predicated upon the timing of the interchange installation at 12400 South and I-15. This will be a catalyst for larger commercial and housing related developments north of Santaquin City. The UDOT plans show this as a possibility after 2030.</p>
Current and projected costs of infrastructure, urban services, and public facilities necessary: (i) to facilitate full development of the area within the municipality (ii) to expand the infrastructure, services, and facilities into the area being considered for inclusion in the expansion area;	Costs of materials to construct necessary infrastructure are continuing to increase. The ability of the City to finance future improvements and expand infrastructure has been addressed above and in the Santaquin City General Plan: <del>A Community Prospering in Country Living</del> , which is incorporated herein by reference. Capital Facilities studies have been initiated by the City to address costs for expansion of water systems, sewer expansion plans, roads, storm water, and parks facilities.
in conjunction with the municipality's general plan, the need over the next 20 years for additional land suitable for residential, commercial, and industrial development	Areas east of I-15 for commercial development will likely occur at the intersection of 12400 South and Highway 198. Other areas within the City have been designated in the General Plan for more intense commercial or industrial uses.
the reasons for including agricultural lands, forests, recreational areas, and wildlife management areas in the municipality	<p><b>Agricultural Lands</b></p> <p>This is addressed in detail within the Santaquin City General Plan: <del>A Community Prospering in Country Living</del>. Santaquin City was recognized by the State legislature in 2007 for its efforts to establish a State Farming Heritage District in the area. The large amounts of crop producing lands and equestrian focused properties within this plan are consistent with this recognition and the City's agricultural heritage.</p>



## ANNEXATION POLICY PLAN

	<p><b>Forest Lands</b> 40 acres of currently USDA Forest Service property has been included in the expansion area. These lands were included because the Uinta National Forest had suggested exchanging the property to private ownership.</p> <p><b>Recreational Lands</b> There are no Federal or State Recreation lands included in the Expansion Area</p> <p><b>Wildlife Management Areas</b> The Plan includes approximately 350 acres of BLM or State-owned ground in the northwest area. This property is included because of future development potential and to avoid gaps between the Genola and Santaquin expansion areas.</p> <p>Near the south end of the expansion area the City has included nearly 400 acres of State-owned property currently used for Elk management. Of the 400 acres only 60 acres could be easily developed for commercial purposes being located within 300 feet of the southern Santaquin I-15 interchange. Note: State law dictates that Fire protection on State owned property which has been incorporated must be paid for by the City in which the property is located.</p>
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### VIII. Conclusions

This plan addresses each of the items required by U.C.A. 10-2-401.5. It is created to comply with State requirements and further the goals and policies of the Santaquin City General Plan: ~~A Community Prospering in Country Living~~. Santaquin City's aim is to provide a small-town atmosphere with well-planned and organized growth, a family oriented, clean, fun and friendly community that is a great place to live, a crossroads for southern Utah County characterized by its agricultural heritage, good parks and recreation facilities and a strong business tax base. The acceptance of future annexation petitions and development proposals should be based on adherence to this plan and the General Plan of the City.



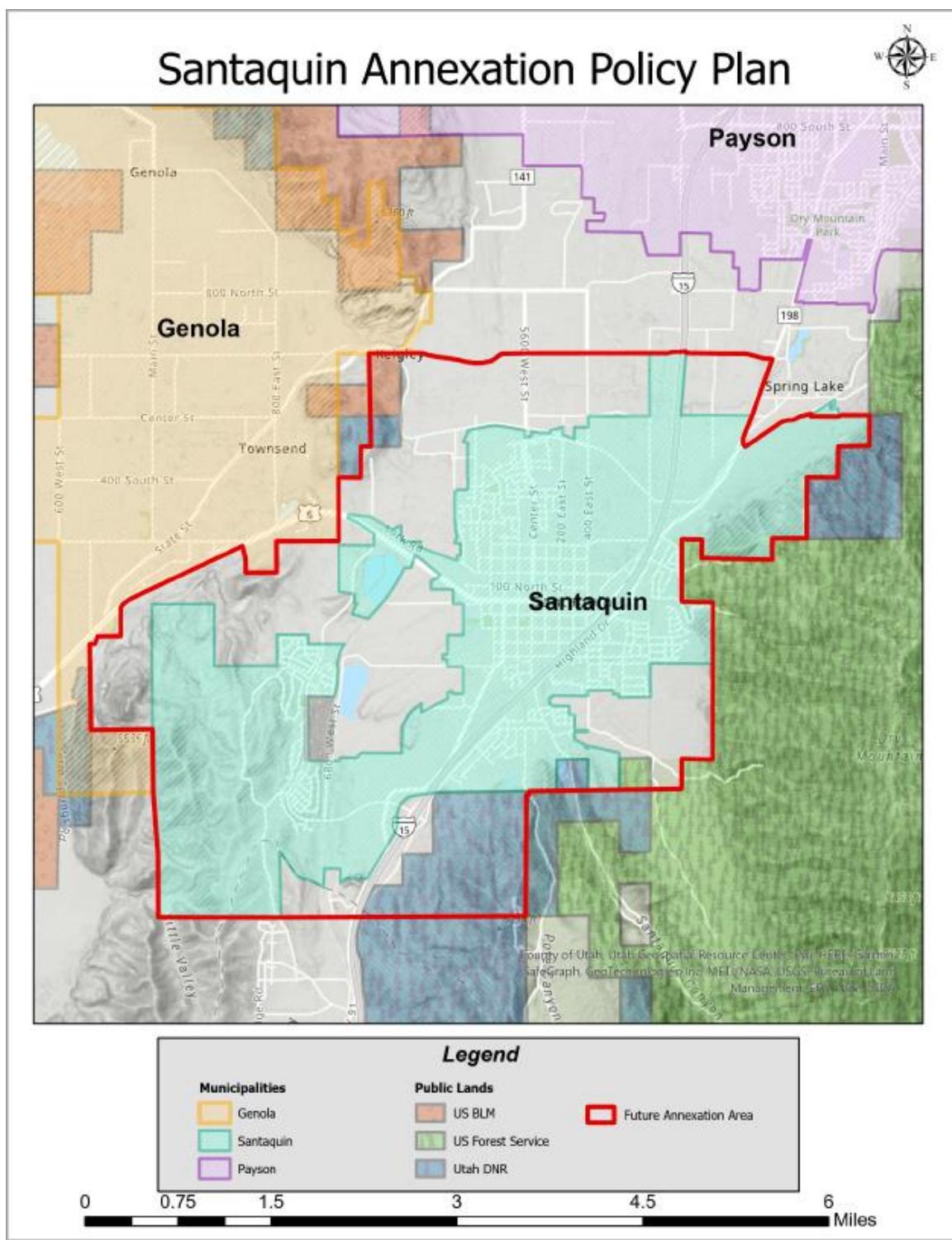
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## ANNEXATION POLICY PLAN

### Santaquin City Annexation Policy Plan – Exhibit A



## ANNEXATION POLICY PLAN



Inter-Local Agreement with Payson City – Exhibit B

## **ORDINANCE NO. 12-02-2022**

### **AN ORDINANCE ADOPTING THE ANNEXATION POLICY PLAN OF SANTAQUIN CITY, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.**

**WHEREAS**, the City of Santaquin is a fourth-class city of the state of Utah; and

**WHEREAS**, the Santaquin City Council entered into an Interlocal Cooperation Agreement on August 25, 2011; and

**WHEREAS**, the Santaquin City Council approved Resolution 04-07-2021 on April 6, 2021, a resolution approving an Addendum to the Interlocal Cooperation Agreement Establishing the Payson/Santaquin Annexation Boundary; and

**WHEREAS**, Section 10-2-401.5 of Utah Code Annotated 1953 requires that a municipality adopt an annexation policy plan before annexing an unincorporated area located within a specified county; and

**WHEREAS**, the Santaquin City Council drafted an amendment to the Santaquin Annexation Policy Plan to reflect the arrangements made with Payson City in the Addendum to the Interlocal Cooperation Agreement Establishing the Payson/Santaquin Annexation Boundary; and

**WHEREAS**, in accordance with Section 10-2-401.5 of Utah State Code Annotated 1953, Santaquin City provided notice of a public meeting for the Planning Commission to each affected entity at least 14 days before the meeting; and

**WHEREAS**, in accordance with Section 10-2-401.5 of Utah State Code Annotated 1953, the Santaquin City Planning Commission held a public meeting on November 8, 2022, and a comment period followed to allow affected entities to examine the proposed amendments and provide input as necessary, which comment period lasted until November 18, 2022; and

**WHEREAS**, no comments were received by affected entities; and

**WHEREAS**, in accordance with Section 10-2-401.5 of Utah State Code Annotated 1953, Santaquin City provided notice of a public hearing at a Planning Commission meeting to each affected entity at least 14 days before the meeting; and

**WHEREAS**, the Santaquin City Planning Commission held a public hearing on November 22, 2022, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City in accordance with Section 10-9a-204 of the Utah State Code; and

**WHEREAS**, after the noted public hearing, the Santaquin City Planning Commission forwarded a recommendation to the City Council;

**WHEREAS**, in accordance with Section 10-2-401.5 of Utah State Code Annotated 1953, Santaquin City provided notice of a public hearing at a City Council meeting to each affected entity at least 14 days before the meeting; and

**WHEREAS**, the Santaquin City Council held a public hearing on December 20, 2022, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City in accordance with Section 10-9a-204 of the Utah State Code; and

**WHEREAS**, after the noted public hearing, the Santaquin City Council considered the recommendation of the Planning Commission and reviewed the draft of the proposed Annexation Policy Plan;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of Santaquin City, State of Utah, as follows:

### **Section I. Adoption of Annexation Policy Plan**

The attached Annexation Policy Plan including all maps, is hereby adopted as the official annexation policy plan of Santaquin City.

### **Section II. Severability**

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

### **Section III. Codification, Inclusion in the Code, and Scrivener's Errors**

It is the intent of the City Council that the provisions of this ordinance be made part of the Santaquin City Code as adopted, that sections of this ordinance may be re-numbered or re-lettered, and that the word ordinance may be changed to section, chapter, or other such appropriate word or phrase in order to accomplish such intent regardless of whether such inclusion in a code is accomplished. Typographical errors which do not affect the intent of this ordinance may be authorized by the City without need of public hearing by its filing a corrected or re-codified copy of the same with the City Recorder.

### **Section IV. Posting and Effective Date**

This ordinance shall become effective at 5:00 p.m. on Wednesday, December 21, 2022. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 20<sup>th</sup> day of December 2022.

---

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Elizabeth Montoya	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember David Hathaway	Voted	___

ATTEST:

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Amalie R. Ottley, City Recorder

STATE OF UTAH )  
 ) ss.  
COUNTY OF UTAH )

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 20<sup>th</sup> day of December 2022, entitled

**“AN ORDINANCE ADOPTING THE ANNEXATION POLICY PLAN OF SANTAQUIN CITY, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of  
Santaquin City Utah this 20<sup>th</sup> day of December 2022.

---

Amalie R. Ottley  
Santaquin City Recorder

(SEAL)

## AFFIDAVIT OF POSTING

STATE OF UTAH )  
 ) ss.  
COUNTY OF UTAH )

I, Amalie R. Ottley, City Recorder of Santaquin City, Utah, do hereby certify and declare that I posted in three (3) public places the ordinance, which is attached hereto on the 20<sup>th</sup> day of December 2022.

The three places are as follows:

1. Zions Bank
2. Post Office
3. City Office

I further certify that copies of the ordinance so posted were true and correct copies of said ordinance.

Amalie R. Ottley  
Santaquin City Recorder

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by  
Amalie R. Ottley.

## Notary Public



# Annexation Policy Plan & Map

Adopted December 20, 2022

Ordinance No. 12-02-2022



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## ANNEXATION POLICY PLAN

### I. Introduction

In accordance with Section 10-2-401.5, Utah State Code, “no municipality may annex unincorporated area located within a specified county unless the municipality has adopted an annexation policy plan.” An Annexation Policy Plan is a guide for the City to make decisions regarding future annexations and helps the city plan for future expansion in conjunction with neighboring political entities. The Annexation Policy Plan works in conjunction with the general plan. Open communication between a city and other political entities, particularly Utah County, is a priority in the process of developing and implementing an Annexation Policy Plan. The following document addresses the requirements outlined in Section 10-2-401.5.

### II. Purpose

The purpose of this plan is to remain in compliance with State requirements as well as the goals and policies of the recently adopted General Plan. The General Plan addresses the impacts of the City’s increasing population and demand for housing developments. It also outlines appropriate development types in unincorporated areas which the City may annex in the future. This plan establishes an expansion area and policies for expansion consistent with the General Plan.

### III. The Plan

Utah State Code Annotated (UCA), Section 10-2-401.5 requires that each Policy Plan include the following:

- (a) A map of the expansion area which may include territory located outside the county in which the municipality is located;
- (b) A statement of the specific criteria that will guide the municipality's decision whether or not to grant future annexation petitions, addressing matters relevant to those criteria including:
  - (i) The character of the community;
  - (ii) The need for municipal services in developed and undeveloped unincorporated areas;
  - (iii) The municipality's plans for extension of municipal services;
  - (iv) How the services will be financed;
  - (v) An estimate of the tax consequences to residents both currently within the municipal boundaries and in the expansion area; and
  - (vi) The interests of all affected entities;
- (c) Justification for excluding from the expansion area any area containing urban development within 1/2 mile of the municipality's boundary; and



## ANNEXATION POLICY PLAN

(d) A statement addressing any comments made by affected entities at or within ten days after the public meeting required by U.C.A. 10-2-401.5.

### IV. Map of the Expansion Area

The amended expansion area map is attached hereto as Exhibit A.

### V. Criteria for Granting of Future Annexation Petitions

Except under the very limited circumstances established in section 10-2-418 of the Utah Code, the process of annexation does not occur without a petition that is signed by the owners of the majority of the privately owned property covered by the petition. The Santaquin City Council believes that annexation should only occur when: (1) the owners of the property and the City agree that annexation will benefit the owners of the property proposed for annexation; and (2) when the annexation will not result in substantial negative impact to existing residents of the City.

This Annexation Policy Plan includes certain areas that are covered by a pending petition for annexation into the City. Any petition must be evaluated under the criteria found in Utah State Code Title 10-2-403.5(3) which include the criteria below:

#### Character of the Community

The community vision stated in the General Plan is:

“Santaquin residents enjoy living in a community featuring orchards, wilderness access, world-class recreation, a historical mining district, and working lands, while having access to regional opportunities—all hallmarks of the lifestyle that Santaquin residents have enjoyed for generations. Our families value these qualities and are committed to preserving Santaquin’s small town character while nurturing the City as it grows.

Together, we will:

- Plan proactively, working with the market to encourage development patterns that align with community goals while honoring private property rights.
- Encourage a focused growth strategy as a part of actively supporting and preserving agricultural pursuits and community heritage.
- Expand opportunities for farmers to continue farming if they choose.
- Create and maintain a variety of welcoming neighborhoods so our families and future generations can thrive.
- Enhance downtown, creating a place to gather and enjoy time together.



## ANNEXATION POLICY PLAN

- Grow our recreational opportunities to better enjoy our community, the mountains, and the great outdoors.”

The present boundaries of Santaquin City and most of the proposed Expansion Area includes a large amount of crop producing lands that are consistent with the City's agricultural heritage. Having these lands in the City enables Santaquin to better encourage the future uses and development of the gateways to the City. The City also encourages planning and forethought regarding the considerable amount of vacant ground in the area.

Some of the area that is included in the amended Expansion Area includes sensitive lands that back onto United States Forest Service property or State of Utah Division of Wildlife Resource lands. Access to these public lands and associated recreation opportunities has been a major concern for residents of the area. With these lands in Santaquin City, access points, trails, and open space areas can be established, which allow continued access and enjoyment of public lands by area citizens and City residents.

### The Need for Municipal Services in Developed and Undeveloped Unincorporated Areas

Services currently provided by Santaquin City include sewer and water systems, waste disposal, drainage and facilities for them, public utilities, rights-of-way, easements, police and fire protection, and other public services, including parks and recreation facilities. Many of these facilities or systems are addressed with the City's Capital Improvement Plans (CIP). These plans are an important part of the City's operations, and, periodically, must be reviewed and updated within the context of all General Plan or other CIP elements which may change against the broader context of economic, social, and political standards of the City. These plans should especially be reviewed when considering petitions for annexation of areas which do not currently have services or where services must be updated or improved to meet City standards.

Culinary and irrigation services for much of the northern plan area are currently serviced by the Spring Lake Water Users Association or private wells. Extension of the City's culinary and irrigation services will be development driven and financed. However, the City is presently expanding its ability to provide culinary and pressurized irrigation water in areas of the City and has contemplated additional capacity in lines where future development, including future development in the expansion area, is anticipated to occur in the near future. Until such time as City service lines are available, Santaquin will need to contract with the Spring Lake Water Users Association for continued services to those properties currently serviced. Persons utilizing well water will be able to continue use of those wells without having to dedicate them to the City before development of their property occurs.



## ANNEXATION POLICY PLAN

Most of the existing homes within the expansion area utilize septic tanks for sewage disposal. Until additional trunk lines and a new wastewater treatment facility are constructed for Santaquin, these properties will be able to continue use of the septic system in accordance with State health codes and standards.

Waste disposal for most of the expansion area is currently handled through Utah County. Santaquin City contracts with a commercial waste disposal company and has provided in the service agreement for the availability for such service in areas that are annexed into the City.

Power needs in the areas north of the Highline Canal are handled through the South Utah Valley Electric Company. Santaquin will seek to establish appropriate franchise agreements with this company for continued service as needed.

Part of this area is currently within the Payson City EMS service area. However, the Santaquin City Department of Public Safety has also provided such service to the area as needed and with the recently completed expansion of its Public Safety facilities is equipped to provide Police, Fire, and EMS services in the expansion area in connection with reasonably anticipated growth.

### The Municipality's Plans for Extension of Municipal Services

As is discussed above, many homes and areas within this annexation plan are currently provided services through private or personal means. Police, Fire, EMS and Residential Waste Disposal services will be provided to all areas upon annexation and will be expanded as necessary with development. Extension of City utility services within this area will be based on development driven demands. Santaquin City has adopted, and regularly updates, capital facility master plans for water, sewer, storm drainage transportation, and park/recreational amenities. These plans include many of the areas outlined in the Annexation Policy Plan. When areas aren't included in the studies of the capital facility master plans, the City requires that studies are complete and the associated master plans are updated accordingly in order to provide sufficient capacity for future growth.

### How the services will be financed

Much of the infrastructure costs will be born by the developers of properties in the area. The City has also established Impact Fees, in accordance with U.C.A. 11-36: Impact Fees Act to help fund many improvements. Current impact fees include Water, Sewer, Public Safety, and Parks and Recreation. These impact fees are reviewed as needed. The City Council has initiated a study for a circulation impact fee as well as establishing a Santaquin Special Service District to provide City services.



## ANNEXATION POLICY PLAN

An estimate of the tax consequences to residents both currently within the municipal boundaries and in the expansion area

The following table shows the current tax rates in Santaquin and on those unincorporated properties around Santaquin.

Taxing Unit	Utah County District 120*	Utah County District 125*	Juab County**	Santaquin	
				Utah Co.*	Juab Co.**
County	0.000661	0.000661	0.001851	0.000661	0.001851
Central Utah Water	0.0004	0.0004	0.000400	0.0004	0.000400
State A/C	0.000015	0.000015	0.000015	0.000015	0.000015
Local A/C	0.000111	0.000111	0.000319	0.000111	0.000319
School	0.007583	0.007583	0.005539	0.007583	0.005539
Basic School			0.001652		0.001652
Charter School			0.000017		0.000017
City				0.000935	0.000858
East Juab WCD			0.000140		0.000140
Law Enforcement					
Fire			0.000521		0.000521
Special District	0.001409	0.001156			
Total Tax Rate	0.010179	0.009926	0.010454	0.009705	0.011312

\* Information obtained from Utah County Auditors Website, July 26, 2022

\*\* Information obtained from Juab County Treasurers Office, July 28, 2022

Currently Santaquin has a lower overall tax rate than those properties located in Districts 120 and 125 of Utah County. This is the majority of developed and useable properties between Spanish Fork and Santaquin. Those properties in Juab County would see an increase of 0.000858 or 0.0858 percent if annexed into Santaquin.

### The Interests of All Affected Entities

The Santaquin City Council and Payson City Council approved an inter-local agreement on April 7, 2021 to establish a future boundary line between the respective cities (see Exhibit B).

After required notification was provided, the Santaquin City Planning Commission held a public meeting on November 8, 2022 to discuss this plan with affected entities, as defined in Utah Code Ann. § 10-2-401 including, but not limited to, Utah County, Juab County, the Towns of Genola and Rocky Ridge, and Nebo School District. After required notification was provided, the Santaquin City Planning Commission held a public hearing on November 22, 2022. No expressions of interest or concerns were raised by affected entities at either meeting.



## ANNEXATION POLICY PLAN

Santaquin City's planning policies include coordination of land uses and circulation plans with neighboring jurisdictions and planning agencies. Santaquin City elected officials and staff will coordinate planning efforts with each adjacent jurisdiction.

### VI. Urban Development within 1/2 mile of the Municipality's Boundary

There are currently no urban developments, as defined by U.C.A., Section 10-2-401 Definitions, within ½ mile of the City's boundary. However, the hamlet of Spring Lake, which is an unincorporated community, abuts this annexation plan area. The community consists of approximately 60 homes built on ½ acre or larger lots. This community was established about the same time as Santaquin and included the residence of Benjamin F. Johnson who settled Summit City (renamed Santaquin City). Residents in this area have a strong sense of identity and association amongst themselves as an independent affiliate with Payson or Santaquin. Many residents believe either Payson or Santaquin will annex them in the future, but prefer to remain disassociated with either at this time.

### VII. Additional Considerations

Section 10-2-401.5(4) of the Utah Code identifies areas to be considered by the Planning Commission and the City Council in establishing an Annexation Policy Plan. Each of these areas is listed in the chart below with a corresponding summary of the consideration.

Item for Consideration	Consideration
Attempts to avoid gaps between or overlaps with the expansion areas of other municipalities	<p>With this amendment, there are no gaps between the Santaquin, Genola, Rocky Ridge, or the Payson Expansion Areas.</p> <p>There is an existing overlap of 0.75 square miles or 480 acres with Genola.</p>
Population growth projections for the municipality and adjoining areas for the next 20 years	<p>A development proposal for the majority of vacant ground south of Spring Lake could add over 400 homes (approx. 1500 people) to the area in the next 15 years. Other housing increases east of I-15 would likely be small ranchette or farm related housing in accordance with the City's General Plan.</p> <p>Projections for areas north of the City have been addressed in the Santaquin City General Plan.</p> <p>Future development on prime agriculture areas would be predicated upon the timing of the interchange installation at 12400 South and I-15. This will be a catalyst for larger commercial and housing related developments north of Santaquin City. The UDOT plans show this as a possibility after 2030.</p>
Current and projected costs of infrastructure, urban services, and public facilities necessary:	Costs of materials to construct necessary infrastructure are continuing to increase. The ability of the City to finance future improvements and expand infrastructure has been addressed



## ANNEXATION POLICY PLAN

<p>(i) to facilitate full development of the area within the municipality (ii) to expand the infrastructure, services, and facilities into the area being considered for inclusion in the expansion area;</p>	<p>above and in the Santaquin City General Plan, which is incorporated herein by reference. Capital Facilities studies have been initiated by the City to address costs for expansion of water systems, sewer expansion plans, roads, storm water, and parks facilities.</p>
<p>in conjunction with the municipality's general plan, the need over the next 20 years for additional land suitable for residential, commercial, and industrial development</p>	<p>Areas east of I-15 for commercial development will likely occur at the intersection of 12400 South and Highway 198. Other areas within the City have been designated in the General Plan for more intense commercial or industrial uses.</p>
<p>the reasons for including agricultural lands, forests, recreational areas, and wildlife management areas in the municipality</p>	<p><b>Agricultural Lands</b> This is addressed in detail within the Santaquin City General Plan. Santaquin City was recognized by the State legislature in 2007 for its efforts to establish a State Farming Heritage District in the area. The large amounts of crop producing lands and equestrian focused properties within this plan are consistent with this recognition and the City's agricultural heritage.</p> <p><b>Forest Lands</b> 40 acres of currently USDA Forest Service property has been included in the expansion area. These lands were included because the Uinta National Forest had suggested exchanging the property to private ownership.</p> <p><b>Recreational Lands</b> There are no Federal or State Recreation lands included in the Expansion Area</p> <p><b>Wildlife Management Areas</b> The Plan includes approximately 350 acres of BLM or State-owned ground in the northwest area. This property is included because of future development potential and to avoid gaps between the Genola and Santaquin expansion areas.</p> <p>Near the south end of the expansion area the City has included nearly 400 acres of State-owned property currently used for Elk management. Of the 400 acres only 60 acres could be easily developed for commercial purposes being located within 300 feet of the southern Santaquin I-15 interchange. Note: State law dictates that Fire protection on State owned property which has been incorporated must be paid for by the City in which the property is located.</p>

### VIII. Conclusions

This plan addresses each of the items required by U.C.A. 10-2-401.5. It is created to comply with State requirements and further the goals and policies of the Santaquin City General Plan. Santaquin City's aim is to provide a small-town atmosphere with well-



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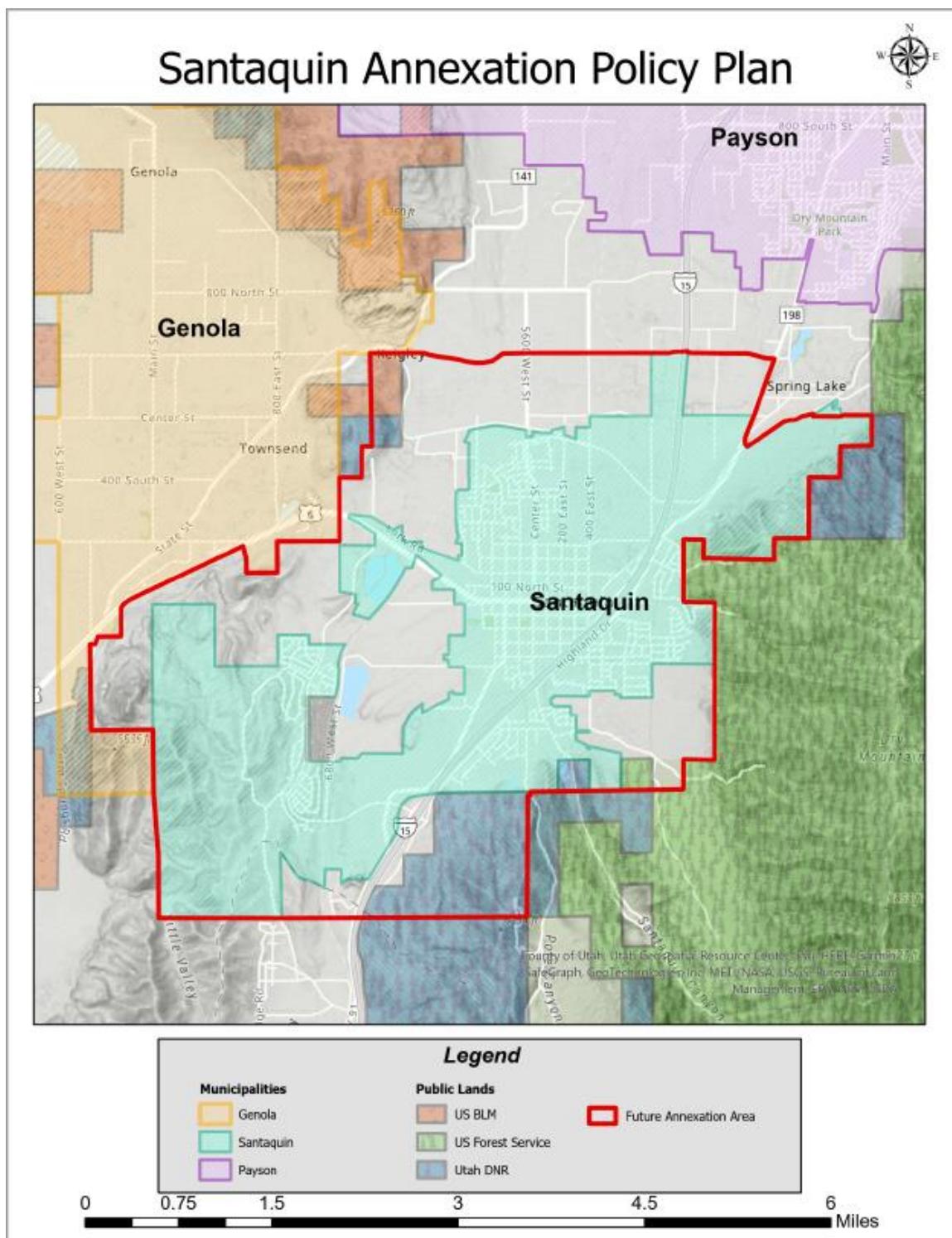
## ANNEXATION POLICY PLAN

planned and organized growth, a family oriented, clean, fun and friendly community that is a great place to live, a crossroads for southern Utah County characterized by its agricultural heritage, good parks and recreation facilities and a strong business tax base. The acceptance of future annexation petitions and development proposals should be based on adherence to this plan and the General Plan of the City.



## ANNEXATION POLICY PLAN

### Santaquin City Annexation Policy Plan – Exhibit A





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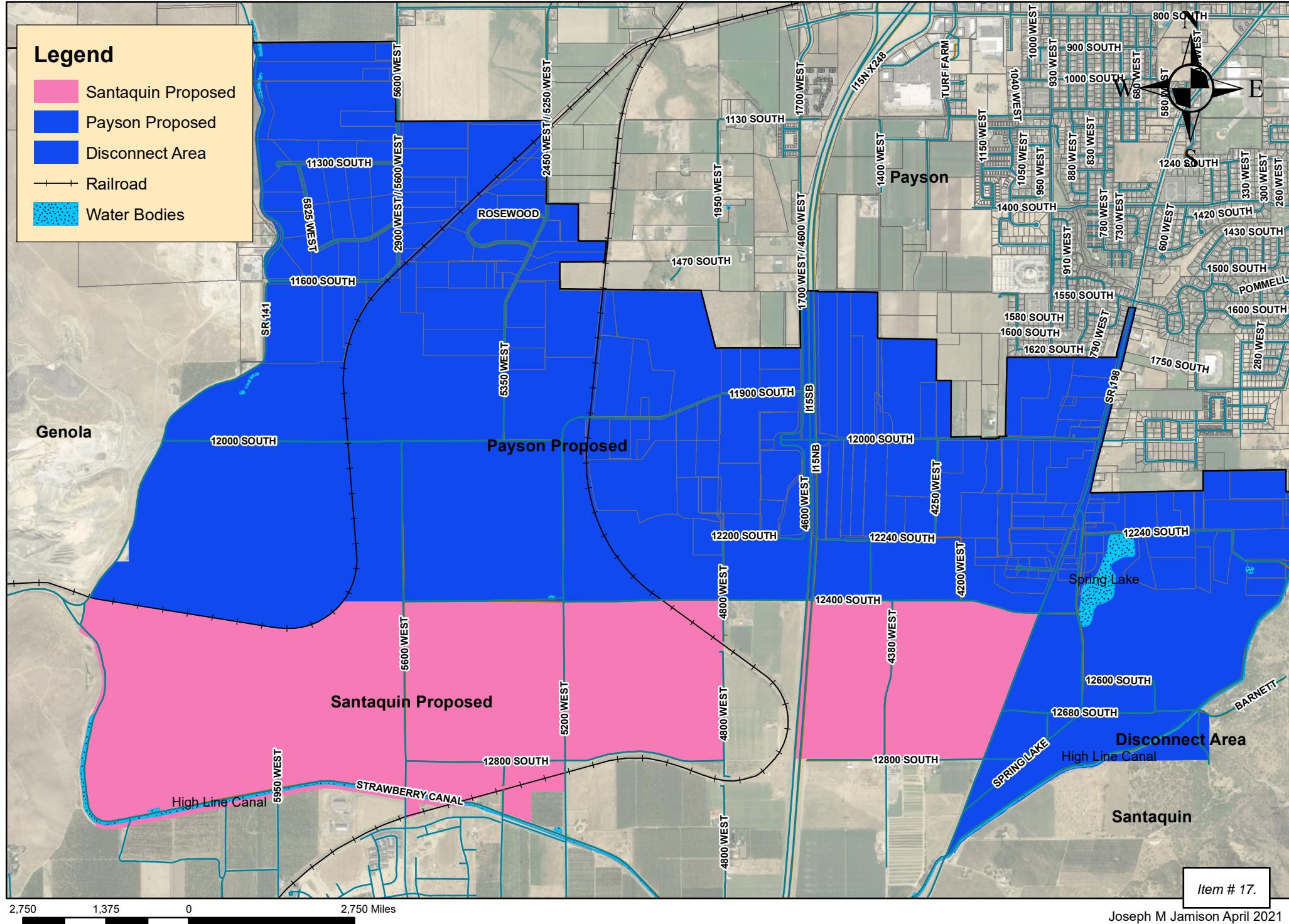
## ANNEXATION POLICY PLAN

### Inter-Local Agreement with Payson City – Exhibit B

# EXHIBIT A

## Legend

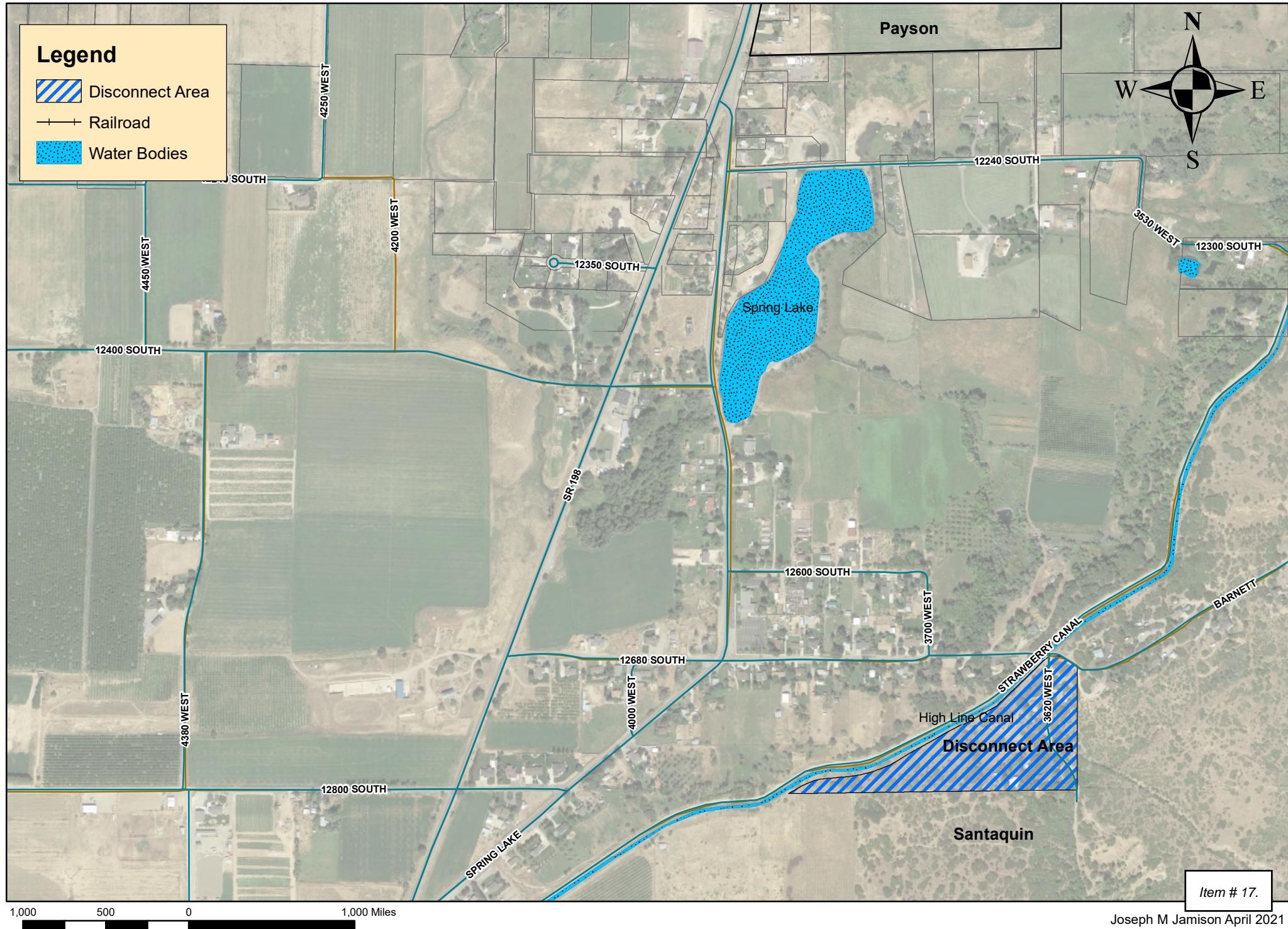
The legend consists of five entries, each with a colored square and text: a pink square for 'Santaquin Proposed', a blue square for 'Payson Proposed', a blue square for 'Disconnect Area', a black line for 'Railroad', and a green square with a blue dotted pattern for 'Water Bodies'.



*Item # 17.*

Joseph M Jamison April 2021

# EXHIBIT B



Item # 17.

Joseph M Jamison April 2021

# MEMO



To: Mayor Olson and City Council

From: Jason Bond, Assistant City Manager

Date: December 15, 2022

Re: **Proposed Amendment Related to Detached Accessory Dwelling Units**

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On October 18, 2022, the City Council reviewed the proposed amendment which would allow detached accessory dwelling units in the R-10 zone. Before the meeting, the Councilmembers received some concerns and ask that the Planning Commission review the draft language again with the expressed concerns in mind.

On November 8, 2022, the Planning Commission reviewed the proposed amendments to Santaquin City Code which would allow detached accessory dwelling units (ADU) in the R-10 zone. This happened based on direction given from the City Council to review things again with some specific concerns in mind. Specifically, the Council asked that the Planning Commission discuss whether two-story units should even be allowed. In other words, should detached ADUs be limited to one-story?

The current height restrictions for detached accessory dwelling units is as follows:

"The maximum height of a detached accessory dwelling unit shall not exceed the height of the primary dwelling unit or 24 feet, whichever is less." (SCC 10.16.080.C2)

The Planning Commission reviewed and discussed the proposal again on November 22, 2022 to ensure that all concerns are acknowledged and clearly understood. Concerns from a resident (expressed to the Mayor and City Councilmembers in an email) were provided to the Planning Commission and is provided again below:

Dear Mayor and City Council,

I don't often take the formal chance to voice concerns with city affairs, but since I've had the opportunity to sit in on probably all meetings concerning Detached Accessory Dwellings, and I know there was a public notice about possible restrictions on these types of dwellings, I want to bring up some growing concerns that I have had about them. I have talked to a few of you about them already.

I understand the pros concerning these types of dwellings, but I'm hoping you will consider and discuss some possible cons and put a few restrictions in place when allowing them in new and existing zones.

Concern #1–

Adding another dwelling on the property will obviously add more people, cars and noise for the neighborhood, but I am mainly concerned with how it will affect the privacy of neighbors. Privacy fences are put up to keep prying eyes out of backyards, but if a two-story dwelling is allowed eight feet from a property line, the fence will be inconsequential. Especially since the main view from the house will be the neighboring backyard and the back of the house, which will be quite easy to see into at night unless curtains are drawn.

I am very uncomfortable with the fact that children who usually play in fenced yards, will be the main view, from the two story dwelling, as well as backyard BBQ's etc. Since there will be nothing else to look at from the small house.

I hope you will consider not allowing the two story dwellings in small backyards, or in close proximity to fence lines. Allowing instead, only a one story with a basement for privacy purposes.

Concern #2

I know it is believed most builders will want family living in these dwellings, but since there are currently no restrictions about who they can rent them to; the reality is some builders will strictly see income potential. In which case, tenants could potentially change every six months, or even every night if they choose to use them as vacation rentals. Making the need for keeping privacy in tact for neighboring houses even more important.

Concern #3

I am also courteous about another item. The code will state that the owner must live in one of the dwellings, but how will that be controlled, especially when the property sells? Will it need to be sold under that stipulation? How can that even be monitored? Or will there be potential for both properties to be rented out under new ownership? If that's the case, and because there will be little in place to ensure otherwise, dynamics of neighborhoods could change as owners decide they no longer are in need of these structures for family etc, and sell the property to investors. And we know investors are currently buying up all sorts of property.

Thank you for reading and considering these points of concern. As always thanks for serving our city and for being so wonderful to work with.

After some further discussion, the Planning Commission made the following recommendation:

**MOTION:** Commissioner Weight made a motion make a positive recommendation to City Council to approve the ordinance updating the standards for Detached Accessory Dwelling Units to include the following change:

Side and rear setbacks be changed from 8 feet to 10 feet.

Commissioner McNeff seconded the motion. Commissioner Wood, Yes; Commissioner Lance, Yes; Commissioner Hoffman, Absent; Commissioner Howard, Absent; Commissioner McNeff, Yes; Commissioner Nixon, Yes; Commissioner Weight, Yes; Commissioner Romero, Yes.

The motion was unanimously approved.

**Staff Recommendation:** "Motion to adopt Ordinance No. 12-03-2022."

## **ORDINANCE NO. 12-03-2022**

**AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY REGULATIONS FOR DETACHED ACCESSORY DWELLING UNITS AND PERMIT DETACHED ACCESSORY DWELLING UNITS IN THE R-10 RESIDENTIAL ZONE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.**

**WHEREAS**, the City of Santaquin is a fourth-class city of the state of Utah; and

**WHEREAS**, the City Council has specific authority pursuant to Title 10, Chapter 9a Utah Code Ann. (1953 as amended) to adopt a zoning plan including an ordinance and map which divide the municipality into districts or zones and within such districts to regulate the erection, construction, reconstruction, alteration, repair and uses of buildings and structures and the uses of land; and

**WHEREAS**, the state legislature has granted general welfare power to the City Council, independent, apart from, and in addition to, its specific grants of legislative authority, which enables the city to pass ordinances which are reasonably and appropriately related to the objectives of that power, i.e. providing for the public safety, health, morals, and welfare; and

**WHEREAS**, the City Council desires to amend Santaquin City Code Title 10, Chapter 16, Section 080 and Title 10, Chapter 20, Section 080 to modify some regulations for and permit detached accessory dwelling units in the R-10 Residential Zone; and

**WHEREAS**, the City Council hereby implements one of their strategies in the Moderate-Income Housing Plan, as required by Utah Code Annotated 10-9a-408, in order address the need for moderate income housing within Santaquin City; and

**WHEREAS**, the Santaquin City Planning Commission held a public hearing on October 11, 2022, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

**WHEREAS**, after the noted public hearing, the Santaquin City Planning Commission forwarded a recommendation to the City Council;

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of Santaquin City, State of Utah, as follows:

### **Section I. Amendments**

**Title 10 Chapter 16 Section 080 is amended as follows:** (underlined text is added, stricken text is deleted)

#### **10.16.080 ACCESSORY DWELLING UNITS**

- A. Number of Accessory Dwelling Units: A maximum of one accessory dwelling unit, either attached or detached, shall be allowed on any one parcel.
- B. Attached (i.e., Accessory Apartments): Attached accessory dwelling units shall be allowed in any residential zone, subject to the following criteria: (Ord. 2-01-2002, 2-5-2002, eff. 2-5-2002; amd. Ord. 03-02-2007, 3-7-2007)
  - 1. Location: Attached accessory dwelling units shall not be allowed on any parcel except those containing a single-family dwelling.
  - 2. Parking: Any property containing an attached accessory dwelling unit shall provide two off-street parking spaces for residents of the unit. Tandem parking will not qualify as approved parking.
  - 3. Utility Meters: A single-family dwelling with an attached accessory dwelling unit may have up to two (2) meters for each water and pressurized irrigation service. (Ord. 04-01-2003, 4-2-2003, eff. 4-3-2003; amd. Ord. 03-02-2007, 3-7-2007)
  - 4. Building Code: All construction and remodeling shall comply with building codes in effect at the time of construction or remodeling. (Ord. 2-01-2002, 2-5-2002, eff. 2-5-2002; amd. Ord. 04-01-2003, 4-2-2003, eff. 4-3-2003; Ord. 03-02-2007, 3-7-2007)
  - 5. Building Entrances: In order to preserve the single-family residential appearance of the building, a new single-family structure approved with an attached accessory dwelling unit shall not have a separate entrance at the front of the building or side of the building facing a street where the sole purpose of the entrance is to provide access to the attached accessory dwelling unit. An attached accessory dwelling unit approved in an existing structure may use existing entrances on any side of the structure. (Ord. 04-01-2003, 4-2-2003, eff. 4-3-2003; amd. Ord. 03-02-2007, 3-7-2007)
  - 6. Construction And Remodeling: Any person constructing, causing the construction of a residence that has an attached accessory dwelling unit, remodeling, or causing the remodeling of a residence for an attached accessory dwelling unit, or any person desiring an attached accessory dwelling unit shall obtain a building permit from the city of Santaquin. Before a permit may be issued, the applicant shall:
    - a. Submit a site plan drawn accurately to scale that shows property lines and dimensions, the location of existing buildings and building entrances, proposed buildings or additions, dimensions from buildings or additions to property lines, the location of parking stalls, and utility meters.
    - b. Include detailed floor plans drawn to scale with labels on rooms indicating uses or proposed uses.
    - c. Pay fees in accordance with the city of Santaquin resolution establishing fees and charges.
  - 7. Prior Uses: For preexisting attached accessory dwelling units, a permit for the attached accessory dwelling unit shall be required, in addition to any permit required for the work to be done, at such time that construction, remodeling, or change of use occurs to the structure in which the attached accessory dwelling unit is located. The city building official shall issue a

permit for any such attached accessory dwelling unit prior to construction, remodeling, or change of use and upon finding compliance with the uniform building code and the following conditions:

- a. The attached accessory dwelling unit is in compliance with the zoning ordinance, and
- b. A building permit was issued when the unit was constructed or remodeled. If no building permit was issued at the time of construction or remodeling, the applicant shall pay an inspection fee and the chief building official (CBO) or designee shall inspect the unit for life safety violations. All violations identified by the CBO shall be corrected before a permit may be issued. (Ord. 2-01-2002, 2-5-2002, eff. 2-5-2002; amd. Ord. 04-01-2003, 4-2-2003, eff. 4-3-2003; Ord. 03-02-2007, 3-7-2007)
8. Other Similar Units: Attached accessory dwelling units shall include basement rentals, caretaker apartments, and other units of a similar nature and shall be a permitted use in all zones where single-family dwellings are permitted. (Ord. 04-01-2003, 4-2-2003, eff. 4-3-2003; amd. Ord. 03-02-2007, 3-7-2007)

C. Detached (i.e., Cottages, Casitas): Detached accessory dwelling units shall be allowed in the Main Street Residential (MSR) area of the Main Street Business District zone, and the Residential R-8 zone, and the Residential R-10 zone, subject to the following criteria:

1. Location: Detached accessory dwelling units shall only be allowed in the rear yard of a single-family dwelling. Detached accessory dwelling units cannot be subdivided from the primary dwelling and cannot be sold separately from the primary dwelling. Either the primary dwelling or the detached accessory dwelling unit need to be owner occupied. Detached accessory dwelling units cannot be leased for a term longer than 2 years without a renewal agreement.
2. Size and Setbacks: The maximum footprint of a detached accessory dwelling unit shall be 800 square feet. The maximum square footage of a detached accessory dwelling unit shall be 1,600 square feet. The maximum height of a detached accessory dwelling unit shall not exceed the height of the primary dwelling unit or 24 feet, whichever is less. The setbacks of a detached accessory dwelling unit shall be at least 12 feet from the primary dwelling and 810 feet from the side and rear property lines.
3. Foundation: Detached accessory dwelling units shall be on a permanent foundation. Recreational vehicles and mobile homes shall not be considered detached accessory dwelling units.
4. Design: The architectural style and color of a detached accessory dwelling unit shall be compatible with the primary dwelling and approved by the Zoning Administrator.
5. Garages: Accessory dwelling units which are connected to a detached garage, together, shall not exceed a height of 24 feet regardless of the height of the primary dwelling. The maximum square footage of an accessory dwelling unit, inclusive of the garage area, shall be 1,600 square feet. A

carport will not be counted towards the square footage of the accessory dwelling unit, but it must meet the setback requirements in Subsection C2 of this Section.

6. **Parking:** Any property containing a detached accessory dwelling unit shall provide two off-street parking spaces for residents of the unit. Tandem parking will not qualify as approved parking.
7. **Utility Meters:** A single-family dwelling with a detached accessory dwelling unit may have up to two (2) meters for each water and pressurized irrigation service.
8. **Trash:** Each detached accessory dwelling unit shall have their own trash can.
9. **Building Code:** All construction and remodeling shall comply with building codes in effect at the time of construction or remodeling.
10. **Construction And Remodeling:** Any person constructing, causing the construction of a residence that has a detached accessory dwelling unit, remodeling, or causing the remodeling of a residence for a detached accessory dwelling unit, or any person desiring a detached accessory dwelling unit shall obtain a building permit from the city of Santaquin. Before a permit may be issued, the applicant shall:
  - a. Submit a site plan drawn accurately to scale that shows property lines and dimensions, the location of existing buildings and building entrances, proposed buildings or additions, dimensions from buildings or additions to property lines, the location of parking stalls, and utility meters.
  - b. Include detailed floor plans drawn to scale with labels on rooms indicating uses or proposed uses.
  - c. Pay fees in accordance with the city of Santaquin resolution establishing fees and charges.
11. **Prior Uses:** For preexisting detached accessory dwelling units, a permit for the detached accessory dwelling unit shall be required, in addition to any permit required for the work to be done, at such time that construction, remodeling, or change of use occurs to the structure in which the detached accessory dwelling unit is located. The city building official shall issue a permit for any such detached accessory dwelling unit prior to construction, remodeling, or change of use and upon finding compliance with the uniform building code and the following conditions:
  - a. The detached accessory dwelling unit is in compliance with the zoning ordinance, and
  - b. A building permit was issued when the unit was constructed or remodeled. If no building permit was issued at the time of construction or remodeling, the applicant shall pay an inspection fee and the chief building official (CBO) or designee shall inspect the unit for life safety violations. All violations identified by the CBO shall be corrected before a permit may be issued.

**Title 10 Chapter 20 Section 080 is amended as follows:** (underlined text is added, stricken text is deleted)

## **10.20.080 R-10 RESIDENTIAL ZONE**

A. Objectives And Characteristics: The objective in establishing the R-10 Residential Zone is to encourage the creation and maintenance of residential areas within the City which are characterized by smaller to medium sized lots on which single-family dwellings are situated, surrounded by well kept lawns, trees, and other plantings. A minimum of vehicular and pedestrian traffic and quiet residential conditions favorable to family living are also characteristic of this zone. The uses permitted in this zone shall be single-family dwellings and certain other public facilities needed to promote and maintain stable residential neighborhoods. (Ord. 04-01-2003, 4-2-2003, eff. 4-3-2003)

In order to accomplish the objectives and purposes of this title and to promote the characteristics of this zone, the following regulations shall apply in the R-10 Zone. (Ord. 2-01-2002, 2-5-2002, eff. 2-5-2002)

B. Permitted Uses: Land uses in the R-10 Residential Zone are permitted as follows. Alphabetic use designations in the table below have the following meanings:

P	The listed use is a permitted use within the represented area, based on City development standards and ordinances.
C	The listed use requires a conditional use permit within the represented area in addition to complying with all applicable development standards and ordinances.
N	The listed use is a prohibited use within the represented area.

Use	R-10
<u>Accessory use</u>	P
Adult daycare	C
Assisted living facility - large	C
Assisted living facility - small	P/C
Caretaker facilities associated with a permitted or conditional use	C
Cemeteries	P

Child daycare centers	C
<u>Dwelling, accessory unit attached</u>	<u>P</u>
<u>Dwelling, accessory unit detached</u>	<u>P</u>
<u>Dwellings, single-family detached</u>	<u>P</u>
Golf courses and golf clubhouses (private and public)	P
Gravel, sand, earth extraction, and mass grading when necessary to accomplish the intent of a development project permitted within and in association with the R-10 Zone and with City Council approval and Planning Commission recommendation for approval of a plan detailing the scope and time schedule for the work to be done	C
Home occupations, in accordance with SCC 10.40	P/C
Large scale developments	C
Parks	P
Public and quasi-public buildings	P
Recreational vehicle (RV) parks	N
Religious center	P
Residential facilities for persons with a disability pursuant to SCC 10.60	P
Residential facilities for the elderly pursuant to SCC 10.56	P
Residential support facility	P
Schools	P
Sheltered workshop	C
<b><u>Single family dwellings and related accessory uses</u></b>	<b>P</b>

Telecommunications sites. See SCC 10.16.340 paragraph D	
Temporary uses, subject to the provisions of SCC 10.16.300	P
Treatment facility	N

(Ord. 07-01-2011, 7-27-2011, eff. 7-28-2011; amd. Ord. 03-02-2014, 4-16-2014, eff. 4-17-2014; Ord. 02-01-2018, 2-7-2018, eff. 2-8-2018)

## **Section II. Severability**

If any part of this ordinance or the application thereof to any person or circumstances shall, for any reason, be adjudged by a court of competent jurisdiction to be unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this ordinance or the application thereof to other persons and circumstances, but shall be confined to its operation to the section, subdivision, sentence or part of the section and the persons and circumstances directly involved in the controversy in which such judgment shall have been rendered. It is hereby declared to be the intent of the City Council that this section would have been adopted if such invalid section, provisions, subdivision, sentence or part of a section or application had not been included.

## **Section III. Contrary Provisions Repealed**

Any and all other provisions of the Santaquin City Code that are contrary to the provisions of this Ordinance are hereby repealed.

## **Section IV. Codification, Inclusion in the Code, and Scrivener's Errors**

It is the intent of the City Council that the provisions of this ordinance be made part of the Santaquin City Code as adopted, that sections of this ordinance may be re-numbered or re-lettered, and that the word ordinance may be changed to section, chapter, or other such appropriate word or phrase in order to accomplish such intent regardless of whether such inclusion in a code is accomplished. Typographical errors which do not affect the intent of this ordinance may be authorized by the City without need of public hearing by its filing a corrected or re-codified copy of the same with the City Recorder.

## **Section V. Posting and Effective Date**

This ordinance shall become effective at 5:00 p.m. on Wednesday, December 21, 2022. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 20<sup>th</sup> day of December 2022.

---

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	____
Councilmember Elizabeth Montoya	Voted	____
Councilmember Lynn Mecham	Voted	____
Councilmember Jeff Siddoway	Voted	____
Councilmember David Hathaway	Voted	____

ATTEST:

---

Amalie R. Ottley, City Recorder

STATE OF UTAH )  
 ) ss.  
COUNTY OF UTAH )

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 20<sup>th</sup> day of December 2022, entitled

**“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO MODIFY REGULATIONS FOR DETACHED ACCESSORY DWELLING UNITS AND PERMIT DETACHED ACCESSORY DWELLING UNITS IN THE R-10 RESIDENTIAL ZONE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 20<sup>th</sup> day of December 2022.

---

Amalie R. Ottley  
Santaquin City Recorder

(SEAL)

## AFFIDAVIT OF POSTING

STATE OF UTAH )  
 ) ss.  
COUNTY OF UTAH )

I, Amalie R. Ottley, City Recorder of Santaquin City, Utah, do hereby certify and declare that I posted in three (3) public places the ordinance, which is attached hereto on the 20<sup>th</sup> day of December 2022.

The three places are as follows:

1. Zions Bank
2. Post Office
3. City Office

I further certify that copies of the ordinance so posted were true and correct copies of said ordinance.

---

Amalie R. Ottley  
Santaquin City Recorder

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
Amalie R. Ottley.

## Notary Public

# **COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF SANTAQUIN CITY**

## **RESOLUTION 12-01-2022-CDA ADOPTION OF WEST FIELDS COMMUNITY REINVESTMENT AREA PROJECT AREA PLAN**

**WHEREAS**, the Community Development and Renewal Agency of Santaquin City (the “Agency”) is a public agency pursuant to Title 17C of the Utah Code; and

**WHEREAS**, on July 21, 2022, the Agency Board designated a Survey Area and directed that proposed community reinvestment project area plans and related budgets for areas within the Survey Area be prepared; and

**WHEREAS**, the Agency Board now desires to establish and adopt a Project Area Plan for the Project Area;

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Community Development and Renewal Agency of Santaquin City as follows

**SECTION 1:** The adoption of the West Fields Community Reinvestment Area Project Area Plan is in the best interest of the Community Development and Renewal Agency of Santaquin City and Santaquin City, Utah.

**SECTION 2:** The Board of the Community Development and Renewal Agency of Santaquin City hereby approves and adopts the attached West Fields Community Reinvestment Area Project Area Plan.

**SECTION 3:** This Resolution shall become effective immediately upon passage.

APPROVED AND ADOPTED THIS 20<sup>th</sup> DAY OF December 2022.

---

Daniel M. Olson, Board Chair

Attest:

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Amalie R. Ottley, Secretary

Board Member Art Adcock	Voted <input type="text"/>
Board Member Elizabeth Montoya	Voted <input type="text"/>
Board Member Lynn Mecham	Voted <input type="text"/>
Board Member Jeff Siddoway	Voted <input type="text"/>
Board Member David Hathaway	Voted <input type="text"/>



## Santaquin City

DRAFT Community Development and Renewal  
Agency of Santaquin City  
West Fields Community Reinvestment Area  
Project Area Plan  
October 2022



ZIONS PUBLIC FINANCE, INC.

Item #21.

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## BACKGROUND AND OVERVIEW

The Community Development and Renewal Agency of Santaquin City (the “Agency”), following thorough consideration of the needs and desires of Santaquin City (the “City”) and its residents, as well as the need of and capacity for new development, has prepared this Community Reinvestment Project Area Plan (the “Plan”) for the Santaquin City West Fields Reinvestment Project Area (the “Project Area”) described in more detail below.

In accordance with the terms of this Plan, the Agency will encourage, promote, and provide for the development of industrial and commercial space within the Project Area. The Project Area covers 69.50 total acres of which 54.9 are considered to be developable.

It is anticipated that the project will generate economic activity in the region through the creation of temporary construction jobs, full-time employment for ongoing jobs, the generation of additional tax revenues, and diversification through new business opportunities. However, infrastructure to the Project Area is currently lacking with regards to gas, communications, power, roads and City utilities.

The Agency has determined that the area meets the criteria for creation of a CRA. This Plan will govern development within the Project Area, including the capture and use of tax increment. At this time, the Agency anticipates that only sales tax revenues generated in the project area and flowing to Santaquin City resulting from an increase in sales tax revenues from business activity within the Project Area may be paid to the Agency for community and economic development purposes to construct new roads and improve existing roads, to reduce traffic congestion, to construct City utilities and to promote and incentivize new development and investment. The purpose of this Plan clearly sets forth the aims and objectives of this development, its scope, available incentives, and the mechanism for funding such incentives, and the value of the Plan to the residents, businesses and property owners, and taxing entities in this area.

This document is prepared in good faith as a current reasonable estimate of the economic impact of this Project. Fundamental economic and other circumstances may influence the actual impact. With these assumptions, the information contained within this report represents the reasonable expectations of the Project.

The ordering of sections of this Project Area Plan document is consistent with the presentation of requirements and other criteria for CRA development as set forth in Utah Code § 17C-5-105.

## 1. RECITALS OF PREREQUISITES FOR ADOPTING A COMMUNITY DEVELOPMENT PROJECT AREA PLAN

- a) Pursuant to the provisions of §17C-5-103 of the Act, the governing body of the Community Development and Renewal Agency of Santaquin City adopted a resolution on June 7, 2022 designating a survey area in which reinvestment Project Areas can be created; and
- b) Pursuant to the provisions of §17C-5-104(1)(a) and (b) of the Act, Santaquin City has a planning commission and general plan as required by law; and

- c) Pursuant to the provisions of §17C-5-104(3) of the Act, the Agency will conduct one or more public hearings for the purpose of informing the public about the Project Area and allowing public input as to whether the draft Project Area Plan should be revised, approved, or rejected.
- d) Pursuant to the provisions of §17C-5-104(3)(b) and (d) of the Act, the Agency made a draft Project Area Plan available to the public at the Agency's offices during normal business hours, provided notice of the Plan hearing, allowed public comment on the Project Area Plan, and will hold a public hearing on the draft Plan on November 15<sup>th</sup>, 2022.

## 2. DEFINITIONS

---

As used in this Community Reinvestment Project Area Plan:

1. The term "**Act**" shall mean and include the Limited Purpose Local Government Entities – Community Development and Renewal Agencies Act in Title 17C, Chapters 1 through 5, Utah Code Annotated 1953, as amended, or such other amendments as shall from time to time be enacted or any successor or replacement law or act.
2. The term "**Agency**" shall mean the Community Development and Renewal Agency of Santaquin City, a separate body corporate and politic created by the City pursuant to the Act.
3. The term "**Base Taxable Value**" shall mean the base taxable value of the property within the Project Area from which tax increment will be collected, as shown upon the assessment roll last equalized before the date the Project Area Plan is adopted by the City legislative body; OR as provided within an interlocal agreement created under §17C-5-204 of the Act.
4. The term "**City**" shall mean Santaquin City, Utah.
5. The term "**Community**" shall mean Santaquin City, Utah.
6. The term "**Community Development**" shall mean development activities within the community, including the encouragement, promotion, or provision of development.
7. The term "**Developer**" shall mean the entities investing in the development in the area.
8. The term "**Effective Date**" shall have the same meaning as established under §17C-5-110 of the Act.
9. The term "**Legislative Body**" shall mean the City Council of Santaquin City which is the legislative body of the Community.
10. The term "**Plan Hearing**" means the public hearing on the draft Project Area Plan required under Subsection 17C-5-104(e) of the Act.

11. The term "**Project Area**" shall mean the geographic area described in the Project Area Plan or draft Project Area Plan where the community development set forth in this Project Area Plan or draft Project Area Plan takes place or is proposed to take place (Appendices A & B).
12. The term "**Project Area Budget**" shall mean the multi-year projection of annual or cumulative revenues, other expenses and other fiscal matters pertaining to the Project Area prepared in accordance with Part 3 of §17C-5 of the Act.
13. The term "**Project Area Plan**" or "**Plan**" shall mean the written plan that, after its Effective Date and adopted pursuant to the provisions of the Act, guides and controls the community development activities within the Project Area.
14. The terms "**Tax**," "**Taxes**," "**Property tax**" or "**Property taxes**" includes all levies on an ad valorem basis upon real property, personal property, or other property, tangible or intangible.
15. The term "**Taxing entity**" shall mean any public entity that levies a tax on property within the Project Area.
16. The term "**Tax increment**" shall mean the difference between the amount of property tax revenues generated each tax year by all taxing entities from the area designated in the Project Area Plan as the area from which tax increment is to be collected, using the current assessed value of the property and the amount of property tax revenues that would be generated from that same area using the base taxable value of the property. It shall also mean incremental sales taxes generated within the Project Area that are payable to Santaquin City. This plan currently only contemplates the contribution of the City's sales tax increment from the Project Area to the Agency.

### 3. PROJECT AREA BOUNDARIES AND MAP [17C-5-105(1)]

The area identified for study (see map in Appendix A and legal description in Appendix B) consists of 69.5 total acres. The area encompasses parcels identified by numbers 320090068, 290360002, 320090089, and a portion of 32009085. Highway 6 runs adjacent to the project area on the north side, forming much of the northern boundary. Boundaries on the west, south and east sides generally follow Santaquin's municipal boundaries.

## 4. GENERAL STATEMENT OF EXISTING LAND USES, LAYOUT OF PRINCIPAL STREETS, POPULATION DENSITIES, BUILDING INTENSITIES AND HOW THEY WILL BE AFFECTED BY THE PROJECT AREA DEVELOPMENT [17C-5-105(2)]

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### A. EXISTING LAND USES IN THE PROJECT AREA

Primary land uses within the Project Area include: 1) 54.9 acres of vacant, developable land; 2) approximately 10 acres occupied by the Summit Ridge Parkway and other City Right-of-way; and 3) 4.6 acres utilized for seasonal flood mitigation, City utilities, and open space. The entire project area is currently exempt from property tax and is owned by the City. The entire Project Area is zoned as an Industrial Zone (I-1).

Land uses will be affected as currently vacant or underutilized land is developed in accordance with this Plan. This will change existing vacant land to commercial/industrial uses.

### B. LAYOUT OF PRINCIPAL STREETS IN THE PROJECT AREA

Highway 6 runs adjacent to the project area on the north side, forming much of the northern boundary. The primary access road into and through the Project Area is the Summit Ridge Parkway. The Parkway was built through a collaboration between the City and developers of the Summit Ridge development. It has been sized to facilitate over 11,000 cars per day at buildout of the Summit Ridge project. The City bonded for the road while the developers contributed land and money to help cover the construction costs.

The layout of principal streets is not expected to change due to this Plan.

### C. POPULATION DENSITIES IN THE PROJECT AREA

There is currently no development within the Project Area, with the exception of secondary water storage reservoirs. There is no residential development with any residential population within the Project Area. The Plan does not currently propose any residential development. Existing and proposed residential densities within the Project Area will therefore remain at zero persons per square mile.

### D. BUILDING INTENSITIES IN THE PROJECT AREA

There are currently no buildings within the Project Area. The Plan anticipates that a moderate amount of commercial and industrial building space could be added to the area.

## 5. STANDARDS THAT WILL GUIDE THE PROJECT AREA DEVELOPMENT [17C-5-105(3)]

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The general standards that will guide the economic development are as follows:

### A. GENERAL DESIGN OBJECTIVES

Development within the Project Area will be held to quality design and construction standards, suitable for commercial, industrial, and business park development and will be subject to: (1) appropriate elements of the City's General Plan; (2) applicable City building codes and ordinances; (3) Planning Commission review

and recommendation (only if required by City or State Code); (4) the City's land use development codes and standards; and 5) development agreements that include design guidelines.

Owners and developers will be allowed flexibility in the development of land located within the Project Area and are expected to obtain quality design and development. Development contemplated in the area shall be of a design and shall use materials that are in harmony with adjoining areas and subject to design review and approval by the City. For more significant developments, it is contemplated that these design objectives may be addressed in development agreements with prospective developers.

The general standards that will guide development are those found in the Santaquin City General Plan. Coordinated and attractive landscaping shall also be provided as appropriate for the character of the Project Area. Materials and design paving, retaining walls, fences, curbs, benches, and other items should be addressed in the design.

All development will be based on subdivision/site plans, development data, and other appropriate submittals and materials clearly describing the development, including land coverage, setbacks, heights, and any other data dictated by the City's land use code, and applicable City practice or procedure.

Parking areas will be designed with careful regard to orderly arrangement, topography, relationship to view, ease of access, and as an integral part of the overall area function.

The general principles guiding development within the Project Area are as follows:

1. Encourage and assist economic development with the creation of a well-planned industrial/business park development that will increase job opportunities in the local area.
2. Provide for the strengthening of the tax base and economic health of the entire community and the State of Utah.
3. Implement the tax increment financing provisions of the Act which are incorporated herein by reference and made a part of this Plan.
4. Encourage economic use of and new construction or redevelopment upon the real property located within the Project Area.
5. Promote and market the Project Area for economic development that would enhance the economic base of the City through diversification.
6. Provide for compatible relationships among land uses and quality standards for development, such that the area functions as a unified and viable center of economic activity for the City.
7. Remove any impediments to land disposition and development through assembly of land into reasonably sized and shaped parcels served by adequate public utilities, streets, and other infrastructure improvements.

8. Achieve an environment that reflects an appropriate level of concern for architectural, landscape and design principles, developed through encouragement, guidance, appropriate controls, and financial and professional assistance to owner participants and developers.
9. Provide for construction of public streets, utilities, curbs and sidewalks, other public rights-of-way, streetlights, landscaped areas, public parking, water utilities, sewer utilities, storm drainage, open space, and other public improvements.
10. Provide public streets and road access to the area to facilitate better traffic circulation and reduce traffic hazards by assisting in the street alignments.

## 6. HOW THE PROJECT AREA DEVELOPMENT WILL FURTHER THE PURPOSES OF THE ACT [17C-5-105(4)]

It is the intent of the Agency, with the assistance and participation of private owners, to facilitate and promote the development of an industrial/business park and other supporting commercial activities that are a key part of the Santaquin City General Plan and that will result in the creation of jobs in the Project Area. Further, the development within the Project Area will strengthen the tax base of the community, which will also serve to accomplish economic development objectives and create a well-planned employment center.

The purposes of the Act will be achieved by the following:

### A. ESTABLISHMENT OF NEW BUSINESS AND INCREASED TAX BASE

The proposed Project envisions industrial/business park development, with possibly some supporting commercial development, that will benefit the State and local taxing entities through increased job creation, increased property tax base, increased income taxes paid (both corporate and individual), increased local sales taxes as purchases are made in the local area, and increased energy usage (and the accompanying municipal energy “franchise” tax). Multiplier (indirect and induced) impacts will result from the job creation and expenditures for construction and supplies.

### B. PUBLIC INFRASTRUCTURE IMPROVEMENTS

The construction of the public infrastructure improvements as provided by this Plan will support the development contemplated herein and will encourage future development in surrounding areas. Infrastructure is an important element of economic development and areas that lack good infrastructure are not able to be competitive in attracting good-quality businesses to locate in their community.

### C. JOB CREATION

The project area includes the potential for new businesses and related jobs. It is anticipated that new jobs will be encouraged at income levels above the area median income indicator.

## 7. THE PLAN IS CONSISTENT WITH AND WILL CONFORM TO THE COMMUNITY'S GENERAL PLAN [17C-5-105(5)]

This Plan is consistent with the City's General Plan that was approved in 2022. The City's Vision is as contained in Chapter 2 of the City's General Plan and can be found on the City's website.

The addition of an industrial/business park will add to the strong business tax base of the community. The purpose of the industrial/business park is to have a geographic area of the City that has utilities and that is "shovel ready" for development.

## **8. IF APPLICABLE, HOW PROJECT AREA DEVELOPMENT WILL ELIMINATE OR REDUCE A DEVELOPMENT IMPEDIMENT IN THE COMMUNITY REINVESTMENT PROJECT AREA [17C-5-105(6)]**

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Not applicable. The Agency is not making any findings of development impediments for this Project Area.

## **9. DESCRIPTION OF ANY SPECIFIC PROJECT OR PROJECTS THAT ARE THE OBJECT OF THE PROPOSED PROJECT AREA DEVELOPMENT [17C-5-105(7)]**

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The Plan anticipates the construction of 40,000 square feet of light manufacturing/industrial and commercial space and 8,000 square feet of corporate offices in the "North 6" area which covers approximately 6 acres on the northeast portion of the project area. There are, at present, no specific plans for the remaining developable acreage but it is assumed that all development in the area will be light manufacturing/industrial.

## **10. HOW PARTICIPANTS WILL BE SELECTED WITHIN THE PROJECT AREA [17C-5-105(8)]**

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The Plan contemplates that the City, which currently owns all of the real property within the Project Area, will deed some or all of the developable property to the Agency thereby allowing the Agency to take advantage of the opportunity to develop the property or to sell the property to developers for the development of facilities within the Project Area.

The Agency may, consistent with the Act, select developers by private negotiation, public advertisement, bidding, or the solicitation of written proposals, or a combination of one or more of the above methods.

## **11. REASONS FOR THE SELECTION OF THE PROJECT AREA [17C-5-105(9)]**

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The Project Area was selected by the Agency as that area within the City having a more immediate opportunity to strengthen the community through development of vacant properties, create jobs, capitalize on the rapid growth occurring in Utah County, and maximize the site's strategic proximity to I-15 and Highway 6.

## 12. DESCRIPTION OF THE PHYSICAL, SOCIAL AND ECONOMIC CONDITIONS EXISTING IN THE PROJECT AREA [17C-5-105(10)]

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### A. PHYSICAL CONDITIONS

The proposed Project Area consists of approximately 69.5 acres, as shown on the Project Area maps in Appendix A. The Project Area is mostly undeveloped, with only minimal non-City utilities in the area.

### B. SOCIAL CONDITIONS

There is currently no residential development within the area. No unusual social conditions were found to exist. The Project Area Plan will increase the number of workers traveling to the Project Area. It is anticipated, therefore, that the proposed Project Area will grow the community's economy, quality of life, and reputation.

### C. ECONOMIC CONDITIONS

There is currently no development within the Project Area and no economic activity. The Project Area is currently exempt with zero taxable value.

## 13. FINANCIAL ASSISTANCE TO PARTICIPANTS WITHIN THE PROJECT AREA [17C-5-105(11)]

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The Agency does not intend to enter into negotiations with outside taxing entities to use any of their property tax increment for the Project Area at this time. However, the Agency does intend to use the City's sales tax increment to help offset the costs of needed infrastructure.

Actual development and the generation of sales tax revenues is dependent on many factors, including the overall economic climate; however, the Agency hopes to encourage and accelerate such development within the Project Area.

All incentives and payments to participants will be performance-based and will be offered only according to the terms of a Participation Agreement or grant program that adequately protects the Agency and the taxing entities by ensuring performance by the participant. Subject to the provisions of the Act, the Agency may agree to pay for eligible development costs and other items from such tax revenues for the period of time appropriate under the circumstances.

## 14. ANALYSIS OR DESCRIPTION OF THE ANTIPOCATED PUBLIC BENEFIT RESULTING FROM PROJECT AREA DEVELOPMENT [17C-5-105(12)]

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## A. BENEFICIAL INFLUENCES UPON THE TAX BASE OF THE COMMUNITY

The property tax base of the taxing entities should increase by approximately \$39.2 million from the various investments in real property (land and buildings) alone. In addition, the personal property tax base of the taxing entities will be increased but will vary depending on the type of equipment located in the Project Area as well as individual depreciation schedules.

In addition to tax revenues, the project will generate other revenues including sales tax, municipal energy taxes, Class B/C Road Funds, business license fees, charges for services, and one-time fees such as building permits and impact fees.

At this point in time, the Agency intends that the taxing entities will receive 100 percent of the incremental property tax revenues generated in the Project Area which are estimated as follows. Because revenues will increase over time, as more development takes place, Table 3 below shows the estimated property tax revenues generated over 20 years, and then the projected annual revenues after 20 years when the area is more fully built out.

TABLE 3: REVENUES TO TAXING ENTITIES

Taxing Entity	20-Year Total Property Tax Revenues	Annual Revenues After 20 Years
Utah County	\$302,796	\$33,470
Nebo School District	\$3,086,178	\$341,134
Santaquin	\$455,082	\$50,303
Central Utah Water Conservancy	\$141,991	\$15,695
<b>Total</b>	<b>\$3,986,047</b>	<b>\$440,602</b>

## B. ASSOCIATED BUSINESS AND ECONOMIC ACTIVITY LIKELY TO BE STIMULATED

Other business and economic activity likely to be stimulated includes business, employee, and construction expenditures. There are significant opportunities for increased economic development and tax generating development that can occur within the immediate sphere of influence of the Project Area that otherwise may not occur in a timely basis or at the same level of increased development and private investment.

### 1. JOB CREATION

The project area includes the potential for new businesses and related jobs. It is anticipated that new jobs will be encouraged at income levels above the area median income indicator.

It is anticipated that the business owners and employees of the Project Area facilities will directly or indirectly purchase local goods and services related to their operations from local or regional suppliers. These supply chain purchases are expected to increase employment opportunities in the related businesses of office equipment, furniture and furnishings, office supplies, computer equipment, communication, security, transportation and delivery services, maintenance, repair and janitorial services, packaging supplies, office and printing services.

Employees will make many of their purchases near their workplace, assuming that goods and services are available. These will most likely include purchases for: lunchtime eating, gasoline and convenience store, personal services such as dry cleaning and haircuts, and auto repair. In addition, there may be limited purchases for gifts, hobbies, etc., if such goods are available.

The following summarizes the benefits to the community:

- Provide an increase in direct purchases in the community.
- Complement existing businesses and industries located within the City by adding new employees who may live and shop and pay taxes in the City, County and the region.
- Provide an increase in indirect and induced (“multiplier”) impacts for business purchases, including purchases by employees and their households.
  - The types of expenditures by employees in the area will likely include convenience shopping for personal and household goods, lunches at area restaurants, convenience purchases and personal services (haircuts, banking, dry cleaning, etc.). The employees will not make all of their convenience or personal services purchases near their workplace, and each employee's purchasing patterns will be different. However, it is reasonable to assume that a percentage of these annual purchases will occur within close proximity to the workplace (assuming the services are available).

## 2. CONSTRUCTION JOBS AND EXPENDITURES

Economic activity associated with the development will include construction activity. Construction costs for labor and materials will likely be notable. This will create a moderate number of construction jobs. Construction supplies are also anticipated to create significant sales tax revenues for the State, County and City.

## **C. ADOPTION OF THE PLAN IS NECESSARY AND APPROPRIATE TO UNDERTAKE THE PROJECT AREA PLAN**

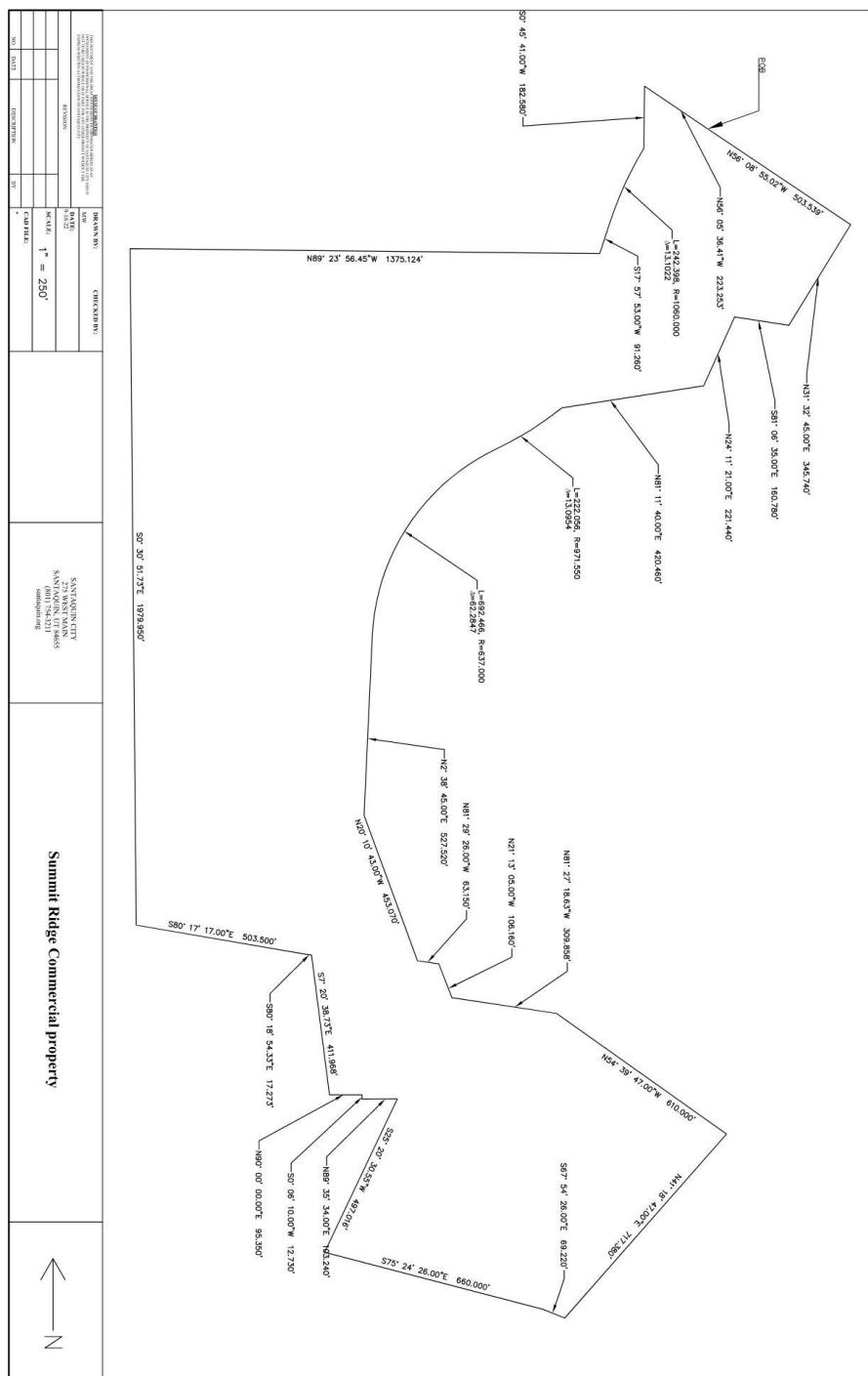
Adoption of the Plan is necessary and appropriate to undertake the Project Area Plan because: 1) The Plan conforms with and furthers the City's General Plan; and 2) private investment will increase the tax base by approximately \$39.2 million which will provide increased tax revenues to all taxing entities.

## **15. IF APPLICABLE, STATES THAT THE AGENCY SHALL COMPLY WITH SECTION 9-8-404 AS REQUIRED UNDER SECTION 17C-5-106 [17C-5-105(13)]**

Not applicable. There are no historic properties within the Project Area.

## APPENDIX A: PROJECT AREA MAP

The land included in the Project Area is shown on the maps below.



## APPENDIX B: LEGAL DESCRIPTION

A parcel of land located in the South east Quarter of Section 34, Township 9 South, Range 1 East, and the northeast quarter corner of section 3 Township 10 south, Range 1 East, Salt Lake Base and Meridian, Santaquin City, Utah County, Utah, More Particularly described as follows:

Beginning at a point on the south line of Highway 6 Said point being 1692.83 feet South 89°24'50" East along the north line of said section 3 and 204.12 feet north from the north quarter corner of said section 3;

THENCE North 56°05'36" West, 223.25 feet;

THENCE South 0°45'41" West, 182.58 feet to the beginning of a non-tangent curve southeasterly, said curve has a radius of 1,060.00 feet, to which a radial line bears North 58°56'00" West;

THENCE southwesterly along said curve through a central angle of 13°06'08" an arc distance of 242.40 feet to a point of tangency;

THENCE South 17°57'53" West, 91.26 feet;

THENCE North 89°23'56" West, 1,375.12 feet;

THENCE South 0°30'52" East, 1,979.95 feet;

THENCE South 80°17'17" East, 503.50 feet;

THENCE South 80°18'54" East, 17.27 feet;

THENCE South 7°20'39" East, 411.97;

THENCE North 90°00'00" East, 95.35 feet;

THENCE South 0°06'10" West, 12.73 feet;

THENCE North 89°35'34" East, 103.24 feet;

THENCE South 25°20'31" West, 497.02 feet;

THENCE South 75°24'26" East, 660.00 feet;

THENCE South 67°54'26" East, 69.22 feet;

THENCE North 41°18'47" East, 717.38 feet;

THENCE North 54°39'47" West, 610.00 feet;

THENCE North 81°27'19" West, 309.86 feet;

THENCE North 21°13'05" West, 106.16 feet;

THENCE North 81°29'26" West, 63.15 feet;

THENCE North 20°10'43" West, 453.07 feet;

THENCE North 2°38'45" East, 527.52 feet to the beginning of a curve southeasterly, said curve has a radius of 637.00 feet;

THENCE northeasterly along said curve through a central angle of 62°17'05" an arc distance of 692.47 feet to the beginning of a non-tangent curve concave northwesterly, said curve has a radius of 971.55 feet, to which a radial line bears South 25°39'56" East;

THENCE northeasterly along said curve through a central angle of 13°05'44" an arc distance of 222.06 feet;

THENCE North 81°11'40" East, 420.46 feet;

THENCE North 24°11'21" East, 221.44 feet;

THENCE South 81°06'35" East, 160.78 feet;

THENCE North 31°32'45" East, 345.74 feet;

THENCE North 56°08'55" West, 503.54 feet to the point of beginning;

Containing 69.5 Acres, more or less.

# **COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF SANTAQUIN CITY**

## **RESOLUTION 12-02-2022-CDA ADOPTION OF WEST FIELDS COMMUNITY REINVESTMENT AREA PROJECT AREA BUDGET**

**WHEREAS**, the Community Development and Renewal Agency of Santaquin City (the “Agency”) is a public agency pursuant to Title 17C of the Utah Code; and

**WHEREAS**, on July 21, 2022, the Agency Board designated a Survey Area and directed that proposed community reinvestment project area plans and related budgets for areas within the Survey Area be prepared; and

**WHEREAS**, the Agency Board has now adopted the West Fields Community Reinvestment Area Project Area Plan and desires to establish and adopt a Project Area Budget for said Project Area;

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Community Development and Renewal Agency of Santaquin City as follows:

**SECTION 1:** The adoption of the West Fields Community Reinvestment Area Project Area Budget is in the best interest of the Community Development and Renewal Agency of Santaquin City and Santaquin City, Utah.

**SECTION 2:** The Board of the Community Development and Renewal Agency of Santaquin City hereby approves and adopts the attached West Fields Community Reinvestment Area Project Area Budget.

**SECTION 3:** This Resolution shall become effective immediately upon passage.

APPROVED AND ADOPTED THIS 20<sup>th</sup> DAY OF DECEMBER 2022.

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Daniel M. Olson, Board Chair

Attest:

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Amalie R. Ottley, Secretary

Board Member Art Adcock Voted   
Board Member Elizabeth Montoya Voted   
Board Member Lynn Mecham Voted   
Board Member Jeff Siddoway Voted   
Board Member David Hathaway Voted



# Santaquin City

Community Development and Renewal Agency of  
Santaquin City

West Fields Community Reinvestment Area  
Project Area Budget

October 2022



ZIONS PUBLIC FINANCE, INC.

Item # 22.

## SANTAQUIN CITY WEST FIELDS | CRA PROJECT AREA BUDGET

The following narrative has been prepared in accordance with Utah Code §17C-5-303 for an Agency that receives tax increment.

This Budget is prepared in good faith as a current reasonable estimate of the economic impact of projected development and redevelopment within the Project Area. Fundamental economic and other circumstances may influence the actual impact. With these assumptions, the information contained within this Budget represents the reasonable expectations of the Agency. The Agency makes no guarantee that the projections contained in this Budget of the Project Area Plan for the Project Area accurately reflect the future development and/or redevelopment within the Project Area. Further, the Agency specifically reserves all powers granted to it under the Act, now and as may be amended; this Budget shall not be interpreted to limit or restrict the powers of the Agency as granted by the Act. The actual amount of tax increment received by the Agency will be determined solely by interlocal agreement(s) between the Agency and the various taxing entities; this Budget does not control the flow of tax increment money, nor does it entitle the Agency to receive money from tax increment or any other source.

### 1(A). THE BASE TAXABLE VALUE [17C-5-303(1)(A)]

The base taxable value is the year 2022 value of \$0.

### 1(B). PROJECTED AMOUNT OF TAX INCREMENT TO BE GENERATED WITHIN THE PROJECT AREA [17C-5-303(1)(B)]

The projected amount of property tax increment to be generated within the Project Area over 20 years is nearly \$4 million. While the Agency currently does not intend to collect any property tax increment, there is significant benefit to the taxing entities as shown in Table 1.

TABLE 1: INCREMENTAL PROPERTY TAX REVENUES FOR 20 YEARS

Taxing Entity	Tax Rate	Total	NPV*
Utah County	0.000853	\$302,796	\$175,487
Nebo School District	0.008694	\$3,086,178	\$1,788,606
Santaquin	0.001282	\$455,082	\$263,744
Central Utah Water Conservancy	0.000400	\$141,991	\$82,292
<b>Total</b>		<b>\$3,986,047</b>	<b>\$2,310,129</b>

\*NPV = net present value discounted at 4 percent.

The projected amount of sales tax increment to be generated within the Project Area over 20 years is based on the assumption that between \$1 million and \$2 million (\$2022) in gross sales will be generated annually. It is also anticipated that sales will increase by roughly two percent per year once a new business is established. Multiplied by one-half of one percent (local option point of sale), the anticipated yearly sales tax revenues to the Agency from Santaquin City are between \$5,000 and \$10,000 in early years and between \$7,300 and \$15,000 in 20 years, resulting in total sales tax revenues over 20 years of between roughly \$125,000 and \$250,000.

## 1(c). PROJECT AREA FUNDS COLLECTION PERIOD [17C-5-303(1)(c)]

The Agency has determined not to initially collect any property tax increment. The Agency is willing to accept sales tax increment that is payable to the City for a period of 20 years.

## 1(d). PROJECTED AMOUNT OF TAX INCREMENT TO BE PAID TO OTHER TAXING ENTITIES [17C-5-303(1)(d)]

The projected amount of property tax revenue to be paid to the taxing entities over 20 years is nearly \$4 million from an area that is currently producing no property tax revenues. The Agency currently does not intend to receive any property tax increment from the taxing entities.

TABLE 2: INCREMENTAL PROPERTY TAX REVENUES PAID TO TAXING ENTITIES FOR 20 YEARS

Incremental Tax Revenues to Taxing Entities			
Utah County	0.000853	\$302,796	\$175,487
Nebo School District	0.008694	\$3,086,178	\$1,788,606
Santaquin	0.001282	\$455,082	\$263,744
Central Utah Water Conservancy	0.000400	\$141,991	\$82,292
<b>Total</b>		<b>\$3,986,047</b>	<b>\$2,310,129</b>

The Agency only intends to receive sales tax increment from Santaquin City. Therefore, Utah County will see not only an increase in property tax revenues as shown in Table 2 but will also benefit slightly from increased sales tax revenues generated in the Project Area. The County's local option point of sale is calculated based on one-half of a quarter percent of sales generated (.00125). Therefore, based on the gross sales discussed in section 1(B) above, Utah County will receive approximately \$32,000 to \$64,000 in additional sales tax revenues over 20 years.

## 1(e). IF THE AREA FROM WHICH TAX INCREMENT IS COLLECTED IS LESS THAN THE ENTIRE PROJECT AREA [17C-5-303(1)(e)]

Not applicable.

## 1(f). THE PERCENTAGE OF TAX INCREMENT THE AGENCY IS AUTHORIZED TO RECEIVE [17C-5-303(1)(f)]

The Agency has decided to not receive any property tax increment initially for this project area and is willing to receive up to 100 percent of sales tax increment generated by the City's local option sales tax rate.

## **1(G). THE MAXIMUM CUMULATIVE DOLLAR AMOUNT OF TAX INCREMENT THE AGENCY IS AUTHORIZED TO RECEIVE FROM THE PROJECT AREA [17C-5-303(1)(G)]**

The Agency has decided not to receive any property tax increment initially for this project area. It has decided to accept up to 100 percent of Santaquin City's local option sales tax revenue for a period of 20 years to a maximum amount of \$1 million.

## **2. IF THE AGENCY RECEIVES SALES AND USE TAX REVENUE [17C-5-303(2)(A) AND (B)], THE PERCENTAGE AND TOTAL AMOUNT OF SALES AND USE TAX REVENUE TO BE PAID TO THE AGENCY**

The Agency has decided not to receive any property tax increment initially for this project area. It has decided to accept up to 100 percent of Santaquin City's local option sales tax revenue generated within the Project Area for a period of 20 years to a maximum amount of \$1 million.

## **3. AMOUNT OF PROJECT AREA FUNDS THE AGENCY WILL USE TO IMPLEMENT THE PROJECT AREA [17C-5-303(3)]**

The Agency estimates that its funds of approximately \$250,000 to \$1 million will be used for infrastructure or economic development purposes within the Project Area. No administrative funds have been included in this analysis. It is not anticipated that sales tax revenues will reach over \$100,000 per year and therefore no funds for housing will be set aside.

## **4. THE AGENCY'S COMBINED INCREMENTAL VALUE [17C-5-303(4)]**

The total incremental value in the Project Area is estimated at approximately \$39.2 million (\$2022) at buildout. The Agency has no other project areas and therefore the Agency's current incremental value is \$0.

## **5. THE AMOUNT OF PROJECT AREA FUNDS THAT WILL BE USED TO COVER THE COST OF ADMINISTERING THE PROJECT AREA [17C-5-303(5)]**

The Agency is not requesting any revenues be set aside for administrative purposes.

## **6. FOR PROPERTY THAT THE AGENCY OWNS AND EXPECTS TO SELL, THE EXPECTED TOTAL COST OF THE PROPERTY TO THE AGENCY AND THE EXPECTED SALE PRICE [17C-5-303(6)]**

The Plan contemplates that the City, which currently owns all of the real property within the Project Area, will deed some or all of the developable property to the Agency thereby allowing the Agency to take advantage of the opportunity to develop the property or to sell the property to developers for the development of facilities within the Project Area. There is no anticipated sale or sales price at this time.



## MEMORANDUM

To: Chair Dan Olson & Board Members

From: Norm Beagley, MPA, P.E., City Manager

Date: December 16, 2022

Re: West Fields Community Reinvestment Area Utilities and Subdivision Design Contract, Rimrock Engineering

As the West Fields Community Reinvestment Area Project Area Plan has been considered by the Board, we now need to start the design work for both the utilities and subdividing the properties to provide improved industrial lots. We need to start the design work as soon as possible. As we start the design work now, the project will be ready for bidding and construction very early in 2023.

For your review, I have provided Rimrock's proposed agreement along with their project scope and fee. The staff at Rimrock designed the entirety of our Summit Ridge Parkway extension project. Therefore, they are very well suited to start immediately with the design for these utility improvements and the subdivision. Rimrock's proposal includes subdivision design and utility design work.

I have reviewed the proposed scope and fee with the Mayor and City staff. We are comfortable with the scope and fee for design of these projects.

I am happy to answer any questions that you may have regarding this item.

**Recommended Motion:** Motion to approve a design contract with Rimrock Engineering and Development in a not to exceed amount of \$62,775.00 for utility improvements and subdivision design for the West Fields Community Reinvestment Area project.

**MASTER SERVICE AGREEMENT BETWEEN**  
**SANTAQUIN CITY**  
**AND**  
**RIMROCK ENGINEERING AND DEVELOPMENT, LLC**  
**FOR PROFESSIONAL SERVICES WITH TASK ORDERS**  
**MAIN AGREEMENT**

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# **AGREEMENT BETWEEN SANTAQUIN CITY AND RIMROCK ENGINEERING AND DEVELOPMENT, LLC FOR PROFESSIONAL SERVICES—TASK ORDER EDITION**

## **MAIN AGREEMENT**

This Main Agreement is a part of the Agreement between Santaquin City (Owner) Rimrock Engineering and Development, LLC (Engineer). Other terms used in the Agreement are defined in Article 7.

From time to time Owner may request that Engineer provide professional services for Specific Projects. Each engagement will be documented by a Task Order. This Main Agreement sets forth the general terms and conditions that apply to all duly executed Task Orders.

Owner and Engineer further agree as follows:

### **ARTICLE 1—SERVICES OF ENGINEER**

#### **1.01 General**

- A. Engineer's services will be detailed in a duly executed Task Order for each Specific Project, or for a portion of a Specific Project.
- B. The Main Agreement is not a commitment by Owner to issue any Task Orders.
- C. Engineer will not be obligated to perform any prospective Task Order unless and until (1) Owner and Engineer agree to the particulars of the assignment, including the scope of Engineer's services, time for performance, Engineer's compensation, and all other appropriate matters, and include such particulars in the Task Order, and (2) Owner and Engineer both sign the Task Order.
- D. Each duly executed Task Order will be subject to the terms and conditions of (a) this Main Agreement; (b) the Main Agreement's exhibits; (c) any executed written amendments of the Main Agreement (see Exhibit C); (d) the specific Task Order itself; (e) the specific Task Order's exhibits; and (f) any amendments or modifications of the specific Task Order.

#### **1.02 Task Order Procedure**

- A. The general recommended format of a Task Order is presented in the accompanying Task Order Form. Commonly-used Task Order exhibits are presented in the accompanying Exhibits to Task Order document.
- B. Each specific Task Order will indicate:
  1. Project Background Data;
  2. Specific services to be performed by Engineer ("Scope"), including key deliverables;
  3. Additions or Modifications to Owner's Responsibilities;
  4. Task Order Schedule;

5. Engineer's Compensation for Task Order; and
6. Primary Subconsultants, if any.

C. With respect to the Engineer's scope of services under a specific Task Order, each specific Task Order will either (1) be accompanied by and incorporate an Exhibit A, "Engineer's Services Under Task Order," and Exhibit B, "Deliverables Schedule," prepared for the specific Task Order, or (2) state a customized scope of services and deliverables schedule in the Task Order document itself or in an attachment.

D. Upon signature of the Task Order by both parties (but no earlier than the Effective Date of the specific Task Order), Engineer will commence performance and furnish, or cause to be furnished, the services authorized by the Task Order.

E. Task Orders may be amended as set forth in Paragraph 8.05.B of this Main Agreement.

#### 1.03 Management of Engineering Services

- A. All phases of Engineer's services under each Task Order will include management of Engineer's Specific Project responsibilities, including but not limited to the following management tasks, whether separately tracked and itemized or included as being incidental to other phase and scope task items.
  1. Develop and submit an Engineering Services Schedule. The Engineering Services Schedule will:
    - a. be consistent with and serve as a supplement to the Schedule of Deliverables set forth in Exhibit B to Task Order.
    - b. be updated on a regular basis, and as required to reflect any programmatic decisions by Owner.
    - c. include, but not be limited to, an anticipated sequence of tasks; estimates of task duration; interrelationships among tasks; milestone meetings and submittals; anticipated schedule of construction; and other pertinent Project events.
  2. Develop and submit detailed work plans from Exhibit A to Task Order tasks.
  3. Coordinate services within Engineer's internal team, and with Subconsultants and Engineer's Subcontractors.
  4. Prepare for and participate in meetings with consultants and contractors working on other parts of the Specific Project that may affect, or be affected by, Engineer's services or resulting construction.
  5. Prepare and submit engineering services progress reports to the Owner. Include a summary of services performed in period, expected progress in next period, percent completion of current tasks, and a description of major issues or concerns.
  6. Special Invoicing: In addition to, or as a substitute for, Engineer's standard invoicing, for each invoice provide the specified additional information or documentation, following the invoicing procedures indicated: Not Applicable.
  7. Conduct ongoing management tasks, including:
    - a. Maintaining communications records and files pertaining to or arising from Engineer's services;

- b. With respect to Engineer's services and other directly relevant parts of the Specific Project, prepare for and participate in periodic progress meetings with Owner to discuss progress, schedule, budget, issues, potential problems and their resolution.
- B. Unless a different standard is expressly set forth in a specific Task Order, in all phases of Engineer's services, Engineer shall prepare draft and final Drawings in accordance with Engineer's CAD standards, using Autodesk Civil 3D software.
- C. The source documents for the draft and final Specifications in all phases of Engineer's services will be Engineer's standard specifications, unless a different source document is expressly identified in the specific Task Order.

#### 1.04 Sequencing and Coordination

- A. For each Task Order, the Work to be designed or specified by Engineer, upon which the Engineer's scope has been established, will be performed or furnished under one prime Construction Contract, unless specified otherwise in the Task Order.
- B. If the Work designed or specified by Engineer under a specific Task Order is to be performed or furnished under more than one prime Construction Contract, or if Engineer's services are to be separately sequenced with the work of one or more of Owner's consultants or contractors (such as in the case of fast-tracking), then:
  1. the Task Order's Deliverables Schedule will account for the need to sequence and properly coordinate Engineer's services as applicable to the Work under the Construction Contracts; or
  2. If the Task Order does not address such sequencing and coordination, then Owner and Engineer will jointly develop a schedule for sequencing and coordination of services prior to commencement of final design services; this schedule is to be prepared and included in or become an amendment to the authorizing Task Order, whether the work under such contracts is to proceed concurrently or sequentially.

### **ARTICLE 2—OWNER'S RESPONSIBILITIES**

#### 2.01 Application of Owner's Responsibilities

- A. The responsibilities of Owner set forth in Article 2 apply to each Specific Project and each specific Task Order. Supplemental responsibilities of Owner applicable only to a specific Task Order may be stated in the specific Task Order.

#### 2.02 Project Information

- A. To the extent Owner has not already provided the following, or has new, additional, or revised information from that previously provided, Owner shall provide Engineer with information and data needed by Engineer in the performance of the Specific Project, including Owner's:
  1. design objectives and constraints;
  2. space, capacity, and performance requirements;
  3. flexibility and expandability needs;
  4. design and construction standards;

5. budgetary limitations; and
6. any other available information pertinent to the Specific Project including reports and data relative to previous designs, construction, or investigation at or adjacent to the Site.

B. Following Engineer's assessment of initially-available information and data and upon Engineer's request, Owner shall obtain, furnish, or otherwise make available (if necessary through retention of specialists or consultants) such additional information and data as is reasonably required to enable Engineer to complete its Basic and Additional Services under the Task Order; or, with consent of Engineer, Owner may authorize the Engineer to obtain or provide all or part of such additional information as Additional Services. Such additional information or data may include the following:

1. Property descriptions.
2. Zoning, deed, and other land use restrictions.
3. Surveys, Mapping, and Utility Documentation.
4. Property, boundary, easement, right-of-way, and other special surveys or data, including establishing relevant reference points.
5. Explorations and tests of subsurface conditions at or adjacent to the Site; geotechnical reports and investigations; drawings of physical conditions relating to existing surface or subsurface structures at the Site; hydrographic surveys, laboratory tests and inspections of samples, materials, and equipment; with appropriate professional interpretation of such information or data.
6. Environmental assessments, audits, investigations, and impact statements, and other relevant environmental, historical, or cultural studies relevant to the Specific Project, the Site, and adjacent areas.
7. Data or consultations as required for the specific Task Order but not otherwise identified in this Agreement.

C. Owner shall examine all alternative solutions, studies, reports, sketches, Drawings, Specifications, proposals, and other documents presented by Engineer (including obtaining advice of an attorney, risk manager, insurance counselor, financial/municipal advisor, and other advisors or consultants as Owner deems appropriate with respect to such examination) and render in writing timely decisions pertaining thereto.

D. If a specific Task Order requires Engineer to assist Owner in collating the various cost categories that comprise Total Project Costs, Owner shall furnish to Engineer data as to Owner's anticipated costs for services to be provided to Owner by others (including, but not limited to, accounting, bond and financial, independent cost estimating, insurance counseling, and legal advice).

E. Owner shall advise Engineer if any invention, design, process, product, or device that Owner has requested, required, or recommended for inclusion in the Drawings or Specifications prepared or furnished under a Task Order will be subject to payment (whether by Owner or Contractor) of any license fee or royalty to others, as required by patent rights or copyrights.

F. Owner shall inform Engineer as to whether Engineer's assistance is requested with respect to Owner's evaluation of the possible use of Project Strategies, Technologies, and Techniques, as defined in Exhibit A to Task Order.

G. Owner shall inform Engineer as to whether Engineer's assistance is requested in identifying opportunities for enhancing the sustainability of the Specific Project.

**2.03 Owner's Instructions Regarding Bidding and Construction Contract Documents**

A. If it is the Owner's intent to use the Engineer's document to construct the project the Owner shall give instructions to Engineer regarding Owner's procurement of construction services (including instructions regarding advertisements for bids, instructions to bidders, and requests for proposals, as applicable) and Owner's construction contract practices and requirements, and furnish to Engineer (or give specific directions requesting Engineer to use copies already in Engineer's possession) the following:

1. Owner's standard contract forms, general conditions (if other than the current edition of EJCDC® C-700, Standard General Conditions of the Construction Contract), supplementary conditions, text, and related documents and content for Engineer to include in the draft bidding-related documents (or requests for proposals or other construction procurement documents), and in draft Construction Contract Documents;
2. insurance and bonding requirements;
3. protocols for electronic transmittals during bidding and construction;
4. Owner's safety and security programs applicable to Contractor and other Constructors;
5. diversity and other social responsibility requirements;
6. bidding and contract requirements of funding, financing, or regulatory entities;
7. other specific conditions applicable to the procurement of construction or contract documents;
8. any other information necessary for Engineer to assist Owner in preparing, for each Specific Project, bidding-related documents (or requests for proposals or other construction procurement documents) and Construction Contract Documents.

B. Owner shall have responsibility for the final content of (1) such bidding-related documents (or requests for proposals or other construction procurement documents), and (2) those portions of any Construction Contract other than the design (as set forth in the Drawings, Specifications, or otherwise) and other engineering or technical matters.

1. Owner shall seek the advice of Owner's legal counsel, risk managers, and insurance advisors with respect to the drafting and content of such documents.

C. Owner shall place and pay for advertisements for Bids in appropriate publications.

**2.04 Owner-Furnished Services**

A. Recognizing and acknowledging that Engineer's services and expertise do not include the following services, Owner shall obtain, as required for each Specific Project:

1. Accounting, bond and financial advisory services (including, if applicable, "municipal advisor" services as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) and the municipal advisor registration rules issued by

the Securities and Exchange Commission), independent cost estimating, and insurance counseling services.

2. Legal services, including attorney review of proposed Construction Contract Documents, legal services required by Owner, legal services needed as a result of issues raised by Contractor, and Project-related legal services reasonably requested by Engineer.
3. Auditing services, including those needed by Owner to ascertain how or for what purpose Contractor has used money paid to it.

B. Owner shall provide the services of an independent testing laboratory to perform all inspections, tests, and approvals of samples, materials, and equipment required by the Construction Contract Documents (other than those required to be furnished or arranged by Contractor), or to evaluate the performance of materials, equipment, and facilities of Owner, prior to their incorporation into the Work with appropriate professional interpretation thereof. Owner shall provide Engineer with the findings and reports generated by testing laboratories, including findings and reports obtained from or through Contractor.

C. Owner shall acquire or arrange for acquisition of the Site(s) and any temporary or permanent rights of access, easements, or property rights needed for each Specific Project.

D. With respect to the portions or phases of each Specific Project designed or specified by Engineer, Owner shall provide, obtain, or arrange for:

1. all required reviews, approvals, consents, and permits from governmental authorities having jurisdiction, and
2. such reviews, approvals, and consents from others as may be necessary for completion of each portion or phase of the Specific Project.

E. Owner may delegate to a Contractor or others the responsibilities set forth in Paragraphs 2.04.C and D.

**2.05 Owner's General Responsibilities**

- A. Owner shall inform Engineer of the policies, procedures, and requirements of Owner that are applicable to Engineer's performance of services under this Agreement and under each Task Order.
- B. Owner will provide Engineer with Owner's budget for each Specific Project, including type and source of funding to be used and will promptly inform Engineer if the budget or funding sources change.
- C. Owner shall inform Engineer in writing of any safety or security programs that are applicable to the personnel of Engineer, its Subconsultants, and Engineer's Subcontractors, as they visit the Site or otherwise perform services under this Agreement and under each Task Order.
- D. Owner shall arrange for safe access to and make all provisions for Engineer to enter upon public and private property as required for Engineer to perform services under this Agreement and under each Task Order.
- E. Owner shall provide necessary direction and make decisions, including prompt review of Engineer's submittals, and carry out its other responsibilities in a timely manner so as not to delay Engineer's performance of its services.

F. Owner shall be responsible for all requirements and instructions that it furnishes to Engineer pursuant to this Agreement, and for the accuracy and completeness of all programs, reports, data, and other information furnished by Owner to Engineer pursuant to this Agreement or any Task Order. Engineer may use and rely upon such requirements, programs, instructions, reports, data, and information in performing or furnishing services under this Agreement or any Task Order, subject to any express limitations or reservations applicable to the furnished items.

G. Owner shall give prompt written notice to Engineer whenever Owner observes or otherwise becomes aware of:

1. any development that affects the scope or time of performance of Engineer's services;
2. the presence at the Site of any Constituent of Concern; or
3. any relevant, material defect or nonconformance in: (a) Engineer's services, (b) the Work, (c) the performance of any Constructor, or (d) Owner's performance of its responsibilities under this Agreement.

H. Owner shall advise Engineer of the identity and scope of services of any independent consultants employed by Owner to perform or furnish services in regard to a Specific Project, including, but not limited to, cost estimating, project peer review, value engineering, and constructability review.

I. If Owner designates a construction manager, site representative, or any individual or entity other than, or in addition to, Engineer to represent Owner at the Site, then Owner shall define and set forth, in an exhibit to the governing Task Order, the duties, responsibilities, and limitations of authority of such other party and the relation thereof to the duties, responsibilities, and authority of Engineer.

J. Owner shall:

1. Attend and participate in the pre-bid conference, bid opening, pre-construction conferences, construction progress and other job-related meetings, and Site visits to determine Substantial Completion and readiness of the completed Work for final payment.
2. Primarily communicate with Engineer's Subcontractors and Subconsultants through the Engineer.
  - a. Promptly inform Engineer of the substance of any communications between Owner and Engineer's Subcontractors or Subconsultants.
  - b. Refrain from directing the services of Engineer's Subcontractors or Subconsultants.
3. Authorize Engineer to provide Additional Services as set forth in Part 2 of Exhibit A of each Task Order, as required.
4. Perform or provide the following:
  - a. All other Owner responsibilities expressly identified in any Task Order, not otherwise set forth in this Agreement.

## 2.06 Payment

- A. Owner shall pay Engineer as set forth in each Task Order, pursuant to the applicable terms of Article 4.

## ARTICLE 3—TERM AND TIMES FOR RENDERING SERVICES

### 3.01 Term

- A. This Agreement will be effective and applicable to Task Orders issued hereunder for Ten (10) years from the Effective Date of the Agreement.
- B. The parties may extend or renew this Agreement, with or without changes, by written instrument establishing a new term.

### 3.02 Commencement

- A. Engineer is authorized to begin rendering services under a Task Order as of the Effective Date of the Task Order.

### 3.03 Time for Completion

- A. The Effective Date of the Task Order and the times for completing services or providing deliverables will be stated in each Task Order.
- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's services is impaired, or Engineer's services are delayed or suspended, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, will be adjusted equitably.
- C. If Owner authorizes changes in the scope, extent, or character of a Specific Project, or of Engineer's services, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, will be adjusted equitably.
- D. If the Contract Times to complete the Work under a Construction Contract are extended beyond the period stated in the governing Task Order, Owner will pay Engineer for the additional services during the extension based on the Standard Hourly Rates Method of Payment.
- E. If Engineer fails, for reasons within the control of Engineer, to complete the performance required in a Task Order within the time set forth, as duly adjusted, then Owner shall be entitled, as its sole remedy, to the recovery of direct damages to the extent, if any, resulting from such failure by Engineer.

## ARTICLE 4—INVOICES AND PAYMENTS

### 4.01 Invoices

- A. Preparation and Submittal of Invoices: Engineer shall prepare invoices in accordance with its standard invoicing practices; the terms of any progress reporting and special invoicing requirements in Paragraph 1.03, or as otherwise required in Exhibit A to the Task Order; and with the applicable terms of Appendix 1 to Main Agreement, Reimbursable Expenses Schedule, and Appendix 2 to Main Agreement, Standard Hourly Rates Schedule. Engineer

shall submit its invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt.

#### 4.02 Payments

- A. Application to Interest and Principal: Payment will be credited first to any interest owed to Engineer and then to principal.
- B. Disputed Invoices: If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion, subject to the terms of Article 4. After a disputed item has been resolved, Engineer shall include the agreed-upon amount on a new invoice.
- C. Failure to Pay: If Owner fails to make any undisputed payment due Engineer within 30 days after receipt of Engineer's invoice, then:
  1. amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and
  2. Engineer may, after giving 7 days' written notice to Owner, suspend services under this Agreement until Owner has paid in full amounts due. Owner waives any and all claims against Engineer for any such suspension.
- D. Sales or Use Taxes: If after the Effective Date of a Task Order any governmental entity takes an action that imposes additional sales or use taxes on Engineer's services or compensation under the Task Order, then Engineer may invoice such additional sales or use taxes for reimbursement by Owner. Owner shall reimburse Engineer for the cost of such invoiced additional sales or use taxes; such reimbursement will be in addition to the compensation to which Engineer is entitled under the terms of this Main Agreement and the specific Task Order.
- E. The bases of compensation (compensation methods) for Basic Services (including if applicable the bases of compensation for individual phases of Basic Services) and for Additional Services must be identified in each specific Task Order (Task Order Form, Paragraph 6). Owner shall pay Engineer for services in accordance with the applicable basis of compensation.
- F. The three following bases of compensation are used for services under Task Orders, as identified in each specific Task Order:
  1. Lump Sum (plus any expenses expressly eligible for reimbursement)
  2. Standard Hourly Rates (plus any expenses expressly eligible for reimbursement)
  3. Direct Labor Costs Times a Factor (plus any expenses expressly eligible for reimbursement)
- G. The terms and conditions applicable to each of the three compensation methods are set forth in Paragraph 4.04.

#### 4.03 Explanation of Compensation Methods

##### A. Lump Sum

1. Owner shall pay Engineer a Lump Sum amount for the specified category of services.

2. The Lump Sum will include compensation for Engineer's services and services of Engineer's Subcontractors and Subconsultants, if any. The Lump Sum constitutes full and complete compensation for Engineer's services in the specified category, including labor costs, overhead, profit, expenses (other than those expenses expressly eligible for reimbursement, if any), and Engineer's Subcontractor and Subconsultant charges.
3. In addition to the Lump Sum, Engineer is also entitled to reimbursement from Owner for the following expenses reasonably and necessarily incurred by Engineer in connection with the performing or furnishing of the services in the specified category (see Appendix 2 for rates or charges):
  - a. See Appendix 2 per specific Task Order for rates or charges.
4. The portion of the Lump Sum amount billed for Engineer's services will be based upon Engineer's estimate of the proportion of the total services completed during the billing period to the Lump Sum.

B. Standard Hourly Rates

1. For the specified category of services, the Owner shall pay Engineer an amount equal to the cumulative hours charged to the Specific Project by each class of Engineer's employees times Standard Hourly Rates for each applicable billing class. Under this method, Engineer shall also be entitled to reimbursement from Owner for the expenses identified in Paragraph 4.05 below, and Appendix 1.
2. Standard Hourly Rates include salaries and wages paid to personnel in each billing class plus the cost of customary and statutory benefits, general and administrative overhead, non-project operating costs, and operating margin or profit.
3. Engineer's Reimbursable Expenses Schedule and Standard Hourly Rates are attached to this Agreement as Appendices 1 and 2.
4. The total estimated compensation for the specified category of services will be stated in the Task Order. This total estimated compensation will incorporate all labor at Standard Hourly Rates, and reimbursable expenses (including Engineer's Subcontractor and Subconsultant charges, if any).
5. The amounts billed will be based on the cumulative hours charged to the specified category of services on the Specific Project during the billing period by each class of Engineer's employees times Standard Hourly Rates for each applicable billing class, plus reimbursable expenses (including Engineer's Subcontractor and Subconsultant charges, if any).
6. The Standard Hourly Rates and Reimbursable Expenses Schedule will be adjusted annually (as of January 1<sup>st</sup>) to reflect equitable changes in the compensation payable to Engineer.

#### 4.04 Reimbursable Expenses

A. Under the Lump Sum method basis of compensation to Engineer, unless expressly indicated otherwise the Lump Sum amount includes the following categories of expenses: transportation (including mileage), lodging, and subsistence incidental thereto; providing and maintaining field office facilities including furnishings and utilities; toll telephone calls, mobile phone services, and courier charges; reproduction of reports, Drawings,

Specifications, bidding-related or other procurement documents, Construction Contract Documents, and similar Specific Project-related items; and Engineer's Subcontractor and Subconsultant charges. These expenses are not reimbursable under the Lump Sum method, unless expressly indicated otherwise in Paragraph 4.04.A.3 above.

- B. Expenses eligible for reimbursement under the Direct Labor Costs Times a Factor and Standard Hourly Rate methods of compensation include the following expenses reasonably and necessarily incurred by Engineer in connection with the performing or furnishing of Basic and Additional Services for the Task Order:
  - 1. Transportation (including mileage), lodging, and subsistence incidental thereto;
  - 2. Providing and maintaining field office facilities including furnishings and utilities;
  - 3. Toll telephone calls, mobile phone services, and courier services; reproduction of reports, Drawings, Specifications, bidding-related or other procurement documents, Construction Contract Documents, and similar Specific Project-related items;
  - 4. Consultant charges; and
  - 5. Other expenses identified in Appendix 1.
- C. Reimbursable expenses reasonably and necessarily incurred in connection with services provided under the Direct Labor Costs Times a Factor and Standard Hourly Rate methods must be paid at the rates set forth in Appendix 1, Reimbursable Expenses Schedule, subject to the factors set forth below.
- D. The amounts payable to Engineer for reimbursable expenses will be the Project-specific internal expenses actually incurred or allocated by Engineer, plus all invoiced external reimbursable expenses allocable to the Specific Project, the latter multiplied by a factor of 1.05.
- E. Whenever Engineer is entitled to compensation for the charges of its Consultants, those charges will be the amount billed by such Consultants to Engineer times a factor of 1.15.
- F. The external reimbursable expenses and Consultants' factors include Engineer's overhead and profit associated with Engineer's responsibility for the administration of such services and costs.

#### 4.05 Other Provisions Concerning Payment

##### A. Estimated Compensation Amounts

- 1. Engineer's estimate of the amounts that will become payable for services are only estimates for planning purposes, are not binding on the parties, and are not the minimum or maximum amounts payable to Engineer under the Agreement.
- 2. When estimated compensation amounts have been stated in a Task Order and it subsequently becomes apparent to Engineer that a compensation amount thus estimated will be exceeded, Engineer shall give Owner written notice thereof, allowing Owner to consider its options, including suspension or termination for Owner's convenience of Engineer's services under the Task Order. Upon notice, Owner and Engineer will promptly review the matter of services remaining to be performed and compensation for such services. Owner shall either exercise its right to suspend or terminate Engineer's services under the Task Order for Owner's convenience, agree to

such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by Engineer, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Owner decides not to suspend the Engineer's services during the negotiations and Engineer exceeds the estimated amount before Owner and Engineer have agreed to an increase in the compensation due Engineer or a reduction in the remaining services, then Engineer will be paid for all services rendered.

## **ARTICLE 5—OPINIONS OF COST**

### **5.01 Opinions of Probable Construction Cost**

- A. Engineer's opinions of probable Construction Cost (if any) are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by Engineer. If Owner requires greater assurance as to probable Construction Cost, then Owner agrees to obtain an independent cost estimate.

### **5.02 Opinions of Total Project Costs**

- A. The services, if any, of Engineer with respect to Total Project Costs will be limited to assisting the Owner in tabulating the various categories that comprise Total Project Costs. Engineer assumes no responsibility for the accuracy of any opinions of Total Project Costs.

## **ARTICLE 6—GENERAL CONSIDERATIONS**

### **6.01 Standards of Performance**

- A. Standard of Care: The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.
- B. Technical Accuracy: Owner shall not be responsible for discovering deficiencies in the technical accuracy of Engineer's services. Engineer shall correct deficiencies in technical accuracy without additional compensation, unless such corrective action is directly attributable to deficiencies in Owner-furnished information.
- C. Engineer's Subcontractors and Subconsultants: Engineer may retain such Engineer's Subcontractors and Subconsultants as Engineer deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objections by Owner.
- D. Reliance on Others: Subject to the standard of care set forth in Paragraph 6.01.A, Engineer may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.

E. Compliance with Laws and Regulations, and Policies and Procedures

1. Engineer and Owner shall comply with applicable Laws and Regulations.
2. Engineer shall comply with the policies, procedures, and instructions of Owner that are applicable to Engineer's performance of services under this Agreement and that Owner provides to Engineer in writing, subject to the standard of care set forth in Paragraph 6.01.A, and to the extent compliance is not inconsistent with professional practice requirements.
3. This Agreement is based on Laws and Regulations and Owner-provided written policies and procedures as of the Effective Date. The following may be the basis for modifications to Owner's responsibilities or to Engineer's scope of services, times of performance, or compensation:
  - a. changes after the Effective Date of the Task Order to Laws and Regulations,
  - b. the receipt by Engineer after the Effective Date of the Task Order of Owner-provided written policies and procedures, and
  - c. changes after the Effective Date of the Task Order to Owner-provided written policies or procedures.

F. General Conditions of Construction Contract: The general conditions for any construction contract documents prepared hereunder are to be the current edition of EJCDC® C-700, Standard General Conditions of the Construction Contract, prepared by the Engineers Joint Contract Documents Committee, unless expressly indicated otherwise in this Agreement.

G. Copies of Drawings and Specifications: If Engineer is required to prepare or furnish Drawings or Specifications under a specific Task Order, Engineer shall deliver to Owner one complete electronic copy of such Drawings and Specifications, signed and sealed according to applicable Laws and Regulations.

H. Engineer shall not be required to sign any document, no matter by whom requested, that would result in Engineer having to certify, guarantee, or warrant conditions whose existence the Engineer cannot ascertain within the authorized scope of Engineer's services. Owner agrees not to make resolution of any dispute with Engineer or payment of any amount due to Engineer in any way contingent upon Engineer signing any such document.

I. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor will Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a Constructor to comply with Laws and Regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.

J. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform the Work in accordance with the Construction Contract Documents.

K. Engineer shall not be responsible for any decision made regarding the Construction Contract Documents, or any application, interpretation, clarification, or modification of the Construction Contract Documents, other than those made by Engineer.

- L. Engineer is not required to provide and does not have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements.
- M. Engineer's services do not include providing legal advice or representation.
- N. Engineer's services do not include (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission, or (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances.
- O. While at the Site, Engineer, its Subconsultants, and Engineer's Subcontractors, and their employees and representatives will comply with the applicable requirements of Contractor's and Owner's safety programs of which Engineer has been informed in writing.

## 6.02 Ownership and Use of Documents

- A. All Documents are instruments of service, and Engineer owns the Documents, including all associated copyrights and the right of reuse at the discretion of the Engineer. Engineer shall continue to own the Documents and all associated rights whether or not the Specific Project is completed.
  - 1. Owner may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Specific Project.
  - 2. Engineer grants Owner a limited license to use the Documents on the Specific Project, extensions of the Specific Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all services relating to preparation of the Documents, and subject to the following limitations:
    - a. Owner acknowledges that such Documents are not intended or represented to be suitable for use on the Specific Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Specific Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
    - b. any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and Subconsultants;
    - c. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the Documents without written verification, completion, or adaptation by Engineer; and
    - d. such limited license to Owner shall not create any rights in third parties.

- B. If Engineer, at Owner's request, verifies the suitability of the Documents, completes them, or adapts them for extensions of the Project or for any other purpose, then Owner shall compensate Engineer at rates or in an amount to be agreed upon by Owner and Engineer.
- C. Engineer shall inform Owner if Engineer is aware of any invention, design, process, product, or device specified in the Drawings, Specifications, or other Documents that is subject to payment (whether by Owner or Contractor) of any license fee or royalty to others, as required by patent rights or copyrights. If Engineer's good-faith inclusion in the Drawings, Specifications, or other Documents of new, innovative, or non-standard technologies, for the benefit of Owner and the Project, results in third-party claims of infringement or violation of intellectual property rights, then Owner and Engineer shall share equally the costs of defending against, settling, or paying such claims.
- D. Engineer will obtain Owner's consent, which will not be unreasonably withheld, prior to releasing any publicity, including news and press releases, promotional publications, award and prize competition submittals, and other advertising regarding the subject matter of this Agreement. Nothing herein will limit the Engineer's right to include information in statements of qualifications and proposals to others accurately describing its participation and participation of employees in the Project.

#### 6.03 Electronic Transmittals

- A. To the fullest extent practical, Owner and Engineer agree to transmit, and accept, all correspondence, Documents, text, data, drawings, information, and graphics related to each Specific Project, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with Exhibit F, Electronic Documents Protocol (EDP).
  - 1. Compliance with the EDP by Engineer shall be considered a Basic Service and no direct or separate compensation will be paid to Engineer for such compliance, unless provisions for separate compensation are expressly set forth in the EDP or in a specific Task Order.
  - 2. Engineer's costs directly attributable to changes in Engineer's Electronic Documents obligations, after the effective date of this Agreement, necessitated by revisions to Exhibit F, delayed adoption of Exhibit F, or implementation of other Electronic Documents protocols, will be compensated as Additional Services.
- B. If this Agreement does not include Exhibit F, or a specific Task Order expressly excludes the application of Exhibit F or otherwise does not establish or include protocols for transmittal of Electronic Documents by Electronic Means, then Owner and Engineer may operate without specific protocols or may jointly develop such protocols at a later date.
- C. Except as stated otherwise in Exhibit F (if included in this Agreement), when transmitting Electronic Documents by Electronic Means, the transmitting party makes no representations as to long term compatibility, usability, or readability of the Electronic Documents resulting from the recipient's use of software application packages, operating systems, or computer hardware differing from those used in the drafting or transmittal of the Electronic Documents, or from those established in applicable protocols.
- D. This Agreement (including the EDP) is not intended to create obligations for Owner or Engineer with respect to transmittals to or from third parties, except as expressly stated in the EDP.

## 6.04 Insurance

- A. Engineer shall procure and maintain insurance as set forth in Exhibit G.
- B. Additional Insureds: The Engineer's commercial general liability, automobile liability, and umbrella or excess liability policies, must:
  1. include and list as additional insureds Owner, and any individuals or entities identified as additional insureds in Exhibit G;
  2. include coverage for the respective officers, directors, members, partners, and employees of all such additional insureds;
  3. afford primary coverage to these additional insureds for all claims covered thereby (including as applicable those arising from both ongoing and completed operations); and
  4. not seek contribution from insurance maintained by the additional insured.
- C. Owner shall procure and maintain insurance as set forth in Exhibit G.
- D. Owner shall require Contractor to purchase and maintain policies of insurance covering workers' compensation, general liability, motor vehicle damage and injuries, and other insurance necessary to protect Owner's and Engineer's interests in the Project. Owner shall require Contractor to cause Engineer, its Subconsultants, and Engineer's Subcontractors to be listed as additional insureds with respect to such liability insurance purchased and maintained by Contractor for the Project. Owner shall give Engineer access to any certificates of insurance and copies of endorsements and policies obtained by Owner from Contractor.
- E. Owner and Engineer shall each deliver to the other certificates of insurance evidencing the coverages indicated in Exhibit G. Such certificates must be furnished prior to commencement of Engineer's services and at renewals thereafter during the life of the Agreement.
  1. Upon request by Owner or any other insured, Engineer shall also furnish other evidence of such required insurance, including but not limited to copies of policies, documentation of applicable self-insured retentions (if allowed) and deductibles, full disclosure of all relevant exclusions, and evidence of insurance required to be purchased and maintained by Subconsultants and Engineer's Subcontractors. In any documentation made available for review under this provision, Engineer may redact (a) any confidential premium or pricing information and (b) any wording specific to projects or jurisdictions other than those applicable to this Agreement.
- F. All construction contracts entered into by Owner with respect to a Specific Project must require builder's risk or similar property insurance.
- G. All policies of property insurance relating to a Specific Project, including but not limited to any builder's risk or similar policy, must allow for waiver of subrogation rights and contain provisions to the effect that in the event of payment of any loss or damage the insurers will have no rights of recovery against any insured thereunder or against Engineer, its Subconsultants, or Engineer's Subcontractors. Owner and Engineer waive all rights against each other, Contractor, Engineer's Subcontractors and Subconsultants, and the respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of them, for all losses and damages caused by, arising out of, or resulting from any of the perils or causes of loss covered by any such builder's risk or similar policy and

any other property insurance relating to the Specific Project. Owner and Engineer shall take appropriate measures in other Specific Project-related contracts to secure waivers of rights consistent with those set forth in this paragraph.

- H. All policies of insurance must contain a provision or endorsement that the coverage afforded will not be canceled, and that renewal will not be refused, until at least 10 days prior written notice has been given to the primary insured. Upon receipt of such notice, the primary insured must promptly forward a copy of the notice to the other party to this Agreement and replace the coverage being cancelled or reduced to conform to the requirements of this Agreement.
- I. At any time, Owner may request that Engineer, or Engineer's Subcontractors or Subconsultants, at Owner's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in Exhibit G. If so, requested by Owner, and if commercially available, Engineer shall obtain and shall require Engineer's Subcontractors or Subconsultants to obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by Owner, and Exhibit G will be supplemented to incorporate these requirements.

## 6.05 Suspension and Termination

### A. Suspension

- 1. By Owner: Owner may suspend Engineer's services under a specific Task Order for up to 90 days upon 7 days' written notice to Engineer.
- 2. By Engineer: Engineer may, after giving 7 days' written notice to Owner, suspend services under a Task Order:
  - a. if Owner has failed to pay Engineer for invoiced services and expenses under that Task Order, as set forth in Paragraphs 4.02.B and 4.02.C;
  - b. in response to the presence of Constituents of Concern at the Site, as set forth in Paragraph 6.09.D; or
  - c. if persistent circumstances beyond the control of Engineer have prevented it from performing its obligations under the Task Order.
- 3. A suspension under a specific Task Order, whether by Owner or Engineer, does not affect the duty of the two parties to proceed with their obligations under other Task Orders.

### B. Termination for Cause—Task Order

- 1. Either party may terminate a Task Order for cause upon 30 days' written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement and the specific Task Order, through no fault of the terminating party.
  - a. Notwithstanding the foregoing, the Task Order will not terminate under Paragraph 6.05.B.1 if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period

provided for herein will extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. In addition to its termination rights in Paragraph 6.05.B.1, Engineer may terminate a Task Order for cause upon 7 days' written notice:
  - a. if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional;
  - b. if the Engineer's services under the Task Order are delayed or suspended for more than 90 days for reasons beyond Engineer's control; or
  - c. as the result of the presence at or adjacent to the Site of undisclosed Constituents of Concern, as set forth in Paragraph 6.09.E.
3. Engineer will have no liability to Owner on account of any termination by Engineer for cause.
- C. Termination for Cause—Main Agreement: In the case of a default by Owner in its obligation to pay Engineer for its services under more than one specific Task Order, Engineer may request immediate payment of all amounts invoiced on other Task Orders, and may invoice Owner for continued services on such Task Orders on a two-week billing cycle, with payment due within one week of an invoice. If Owner fails to make such payments, then upon 7 days' notice Engineer may terminate this Main Agreement and all Task Orders.
- D. Termination for Convenience by Owner: Owner may terminate a Task Order or this Main Agreement for Owner's convenience, effective upon Engineer's receipt of notice from Owner.
- E. Effective Date of Termination: If Owner terminates the Main Agreement for cause or convenience, Owner may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files. Engineer shall be entitled to compensation for such tasks.
- F. Payments Upon Termination: In the event of any termination under Paragraph 6.05, Engineer will be entitled to invoice Owner and to receive full payment for all services that have been performed or furnished in accordance with this Main Agreement and the specific Task Order, and all reimbursable expenses incurred through the effective date of termination. Upon making such payment, Owner will have the limited right to the use of Documents, at Owner's sole risk, subject to the provisions of Paragraph 6.02.A.
  1. If Owner has terminated a Task Order for cause and disputes Engineer's entitlement to compensation for services and reimbursement of expenses, then Engineer's entitlement to payment and Owner's rights to the use of the Documents will be resolved in accordance with the dispute resolution provisions of this Main Agreement or as otherwise agreed in writing.
  2. If Owner has terminated the Main Agreement for convenience, or if Engineer has terminated a Task Order for cause, then Engineer will be entitled, in addition to the payments identified above, to invoice Owner and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of

terminating contracts with Engineer's Subcontractors or Subconsultants, and other related close-out costs, using methods and rates for Additional Services as set forth in this Main Agreement.

#### 6.06 Successors, Assigns, and Beneficiaries

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 6.06.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Main Agreement and any Task Order issued under this Main Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Main Agreement, or in any Task Order, without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Main Agreement or any Task Order.
- C. Unless expressly provided otherwise in this Main Agreement:
  1. All duties and responsibilities undertaken pursuant to this Main Agreement or any Task Order will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.
  2. Nothing in this Main Agreement or in any Task Order will be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them.
  3. Owner agrees that the substance of the provisions of this Paragraph 6.06.C will appear in all Construction Contracts associated with this Main Agreement and its Task Orders.

#### 6.07 Dispute Resolution

- A. Owner and Engineer agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice, prior to invoking mediation.
- B. Mediation: Owner and Engineer agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Main Agreement or any Task Order hereunder, or to any breach of this Main Agreement or any Task Order ("Disputes") to mediation. Owner and Engineer agree to participate in the mediation process in good faith. The process will be conducted on a confidential basis, and must be completed within 120 days.
- C. If the parties fail to resolve a dispute through mediation under Paragraph 6.07.B, then either or both may invoke the applicable dispute resolution procedures of Exhibit H. If Exhibit H is not included, or if no applicable dispute resolution method is specified in Exhibit H, then the parties may exercise their rights at law.

6.08 Controlling Law; Venue

- A. This Main Agreement and all Task Orders (unless expressly stated otherwise) are to be governed by the Laws and Regulations of the state in which the principal office of the Owner is located: Utah.
- B. Venue for any exercise of rights at law will be the state court having jurisdiction at the location of Owner's principal office; or at the choice of either party, and if federal jurisdictional requirements can be met, in federal court in the district in which Owner's principal office is located.

6.09 Environmental Condition of Site

- A. With respect to each specific Task Order, Specific Project, and Site (unless indicated otherwise in a specific Task Order), Owner represents to Engineer that, as of the Effective Date of the Task Order, to the best of Owner's knowledge, no Constituents of Concern, other than those disclosed in writing to Engineer, exist at or adjacent to the Site.
- B. Undisclosed Constituents of Concern. For purposes of this Paragraph 6.09, the presence at or adjacent to the Site of Constituents of Concern that were not disclosed to Engineer pursuant to Paragraph 6.09.A, in such quantities or circumstances that such Constituents of Concern may present a danger to persons or property exposed to them, will be referred to as "undisclosed" Constituents of Concern.
  1. The presence at the Site of materials that are necessary for the execution of the Work, or that are to be incorporated in the Work, and that are controlled and contained pursuant to industry practices, Laws and Regulations, and the requirements of this Agreement or the Construction Contract, are not undisclosed Constituents of Concern.
  2. Constituents of Concern that are to be located, identified, studied, removed, or remediated as part of the services under a Task Order are not undisclosed Constituents of Concern.
  3. Constituents of Concern that are to be located, identified, studied, removed, or remediated as part of the services under another professional services contract for Owner, or as part of the work under a construction or remediation contract, are not undisclosed Constituents of Concern if Engineer has been informed of the general scope of such contract.
- C. If Engineer encounters or learns of an undisclosed Constituent of Concern at the Site, then Engineer shall notify (1) Owner and (2) appropriate authorities having jurisdiction if Engineer reasonably concludes that doing so is required by applicable Laws or Regulations.
- D. It is acknowledged by both parties that for all Task Orders the Engineer's scope of services does not include any services related to undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an undisclosed Constituent of Concern, or if encountered, uncovered, or revealed Constituents of Concern are present in substantially greater quantities or substantially different locations than disclosed or anticipated, or if investigative or remedial action, or other professional services, are necessary or required by applicable Laws and Regulations with respect to such Constituents of Concern, then Engineer may, at its option and without liability for direct, consequential, or any other damages, suspend performance of services on the portion of the Specific Project adversely affected thereby until such portion of the Specific Project is no longer so affected; and Owner shall

promptly determine whether to retain a qualified expert to evaluate such condition or take any necessary corrective action.

- E. If the presence at a Site of undisclosed Constituents of Concern, or of Constituents of Concern in substantially greater quantities or in substantially different locations than disclosed or anticipated, adversely affects the performance of Engineer's services under a specific Task Order, then:
  1. if the adverse effects do not preclude Engineer from completing its Specific Project services in general accordance with the Task Order on unaffected or marginally affected portions of the Specific Project, Engineer may accept an equitable adjustment in its compensation or in the time of completion, or both; and the Task Order will be amended to reflect changes necessitated by the presence of such Constituents of Concern; or
  2. if the adverse effects are of such materiality to the overall performance of Engineer that it cannot complete its Specific Project services without significant changes to the scope of services, time of completion, and compensation, then Engineer may terminate the Task Order for cause on 7 days' written notice.
- F. Owner acknowledges that Engineer is performing professional services for Owner and that Engineer is not and will not be required to become an "owner," "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with Engineer's activities under this Agreement.

#### 6.10 Mutual Indemnification

- A. Indemnification by Engineer: To the fullest extent permitted by Laws and Regulations, Engineer shall indemnify and hold harmless Owner, and Owner's officers, directors, members, partners, agents, and employees, from losses, damages, and judgments (including reasonable consultants' and attorneys' fees and expenses) arising from third-party claims or actions relating to a Specific Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Engineer or Engineer's officers, directors, members, partners, agents, employees, Subconsultants, or Engineer's Subcontractors. This indemnification provision is subject to and limited by the provisions, if any, agreed to by Owner and Engineer in Exhibit I, "Limitations of Liability."
- B. Indemnification by Owner: To the fullest extent permitted by Laws and Regulations, Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Subconsultants, and Engineer's Subcontractors, from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Owner or Owner's officers, directors, members, partners, agents,

employees, or others retained by or under contract to the Owner with respect to this Agreement or to the Project.

- C. Environmental Indemnification: To the fullest extent permitted by Laws and Regulations, Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, Subconsultants, and Engineer's Subcontractors from all claims, costs, losses, damages, actions, and judgments (including reasonable consultants' and attorney's fees and expenses) caused by, arising out of, relating to, or resulting from a Constituent of Concern at, on, or under a Site, provided that:
  - 1. any such claim, cost, loss, damages, action, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, and
  - 2. nothing in this paragraph obligates Owner to indemnify any individual or entity from and against the consequences of that individual's or entity's own negligence or willful misconduct.
- D. No Defense Obligation: The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressly stated.
- E. Percentage Share of Negligence: To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, will not exceed the percentage share that the party's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.
- F. Mutual Waiver: To the fullest extent permitted by Laws and Regulations, Owner and Engineer waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, any Task Order, or a Specific Project, from any cause or causes. Such excluded damages include but are not limited to loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; and cost of capital.

#### 6.11 Limitation of Engineer's Liability

- A. Engineer's Liability Limited to Stated Amount, or Amount of Engineer's Compensation: To the fullest extent permitted by Laws and Regulations, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of Engineer and Engineer's Subcontractors, officers, directors, members, partners, agents, employees, and Subconsultants, to Owner and anyone claiming by, through, or under Owner for any and all injuries, claims, losses, expenses, costs, or damages whatsoever (including but not limited to direct, indirect, special, incidental, punitive, exemplary, or consequential damages) arising out of, resulting from, or in any way related to the Project, to Engineer's or its Subconsultants' or Engineer's Subcontractor's services, or to this Agreement, from any cause or causes whatsoever, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, of Engineer or Engineer's officers, directors, members, partners, agents, employees,

or Subconsultants, or Engineer's Subcontractors, will not exceed the total compensation received by Engineer under this Agreement.

#### 6.12 Records Retention

- A. Engineer shall maintain on file in legible form, for a period of five years following completion or termination of its services under a specific Task Order, or such other period as required by Laws and Regulations, all Documents, records (including cost records), and design calculations related to Engineer's services or pertinent to Engineer's performance under the Task Order. Upon Owner's request, Engineer shall provide a copy of any such item to Owner at cost.

#### 6.13 Miscellaneous Provisions

- A. Notices: Any notice required under this Main Agreement or a Task Order will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All notices must be effective upon the date of receipt.
- B. Survival: Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Main Agreement or in a Task Order will survive completion or termination for any reason.
- C. Severability: Any provision or part of the Main Agreement or any Task Order held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and Engineer.
- D. No Waiver: A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.
- E. Accrual of Claims: To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Main Agreement and any Task Order will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if Engineer's services do not include Construction Phase services, or the Specific Project is not completed, then no later than the date of Owner's last payment to Engineer under the applicable Task Order.

### ARTICLE 7—DEFINITIONS

#### 7.01 Defined Terms

- A. Wherever used in this Agreement (as defined herein), terms (including the singular and plural forms) printed with initial capital letters have the meanings indicated in the text above, in the exhibits, or in the following definitions:
  1. Addenda—Written or graphic instruments issued prior to the opening of bids which clarify, correct, or change the bidding requirements or the proposed Construction Contract Documents.
  2. Additional Services—The services to be performed for or furnished to Owner by Engineer in accordance with Article 2 of Exhibit A of a specific Task Order.

3. **Agreement**—This written contract for professional services between Owner and Engineer, including the Main Agreement, all exhibits and appendices to the Main Agreement identified in Paragraphs 8.01 and 8.02, all duly executed amendments, and all Task Orders, including all exhibits and duly executed amendments to such Task Orders.
  - a. **Main Agreement**—See definition at Paragraph 7.01.A.28 below.
4. **Application for Payment**—The form acceptable to Engineer which is to be used by Contractor during the course of the Work in requesting progress or final payments and which is to be accompanied by such supporting documentation as is required by the Construction Contract.
5. **Basic Services**—The services to be performed for or furnished to Owner by Engineer in accordance with Part 1 of Exhibit A of a specific Task Order.
6. **Bidding/Proposal Documents**—Documents related to the selection of the Contractor, including advertisements or invitations to bid; requests for proposals; instructions to bidders or proposers, including any attachments such as lists of available Site-related documents; bid forms; bids; proposal forms; proposals; bidding requirements; and qualifications documents.
7. **Change Order**—A document which is signed by Contractor and Owner and authorizes an addition, deletion, or revision in the Work or an adjustment in the Construction Contract Price or the Construction Contract Times, or other revision to the Construction Contract, issued on or after the effective date of the Construction Contract.
8. **Change Proposal**—A written request by Contractor, duly submitted in compliance with the procedural requirements set forth in the Construction Contract, seeking an adjustment in Construction Contract Price or Construction Contract Times, or both; contesting an initial decision by Engineer concerning the requirements of the Construction Contract Documents or the acceptability of Work under the Construction Contract Documents; challenging a set-off against payments due; or seeking other relief with respect to the terms of the Construction Contract.
9. **Constituents of Concern**—Asbestos, petroleum, radioactive materials, polychlorinated biphenyls (PCBs), lead-based paint (as defined by the HUD/EPA standard), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to Laws and Regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
10. **Construction Contract**—The entire and integrated written contract between the Owner and Contractor concerning the Work.
11. **Construction Contract Documents**—Those items designated as “Contract Documents” in the Construction Contract, and which together comprise the Construction Contract. See also definition of “Front-End Construction Contract Documents” below.
12. **Construction Contract Price**—The money that Owner has agreed to pay Contractor for completion of the Work in accordance with the Construction Contract Documents.

13. Construction Contract Times—The number of days or the dates by which Contractor must: (a) achieve milestones, if any, in the Construction Contract; (b) achieve Substantial Completion; and (c) complete the Work.
14. Construction Cost—The cost to Owner of the construction of those portions of a Specific Project designed or specified by or for Engineer under a Task Order, including construction labor, services, materials, equipment, insurance, and bonding costs, and allowances for contingencies. Construction Cost does not include costs of services of Engineer or other design professionals and consultants; cost of land or rights-of-way, or compensation for damages to property; Owner's costs for legal, accounting, insurance counseling, or auditing services; interest or financing charges incurred in connection with the Project; or the cost of other services to be provided by others to Owner. Construction Cost is one of the items comprising Total Project Costs.
15. Constructor—Any person or entity (not including the Engineer, its employees, agents, representatives, or Subconsultants, or Engineer's Subcontractors), performing or supporting construction activities relating to a Specific Project, including but not limited to Contractors, Subcontractors, Suppliers, Owner's work forces, utility companies, other contractors, construction managers, design-builders, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
16. Contractor—The entity or individual with which Owner enters into a Construction Contract.
17. Documents—All documents expressly identified as deliverables in this Main Agreement or in any Task Order, whether in printed or Electronic Document form, required to be provided or furnished by Engineer to Owner. Such specifically required deliverables may include, by way of example, Drawings, Specifications, data, reports, building information models, and civil integrated management models.
18. Drawings—That part of the Construction Contract Documents that graphically shows the scope, extent, and character of the Work to be performed by Contractor.
19. Effective Date of the Main Agreement—The date indicated in this Main Agreement on which it becomes effective, but if no such date is indicated, it means the date on which the Main Agreement is signed and delivered by the last of the two parties to sign and deliver.
20. Effective Date of the Task Order—The date indicated in a specific Task Order on which the Task Order becomes effective, but if no such date is indicated, it means the date on which the Task Order is signed and delivered by the last of the two parties to sign and deliver.
21. Electronic Document—Any Specific Project-related correspondence, attachments to correspondence, data, documents, drawings, information, or graphics, including but not limited to Shop Drawings and other Submittals, that are in an electronic or digital format.
22. Electronic Means—Electronic mail (email), upload/download from a secure Specific Project website, or other communications methods that allow: (a) the transmission or communication of Electronic Documents; (b) the documentation of transmissions, including sending and receipt; (c) printing of the transmitted Electronic Document by

the recipient; (d) the storage and archiving of the Electronic Document by sender and recipient; and (e) the use by recipient of the Electronic Document for purposes permitted by this Agreement. Electronic Means does not include the use of text messaging, or of Facebook, Twitter, Instagram, or similar social media services for transmission of Electronic Documents.

23. Engineer—The individual or entity named as such in this Main Agreement.
24. Engineer's Subcontractor—An individual, firm, vendor, or other entity having a contract with Engineer to furnish general services, equipment, or materials with respect to a Specific Project as an independent contractor.
25. Field Order—A written order issued by Engineer which requires minor changes in the Work but does not change the Construction Contract Price or the Construction Contract Times.
26. Front-End Construction Contract Documents—Those Construction Contract Documents whose primary purpose is to establish legal and contractual terms and conditions, typically including the Owner-Contractor agreement, bonds, general conditions, and supplementary conditions. The term excludes the Drawings and Specifications, and any Construction Contract Documents delivered or issued after the effective date of the Construction Contract.
27. Laws and Regulations; Laws or Regulations—Any and all applicable laws, statutes, rules, regulations, ordinances, codes, and orders of any and all governmental bodies, agencies, authorities, and courts having jurisdiction.
28. Main Agreement—The portion of the Agreement containing the general terms and conditions of the contract between Owner and Engineer, applicable to all Task Orders, including but not limited to provisions regarding task order procedures, Owner responsibilities, invoice and payment procedures, standard of care, ownership of documents, suspension and termination, and definitions.
29. Owner—The individual or entity named as such in this Main Agreement and for which Engineer's services are to be performed. Unless indicated otherwise, this is the same individual or entity that will enter into any Construction Contracts concerning Specific Projects.
30. Record Drawings—Drawings depicting the completed Specific Project, or a specific portion of the completed Specific Project, prepared by Engineer and based on Contractor's record copy of all Drawings, Specifications, Addenda, Change Orders, Work Change Directives, Field Orders, and written interpretations and clarifications, as delivered to Engineer and annotated by Contractor to show changes made during construction.
31. Resident Project Representative—As authorized by a specific Task Order, the representative of Engineer assigned to assist Engineer at the Site during the Construction Phase. As used herein, the term Resident Project Representative (RPR) includes any assistants or field staff of the RPR. The duties and responsibilities of the RPR (if any) will be as set forth in each Task Order.

32. Samples—Physical examples of materials, equipment, or workmanship that are representative of some portion of the Work and that establish the standards by which such portion of the Work will be judged.
33. Shop Drawings—All drawings, diagrams, illustrations, schedules, and other data or information that are specifically prepared or assembled by or for Contractor and submitted by Contractor to illustrate some portion of the Work. Shop Drawings, whether approved or not, are not Drawings and are not Construction Contract Documents.
34. Site—Lands or areas to be indicated in the Construction Contract Documents for a Specific Project as being furnished by Owner upon which the Work is to be performed, including rights-of-way and easements, and such other lands furnished by Owner which are designated for the use of Contractor.
35. Specifications—The part of the Construction Contract Documents that consists of written requirements for materials, equipment, systems, standards, and workmanship as applied to the Work, and certain administrative requirements and procedural matters applicable to the Work.
36. Specific Project—A specifically identified and defined total undertaking to be accomplished for Owner by engineers, contractors, and others, including planning, study, design, construction, testing, commissioning, and start-up, and of which the services to be performed or furnished by Engineer under a specific Task Order are a part.
37. Subconsultant—An individual, design firm, consultant, or other entity having a contract with Engineer to furnish professional services with respect to a Specific Project as an independent contractor.
38. Subcontractor—An individual or entity having a direct contract with Contractor or with any other Subcontractor for the performance of a part of the Work.
39. Submittal—A written or graphic document, prepared by or for Contractor, which the Construction Contract Documents require Contractor to submit to Engineer, or that is indicated as a Submittal in the Schedule of Submittals accepted by Engineer. Submittals may include Shop Drawings and Samples; schedules; product data; Owner-delegated designs; sustainable design information; information on special procedures; testing plans; results of tests and evaluations, source quality-control testing and inspections, and field or Site quality-control testing and inspections; warranties and certifications; Suppliers' instructions and reports; records of delivery of spare parts and tools; operations and maintenance data; Project photographic documentation; record documents; and other such documents required by the Contract Documents. Submittals, whether or not approved or accepted by Engineer, are not Construction Contract Documents. Change Proposals, Change Orders, Claims, notices, Applications for Payment, and requests for interpretation or clarification are not Submittals.
40. Substantial Completion—The time at which the Work (or a specified part thereof) has progressed to the point where, in the opinion of Engineer, the Work (or a specified part thereof) is sufficiently complete, in accordance with the Construction Contract Documents, so that the Work (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms "substantially complete" and "substantially completed" as applied to all or part of the Work refer to Substantial Completion thereof.

41. **Supplier**—A manufacturer, fabricator, supplier, distributor, materialman, or vendor having a direct contract with Contractor or with any Subcontractor to furnish materials or equipment to be incorporated in the Work by Contractor or a Subcontractor.
42. **Task Order**—A document executed under this Main Agreement by Owner and Engineer (including incorporated exhibits and amendments if any), stating the scope of services, Engineer's compensation, times for performance of services, and other relevant information.
43. **Total Project Costs**—The total cost of planning, studying, designing, constructing, testing, commissioning, and start-up of the Specific Project, including Construction Cost and all other Specific Project labor, services, materials, equipment, insurance, and bonding costs, allowances for contingencies, and the total costs of services of Engineer or other design professionals and consultants, together with such other project-related costs that Owner furnishes for inclusion, including but not limited to cost of land, rights-of-way, compensation for damages to properties and private utilities (including relocation if not part of Construction Cost), Owner's costs for legal, accounting, insurance counseling, and auditing services, interest and financing charges incurred in connection with the Specific Project, and the cost of other services to be provided by others to Owner.
44. **Underground Facilities**—All active or not-in-service underground lines, pipelines, conduits, ducts, encasements, cables, wires, manholes, vaults, tanks, tunnels, or other such facilities or systems at the Site, including but not limited to those facilities or systems that produce, transmit, distribute, or convey telephone or other communications, cable television, fiber optic transmissions, power, electricity, light, heat, gases, oil, crude oil products, liquid petroleum products, water, steam, waste, wastewater, storm water, other liquids or chemicals, or traffic or other control systems. An abandoned facility or system is not an Underground Facility.
45. **Work**—The entire construction or the various separately identifiable parts thereof required to be provided under the Construction Contract Documents. Work includes and is the result of performing or providing all labor, services, and documentation necessary to produce such construction; furnishing, installing, and incorporating all materials and equipment into such construction; and may include related services such as testing, start-up, and commissioning, all as required by the Construction Contract Documents.
46. **Work Change Directive**—A written directive to Contractor issued on or after the effective date of the Construction Contract, signed by Owner and recommended by Engineer, ordering an addition, deletion, or revision in the Work.

**B. Terminology**

1. The word "day" means a calendar day of 24 hours measured from midnight to the next midnight.

## **ARTICLE 8—EXHIBITS AND APPENDICES TO MAIN AGREEMENT; TASK ORDER FORM; EXHIBITS TO TASK ORDER; SPECIAL PROVISIONS**

### **8.01 Exhibits to Main Agreement**

The following exhibits are incorporated by reference and included as part of this Main Agreement, and as such are applicable to all Task Orders:

- A. Exhibit A, Reserved for Task Order
- B. Exhibit B, Reserved for Task Order
- C. Exhibit C, Insurance

### **8.02 Appendices to Main Agreement**

- A. The following appendices are incorporated by reference and made a part of each Task Order if applicable:
  - 1. Appendix 1— Standard Hourly Rates Schedule
  - 2. Appendix 2— Reimbursable Expenses Schedule

### **8.03 Executed Task Orders and Their Exhibits**

- A. When a specific Task Order is duly executed by Owner and Engineer, the Task Order and its exhibits become an integral part of the Agreement, governed by the Main Agreement and its exhibits.

### **8.04 Total Agreement; Amendments to Main Agreement and Task Orders**

- A. This Agreement (as defined herein) constitutes the entire contractual agreement between Owner and Engineer and supersedes all prior written or oral understandings.
- B. Amendments:
  - 1. This Main Agreement may only be amended, supplemented, modified, or canceled by a written instrument duly executed by both parties. Such written instruments should be based whenever possible on the format of Exhibit C to this Main Agreement.
  - 2. Amendments and modifications to a Task Order may be made by execution of a new, expressly related Task Order, or by execution of a written amendment to the Task Order.
  - 3. Nothing in any Task Order will be construed as revising or modifying the terms and conditions of the Main Agreement or its exhibits, except as expressly stated in such Task Order.

### **8.05 Designated Representatives**

- A. With the execution of this Main Agreement, Engineer and Owner shall each designate a specific individual to act as representative under the Main Agreement. Such an individual must have authority to execute Task Orders, transmit instructions, receive information, and render decisions with respect to this Main Agreement, on behalf of the party that the individual represents.
- B. With the execution of each Task Order, Engineer and Owner shall each designate a specific individual to act as representative with respect to the Task Order. Such individual must have

authority to transmit instructions, receive information, and render decisions with respect to the specific Task Order, on behalf of the party that the individual represents.

**8.06 Engineer's Certifications**

- A. Engineer certifies that it has not engaged in corrupt, fraudulent, or coercive practices in competing for or in executing the Agreement. For the purposes of this Paragraph 8.07:
  1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the selection process or in the Agreement execution;
  2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the selection process or the execution of the Agreement to the detriment of Owner, or (b) to deprive Owner of the benefits of free and open competition;
  3. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or affect the execution of the Agreement.

**8.07 Conflict of Interest**

- A. Nothing in this Agreement will be construed to create or impose any duty on the part of Engineer that would be in conflict with Engineer's paramount obligations to the public health, safety, and welfare under the professional practice requirements governing Engineer, its Subconsultants, and all licensed professionals employed by Engineer or its Subconsultants.
- B. If during the term of this Agreement a potential or actual conflict of interest arises or is identified:
  1. Engineer and Owner together will make reasonable, good faith efforts to avoid or eliminate the conflict of interest; to mitigate any adverse consequences of the conflict of interest; and, if necessary and feasible, to modify this Agreement to address the conflict of interest and its consequences, such that progress under the Agreement may continue.
  2. Such efforts will be governed by applicable Laws and Regulations and by any pertinent Owner's policies, procedures, and requirements (including any conflict-of-interest resolution methodologies) provided to Engineer under Paragraph 2.04.A of this Agreement.

This Main Agreement's Effective Date is the date as signed by Owner below:

Owner:

Santaquin City

By:

Dan Olson

Title:

Mayor

Engineer:

Rimrock Engineering and Development, LLC

By:

Joseph N. Santos

Title:

Principal

Contact Information:

mayor@santaquin.org

(801) 754-3211

275 West Main Street

Santaquin, UT 84655

Contact Information:

jsantos@re-n-d.com

(801) 420-4515

5513 W 11000 N #435

Highland, UT 84003

## **EXHIBITS TO MAIN AGREEMENT**

### **TABLE OF CONTENTS**

EXHIBIT A—RESERVED FOR TASK ORDERS

EXHIBIT B—RESERVED FOR TASK ORDERS

EXHIBIT C—INSURANCE

**EXHIBIT A—RESERVED FOR TASK ORDERS**

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Exhibits to Main Agreement

Master Service Agreement between Santaquin City and Rimrock Engineering and Development, LLC for Professional Services

Task Order Edition

Exhibit A - Reserved

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Item # 23.

**EXHIBIT B—RESERVED FOR TASK ORDERS**

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Exhibits to Main Agreement

Master Service Agreement between Santaquin City and Rimrock Engineering and Development, LLC for Professional Services

Task Order Edition

Exhibit B—Reserved

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Item # 23.

## EXHIBIT C—INSURANCE



### CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/06/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AMERICAN INS & INVESTMENT CORP 34471797 PO BOX 58489 SALT LAKE CITY UT 84158	CONTACT NAME:	
	PHONE (801) 364-3434 (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE INSURER A : Hartford Underwriters Insurance Company	
NAIC# 30104		
INSURED RIMROCK ENGINEERING AND DEVELOPMENT, LLC 5513 W 11000 N # 435 HIGHLAND UT 84003-8012	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:					
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.									
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Liability	X	34 SBW AS40S6	05/13/2022	05/13/2023	EACH OCCURRENCE	\$2,000,000		
	GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC OTHER:					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$1,000,000		
						MED EXP (Any one person)	\$10,000		
						PERSONAL & ADV INJURY	\$2,000,000		
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		34 SBW AS40S6	05/13/2022	05/13/2023	GENERAL AGGREGATE	\$4,000,000		
	PRODUCTS - COMP/OP AGG					\$4,000,000			
	COMBINED SINGLE LIMIT (Ea accident)					\$2,000,000			
	BODILY INJURY (Per person)								
	UMBRELLA LIAB EXCESS LIAB					BODILY INJURY (Per accident)			
	OCCUR CLAIMS- MADE					PROPERTY DAMAGE (Per accident)			
	DED					RETENTION \$	EACH OCCURRENCE		
							AGGREGATE		
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	34 SBW AS40S6	05/13/2022	05/13/2023	PER STATUTE	OTH- ER		
	E.L. EACH ACCIDENT								
	E.L. DISEASE -EA EMPLOYEE								
	E.L. DISEASE - POLICY LIMIT								
A	Data Breach - Defense & Liab Covg					Limit	\$50,000		
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Those usual to the Insured's Operations. Certificate holder is an additional insured per the Business Liability Coverage Form SL3032 attached to this policy.									

CERTIFICATE HOLDER		CANCELLATION	
Santaquin City 275 W MAIN ST SANTAQUIN UT 84655		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE	
		<i>Susan L. Castaneda</i>	

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#### Exhibits to Main Agreement

Master Service Agreement between Santaquin City and Rimrock Engineering and Development, LLC for Professional Services

Task Order Edition

Exhibit C—Insurance

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Item # 23.



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/06/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AP INTEGO INSURANCE GROUP LLC 76250846 375 WOODCLIFF DRIVE STE 103 FAIRPORT NY 14450	CONTACT NAME:		
	PHONE (888) 289-2939 (A/C, No, Ext):	FAX (A/C, No):	
	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC#
INSURER A : Hartford Insurance Company of the Southeast		38261	
INSURED RIMROCK ENGINEERING AND DEVELOPMENT, LLC 5513 W 11000 N # 435 HIGHLAND UT 84003-8012	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

**COVERAGE** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						EACH OCCURRENCE		
	GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence)		
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> AUTOS <input type="checkbox"/> NON-OWNED AUTOS						MED EXP (Any one person)		
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS- MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						PERSONAL & ADV INJURY		
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	76 WEG AS3WNG	05/02/2022	05/02/2023	GENERAL AGGREGATE		
A							PRODUCTS - COMP/OP AGG		
							COMBINED SINGLE LIMIT (Ea accident)		
							BODILY INJURY (Per person)		
							BODILY INJURY (Per accident)		
							PROPERTY DAMAGE (Per accident)		
							EACH OCCURRENCE		
							AGGREGATE		
							X <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH- ER		
							E.L. EACH ACCIDENT	\$100,000	
							E.L. DISEASE - EA EMPLOYEE	\$100,000	
							E.L. DISEASE - POLICY LIMIT	\$500,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Those usual to the Insured's Operations.

<b>CERTIFICATE HOLDER</b>		<b>CANCELLATION</b>		
Santaquin City 275 W MAIN ST SANTAQUIN UT 84655		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.		
		AUTHORIZED REPRESENTATIVE <i>Susan L. Castaneda</i>		

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Task Order Edition  
Exhibit C—Insurance

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Item # 23.

**TASK ORDER NO. SQC#####-##-##**  
***“SPECIFIC NAME TO INDIVIDUAL TASK ORDER”***

In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated \_\_\_\_\_, Owner and Engineer agree as follows:

**1. TASK ORDER DATA**

a.	Owner:	Harwood Homes, LLC
b.	Engineer:	Rimrock Engineering and Development, LLC
c.	Specific Project (title)	<i>“specific to individual Task Order”</i>
d.	Specific Project (description):	<i>“specific to individual Task Order”</i>

**2. BASELINE INFORMATION**

**Baseline Information.** Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

Specific Project Title:

**3. SERVICES OF ENGINEER (“SCOPE”)**

- A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:  
Detailed in Exhibit A to Task Order, “Engineer's Services for Task Order,” as attached to this specific Task Order.
- B. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.
- C. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

#### **4. DELIVERABLES SCHEDULE**

- A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with Exhibit B to Task Order, attached to *"each specific Task Order"*.

#### **5. ADDITIONS TO OWNER'S RESPONSIBILITIES**

- A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order: *"per each Task Order"*
- B. In addition to any schedule provisions provided in Exhibit B or elsewhere, the parties shall meet the following schedule: Not Applicable.
- C. Engineer's Compensation
- D. The terms of payment are set forth in Article 4 of the Main Agreement.
- E. Owner shall pay Engineer for services rendered under this Task Order as follows:

Per the Engineer's Services Under Task Order in Exhibit A

- F. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Subconsultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

#### **6. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:**

- A. *"specific for each individual Task Order"*

#### **7. EXHIBITS AND ATTACHMENTS:**

- A. Exhibit A to Task Order — Engineer's Services Under *specific Task Order*
- B. Exhibit B to Task Order — Deliverables Schedule per *specific Task Order*
- C. Exhibit C to Task Order — Reserved
- D. Appendix-1: Standard Hourly Rates per *specific Task Order*
- E. Appendix-2: Standard Reimbursable Expenses Schedule per *specific Task Order*

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER:

ENGINEER:

By: *"per each Task Order"*

By: *"per each Task Order"*

Print Name: Dan Olson

Print Name: Joseph N. Santos

Title: Mayor

Title: Principal

Phone: 801-754-3211

Phone: 801-420-4515

Date: *"per each Task Order"*

Date: *"per each Task Order"*

**CONSULTING SERVICES PROPOSAL**

**Santaquin City - Wet Utility Design for Business Park Area**

**CLIENT:** Santaquin City  
Attn: Norm Beagley  
275 West Main Street  
Santaquin, Utah 84655  
(801) 754-3211  
nbeagley@santaquin.org

**CONSULTANT:** Rimrock Engineering and Development, LLC  
Joseph Santos  
5513 W 11000 N #435  
Highland, UT 84003  
(801) 420-4515  
jsantos@re-n-d.com

**PROJECT DESCRIPTION:**

Consulting & Engineering services required to complete final design of culinary water, gravity sanitary sewer and pressure utilities to serve the business park area westerly and southerly of the irrigation storage ponds.

**SCOPE OF SERVICES:**

**100 PROJECT MANAGEMENT**

<b>101 Contract Administration</b> Contract, Invoicing, and administration.	<hr/> \$1,200.00
<b>102 Meetings</b> Kick-off, coordination, progress, and design review meetings.	<hr/> \$7,200.00

**200 DESIGN**

<b>201 Preliminary</b> Initial layout and preliminary design of culinary water, sanitary sewer gravity and pressure utilities. Collaborate with City to prepare for final design.	<hr/> \$12,750.00
<b>202 Final</b> Final detailed design prepared for bidding and construction. Coordination with City to prepare for bidding.	<hr/> \$6,750.00

**300 BIDDING**

<b>301 Specifications</b> Prepare specifications and bid documents.	<hr/> \$6,750.00
<b>302 Bidding Assistance</b> Field and address contractors questions, attend bid opening, review bids and make collaborate with City on contractor selection.	<hr/> \$4,800.00

**400 INDIRECT COSTS**

Printing, Computer, Mileage, Equipment Costs, etc.....	<hr/> \$550.00
	<hr/> <b>TOTAL</b>
	<hr/> <b>\$40,000.00</b>

**OUT OF SCOPE OF SERVICES (can be completed by agreed upon Time & Materials or separate agreements):**

- Design of railroad crossing with any of the utilities.

**SERVICES NOT INCLUDED:**

This agreement is limited solely to the scope of service contained herein.

Friday, May 20, 2022

**CONSULTING SERVICES PROPOSAL**

**Summit Ridge Industrial Park Subdivision Design and Platting**

**CLIENT: Santaquin City**

---

Attn: Norm Beagley  
275 West Main Street  
Santaquin, Utah 84655  
(801) 754-3211  
nbeagley@santaquin.org

**CONSULTANT: Rimrock Engineering and Development, LLC**

---

Joseph Santos  
5513 W 11000 N #435  
Highland, UT 84003  
(801) 420-4515  
jsantos@re-n-d.com

**PROJECT DESCRIPTION:**

Consulting & Engineering services required to complete preliminary, construction plans for entire development and final plat and construction package for Phase-I

**SCOPE OF SERVICES:**

**100 PRELIMINARY**

<b>101 CONTRACT ADMINISTRATION</b>	\$525.00
- Contract, Invoicing, and administration	
<b>102 PROJECT MEETINGS</b>	\$1,125.00
- Kick-off, coordination, progress, and preliminary design review/progress meetings	
<b>103 PLAT</b>	\$2,250.00
- Create preliminary plat to be approved by City	
- (All recordation fees and other associated fees will be the responsibility of the Owner)	
<b>104 LOT LAYOUT</b>	\$1,250.00
- Complete lot layout with ROW	
- Including access/easements for future lift station property	
<b>105 GRADING AND STORM DRAIN</b>	\$2,250.00
- Prepare preliminary road grading, cuts/fills, general lot drainage, ROW storm water grading, etc.	
<b>106 UTILITY PLANS</b>	\$1,100.00
- Design culinary water, irrigation, and sanitary sewer	
- Coordinate with City to update water model	
<b>107 SUBMITTAL</b>	\$1,750.00
- Prepare preliminary submittal packages to be submitted to City, attend all required meetings (DRC, Planning Commission, etc.)	
- (All submittal fees and other associated fees will be the responsibility of the Owner)	

**200 FINAL CONSTRUCTION PLANS** \$8,815.00

<b>201 CONTRACT ADMINISTRATION</b>	\$475.00
- Contract, Invoicing, and administration	
<b>202 PROJECT MEETINGS</b>	\$940.00
- Coordination, progress, and final design review/progress meetings	
<b>203 ROADWAY, GRADING &amp; DRAINAGE PLANS</b>	\$1,200.00
- Complete roadway, grading and stormdrainage plans for the entire subdivision	
<b>204 UTILITY PLANS</b>	\$2,300.00
- Utility plan correction from preliminary plan including complete design of culinary water, pressure irrigation and sanitary sewer	
- Traffic signs and street light locations	
- Coordinate layout of dry utility design and plan representation	
<b>205 PLAN AND PROFILES</b>	\$3,250.00
- Prepare all plan and profile sheets	
<b>206 DETAILS</b>	\$650.00
- Complete all general and site specific details for construction	

**300 PHASE-I FINAL** \$3,710.00

<b>301 CONTRACT ADMINISTRATION</b>	\$275.00
- Contract, Invoicing, and administration	
<b>302 PLAT</b>	\$875.00
- Prepare phase-I plan of construction of utility and drainage	
<b>303 CONSTRUCTION PLANS</b>	\$960.00
- Modify/update construction plans to be completed as part of Phase-I	
<b>304 SUBMITTAL</b>	\$1,600.00
- Prepare Phase-I submittal packages to be submitted to City, attend all required meetings (Planning Commission, City Council, etc.)	
- (All submittal fees and other associated fees will be the responsibility of the Owner)	

**400 FUTURE PHASE(S) FINAL** \$0.00 AT THIS TIME

- TBD

**TOTAL** \$22,775.00

**ASSUMPTIONS:**

- Geotechnical Study (anticipated to use Geotechnical studies completed and used for Summit Ridge Parkway)
- CC&Rs (anticipated that Owner will complete these)
- Title Report (anticipated that Owner will provide this)

**OUT OF SCOPE OF SERVICES (can be completed by agreed upon Time & Materials or separate agreements):**

- Geotechnical Study (if needed for site specific)
- Bidding Assistance
- Site staking for client

**SERVICES NOT INCLUDED:**

This agreement is limited solely to the scope of service contained herein.

Wednesday, November 30, 2022

Item # 23.

## **ORDINANCE 12-05-2022**

### **ADOPTION OF AN ORDINANCE APPROVING THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF SANTAQUIN CITY WEST FIELDS COMMUNITY REINVESTMENT AREA PROJECT AREA PLAN**

**WHEREAS**, the Community Development and Renewal Agency of Santaquin City (the "Agency") is a public agency pursuant to Title 17C of the Utah Code; and

**WHEREAS**, on July 21, 2022, the Agency Board designated a Survey Area and directed that proposed community reinvestment project area plans and related budgets for areas within the Survey Area be prepared; and

**WHEREAS**, the Agency Board has now adopted the West Fields Community Reinvestment Area Project Area Plan;

**NOW THEREFORE, BE IT HEREBY ORDAINED** by the Santaquin City Council as follows:

**SECTION 1:** The adoption of the West Fields Community Reinvestment Area Project Area Plan is in the best interest of the Community Development and Renewal Agency of Santaquin City and Santaquin City, Utah.

**SECTION 2:** The Santaquin City Council hereby approves and adopts the attached West Fields Community Reinvestment Area Project Area Plan.

**SECTION 3:** A copy of this ordinance shall be deposited in the office of the Santaquin City Recorder, and on or before 5:00 p.m. on December 21, 2022, the Santaquin City Recorder shall certify that this Ordinance has been posted in three public places within the municipality, as provided in Utah Code Annotated § 10-3-711(1).

**SECTION 4.** This Ordinance shall take effect at 5:00 p.m. on December 21, 2022.

APPROVED AND ADOPTED THIS 20<sup>th</sup> DAY OF DECEMBER 2022.

---

Daniel M. Olson, Mayor

Attest:

---

Amalie R. Ottley, City Recorder

Councilmember Art Adcock	Voted	____
Councilmember Elizabeth Montoya	Voted	____
Councilmember Lynn Mecham	Voted	____
Councilmember Jeff Siddoway	Voted	____
Councilmember David Hathaway	Voted	____

STATE OF UTAH )

) ss.

COUNTY OF UTAH )

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 20<sup>th</sup> day of December 2021 entitled:

**AN ORDINANCE APPROVING THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF  
SANTAQUIN CITY WEST FIELDS COMMUNITY REINVESTMENT AREA PROJECT AREA PLAN**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 21st day of December 2022.

---

AMALIE R. OTTLEY

Santaquin City Recorder

(SEAL)

## AFFIDAVIT OF POSTING

STATE OF UTAH )

) ss.

COUNTY OF UTAH )

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b)(i) and Santaquin City Code 1-2-050(D).

I further certify that copies of the ordinance so posted were true and correct copies of said ordinance.

---

AMALIE R. OTTLEY

Santaquin City Recorder

The foregoing instrument was acknowledged before me on this 21<sup>st</sup> day of December 2022, by AMALIE R. OTTLEY.

My Commission Expires:

---

Notary Public

Residing at: Utah County



## Santaquin City

DRAFT Community Development and Renewal  
Agency of Santaquin City  
West Fields Community Reinvestment Area  
Project Area Plan  
October 2022



ZIONS PUBLIC FINANCE, INC.

Item # 25.

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## BACKGROUND AND OVERVIEW

The Community Development and Renewal Agency of Santaquin City (the “Agency”), following thorough consideration of the needs and desires of Santaquin City (the “City”) and its residents, as well as the need of and capacity for new development, has prepared this Community Reinvestment Project Area Plan (the “Plan”) for the Santaquin City West Fields Reinvestment Project Area (the “Project Area”) described in more detail below.

In accordance with the terms of this Plan, the Agency will encourage, promote, and provide for the development of industrial and commercial space within the Project Area. The Project Area covers 69.50 total acres of which 54.9 are considered to be developable.

It is anticipated that the project will generate economic activity in the region through the creation of temporary construction jobs, full-time employment for ongoing jobs, the generation of additional tax revenues, and diversification through new business opportunities. However, infrastructure to the Project Area is currently lacking with regards to gas, communications, power, roads and City utilities.

The Agency has determined that the area meets the criteria for creation of a CRA. This Plan will govern development within the Project Area, including the capture and use of tax increment. At this time, the Agency anticipates that only sales tax revenues generated in the project area and flowing to Santaquin City resulting from an increase in sales tax revenues from business activity within the Project Area may be paid to the Agency for community and economic development purposes to construct new roads and improve existing roads, to reduce traffic congestion, to construct City utilities and to promote and incentivize new development and investment. The purpose of this Plan clearly sets forth the aims and objectives of this development, its scope, available incentives, and the mechanism for funding such incentives, and the value of the Plan to the residents, businesses and property owners, and taxing entities in this area.

This document is prepared in good faith as a current reasonable estimate of the economic impact of this Project. Fundamental economic and other circumstances may influence the actual impact. With these assumptions, the information contained within this report represents the reasonable expectations of the Project.

The ordering of sections of this Project Area Plan document is consistent with the presentation of requirements and other criteria for CRA development as set forth in Utah Code § 17C-5-105.

## 1. RECITALS OF PREREQUISITES FOR ADOPTING A COMMUNITY DEVELOPMENT PROJECT AREA PLAN

- a) Pursuant to the provisions of §17C-5-103 of the Act, the governing body of the Community Development and Renewal Agency of Santaquin City adopted a resolution on June 7, 2022 designating a survey area in which reinvestment Project Areas can be created; and
- b) Pursuant to the provisions of §17C-5-104(1)(a) and (b) of the Act, Santaquin City has a planning commission and general plan as required by law; and

- c) Pursuant to the provisions of §17C-5-104(3) of the Act, the Agency will conduct one or more public hearings for the purpose of informing the public about the Project Area and allowing public input as to whether the draft Project Area Plan should be revised, approved, or rejected.
- d) Pursuant to the provisions of §17C-5-104(3)(b) and (d) of the Act, the Agency made a draft Project Area Plan available to the public at the Agency's offices during normal business hours, provided notice of the Plan hearing, allowed public comment on the Project Area Plan, and will hold a public hearing on the draft Plan on November 15<sup>th</sup>, 2022.

## 2. DEFINITIONS

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As used in this Community Reinvestment Project Area Plan:

1. The term "**Act**" shall mean and include the Limited Purpose Local Government Entities – Community Development and Renewal Agencies Act in Title 17C, Chapters 1 through 5, Utah Code Annotated 1953, as amended, or such other amendments as shall from time to time be enacted or any successor or replacement law or act.
2. The term "**Agency**" shall mean the Community Development and Renewal Agency of Santaquin City, a separate body corporate and politic created by the City pursuant to the Act.
3. The term "**Base Taxable Value**" shall mean the base taxable value of the property within the Project Area from which tax increment will be collected, as shown upon the assessment roll last equalized before the date the Project Area Plan is adopted by the City legislative body; OR as provided within an interlocal agreement created under §17C-5-204 of the Act.
4. The term "**City**" shall mean Santaquin City, Utah.
5. The term "**Community**" shall mean Santaquin City, Utah.
6. The term "**Community Development**" shall mean development activities within the community, including the encouragement, promotion, or provision of development.
7. The term "**Developer**" shall mean the entities investing in the development in the area.
8. The term "**Effective Date**" shall have the same meaning as established under §17C-5-110 of the Act.
9. The term "**Legislative Body**" shall mean the City Council of Santaquin City which is the legislative body of the Community.
10. The term "**Plan Hearing**" means the public hearing on the draft Project Area Plan required under Subsection 17C-5-104(e) of the Act.

11. The term "**Project Area**" shall mean the geographic area described in the Project Area Plan or draft Project Area Plan where the community development set forth in this Project Area Plan or draft Project Area Plan takes place or is proposed to take place (Appendices A & B).
12. The term "**Project Area Budget**" shall mean the multi-year projection of annual or cumulative revenues, other expenses and other fiscal matters pertaining to the Project Area prepared in accordance with Part 3 of §17C-5 of the Act.
13. The term "**Project Area Plan**" or "**Plan**" shall mean the written plan that, after its Effective Date and adopted pursuant to the provisions of the Act, guides and controls the community development activities within the Project Area.
14. The terms "**Tax**," "**Taxes**," "**Property tax**" or "**Property taxes**" includes all levies on an ad valorem basis upon real property, personal property, or other property, tangible or intangible.
15. The term "**Taxing entity**" shall mean any public entity that levies a tax on property within the Project Area.
16. The term "**Tax increment**" shall mean the difference between the amount of property tax revenues generated each tax year by all taxing entities from the area designated in the Project Area Plan as the area from which tax increment is to be collected, using the current assessed value of the property and the amount of property tax revenues that would be generated from that same area using the base taxable value of the property. It shall also mean incremental sales taxes generated within the Project Area that are payable to Santaquin City. This plan currently only contemplates the contribution of the City's sales tax increment from the Project Area to the Agency.

### 3. PROJECT AREA BOUNDARIES AND MAP [17C-5-105(1)]

The area identified for study (see map in Appendix A and legal description in Appendix B) consists of 69.5 total acres. The area encompasses parcels identified by numbers 320090068, 290360002, 320090089, and a portion of 32009085. Highway 6 runs adjacent to the project area on the north side, forming much of the northern boundary. Boundaries on the west, south and east sides generally follow Santaquin's municipal boundaries.

## 4. GENERAL STATEMENT OF EXISTING LAND USES, LAYOUT OF PRINCIPAL STREETS, POPULATION DENSITIES, BUILDING INTENSITIES AND HOW THEY WILL BE AFFECTED BY THE PROJECT AREA DEVELOPMENT [17C-5-105(2)]

### A. EXISTING LAND USES IN THE PROJECT AREA

Primary land uses within the Project Area include: 1) 54.9 acres of vacant, developable land; 2) approximately 10 acres occupied by the Summit Ridge Parkway and other City Right-of-way; and 3) 4.6 acres utilized for seasonal flood mitigation, City utilities, and open space. The entire project area is currently exempt from property tax and is owned by the City. The entire Project Area is zoned as an Industrial Zone (I-1).

Land uses will be affected as currently vacant or underutilized land is developed in accordance with this Plan. This will change existing vacant land to commercial/industrial uses.

### B. LAYOUT OF PRINCIPAL STREETS IN THE PROJECT AREA

Highway 6 runs adjacent to the project area on the north side, forming much of the northern boundary. The primary access road into and through the Project Area is the Summit Ridge Parkway. The Parkway was built through a collaboration between the City and developers of the Summit Ridge development. It has been sized to facilitate over 11,000 cars per day at buildout of the Summit Ridge project. The City bonded for the road while the developers contributed land and money to help cover the construction costs.

The layout of principal streets is not expected to change due to this Plan.

### C. POPULATION DENSITIES IN THE PROJECT AREA

There is currently no development within the Project Area, with the exception of secondary water storage reservoirs. There is no residential development with any residential population within the Project Area. The Plan does not currently propose any residential development. Existing and proposed residential densities within the Project Area will therefore remain at zero persons per square mile.

### D. BUILDING INTENSITIES IN THE PROJECT AREA

There are currently no buildings within the Project Area. The Plan anticipates that a moderate amount of commercial and industrial building space could be added to the area.

## 5. STANDARDS THAT WILL GUIDE THE PROJECT AREA DEVELOPMENT [17C-5-105(3)]

The general standards that will guide the economic development are as follows:

### A. GENERAL DESIGN OBJECTIVES

Development within the Project Area will be held to quality design and construction standards, suitable for commercial, industrial, and business park development and will be subject to: (1) appropriate elements of the City's General Plan; (2) applicable City building codes and ordinances; (3) Planning Commission review

and recommendation (only if required by City or State Code); (4) the City's land use development codes and standards; and 5) development agreements that include design guidelines.

Owners and developers will be allowed flexibility in the development of land located within the Project Area and are expected to obtain quality design and development. Development contemplated in the area shall be of a design and shall use materials that are in harmony with adjoining areas and subject to design review and approval by the City. For more significant developments, it is contemplated that these design objectives may be addressed in development agreements with prospective developers.

The general standards that will guide development are those found in the Santaquin City General Plan. Coordinated and attractive landscaping shall also be provided as appropriate for the character of the Project Area. Materials and design paving, retaining walls, fences, curbs, benches, and other items should be addressed in the design.

All development will be based on subdivision/site plans, development data, and other appropriate submittals and materials clearly describing the development, including land coverage, setbacks, heights, and any other data dictated by the City's land use code, and applicable City practice or procedure.

Parking areas will be designed with careful regard to orderly arrangement, topography, relationship to view, ease of access, and as an integral part of the overall area function.

The general principles guiding development within the Project Area are as follows:

1. Encourage and assist economic development with the creation of a well-planned industrial/business park development that will increase job opportunities in the local area.
2. Provide for the strengthening of the tax base and economic health of the entire community and the State of Utah.
3. Implement the tax increment financing provisions of the Act which are incorporated herein by reference and made a part of this Plan.
4. Encourage economic use of and new construction or redevelopment upon the real property located within the Project Area.
5. Promote and market the Project Area for economic development that would enhance the economic base of the City through diversification.
6. Provide for compatible relationships among land uses and quality standards for development, such that the area functions as a unified and viable center of economic activity for the City.
7. Remove any impediments to land disposition and development through assembly of land into reasonably sized and shaped parcels served by adequate public utilities, streets, and other infrastructure improvements.

8. Achieve an environment that reflects an appropriate level of concern for architectural, landscape and design principles, developed through encouragement, guidance, appropriate controls, and financial and professional assistance to owner participants and developers.
9. Provide for construction of public streets, utilities, curbs and sidewalks, other public rights-of-way, streetlights, landscaped areas, public parking, water utilities, sewer utilities, storm drainage, open space, and other public improvements.
10. Provide public streets and road access to the area to facilitate better traffic circulation and reduce traffic hazards by assisting in the street alignments.

## 6. HOW THE PROJECT AREA DEVELOPMENT WILL FURTHER THE PURPOSES OF THE ACT [17C-5-105(4)]

It is the intent of the Agency, with the assistance and participation of private owners, to facilitate and promote the development of an industrial/business park and other supporting commercial activities that are a key part of the Santaquin City General Plan and that will result in the creation of jobs in the Project Area. Further, the development within the Project Area will strengthen the tax base of the community, which will also serve to accomplish economic development objectives and create a well-planned employment center.

The purposes of the Act will be achieved by the following:

### A. ESTABLISHMENT OF NEW BUSINESS AND INCREASED TAX BASE

The proposed Project envisions industrial/business park development, with possibly some supporting commercial development, that will benefit the State and local taxing entities through increased job creation, increased property tax base, increased income taxes paid (both corporate and individual), increased local sales taxes as purchases are made in the local area, and increased energy usage (and the accompanying municipal energy “franchise” tax). Multiplier (indirect and induced) impacts will result from the job creation and expenditures for construction and supplies.

### B. PUBLIC INFRASTRUCTURE IMPROVEMENTS

The construction of the public infrastructure improvements as provided by this Plan will support the development contemplated herein and will encourage future development in surrounding areas. Infrastructure is an important element of economic development and areas that lack good infrastructure are not able to be competitive in attracting good-quality businesses to locate in their community.

### C. JOB CREATION

The project area includes the potential for new businesses and related jobs. It is anticipated that new jobs will be encouraged at income levels above the area median income indicator.

## 7. THE PLAN IS CONSISTENT WITH AND WILL CONFORM TO THE COMMUNITY'S GENERAL PLAN [17C-5-105(5)]

This Plan is consistent with the City's General Plan that was approved in 2022. The City's Vision is as contained in Chapter 2 of the City's General Plan and can be found on the City's website.

The addition of an industrial/business park will add to the strong business tax base of the community. The purpose of the industrial/business park is to have a geographic area of the City that has utilities and that is "shovel ready" for development.

## **8. IF APPLICABLE, HOW PROJECT AREA DEVELOPMENT WILL ELIMINATE OR REDUCE A DEVELOPMENT IMPEDIMENT IN THE COMMUNITY REINVESTMENT PROJECT AREA [17C-5-105(6)]**

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Not applicable. The Agency is not making any findings of development impediments for this Project Area.

## **9. DESCRIPTION OF ANY SPECIFIC PROJECT OR PROJECTS THAT ARE THE OBJECT OF THE PROPOSED PROJECT AREA DEVELOPMENT [17C-5-105(7)]**

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The Plan anticipates the construction of 40,000 square feet of light manufacturing/industrial and commercial space and 8,000 square feet of corporate offices in the "North 6" area which covers approximately 6 acres on the northeast portion of the project area. There are, at present, no specific plans for the remaining developable acreage but it is assumed that all development in the area will be light manufacturing/industrial.

## **10. HOW PARTICIPANTS WILL BE SELECTED WITHIN THE PROJECT AREA [17C-5-105(8)]**

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The Plan contemplates that the City, which currently owns all of the real property within the Project Area, will deed some or all of the developable property to the Agency thereby allowing the Agency to take advantage of the opportunity to develop the property or to sell the property to developers for the development of facilities within the Project Area.

The Agency may, consistent with the Act, select developers by private negotiation, public advertisement, bidding, or the solicitation of written proposals, or a combination of one or more of the above methods.

## **11. REASONS FOR THE SELECTION OF THE PROJECT AREA [17C-5-105(9)]**

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The Project Area was selected by the Agency as that area within the City having a more immediate opportunity to strengthen the community through development of vacant properties, create jobs, capitalize on the rapid growth occurring in Utah County, and maximize the site's strategic proximity to I-15 and Highway 6.

## 12. DESCRIPTION OF THE PHYSICAL, SOCIAL AND ECONOMIC CONDITIONS EXISTING IN THE PROJECT AREA [17C-5-105(10)]

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### A. PHYSICAL CONDITIONS

The proposed Project Area consists of approximately 69.5 acres, as shown on the Project Area maps in Appendix A. The Project Area is mostly undeveloped, with only minimal non-City utilities in the area.

### B. SOCIAL CONDITIONS

There is currently no residential development within the area. No unusual social conditions were found to exist. The Project Area Plan will increase the number of workers traveling to the Project Area. It is anticipated, therefore, that the proposed Project Area will grow the community's economy, quality of life, and reputation.

### C. ECONOMIC CONDITIONS

There is currently no development within the Project Area and no economic activity. The Project Area is currently exempt with zero taxable value.

## 13. FINANCIAL ASSISTANCE TO PARTICIPANTS WITHIN THE PROJECT AREA [17C-5-105(11)]

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The Agency does not intend to enter into negotiations with outside taxing entities to use any of their property tax increment for the Project Area at this time. However, the Agency does intend to use the City's sales tax increment to help offset the costs of needed infrastructure.

Actual development and the generation of sales tax revenues is dependent on many factors, including the overall economic climate; however, the Agency hopes to encourage and accelerate such development within the Project Area.

All incentives and payments to participants will be performance-based and will be offered only according to the terms of a Participation Agreement or grant program that adequately protects the Agency and the taxing entities by ensuring performance by the participant. Subject to the provisions of the Act, the Agency may agree to pay for eligible development costs and other items from such tax revenues for the period of time appropriate under the circumstances.

## 14. ANALYSIS OR DESCRIPTION OF THE ANTIPOCATED PUBLIC BENEFIT RESULTING FROM PROJECT AREA DEVELOPMENT [17C-5-105(12)]

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## A. BENEFICIAL INFLUENCES UPON THE TAX BASE OF THE COMMUNITY

The property tax base of the taxing entities should increase by approximately \$39.2 million from the various investments in real property (land and buildings) alone. In addition, the personal property tax base of the taxing entities will be increased but will vary depending on the type of equipment located in the Project Area as well as individual depreciation schedules.

In addition to tax revenues, the project will generate other revenues including sales tax, municipal energy taxes, Class B/C Road Funds, business license fees, charges for services, and one-time fees such as building permits and impact fees.

At this point in time, the Agency intends that the taxing entities will receive 100 percent of the incremental property tax revenues generated in the Project Area which are estimated as follows. Because revenues will increase over time, as more development takes place, Table 3 below shows the estimated property tax revenues generated over 20 years, and then the projected annual revenues after 20 years when the area is more fully built out.

TABLE 3: REVENUES TO TAXING ENTITIES

Taxing Entity	20-Year Total Property Tax Revenues	Annual Revenues After 20 Years
Utah County	\$302,796	\$33,470
Nebo School District	\$3,086,178	\$341,134
Santaquin	\$455,082	\$50,303
Central Utah Water Conservancy	\$141,991	\$15,695
<b>Total</b>	<b>\$3,986,047</b>	<b>\$440,602</b>

## B. ASSOCIATED BUSINESS AND ECONOMIC ACTIVITY LIKELY TO BE STIMULATED

Other business and economic activity likely to be stimulated includes business, employee, and construction expenditures. There are significant opportunities for increased economic development and tax generating development that can occur within the immediate sphere of influence of the Project Area that otherwise may not occur in a timely basis or at the same level of increased development and private investment.

### 1. JOB CREATION

The project area includes the potential for new businesses and related jobs. It is anticipated that new jobs will be encouraged at income levels above the area median income indicator.

It is anticipated that the business owners and employees of the Project Area facilities will directly or indirectly purchase local goods and services related to their operations from local or regional suppliers. These supply chain purchases are expected to increase employment opportunities in the related businesses of office equipment, furniture and furnishings, office supplies, computer equipment, communication, security, transportation and delivery services, maintenance, repair and janitorial services, packaging supplies, office and printing services.

Employees will make many of their purchases near their workplace, assuming that goods and services are available. These will most likely include purchases for: lunchtime eating, gasoline and convenience store, personal services such as dry cleaning and haircuts, and auto repair. In addition, there may be limited purchases for gifts, hobbies, etc., if such goods are available.

The following summarizes the benefits to the community:

- Provide an increase in direct purchases in the community.
- Complement existing businesses and industries located within the City by adding new employees who may live and shop and pay taxes in the City, County and the region.
- Provide an increase in indirect and induced (“multiplier”) impacts for business purchases, including purchases by employees and their households.
  - The types of expenditures by employees in the area will likely include convenience shopping for personal and household goods, lunches at area restaurants, convenience purchases and personal services (haircuts, banking, dry cleaning, etc.). The employees will not make all of their convenience or personal services purchases near their workplace, and each employee's purchasing patterns will be different. However, it is reasonable to assume that a percentage of these annual purchases will occur within close proximity to the workplace (assuming the services are available).

## 2. CONSTRUCTION JOBS AND EXPENDITURES

Economic activity associated with the development will include construction activity. Construction costs for labor and materials will likely be notable. This will create a moderate number of construction jobs. Construction supplies are also anticipated to create significant sales tax revenues for the State, County and City.

## **C. ADOPTION OF THE PLAN IS NECESSARY AND APPROPRIATE TO UNDERTAKE THE PROJECT AREA PLAN**

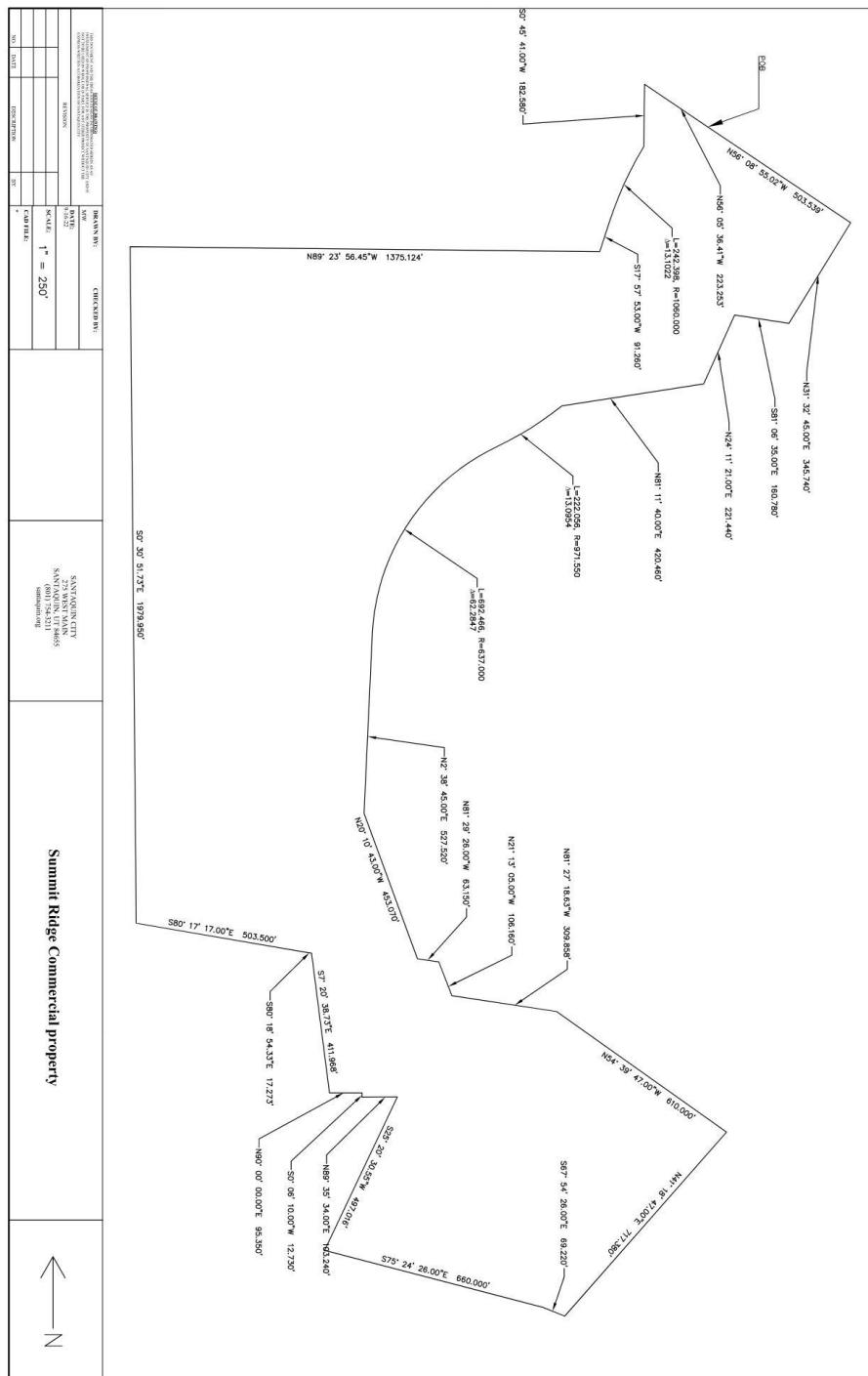
Adoption of the Plan is necessary and appropriate to undertake the Project Area Plan because: 1) The Plan conforms with and furthers the City's General Plan; and 2) private investment will increase the tax base by approximately \$39.2 million which will provide increased tax revenues to all taxing entities.

## **15. IF APPLICABLE, STATES THAT THE AGENCY SHALL COMPLY WITH SECTION 9-8-404 AS REQUIRED UNDER SECTION 17C-5-106 [17C-5-105(13)]**

Not applicable. There are no historic properties within the Project Area.

## APPENDIX A: PROJECT AREA MAP

The land included in the Project Area is shown on the maps below.



## APPENDIX B: LEGAL DESCRIPTION

A parcel of land located in the South east Quarter of Section 34, Township 9 South, Range 1 East, and the northeast quarter corner of section 3 Township 10 south, Range 1 East, Salt Lake Base and Meridian, Santaquin City, Utah County, Utah, More Particularly described as follows:

Beginning at a point on the south line of Highway 6 Said point being 1692.83 feet South 89°24'50" East along the north line of said section 3 and 204.12 feet north from the north quarter corner of said section 3;

THENCE North 56°05'36" West, 223.25 feet;

THENCE South 0°45'41" West, 182.58 feet to the beginning of a non-tangent curve southeasterly, said curve has a radius of 1,060.00 feet, to which a radial line bears North 58°56'00" West;

THENCE southwesterly along said curve through a central angle of 13°06'08" an arc distance of 242.40 feet to a point of tangency;

THENCE South 17°57'53" West, 91.26 feet;

THENCE North 89°23'56" West, 1,375.12 feet;

THENCE South 0°30'52" East, 1,979.95 feet;

THENCE South 80°17'17" East, 503.50 feet;

THENCE South 80°18'54" East, 17.27 feet;

THENCE South 7°20'39" East, 411.97;

THENCE North 90°00'00" East, 95.35 feet;

THENCE South 0°06'10" West, 12.73 feet;

THENCE North 89°35'34" East, 103.24 feet;

THENCE South 25°20'31" West, 497.02 feet;

THENCE South 75°24'26" East, 660.00 feet;

THENCE South 67°54'26" East, 69.22 feet;

THENCE North 41°18'47" East, 717.38 feet;

THENCE North 54°39'47" West, 610.00 feet;

THENCE North 81°27'19" West, 309.86 feet;

THENCE North 21°13'05" West, 106.16 feet;

THENCE North 81°29'26" West, 63.15 feet;

THENCE North 20°10'43" West, 453.07 feet;

THENCE North 2°38'45" East, 527.52 feet to the beginning of a curve southeasterly, said curve has a radius of 637.00 feet;

THENCE northeasterly along said curve through a central angle of 62°17'05" an arc distance of 692.47 feet to the beginning of a non-tangent curve concave northwesterly, said curve has a radius of 971.55 feet, to which a radial line bears South 25°39'56" East;

THENCE northeasterly along said curve through a central angle of 13°05'44" an arc distance of 222.06 feet;

THENCE North 81°11'40" East, 420.46 feet;

THENCE North 24°11'21" East, 221.44 feet;

THENCE South 81°06'35" East, 160.78 feet;

THENCE North 31°32'45" East, 345.74 feet;

THENCE North 56°08'55" West, 503.54 feet to the point of beginning;

Containing 69.5 Acres, more or less.

## ORDINANCE 12-04-2022

### AN ORDINANCE APPROVING THE TRANSFER OF CERTAIN REAL PROPERTY TO THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF SANTAQUIN CITY

**WHEREAS**, the City of Santaquin (“the City”) is a fourth-class city and a political subdivision of the state of Utah; and

**WHEREAS**, the City owns certain real property known as Utah County Parcel Numbers 32:009:0068, 29:036:0002, 32:009:0089, and 32:009:0085, which are more particularly described in Exhibit A hereto (“the Property”); and

**WHEREAS**, the City controls a sub-entity, namely, the Community Development and Renewal Agency of Santaquin City (the “CDRA”) as authorized by title 17C of the Utah Code; and

**WHEREAS**, Utah Code Ann. § 17C-1-207 upon public notice of no less than 15 days authorizes the City to assist in the West Fields Community Reinvestment Area Project Area by selling, granting, conveying, donating, or otherwise disposing of real property to the CDRA without compensation to the City; and

**WHEREAS**, the City Council finds that the best interests of the City and its residents will be served by the transfer of the Property to the CDRA as outlined herein.

#### **NOW THEREFORE, BE IT ORDAINED BY THE SANTAQUIN CITY COUNCIL THAT:**

1. The Santaquin City Council finds that proper public notice has been given under Utah Code Ann. § 17C-1-207 and the transfer of the Property to the CDRA will assist and cooperate in the planning, undertaking, construction, or operation of West Fields Community Reinvestment Area project area development and is in the best interests of Santaquin City, Utah.
2. The Santaquin City Council approves and directs the conveyance of the Property to the Community Development and Renewal Agency of Santaquin City.
3. The Santaquin City Council authorizes Mayor Daniel M. Olson to execute all documents necessary to complete the transfer and conveyance of the Property.
4. A copy of this ordinance shall be deposited in the office of the Santaquin City Recorder, and on or before 5:00 p.m. on December 21, 2022, the Santaquin City

Recorder shall certify that this Ordinance has been posted in three public places within the municipality, as provided in Utah Code Annotated § 10-3-711(1).

5. This Ordinance shall take effect at 5:00 p.m. on December 21, 2022.

Adopted and approved this 20<sup>th</sup> day of December, 2022.

---

Daniel M. Olson, Mayor

ATTEST:

---

Amalie R. Ottley, City Recorder

Councilmember Art Adcock	Voted	____
Councilmember Elizabeth Montoya	Voted	____
Councilmember Lynn Mecham	Voted	____
Councilmember Jeff Siddoway	Voted	____
Councilmember David Hathaway	Voted	____

STATE OF UTAH )

) ss.

COUNTY OF UTAH )

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 20<sup>th</sup> day of December 2021 entitled:

**AN ORDINANCE APPROVING THE TRANSFER OF CERTAIN REAL PROPERTY TO THE COMMUNITY DEVELOPMENT AND RENEWAL AGENCY OF SANTAQUIN CITY.**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 21st day of December 2022.

---

AMALIE R. OTTLEY

Santaquin City Recorder

(SEAL)

## AFFIDAVIT OF POSTING

STATE OF UTAH )

) ss.

COUNTY OF UTAH )

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b)(i) and Santaquin City Code 1-2-050(D).

I further certify that copies of the ordinance so posted were true and correct copies of said ordinance.

---

AMALIE R. OTTLEY

Santaquin City Recorder

The foregoing instrument was acknowledged before me on this 21<sup>st</sup> day of December 2022, by AMALIE R. OTTLEY.

My Commission Expires:

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Notary Public

Residing at: Utah County

4880-9049-4526.SA605-004

Item # 26.

# SUMMIT RIDGE PARK WAY LOT LINE ADJUSTMENT SURVEY

## LOCATED IN THE:

SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 9 SOUTH, RANGE 1 EAST AND  
THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST  
SALT LAKE BASE AND MERIDIAN,  
UTAH COUNTY, UTAH

## RECORD DESCRIPTIONS

PARCEL NUMBER 32:009:0089

BEGINNING AT A POINT WHICH LIES SOUTH 0°30'54" EAST 163.68 FEET ALONG THE QUARTER SECTION LINE FROM THE NORTH QUARTER CORNER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; AND RUNNING THENCE SOUTH 89°23'59" EAST 1498.78 FEET; THENCE NORTH 0°45'19" EAST 164.44 FEET; THENCE SOUTH 89°23'59" EAST 498.38 FEET; THENCE SOUTH 56°18'20" EAST 132.49 FEET; THENCE SOUTH 31°32'37" WEST 345.75 FEET; THENCE NORTH 81°36'10" WEST 160.78 FEET; THENCE SOUTH 24°11'44" WEST 221.44 FEET; THENCE SOUTH 81°11'35" WEST 420.46 FEET; THENCE SOUTHWESTERLY 222.06 FEET ALONG THE ARC OF A 971.55 FOOT RADIUS CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 13°05'44"; THE CHORD BEARS SOUTH 57°46'57" WEST 221.58 FEET; THENCE SOUTHWESTERLY 69.48 FEET ALONG THE ARC OF A 637.00 FOOT RADIUS CURVE TO THE LEFT THROUGH A CENTRAL ANGLE OF 62°17'09"; THE CHORD BEARS SOUTH 33°49'57" WEST 658.88 FEET; THENCE SOUTH 2°38'45" WEST 527.52 FEET; THENCE SOUTH 21°14'05" EAST 106.16 FEET; THENCE SOUTH 81°46'29" EAST 169.10 FEET; THENCE SOUTH 81°04'43" EAST 82.00 FEET; THENCE SOUTH 54°39'55" EAST 610.01 FEET; THENCE SOUTHWESTERLY 8.20 FEET ALONG THE ARC OF A 576.00 FOOT RADIUS CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 0°45'4"; THE CHORD BEARS SOUTH 20°32'03" WEST 8.20 FEET; THENCE SOUTH 89°24'50" EAST 22.06 FEET; THENCE NORTH 83°44'09" EAST 117.82 FEET TO A POINT ON THE 116.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 38°28'41"; (CHORD BEARS SOUTH 77°01'31" EAST 76.45 FEET); THENCE SOUTH 57°47'11" EAST 322.08 FEET; THENCE SOUTH 24°11'21" WEST 149.90 FEET; THENCE SOUTH 81°11'44" WEST 400.61 FEET TO A POINT ON A 793.00 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 341.07 FEET HAVING A CENTRAL ANGLE OF 24°38'35"; (CHORD BEARS NORTH 13°16'23" EAST 338.45 FEET); THENCE NORTH 17°57'53" EAST 152.56 FEET; THENCE NORTH 19°15'29" EAST 182.07 FEET TO A POINT ON A 50.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 56.27 FEET HAVING A CENTRAL ANGLE OF 64°28'39"; (CHORD BEARS NORTH 51°29'49" WEST 53.34 FEET); THENCE ALONG THE ARC OF SAID CURVE 77.90 FEET HAVING A CENTRAL ANGLE OF 38°28'41"; (CHORD BEARS NORTH 77°01'31" WEST 76.45 FEET); THENCE SOUTH 83°44'09" WEST 117.82 FEET TO A POINT ON A 50.00 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 56.27 FEET HAVING A CENTRAL ANGLE OF 64°28'39"; (CHORD BEARS SOUTH 51°29'49" WEST 53.34 FEET); THENCE SOUTH 19°15'29" WEST 182.07 FEET; THENCE SOUTH 17°57'53" WEST 152.56 FEET TO A POINT ON A 793.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 341.07 FEET HAVING A CENTRAL ANGLE OF 24°38'35"; (CHORD BEARS SOUTH 33°16'22" WEST 338.45 FEET); THENCE NORTH 81°11'44" EAST 400.61 FEET; THENCE SOUTH 24°11'21" WEST 71.54 FEET; THENCE SOUTH 81°11'40" WEST 420.46 FEET TO A POINT ON A 971.55 FOOT RADIUS NON-TANGENT CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 222.06 FEET HAVING A CENTRAL ANGLE OF 13°05'44"; (CHORD BEARS SOUTH 57°46'57" WEST 221.58 FEET) TO A POINT ON A 637.00 FOOT RADIUS REVERSE CURVE TO THE LEFT; THENCE 692.47 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 62°17'07"; (CHORD BEARS SOUTH 33°49'58" WEST 658.87 FEET); THENCE SOUTH 02°38'45" WEST 527.52 FEET; THENCE NORTH 20°40'3" EAST 453.07 FEET; THENCE SOUTH 81°19'26" EAST 63.15 FEET; SOUTH 21°16'05" EAST 108.16 FEET; THENCE SOUTH 28°19'47" WEST 336.48 FEET; THENCE SOUTH 89°35'34" WEST 103.24 FEET; THENCE NORTH 00°08'10" EAST 12.73 FEET; THENCE WEST 95.35 FEET TO A POINT ON A 910.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE 207.02 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 14°42'26"; (CHORD BEARS SOUTH 37°48'10" WEST 207.35 FEET); THENCE SOUTH 49°08'23" WEST 558.34 FEET TO A POINT ON A 1100.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE 55.19 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 0°52'28"; (CHORD BEARS SOUTH 46°35'37" WEST 55.18 FEET); THENCE NORTH 00°03'26" WEST 68.53 FEET TO A POINT ON A 1050.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE 139.20 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 07°38'45"; (CHORD BEARS SOUTH 49°19'48" WEST 139.10 FEET); THENCE SOUTH 53°07'40" WEST 335.12 FEET TO A POINT ON A 660.00 FOOT RADIUS CURVE TO THE LEFT; THENCE 616.03 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 53°28'43"; (CHORD BEARS SOUTH 26°23'19" WEST 593.91 FEET); THENCE SOUTH 00°21'03" EAST 441.51 FEET; THENCE SOUTH 00°21'03" WEST 436.31 FEET; THENCE SOUTH 89°56'30" WEST 10.00 FEET; THENCE NORTH 00°21'03" WEST 5.04 FEET TO A POINT ON A 780.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE 728.03 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 53°28'43"; (CHORD BEARS NORTH 26°23'19" WEST 701.89 FEET); THENCE NORTH 53°07'40" EAST 335.12 FEET TO A POINT ON A 930.00 FOOT RADIUS CURVE TO THE LEFT; THENCE 129.39 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 07°58'17"; (CHORD BEARS NORTH 49°08'31" EAST 129.28 FEET); THENCE NORTH 45°09'23" EAST 112.20 FEET; THENCE SOUTH 00°03'26" EAST 7.04 FEET; THENCE NORTH 45°09'23" EAST 448.10 FEET TO A POINT ON A 645.00 FOOT RADIUS CURVE TO THE LEFT; THENCE 478.06 ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 42°27'59"; (CHORD BEARS NORTH 23°55'23" EAST 467.19 FEET); THENCE NORTH 02°41'24" EAST 28.41 FEET; THENCE NORTH 80°17'17" WEST 17.28 FEET TO A POINT ON A 630.00 FOOT RADIUS CURVE TO THE LEFT; THENCE 5.08 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 0°27'42"; (CHORD BEARS NORTH 02°55'14" EAST 5.07 FEET); THENCE NORTH 02°41'24" EAST 97.03 FEET TO A POINT ON A 792.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE 685.01 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 49°32'2"; (CHORD BEARS NORTH 27°28'05" EAST 663.86 FEET); THENCE SOUTH 00°36'03" WEST 394.69 FEET TO A POINT ON A 632.00 FOOT RADIUS CURVE TO THE LEFT; THENCE 518.44 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 47°00'04"; (CHORD BEARS NORTH 41°27'55" EAST 504.03 FEET); THENCE NORTH 17°57'53" EAST 14.15 FEET TO THE POINT OF BEGINNING.

PARCEL NUMBER 29:036:0002

BEGINNING AT A POINT NORTH 89°23'59" WEST ALONG THE SECTION LINE 639.11 FEET FROM THE SOUTHEAST CORNER OF SECTION 34, TOWNSHIP 9 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; THENCE NORTH 89°23'59" WEST ALONG THE SECTION LINE 512.08 FEET TO A FENCE LINE; THENCE NORTH 00°45'17" EAST ALONG SAID FENCE 334.58 FEET TO THE SOUTH LINE OF US HIGHWAY 6; THENCE SOUTH 56°11'18" EAST ALONG SAID HIGHWAY 610.97 FEET TO THE POINT OF BEGINNING.

PARCEL NUMBER 32:009:0068

SERIAL NO. 32:009:0069ACRES 1.789589  
LEGAL DESCRIPTION: COM S 2640 FT & E 384.45 FT FR N 1/4 COR. SEC. 3, T10S, R1E SLB&M.; ALONG A CURVE TO L (CHORD BEARS: N 21 DEG 6' 27" E 407.56 FT, RADIUS = 645 FT); N 2 DEG 41' 24" E 28.41 FT, S 80 DEG 17' 19" E 156.16 FT; W 383.27 FT; W 296.11 FT TO BEG. AREA 1.790 AC.

SERIAL NO. 32:009:0068ACRES 0.388549

LEGAL DESCRIPTION: COM S 178.22 FT & E 1388.58 FT FR N 1/4 COR SEC. 3, T9S, R1E, SLB&M.; II 17 DEG 57' 53" E 53.9 FT; ALONG A CURVE TO R (CHORD BEARS: N 24 DEG 28' 3" E 240.1 FT, RADIUS = 1060 FT); S 0 DEG 43' 55" W 106.98 FT; N 89 DEG 24' 50" W 88.4 FT; S 0 DEG 45' 4" W 164.03 FT; N 89 DEG 23' 59" W 111.68 FT TO BEG.

PARCEL NUMBER 32:009:0085

COMMENCING AT THE NORTH QUARTER CORNER OF SAID SECTION 3, THENCE SOUTH 89°24'50" EAST 532.87 FEET ALONG THE NORTH LINE OF THE SOUTHEAST QUARTER SECTION LINE; THENCE SOUTH 80°17'19" EAST 149.28 FEET; THENCE SOUTH 00°04'59" EAST 10.14 FEET ALONG SAID ONE-QUARTER SECTION LINE TO THE BEGINNING OF A 810.00 FOOT NON-TANGENT CURVE ALONG THE ARC OF SAID CURVE 192.78 FEET HAVING A CENTRAL ANGLE OF 13°38'12"; (CHORD BEARS SOUTH 38°20'17" WEST 192.33 FEET); THENCE SOUTH 45°15'39" WEST 604.61 FEET TO A POINT ON THE ONE-QUARTER SECTION LINE; THENCE NORTH 00°30'30" WEST 229.14 FEET ALONG SAID ONE-QUARTER SECTION LINE; THENCE NORTH 25°09'23" EAST 444.48 FEET TO THE BEGINNING OF A 645.00 FOOT CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 478.06 FEET HAVING A CENTRAL ANGLE OF 42°27'59"; (CHORD BEARS NORTH 23°55'23" EAST 467.19 FEET); THENCE NORTH 02°41'24" EAST 34.49 FEET TO THE POINT OF BEGINNING.

PARCEL NUMBER 32:009:0059 AND 32:009:0056

PARCEL #1: COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; THENCE SOUTH 2673.27 FEET; THENCE EAST 355.02 FEET TO A POINT ON THE NORTH LINE OF THE SUMMIT CREEK IRRIGATION AND CANAL COMPANY PROPERTY ON FILE IN THE OFFICE OF THE UTAH COUNTY RECORDER AS ENTRY NUMBER 1066 AND THE POINT OF BEGINNING; THENCE NORTH 89°56'34" EAST 209.68 FEET ALONG SAID NORTH LINE TO THE BEGINNING OF A 810.00 FOOT RADIUS NON-TANGENT CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 169.00 FEET HAVING A CENTRAL ANGLE OF 11°57'15"; (CHORD BEARS SOUTH 39°10'45" WEST 168.69 FEET); THENCE SOUTH 45°09'23" WEST 555.34 FEET TO THE BEGINNING OF A 1100.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 55.19 FEET HAVING A CENTRAL ANGLE OF 02°52'28"; (CHORD BEARS SOUTH 46°35'37" WEST 55.18 FEET) TO A POINT ON THE WEST LINE OF SAID PARCEL; THENCE NORTH 00°03'26" WEST 230.20 FEET ALONG SAID WEST LINE; THENCE NORTH 45°09'23" EAST 448.10 FEET TO A POINT ON A 645.00 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 18.96 FEET HAVING A CENTRAL ANGLE OF 01°41'04"; (CHORD BEARS NORTH 44°18'51" EAST 18.96 FEET) TO THE POINT OF BEGINNING.

PARCEL #2: COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; THENCE SOUTH 2995.78 FEET; THENCE EAST 24.05 FEET TO A POINT ON THE EAST LINE OF THE SUMMIT CREEK IRRIGATION AND CANAL COMPANY PROPERTY ON FILE IN THE OFFICE OF THE UTAH COUNTY RECORDER AS ENTRY NUMBER 954 AND THE POINT OF BEGINNING; THENCE SOUTH 00°03'26" EAST 169.04 FEET ALONG SAID EAST LINE TO THE BEGINNING OF A 1050.00 FOOT RADIUS NON-TANGENT CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 139.20 FEET HAVING A CENTRAL ANGLE OF 07°35'45"; (CHORD BEARS SOUTH 49°19'48" WEST 139.10 FEET); THENCE SOUTH 53°07'40" WEST 335.12 FEET TO THE BEGINNING OF A 660.00 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 616.03 FEET HAVING A CENTRAL ANGLE OF 53°28'43"; (CHORD BEARS SOUTH 26°23'19" WEST 593.91 FEET); THENCE SOUTH 00°21'03" EAST 5.65 FEET TO A POINT ON THE SOUTH LINE OF SAID PARCEL; THENCE SOUTH 89°56'34" WEST 120.00 FEET ALONG SAID SOUTH LINE; THENCE NORTH 00°21'03" WEST 5.04 FEET TO THE BEGINNING OF A 780.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 728.03 FEET HAVING A CENTRAL ANGLE OF 53°28'43"; (CHORD BEARS NORTH 26°23'19" EAST 701.89 FEET); THENCE NORTH 53°07'40" EAST 335.12 FEET TO THE BEGINNING OF A 930.00 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 129.39 FEET HAVING A CENTRAL ANGLE OF 075817"; (CHORD BEARS NORTH 49°08'31" EAST 129.28 FEET); THENCE NORTH 45°09'23" EAST 112.20 FEET TO THE POINT OF BEGINNING.

PARCEL #3: COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN; THENCE SOUTH 89°30'24" WEST 723.33 FEET ALONG THE NORTH LINE OF SAID SECTION 3; THENCE SOUTH 3998.12 FEET TO A POINT ON THE NORTH LINE OF THE SUMMIT CREEK IRRIGATION AND CANAL COMPANY PROPERTY ON FILE IN THE OFFICE OF THE UTAH COUNTY RECORDER AS PARCEL NUMBER 32:009:0029; THENCE POINT OF BEGINNING; THENCE SOUTH 00°21'03" EAST 435.66 FEET TO A POINT ON THE SOUTH LINE OF SAID PARCEL; THENCE SOUTH 89°42'25" WEST 110.00 FEET ALONG THE SOUTH LINE OF SAID PARCEL; THENCE NORTH 00°21'03" WEST 436.31 FEET TO THE POINT OF BEGINNING.

## NEW LEGAL DESCRIPTIONS

PARCEL NUMBER 29:036:0002

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 9 SOUTH, RANGE 1 EAST AND THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, SANTAQUIN CITY, UTAH, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT A POINT BEING 1639.73 FEET SOUTH 89°24'50" EAST ALONG THE NORTH LINE OF SAID SECTION 3; AND 87.40 FEET NORTH FROM THE NORTH QUARTER CORNER OF SAID SECTION 3; THENCE NORTH 83°44'09" EAST 117.82 FEET TO A POINT ON THE 116.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 62°17'09"; THE CHORD BEARS SOUTH 00°45'41" EAST 182.58 FEET TO A POINT ON THE SOUTH LINE OF HIGHWAY 6; THENCE SOUTH 56°05'34" EAST 594.30 FEET ALONG SAID SOUTH LINE; THENCE CONTINUING ALONG SAID SOUTH LINE SOUTH 56°18'18" EAST 132.49 FEET; THENCE SOUTH 31°32'45" WEST 13.71 FEET; THENCE NORTH 57°47'11" EAST 164.41 FEET; THENCE SOUTH 24°11'21" WEST 149.90 FEET; THENCE SOUTH 81°11'44" WEST 400.61 FEET TO A POINT ON A 793.00 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 341.07 FEET HAVING A CENTRAL ANGLE OF 24°38'35"; (CHORD BEARS NORTH 13°16'23" EAST 338.45 FEET); THENCE NORTH 17°57'53" EAST 152.56 FEET; THENCE NORTH 19°15'28" WEST 69.22 FEET; THENCE NORTH 75°24'28" WEST 660.00 FEET; THENCE NORTH 25°20'32" EAST 497.00 FEET; THENCE SOUTH 89°35'23" WEST 103.24 FEET; THENCE NORTH 396.00 FEET; THENCE NORTH 80°17'19" WEST 670.92 FEET TO THE QUARTER SECTION LINE; THENCE NORTH 00°30'54" WEST 1979.96 FEET ALONG THE QUARTER SECTION LINE TO THE POINT OF BEGINNING.

PARCEL NUMBER 32:009:0068

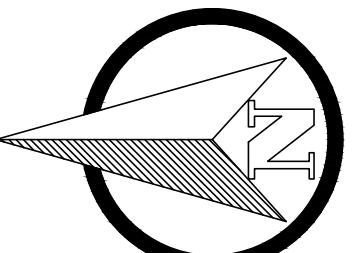
A PARCEL OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, SANTAQUIN CITY, UTAH, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT A POINT 1021.72 FEET SOUTH 89°24'50" EAST ALONG THE NORTH LINE OF SAID SECTION 3; AND 163.92 FEET SOUTH FROM THE NORTH QUARTER CORNER OF SAID SECTION 3; THENCE SOUTH 89°23'57" EAST 334.00 FEET; THENCE SOUTH 17°57'53" WEST 14.15 FEET TO A POINT ON A 632.00 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG THE ARC OF SAID CURVE 518.44 FEET HAVING A CENTRAL ANGLE OF 47°00'04"; (CHORD BEARS SOUTH 41°27'55" EAST 504.03 FEET); THENCE NORTH 00°36'03" EAST 303.24 FEET TO THE POINT OF BEGINNING.

PARCEL NUMBER 32:009:0059

A PARCEL OF LAND LOCATED IN THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST, SALT LAKE BASE AND MERIDIAN, SANTAQUIN CITY, UTAH, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
BEGINNING AT A POINT 1045.57 FEET SOUTH 00°30'52" EAST FROM THE NORTH QUARTER CORNER OF SAID SECTION 3; THENCE SOUTH 87°45'47" EAST 582.43 FEET TO A POINT ON A 792.00 FOOT RADIUS NON-TANGENT CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 184.06 FEET ALONG THE ARC OF SAID CURVE HAVING A CENTRAL ANGLE OF 13°18'55"; (CHORD BEARS SOUTH 09°20'51" WEST 183.64 FEET); THENCE SOUTH 02°41'24" WEST 975.03 FEET TO A POINT ON A 630.00 FOOT RADIUS CURVE TO THE LEFT; THENCE ALONG THE ARC OF SAID CURVE 5.08 FEET H

# **SUMMIT RIDGE PARK WAY LOT LINE ADJUSTMENT SURVEY**

LOCATED IN THE:  
SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 9 SOUTH, RANGE 1 EAST AND  
THE NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST  
SALT LAKE BASE AND MERIDIAN,  
UTAH COUNTY, UTAH



CALCULATED POSITION  
PER CORNER RECORD  
44-72 RC

TOP OF SLOPE

HIGHWAY 6

L11

L6

L12

C2

L13

POB NEW PARCEL  
29:036:0002

L14

L15

284.01'

0'

C1

C4

L10

L16

L17

L18

L19

PARCEL 29:036:0002

261370 S.F.

6.00 AC.

$S 24^\circ 11' 21'' W$

$221.60.00'$

C3

C2

L3

PARCEL 32:009:000  
85100 S.F.  
1.95 AC.

N89° 24' 50" W 333.99'

N89° 24' 50" W 334.00'

S00° 36' 03" W 394.69'

S00° 36' 03" W 32:009:0068

N89° 24' 50" W 148.86'

L33

C148

POB NEW PARCEL

ROWLEY'S SOUTH RIDGE FARMS INC.  
PARCEL 32:009:0006

ND BRASS CAP  
JUMENT

ON LINE  
= BEARING  
44°E 2649.01

3 3

881.0

POB NEW PARCEL  
32:009:0059

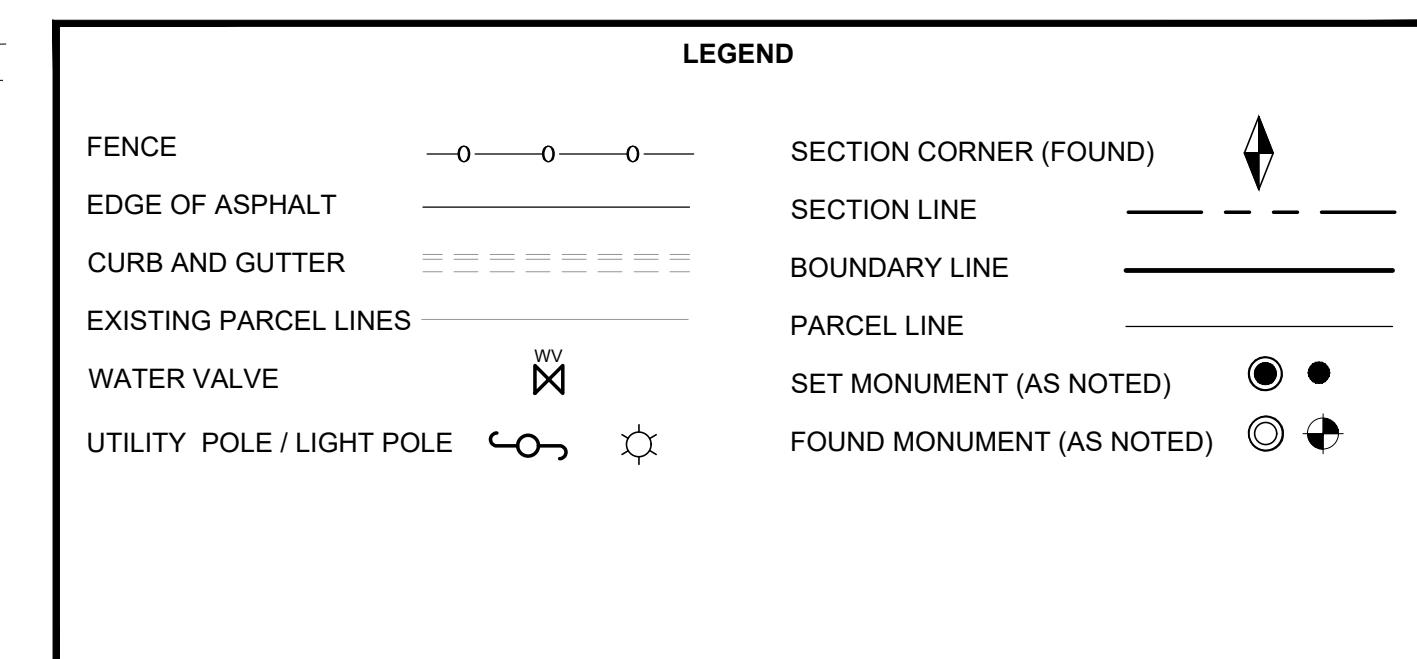
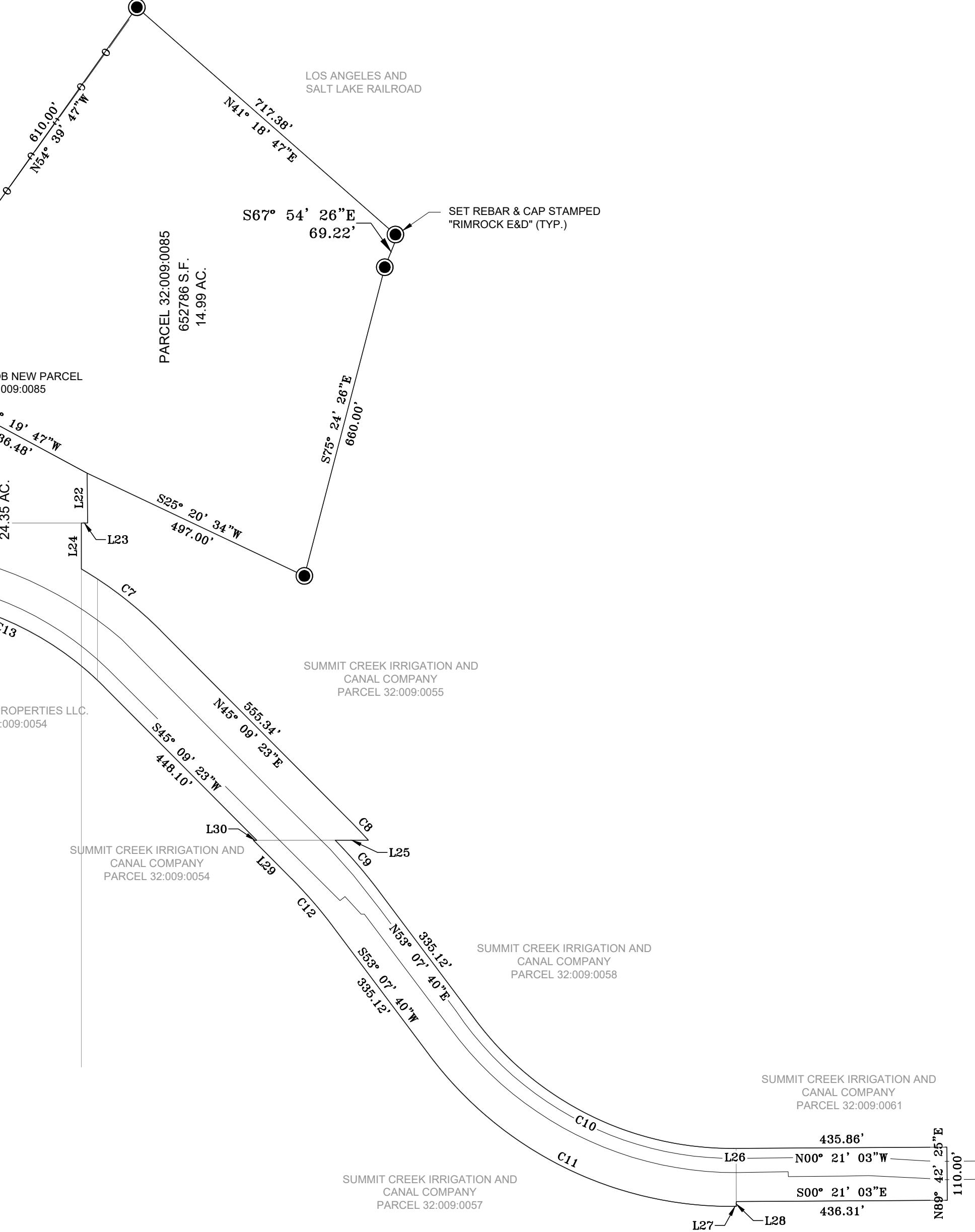
CHERRY SPRING PROPERTIES LLC.  
PARCEL 32:009:0006

FOUND BRASS CAP  
MONUMENT

Parcel Line Table		
Line #	Length	Direction
L1	164.01	N00°00'00"E
L2	14.15	N17°57'53"E
L3	20.87	N89°23'57"W
L4	91.26	S17°57'53"W
L5	182.58	S00°45'41"W
L6	594.30	N56°05'34"W
L7	132.49	N56°18'18"W
L8	13.71	N31°32'45"E
L9	332.03	N31°32'45"E
L10	160.78	S81°06'35"E
L11	322.08	S57°47'11"E
L12	117.82	N83°44'09"E
L13	87.40	S00°00'00"E
L14	182.07	N19°15'29"E
L15	152.96	N17°57'53"E
L16	149.90	N24°11'21"E
L17	71.54	N24°11'21"E

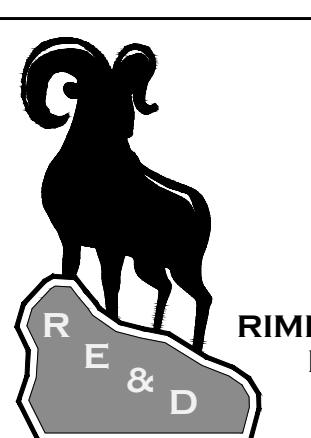
Parcel Line Table		
Line #	Length	Direction
L18	409.61	S81°11'44"W
L19	420.46	N81°11'40"E
L20	63.15	N81°29'26"W
L21	106.16	N21°13'05"W
L22	103.24	N89°35'34"E
L23	12.73	S00°06'10"W
L24	95.35	N90°00'00"E
L25	68.53	S00°03'26"E
L26	5.65	N00°21'03"W
L27	5.04	S00°21'03"E
L28	10.00	N89°56'34"E
L29	112.20	S45°09'23"W
L30	7.04	N00°03'26"W
L31	28.41	S02°41'24"W
L32	17.28	S80°17'17"E
L33	163.92	N00°00'00"E
L34	163.68	S00°30'52"E

Curve Table					
Curve #	Length	Radius	Delta	Chord Bearing	Chord Length
C1	242.39	1060.00	13°06'07"	S24° 30' 56"W	241.87
C2	77.90	116.00	38°28'41"	S77° 01' 31"E	76.45
C3	56.27	50.00	64°28'39"	N51° 29' 49"E	53.34
C4	341.07	793.00	24°38'35"	N33° 16' 22"E	338.45
C5	222.06	971.55	13°05'45"	N57° 46' 59"E	221.58
C6	692.47	636.98	62°17'13"	N33° 49' 58"E	658.87
C7	207.92	810.00	14°42'26"	N37° 48' 10"E	207.35
C8	55.19	1100.00	2°52'28"	N46° 35' 37"E	55.18
C9	139.20	1050.00	7°35'45"	N49° 19' 48"E	139.10
C10	616.03	660.00	53°28'43"	N26° 23' 19"E	593.91
C11	728.03	780.00	53°28'43"	S26° 23' 19"W	701.89
C12	129.39	930.00	7°58'17"	S49° 08' 31"W	129.28
C13	478.06	645.00	42°27'59"	S23° 55' 23"W	467.19
C14	5.07	630.00	0°27'42"	S2° 55' 14"W	5.07
C15	184.06	792.00	13°18'55"	N9° 20' 51"E	183.64
C16	685.01	792.00	49°33'22"	N27° 28' 05"E	663.86
C17	500.96	792.00	36°14'27"	N34° 07' 32"E	492.65
C18	518.44	632.00	47°00'04"	N41° 27' 55"E	504.03



SUMMIT RIDGE PARK WAY LOT LINE ADJUSTMENT SURVEY

**SUMMIT RIDGE PARK WAY LOT LINE ADJUSTMENT SURVEY**  
LOCATED IN THE:  
UTHEAST QUARTER OF SECTION 34, TOWNSHIP 9 SOUTH, RANGE 1 EAST AND  
E NORTHEAST QUARTER OF SECTION 3, TOWNSHIP 10 SOUTH, RANGE 1 EAST  
SALT LAKE BASE AND MERIDIAN,  
UTAH COUNTY UTAH



# ROCK ENGINEERING & DEVELOPMENT

<b>PROJECT NAME</b>	
<b>SUMMIT RIDGE PARKWAY</b>	
<b>1" = 200'</b>	<b>PROJECT # SQC2202-01-01</b>
<b>DRAWN:</b> AP	<b>DATE:</b> 11/05/2022
<b>CHECKED:</b> TG	<b>SHEET NO:</b> 2 OF 2