



COMMUNITY REINVESTMENT AGENCY and MUNICIPAL BUILDING AUTHORITY  
and NIBLEY CITY COUNCIL MEETING AGENDA  
Thursday, June 8, 2023 – 6:30 p.m.

*In accordance with Utah Code Annotated 52-4-207 and Nibley City Resolution 12-04, this meeting may be conducted electronically. The anchor location for the meeting will be Nibley City Hall, 455 West 3200 South, Nibley, Utah. The public may also participate in the meeting via the Zoom meeting link provided at [www.nibleycity.com](http://www.nibleycity.com). Public comment should be submitted to [cheryl@nibleycity.com](mailto:cheryl@nibleycity.com) by 6:30 p.m. and will be read into the public record.*

### Meeting of the Community Reinvestment Agency

1. Call to Order
2. Call to Order and Ratification of the May 26, 2022 Meeting Minutes and approval of Agenda
3. **Discussion & Consideration** – Resolution CRA 23-01: A Resolution Adopting the Fiscal Year 2023-2024 Budget

Adjourn to Municipal Building Authority Meeting

### Meeting of the Municipal Building Authority

1. Call to Order and Ratification of the June 9, 2022, Meeting Minutes and approval of Agenda
2. **Discussion & Consideration** – Resolution MBA 23-01: A Resolution Setting the Officers of the Nibley City Municipal Buidling Authority and Adopting the Fiscal Year 2023-2024 Budget

Adjourn to Nibley City Council Meeting

### Nibley City Council Meeting

1. Opening Ceremonies (Councilmember Mann)
2. Call to Order and Roll Call (Chair)
3. Approval of the May 25, 2023, Regular City Council Meeting Minutes and the Current Agenda (Chair)
4. Planning Commission Report
5. Public Comment Period<sup>1</sup> (Chair)
6. **Workshop** - Waste Management
7. **Discussion & Consideration** – RESOLUTION 23-08 –A RESOLUTION AMENDING THE BUDGET FOR VARIOUS FUNDS OF NIBLEY CITY FOR FISCAL YEAR 2022-23, AND ADOPTING THE BUDGET FOR THE VARIOUS FUNDS OF NIBLEY CITY AND OTHER BUDGETARY MATTERS FOR FISCAL YEAR 2023-24 AND ADJUSTING CERTAIN FEES AND PAYMENTS FOR SERVICES (Second Reading)
8. **Discussion & Consideration** – Ordinance 23-25 – An Ordinance Providing for the Compensation of Elected and Statutory Officers of Nibley City (Second Reading)

---

<sup>1</sup> Public input is welcomed at all City Council Meetings. 15 minutes have been allotted to receive verbal public comment. Verbal comments shall be limited to 3 minutes per person. A sign-up sheet is available at the entrance to the Council Chambers starting 15 minutes prior to each council meeting and at the rostrum for the duration of the public comment period. Commenters shall identify themselves by name and address on the comment form and verbally for inclusion in the record. Comment will be taken in the order shown on the sign-up sheet. Written comment will also be accepted and entered into the record for the meeting if received prior to the conclusion of the meeting. Comments determined by the presiding officer to be in violation of Council meeting rules shall be ruled out of order.

*In compliance with the Americans With Disabilities Act, reasonable accommodations for individuals with disabilities will be provided upon request. For assistance, please call (435) 752-0431*

9. **Discussion and Consideration:** Ordinance 23-24: Modifications to the Definition of Dwelling Unit and Limits to Single Family Designation (Second Reading)
10. **Discussion and Consideration:** Ordinance 23-26: Rezone of Parcel #03-007-0019, located at 2352 S Hwy 89/91 and containing approximately 25.6 acres, from Residential (R-2) to Commercial(C) (Applicant: Al Bingham)
11. Council and Staff Report



## 6-8-23 Council Meeting Change Summary

(changes made to the agenda item report since 6-2-23)

- A number of items were renumbered according to placement on the agenda
- Item #CRA 23-01 – coversheet was amended, and Agenda Item Report (AIR) was updated
- Item #MBA 23-01 – AIR was updated
- Item #6 – AIR was updated
- Item #8 – AIR was updated
- Documents added: CouncilSalarySurvey2023.pdf, Property Tax Graphs.pptx

This Page Intentionally Left Blank



**Nibley City Council  
Agenda Report for  
June 8, 2023**

**Agenda CRA #1**

<b>Description</b>	<b>Discussion and Consideration--Resolution CRA 23-01: A Resolution Adopting the Fiscal Year 2023-2024 Budget</b>
<b>Presenter</b>	Justin Maughan, Executive Director
<b>Recommendation</b>	Move to approve Resolution CRA 23-01--A Resolution Adopting the Fiscal Year 2023-2024 Budget
<b>Reviewed By</b>	Chairperson, Executive Director

**Background:**

The Nibley City Council established the Community Reinvestment Area (CRA), to incentivize economic development within Nibley. The Agency is a separate legal entity, that is charged with collecting tax revenues generated within the project area, and redistributing those funds to infrastructure projects in the area. This lowers the cost of development, stimulates economic development, which in turn, brings in even more tax revenue.

The CRA is required to approve an annual budget. The minutes to be ratified are those from the 5-22-22 CRA meeting.

The budget is included in the FY 2023/2024 Annual Budget document. At this point it is uncertain, when the agency will start receiving revenue, so it is mostly just a place holder. There was some money that was transferred from the General Fund as seed money to pay for professional consultant fees, to get the agency up and running.

This Page Intentionally Left Blank

## **RESOLUTION CRA 23-01**

### **A RESOLUTION ADOPTING THE FISCAL YEAR 2023-2024 BUDGET**

WHEREAS, the Nibley Community Reinvestment Agency (the “Agency”) has been created by the Nibley City Council to transact the business and exercise all of the powers provided for by Title 17C of the Utah Code Ann. (Limited Purpose Local Government Entities — Community Reinvestment Agency Act); and

WHEREAS, it is necessary to adopt an annual budget for fiscal year 2023-2024.

NOW, THEREFORE, BE IT RESOLVED, by the Nibley Municipal Building Authority that:

1. The 2023-2024 Fiscal Year Community Reinvestment Agency Budget is hereby approved, as included in the Nibley City Budget for Fiscal Year 2023-2024, and

This resolution shall take effect immediately upon passage.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

---

Larry Jacobsen, Chairperson

ATTEST: \_\_\_\_\_  
Cheryl Bodily, Secretary

This Page Intentionally Left Blank

## Agenda MBA #1

<b>Description</b>	<b>Discussion and Consideration--Resolution MBA 23-01: A Resolution Setting the Officers of the Nibley City Municipal Buidling Authority and Adopting the Fiscal Year 2023-2024 Budget</b>
<b>Presenter</b>	Justin Maughan, Secretary
<b>Recommendation</b>	Move to approve Resolution MBA 23-01: A Resolution Setting the Officers of the Nibley City Municipal Buidling Authority and Adopting the Fiscal Year 2023-2024 Budget
<b>Reviewed By</b>	Chair, Secretary

### Background:

The Nibley City Council established a Municipal Building Authority as a separate legal entity as the financing body through which bonds were issued to pay for the construction of Nibley City Hall. The MBA is the legal entity that owns City Hall and Nibley City pays lease payments to the MBA. The MBA is required to have an annual meeting during which it updates its list of officers and adopts its annual budget. The minutes to be ratified are those from the 6-9-22 MBA meeting.

The officers of the MBA are as follows:

Chair	Mayor
Board Members	City Council Members
Secretary	City Manager

The annual budget for the MBA is included in the Nibley City Budget document. The budget essentially only includes the lease payment from the City, which is then paid against the bond for City Hall.

This Page Intentionally Left Blank

## **RESOLUTION MBA 23-01**

### **A RESOLUTION SETTING THE OFFICERS OF THE NIBLEY CITY MUNICIPAL BUILDING AUTHORITY AND ADOPTING THE FISCAL YEAR 2022-2023 BUDGET**

WHEREAS, Nibley City has created a Municipal Building Authority of Nibley City, Utah pursuant to provisions of the Utah Local Building Authority Act, Title 17D, Chapter 2, Utah Code Annotated 1953, as amended; and

WHEREAS, the Municipal Building Authority is a component unit of Nibley City, that was established to finance the construction of Nibley City Hall in 2011; and

WHEREAS, the Municipal Building Authority of Nibley City is the legal body that financed the debt for construction of Nibley City Hall; and

WHEREAS, it is necessary to update the board and officers of the Nibley City Building Authority and adopt the budget for fiscal year 2023-2024.

NOW, THEREFORE, BE IT RESOLVED, by the Nibley Municipal Building Authority that:

1. The 2023-2024 Fiscal Year Municipal Building Authority Budget is hereby approved, as included in the Nibley City Budget for Fiscal Year 2022-2023, and
2. The board and officers of the Nibley City Building Authority are set forth as follows:

Chair	Nibley City Mayor
Board Members	Nibley City Council Members
Secretary	Nibley City Manager

This resolution shall take effect immediately upon passage.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

---

Larry Jacobsen, Chair

ATTEST: \_\_\_\_\_  
Justin Maughan, Secretary

This Page Intentionally Left Blank

## Agenda #6

<b>Description</b>	<b>Workshop:</b> Waste Management
<b>Presenter</b>	Justin Maughan, City Manager
<b>Recommendation</b>	
<b>Reviewed By</b>	Mayor, City Manager

### **Background:**

Nibley City has previously entered into the Cache Waste Consortium. This is a legal entity formed by a number of municipal entities in Cache Valley for the purpose of collecting and hauling solid waste to the Landfill. The Cache Waste Consortium board of Directors has issued a RFP, and selected Waste Management as the winning hauler. This will be an opportunity for a Waste Management representative to introduce the company and answer any questions the Council may have. At this time, it is anticipated that Waste Management will start collecting in the fall of this year.

This Page Intentionally Left Blank

## Agenda Item #7

<b>Description</b>	<b>Discussion &amp; Consideration:</b> RESOLUTION 23-08 –A RESOLUTION AMENDING THE BUDGET FOR VARIOUS FUNDS OF NIBLEY CITY FOR FISCAL YEAR 2022-23, AND ADOPTING THE BUDGET FOR THE VARIOUS FUNDS OF NIBLEY CITY AND OTHER BUDGETARY MATTERS FOR FISCAL YEAR 2023-24 AND ADJUSTING CERTAIN FEES AND PAYMENTS FOR SERVICES (Second Reading)
<b>Presenter</b>	Justin Maughan, City Manager
<b>Recommendation</b>	Move to approve RESOLUTION 23-08 –A RESOLUTION AMENDING THE BUDGET FOR VARIOUS FUNDS OF NIBLEY CITY FOR FISCAL YEAR 2022-23, AND ADOPTING THE BUDGET FOR THE VARIOUS FUNDS OF NIBLEY CITY AND OTHER BUDGETARY MATTERS FOR FISCAL YEAR 2023-24 AND ADJUSTING CERTAIN FEES AND PAYMENTS FOR SERVICES
<b>Reviewed By</b>	Mayor, City Manager

### Background:

#### Changes to budget Since First Reading

Staff discovered that the amount of money that could be requested from the CIB for Stormwater Master Planning could be up to as much as \$30,000. Previously it was thought to be \$20,000. So the line item for that revenue was increased \$10,000. There is a 50% match on the money, so the expense for the master plan went up \$20,000 to a total of \$60,000.

Based on discussion from first reading, staff looked into revenue earned from interest. After consulting with the City Accountant, Dave Sanderson, interest revenues for all funds were adjusted. In most cases, the increase to revenue was substantial, and less money needed to be appropriated (removed from savings) across the funds. However, the General Fund was decreased by \$50,000. This was a mistake in preparing the draft budget. The draft number of \$150k was based on looking at the time current financial report, and making a very conservative estimate. What wasn't realized, was that the interest earned at that point, was all allocated to the General Fund, and not distributed out to the other funds yet.

6/6/2023 - Based on discussions with the City Accountant, staff adjusted interest rate revenue for each fund. Most funds increased substantially, but the General Fund was reduced \$50,000.

### **Changes to Budget Since Workshop:**

5/18/2023 - Added \$15k to Insurance Expenses 10-50-510. Actual increase in costs was only about 10%, primarily due to increases in salary, due to the large COLA. However the line item was increased an additional \$15k, to cover the potential cost of a deductible increase for cyber security

5/18/2023 - Added line item UORG Outdoor Class Room 45-38-728. This revenue is for an awarded grant to construct an outdoor classroom with seating and shade at Firefly Park.

5/18/2023 - Added to the description of Active Transportation 45-40-746 to include detail about researching the use of RRFB's, as well as a sidewalk connection from 2200 South to Firefly trail.

### **Previous Background:**

This fiscal year budget has been a pleasure to work through. Many hours, by many staff members have gone into bringing you this draft. Special thanks to Amy Johnson for the amazing amount of work she has put into the Budget. Today is an opportunity to present the highlights of the draft budget, get the Council's suggestions and ideas as well as for the Council to hear and give input into what staff believe are priorities and deserving of the use of public funds.

We as staff believe that the proper use of public funds is one of our greatest responsibilities and is not taken lightly. Part of the responsibility is to be as open and transparent as possible in how funds have been spent, but also how they are planned to be used. To that end, City Staff have dedicated time and energy into following the requirements of the Government Financial Officers Association (GFOA). Much of the information in the budget is a direct result of those requirements. Each year after the Council passes the Budget, staff submit it to the GFOA for review. A committee reviews the budget and makes a decision as to whether it complies with their requirements and issues an award if it does so. Each year those requirements are modified and improved to make the budget more transparent and as detailed as possible. Staff is happy to report that Nibley did receive the award for last year's budget, as it has in years past.

One of the improvements made to the budget this year, that staff is particularly proud of staff for, is increasing the functionality of the spreadsheet used in creating the budget. It

is a complex file, but staff have put in extra work this year, that makes it more usable and amendable. This has drastically reduced the amount of “busy work” required to create the budget, while allowing more time to concentrate on important decision making, and how those decisions may affect other parts of the budget. It also gives a higher level of confidence in the accuracy of the numbers and leads to less user “input errors”. The improvements also allow staff to be more analytical and exact, making less guesses based on just a percentage increase, or what was spent last year.

Before staff can get into how to budget money to spend, we must first come up with an estimate of what we believe the city will receive in the coming year. This isn’t as easy as it sounds, and often takes as much time and energy, as deciding on how to spend the Money. Money comes into the budget in many different ways. How it comes in is directly related to how it is spent. These different categories of how money comes into the budget can be considered as separate accounts, or a common term used would be “funds”. There are 14 different “funds” that make up the whole of the City Budget. These funds can be viewed on page XX of the budget. By state law, each fund must balance expenses and revenue each year. This can be accomplished by budgeting the exact same amount of revenue and expenses, or as is the case mostly throughout the draft budget by either putting excess money into a reserves budget line, or pulling money out of the fund’s savings as revenue which is referred to throughout the budget as appropriating funds. Each of the funds presented in the draft budget are balanced.

## **City Growth**

Estimating growth in the City has ramifications throughout the budget. As staff builds the budget, a primary consideration is how many new homes are expected to be built. Careful review with the Planning Department year to date has shown a drastic reduction in building permit applications. However, things seems to be more in line with historical trends prior to the boom in the last two years. As City staff are not economists or experts in the home building industry, we have chosen to take a pretty conservative approach to how many homes we believe will be built next year. We are budgeting for the construction of 65 new homes, which is about half of what has been built the last two years. This translates into the amount of revenue from: building permits (general fund), water, sewer, parks and street impact fees.

### **Key assumptions and considerations regarding growth pertaining to the budget:**

1. 65 new homes built, of those, 15 single family and 50 multifamily units.

## **General Fund Revenue & Key Expenditures**

**Property Tax:** One of the biggest decisions to make every year in the budget process is what the property tax rate should be. This rate directly impacts the amount of property tax revenue the City budgets to receive. It’s one of, if not always, the most controversial and difficult decision to make. Ironically, it amounts to very little impact on the overall budget. The amount of property tax revenue a city receives is generated by multiplying whatever property tax rate (PTR) the City Council decides to use, by the value of each

property in Nibley City. The property value of each property is assigned by the Cache County Assessor's Office. Adding the value of all the properties in Nibley City together is called the Certified Taxable Value (CTV). Property values in the city are reassessed and assigned every year by the Assessor's Office. So, the amount of revenue that the City can expect to receive from property tax is PTR multiplied by CTV = Revenue from Property Tax. As stated above, there are many different ways money comes into the Budget. Property tax accounts for about 6% of all the money that comes into the city budget. This one, however, gets much attention, because of the State Laws associated with property tax and the Truth in Taxation process.

The Truth in Taxation process sets out a series of requirements that a city must take, if the City Council decides to set a property tax rate, that will generate more property tax revenue than what the City received the previous year, plus the property tax generated from any new homes built over that year. In Justin Maughan's simplified way of explaining it, it is expected that the current property tax rate is bringing in enough dollars to be sufficient for your current City needs, and that you only get more money, if you have more things to take care of. So, after the Assessor's Office assigns a Certified Taxable Value for a city, they back calculate a rate that will accomplish what has been explained. This is what is called the Certified Tax Rate. The Certified Tax Rate has an inverse relationship to property values. Generally speaking, year to year property values of homes is valued higher, therefore you can charge a lower rate to bring in the same amount of money you did last year. If the Council desires to bring in any more money than last year, it is defined in State Law as a tax increase, and the city must go through the Truth in Taxation Process. Briefly, the Truth in Taxation Process is a series of public notice and hearing requirements that must be completed, to inform the public that a city is "raising taxes". As you can imagine, nobody likes to hear taxes are being raised, and often leads to an increased amount of public involvement and angst.

Historically, despite having to go through the Truth in Taxation process, Nibley City has held the property tax rate a constant at 0.001667, and not adopted the Certified Rate. Due to historic levels in property value increases last year, the Council chose to adopt a lesser rate of 0.00148 last fiscal year. This was halfway between the historic rate, and the Certified Rate, which was 0.0013. The difference between the Certified rate and the adopted 0.00148 amounted to \$137,000 dollars into the city budget, or about \$40 a year to an average home in Nibley and would have been twice that if the Council had chosen to stick with the historic rate of 0.001667.

Complicating the decision process in selecting the property tax rate, is the timeline associated with it. Assessed values and the Certified Tax Rate are not issued by the Assessor's Office until July-ish. By State Law, the Council is required to adopt a tentative budget before July 1, and go through the Truth in Taxation Process (if Council chooses to raise taxes) in August. So the draft budget presented is based on some key assumptions and projections staff has attempted to make by reviewing historical trends.

#### **Key assumptions and considerations about Property Tax:**

1. Property Values will increase an average of 14% across the City. This is pretty close to the historic trend, if you take out last years anomaly.

2. Assume that the City will receive 95% of property taxes assessed. This is more than has been budgeted in the past. Property tax is a reliable revenue source. Historically, the City has always received what was anticipated, but has budgeted much lower, and just transferred anything brought in over what was budgeted to the Capital Projects Fund at the end of the year. This doesn't mean that staff has been less conservative in how they have budgeted, it is just more accurate, visible and transparent.
5. Currently, the annual tax burden on an average Citizen in Nibley is around \$550. The draft budget has been prepared assuming the Council will adopt the same property tax rate as last year of 0.00148. This will result in around \$150k more revenue than last year into the General Fund, and increase an average citizen's annual tax burden by around \$40. Choosing to go with the Certified Tax Rates will mean that decisions will have to be made to reduce expenses that been presented in the draft budget to the General Fund (or budget more revenue from Sales Tax discussed below). One easy place to reduce expenses would be the amount of money being budgeted to transfer to Capital Projects Fund. The draft budget transfers about \$380k. However, this amount is in-line with the Capital Projects Master Plan that was conducted in 2022. Reducing that amount will result in a delayed timeline for proposed projects.
6. Choosing to go with the Historical Rate of 0.001667 will result in an increase of around \$300k from last year, into the General Fund, and increase an average citizen's annual tax burden by around \$80.
7. Making small adjustments year to year will result in fewer large tax increases to keep up with inflation and expenses.

**Sales Tax:** Another key component of the General Fund is deciding what amount of Sales Tax revenue to budget for. This decision can also play into the decision the Council makes on Property Tax. If the Council chooses to budget more Sales Tax, theoretically they could choose a lower Property Tax, and still cover costs. In making that consideration, it is important to understand that Sales Tax is much less reliable and predictable than Property Tax. Sales tax is based solely on the state of the economy, and whether or not people are out spending money. To make it more difficult to budget, there is a two-month delay in actually receiving the tax money from the State, so end of year amounts for the current year has to be estimated. Nibley has historically budgeted less Sales Tax than expected, and this draft budget continues that practice.

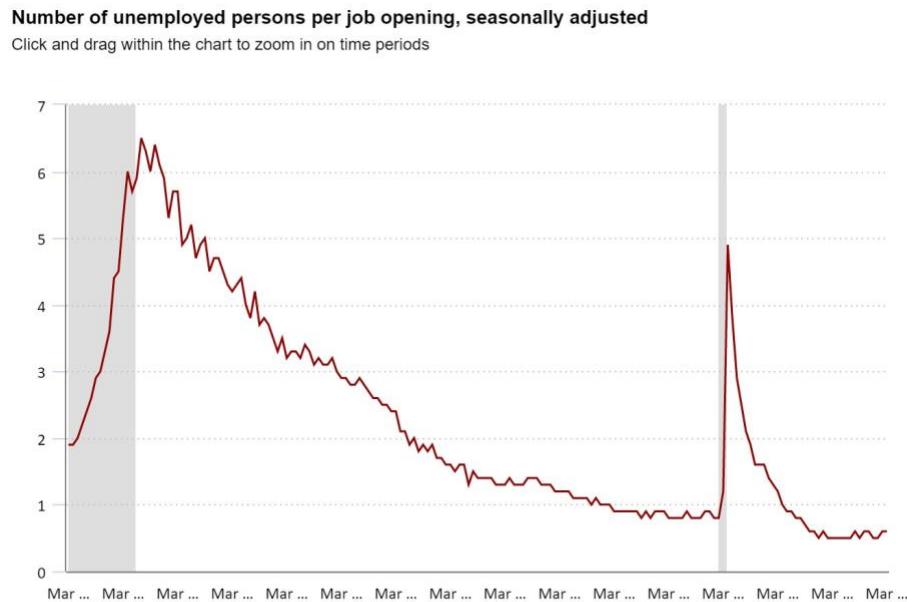
#### **Key Assumptions and considerations about Sales Tax:**

1. Sales Tax is more volatile and bounces from year to year.
2. Having a budget too dependent on Sales Tax may result in not having enough revenue to cover costs throughout the year.
3. Staff has built the proposed budget on about 80% of what is projected to come in for the current fiscal year.

## General Fund Expense Increases

**Cost of Living Adjustment** - Retaining a motivated and qualified staff has always been a Nibley City priority. Nibley City's staff are dedicated and "wear many hats," always keeping in mind that their jobs are in service to Nibley's citizens.

Nibley City is also competing with an employee driven market with low unemployment rates and fewer individuals seeking to enter the workforce, so employers are competing for a limited number of workers. Statistics show that on average, there are 0.6 applicants for each open position. This, coupled with the high cost of hiring and training new staff, makes it a high priority to keep and maintain the high caliber staff Nibley City currently has.



Source: U.S. Bureau of Labor Statistics.



Last year, a cost-of-living adjustment (COLA) of 7% was given to all employees. In addition to the 7% COLA adjustment, employees received an additional 5% merit pay raise based on work performance, additional certifications, and goal achievement. Employees annually meet with their direct manager or supervisor for a performance review to discuss achievements of the past year and make goals for the upcoming year.

This year, staff is proposing a 4% COLA increase, with the additional 5% pay raise for performance possible for most employees. Some employees are not eligible for the performance increase because they have plateaued at the final step in their pay grade. This will increase the cost of Salaries to the City \$130,000 to General Fund (another \$20,000 to Sewer and Water Fund).

According to the US Bureau of Labor Statistics, in the western region the Consumer Price Index, which is one of the most popular measures of inflation and deflation, advanced 5.1% over the last 12 months with food prices increasing by 8.3 percent and

energy prices declining 4.3 percent. The index for all items less food and energy advanced 5.5 percent over the year. In addition, research conducted leads staff to believe that this amount is in line with other entities (Providence, Smithfield, No. Logan, Wellsville, Logan, Hyrum, Cache County, CVTD) in the Valley.

**Additional Recreation Coordinator Position –** Our community has benefited significantly from our Recreation Department through expanded offerings and quality experiences that connect our citizens and empower participants. Although the socio-economic benefits are challenging to measure, we know that our recreation programs and events not only improve health and wellness, they also help keep law enforcement costs down, create a great place to live, and significantly improve the quality of life for our citizens. Matching staffing to the growth of our community, and even more so the growth of youth sports programs continues to be one of the major challenges faced by this department. The trend of residents simply wanting to do more within the existing programs rather than go outside of Nibley for their recreation experiences continues, and these participants are recruiting friends and neighbors to participate in these programs. To keep up with demand, staff is recommending hiring an additional employee to assist in the recreation department. The budget reflects up to \$60,000 salary, and associated \$30,000 full time benefits.

**Cost of Court Prosecution –** Recent events within the Cache County Attorney's Office, have forced the Nibley City Council to change court prosecution services. Daines and Jenkins was selected by the Council to replace the County Attorney' Office. A contract was entered into that raised costs drastically from \$7,000 per year to \$18,000 per year. An additional \$2,000 was budgeted for the new Prosecutor to review and make suggestions to existing ordinances to make them more enforceable.

**Election –** There will be a regularly scheduled municipal election in the upcoming fiscal year. Nibley City contracted with Cache County Clerks Office on March 9, 2023, to help with the administration of the 2023 Municipal Election. Per this contract, a cost of \$20,000 has been budgeted to cover the contract with the County. This cost is a worst case scenario, and dependent on whether every voter in Nibley turns in a ballot, the number of ballots mailed versus being dropped at a ballot drop box, and more so on if a primary election will be required.

**Code Enforcement -** Mayor and Staff have been working hard to do a better job at enforcing City ordinances. Staff would like to investigate making a part time position, and or partnering with other Cities to do a better job. This draft budget allocates \$25,000 to that effort, up from \$4,000.

**Returning Seasonal Employees-** One of the biggest challenges in keeping Nibley City Parks and Open Space's beautiful and place where people want to be, is finding seasonal employees. At the time of drafting this budget, staff is happy to report that many of the same seasonal employees as last year have indicated that they would like to return for the upcoming summer. This is a great thing for the Parks Department, and results in much less training time and getting the employees up to speed. To

encourage them to return, staff is proposing to give returning seasonals a 5% adjustment in pay, ~~roughly a \$20,000 cost increase to the General Fund. Incorrect~~

## **Municipal Building Authority Fund**

The Municipal Building Authority (MBA) is a separate legal entity, used to facility the purchase of the Nibley City Hall. In 2011, Nibley City took out a loan of \$850,000 dollars to complete the construction. Today, there is \$553,000 left to pay off the loan. Due to the past fiscal practices of the City, as well as American Rescue Plan Act, grants, sale of 800 West properties last year, the City has sufficient means to pay off the loan if the City Council so chooses. The loan is being assessed a 4% interest rate, but qualifies for a Build America Reduction which brings it down to 2.8%. However, the City is currently receiving a historic high of 4.6% on money being held in our bank account, so it doesn't necessarily make sense to pay the loan off immediately. staff is proposing that the City Council authorize the transfer of the pay-off amount from the Capital Projects Fund, into the MBA. Staff will work with Dave Sanderson, City Accountant, to decide when the right time would be, to pay the loan off, likely when the interest received dips below 3% for a few consecutive months.

## **Class C Road Fund**

Class C Road Funds are money received from the State from gas taxes. The funds are to be used for road maintenance only, and not new construction. Nibley has done a great job in the past with road maintenance, and the proposed budget reflects a continued commitment to that. Many studies will show that the financial impact on the City is smaller if maintenance is kept up, rather than letting things go bad, and trying to reconstruct. To that end, Nibley has employed a variety of treatment options over the years. In the last few years, Nibley deviated from this policy in order to save up money for the major rehabilitation of 3200 South. Three years of Class C money were saved up, and treatments not applied to City roads, in order to pay for the rehab. With that experience, Staff would like to get back to business as usual. However, rather than spend the entirety of the Class C money received each year as before, Staff is proposing to establish a policy to set some money aside each year, and let the fund grow, to help with the next major rehab project. Staff is also recommending hiring a consultant to conduct a pavement analysis of the roadways in Nibley. This will be a GIS based tool to help us optimize future maintenance plans, to maximize the use of the budget and get the most longevity out of Nibley City roadways.

## **Capital Projects Fund**

## **Water Fund**

For the most part, the big changes in the Water Fund are for projects and equipment. Projects being proposed by staff are as follows:

1. \$50,000 - Security Fencing around Tank Farm and 640 West Well
2. \$50,000- for upsizing of lines being put in by developers to meet master plan

3. \$114,000 for upgrade to SCADA communications and security camera's

Proposed Equipment by staff are as follows:

1. \$27,000 to reconstruct PRV valves
2. \$4,000 – for locate equipment to assist in accurately Blue Staking underground utilities

## **Sewer Fund**

Similar to water, the big changes in the Sewer Fund are related to projects and equipment.

Projects being proposed by staff are as follows:

1. \$114,000 for SCADA communications and security camera's
2. \$40,000 for upsizing of lines being put in by developers to meet master plan
3. \$10,000 to repair air vacuum relief valves on fore main line
4. \$6,500 to replace Scott Farm PLC (control module for pumps)

Equipment being proposed by staff are as follows:

1. \$250,000 for a Camera Truck, used to find and eliminate I&I
2. \$4,000 for locate equipment to assist in accurately Blue Staking underground utilities
3. \$20,000 for trench box safety system
4. \$8,0000 lease payment for backhoe
5. \$4,500 lease payment for pick-up truck

This Page Intentionally Left Blank

## **RESOLUTION 23-08**

### **A RESOLUTION AMENDING THE BUDGET FOR VARIOUS FUNDS OF NIBLEY CITY FOR FISCAL YEAR 2022-2023, AND ADOPTING THE BUDGET FOR THE VARIOUS FUNDS OF NIBLEY CITY AND OTHER BUDGETARY MATTERS FOR FISCAL YEAR 2023-24 AND ADJUSTING CERTAIN FEES AND PAYMENTS FOR SERVICES**

BE IT RESOLOVED BY THE CITY COUNCIL OF NIBLEY CITY, STATE OF UTAH, AS FOLLOWS:

1. The attached Fiscal Year 2021-2022 current-year budget is hereby adopted and approved as the amended budget for the current fiscal year ending June 30, 2023, with amendments, if any, as reflected in the attached budget document and the minutes of this meeting.
2. The attached budget, entitled Nibley City Budget Fiscal Year 2023-24, is hereby adopted and approved for the fiscal year ending June 30, 2024, with amendments, if, any, as reflected in the budget document and the minutes of this meeting.
3. The monthly charge for Emergency Medical Services shall be \$5.00 per month per residential utility customer effective July 1, 2022.
4. The adopted property tax rate is 0.0014845.

PASSED BY THE NIBLEY CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

---

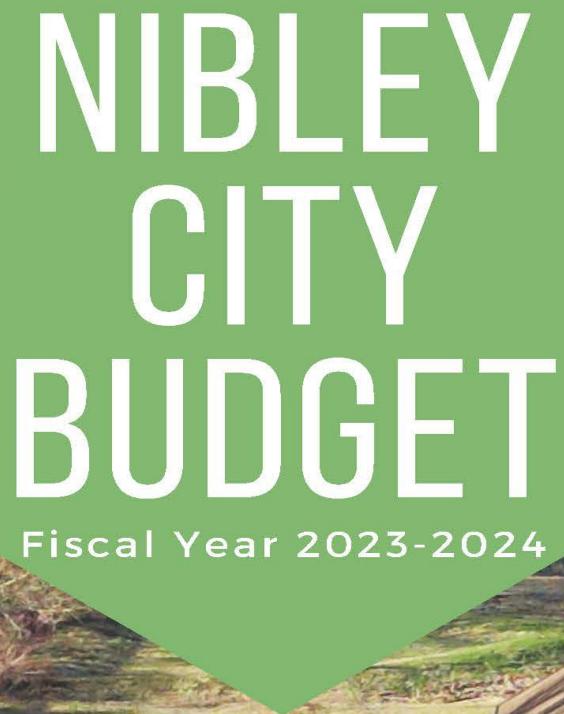
\_\_\_\_\_  
Larry Jacobsen, Mayor

ATTEST:

---

\_\_\_\_\_  
Cheryl Bodily, City Recorder

This Page Intentionally Left Blank



# NIBLEY CITY BUDGET

Fiscal Year 2023-2024

OUR MISSION:  
OUR MISSION IS TO  
MAKE LIFE BETTER FOR  
OUR RESIDENTS.

OUR VISION:  
WE ENVISION A  
COMMUNITY WHERE  
RESIDENTS, BUSINESSES,  
AND GOVERNMENT WORK  
TOGETHER TO DEVELOP  
THE CITY IN HARMONY  
WITH ITS NATURAL  
ENVIRONMENT,  
HISTORICAL  
SURROUNDINGS, AND IN  
ACCORDANCE WITH  
NIBLEY'S GENERAL PLAN.

OUR VALUES: WE  
VALUE FISCALLY  
SOUND MUNICIPAL  
SERVICES FOR A SAFE,  
ATTRACTIVE, CREATIVE  
AND VIABLE  
COMMUNITY.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Nibley City  
Utah**

For the Fiscal Year Beginning

**July 01, 2022**

*Christopher P. Monill*

Executive Director

## TABLE OF CONTENTS

<b>Title</b>	<b>Page</b>
Nibley City Overview	4
Mayor's Budget Message and Overview	5
Nibley City Financial Oversight	7
Strategic Goals and Objectives	8
Budget-In-Brief	10
Budget Timeline, Fiscal Policies, and Debt Limit	12
Glossary	14
Appropriated Funds	16
Fund Balances	17
Long Range Financial Projections	18
Grants	21
Overall Revenues	23
General Fund Overview	25
General Fund Revenue: Taxes	27
General Fund Revenue: Licenses, Permits, Other Revenue	29
General Fund Revenue: Fines and Miscellaneous Revenue	32
General Fund Revenue: Recreation	33
General Fund Revenue: Transfers & Administrative Charges	35
General Fund Expenditures	36
City Council	37
Administration	38
Elections	39
Public Works	40
Non-Departmental	42
Public Safety	44
Streets Department	46
Sanitation	50
Planning and Building	51
Parks Department	55
Community Development and Recreation Department	58
Class "C" Streets Fund	62
Municipal Building Authority	64
Municipal Building Authority Debt Service Schedule	65
Community Reinvestment Agency	66
Emergency Medical Services	67
Capital Projects	68
Capital Project Future Plan Projection	72
Water Department	73
Sewer Department	78
Stormwater Department	84
Impact Fee Funds	89
Full Time Employee History	95
Nibley City Pay Grade Chart	96
History of Salaries	97
Organizational Chart	98

# NIBLEY CITY OVERVIEW

**Date of Settlement:** 1855

**Date of Incorporation:** 1935

**Population Estimate:** 7,529

**Form of Government:** City Manager by Ordinance

**Area:** 4.39 sq. miles

**Elevation:** 4,554

**Miles of streets:** 37

## Population Makeup:

Persons under age 5: 8%

Persons under age 18: 40%

Persons age 65 and over: 5.7%

Population growth year over year: 2.7%

**Median Income:** \$90,188

**Land Use:** 90% SFR, 6% Townhomes,

2% Mobile Homes, and 2% Accessory Dwellings

Most Land Use is for Homes/Agricultural use

## Service Providers:

**Police Protection:** Cache County Sheriffs Department (Contracted)

**Fire protection:** Hyrum City (Contracted)

**Number of fire stations:** 1 (Located in Hyrum City)

**First Responders:** Cache County EMS

**Animal Control:** Cache County Animal Control (Contracted)/New Vision Veterinary

**Solid Waste and Disposal Department** – Logan City Environmental (Contracted)

**Nibley History:** <https://nibleycity.com/index.php/about-us/city-history>

## Schools: Nibley Elementary

- Number of classrooms: 19
- Number of teachers: 21
- Number of students: 503

## Thomas Edison Charter School

- Number of classrooms: 50
- Number of teachers: 34
- Number of students: 720

## Heritage Elementary

- Number of classrooms: 26
- Number of teachers: 31
- Number of students: 783

## Ridgeline High School (Located in Millville)

- Number of classrooms: 67
- Number of teachers: 69
- Number of students: 1,763

## Municipal Water Department

Number of connections: 2,389

Annual consumption in gallons: 833,144,420

Miles of water mains: 37

Wells: 3

Springs: Yeates Spring (Out of Service)

Storage capacity: 3 Reservoirs 3,350,000 Gallons

## Economic Development

Number of Commercial Businesses: 35

Number of Home Occupation Businesses: 155

## Municipal Sewer Department

Number of connections: 2,183

Miles of sewer lines: 40.663 Miles

Treatment plants: 1, Logan City (Contracted)

Lift Stations: 4

## Public Buildings:

- City Offices/Community Center
- Anhder Park Building (Historic City Hall)
- Public Works

## Public Parks:

Virgil Gibbons Heritage Park

Elk Horn Park

Morgan Farm

Discovery Disc Golf Course

Shadowbrook Park

Meadow View Park

Nibley Gardens

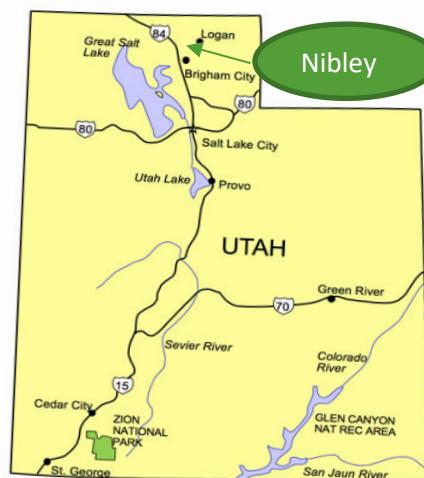
Anhder Park

Clear Creek

Neighborhood Park

Veterans Memorial Park

Firefly Park





## Budget Message 2023

12 May 2023

Dear Nibley Citizens,

The Nibley City staff and I are pleased to offer this budget for your consideration. This balanced budget is realistic and fiscally conservative. It includes explanations and notes that go well beyond the numbers, and—with your help—it reflects the desires of Nibley citizens. There are any number of specific topics that we could talk about in this message, but I want to focus on one of the most important.

What makes Nibley unique? What are the things that make us proud to live in Nibley? I suggest that our parks, recreation programs, and open spaces belong on this list. Nibley City exists, in part, because we desire important places for our community to gather and to recreate, and it is unlikely that we could satisfy that desire as individuals. A recent Nibley citizen survey conducted by Utah State University showed how important our parks and open spaces are to us. The survey indicated that in the past year, 83 percent of the respondents recreacted in our city parks. In addition, 85 percent said they enjoyed birds and wildlife in their yards and nearby neighborhoods. The survey showed that city parks and trails have an overwhelming positive influence on our wellbeing. Certainly, we value our parks, recreation programs, and open spaces.

Something of value is worthy of serious planning efforts to ensure that we protect and enhance that value. This is especially true for parks and open spaces because the land in and around Nibley is a limited resource. If we don't consider how to use that land wisely, and how to include parks and open spaces in that consideration, then we will lose that limited resource. A small and seemingly insignificant item in this budget appears on line 45-40-737 in "Capital Project Expenditures." This line commits \$40,000 to review and rewrite our Parks, Recreation, and Open Space Master Plan. Despite this task's relatively small footprint in the budget, it is one of the most important things we will do next year. Nibley's Parks and Recreation Advisory Committee, the Planning Commission, the City Council, and especially the citizens of Nibley have an opportunity to plan what our parks and open spaces will be five, ten, and twenty years from now.

We need soccer, softball, baseball, and flag football fields for our kids to play on. We have a young population, with forty percent of Nibley's population under the age of 18. Participation in Nibley youth sports programs grew by a factor of 4.8 from 2016 to 2022. That's a compounded increase of 30 percent per year when our total population grew at less than two percent each year. Our recreation program and staff, led by Chad Wright, is truly amazing. Our new Parks, Recreation, and Open Space Plan must build on this success.

As if the demand for playing fields wasn't enough, we must also consider another requisite for Nibley's parks and open spaces. Our citizens have shown their desire to connect with nature by having access to enhanced natural areas in our city. Our Firefly Nature Park is a great example of an enhanced natural area, and it is a shining gem in Cache Valley. A new park currently in design within the Ridgeline Park project—with its trails, natural water features, non-programmed amenities, and enhanced natural gathering spaces—will make us proud. There are lots of areas in Nibley that are too wet for traditional construction, and the city has gained, and will continue to gain, ownership of those areas through agreements with developers. Our new parks plan must consider the importance of these enhanced natural areas and include a strategy to manage these areas.

The desire for parks and open spaces is there, along with Nibley's unique identity established by those parks and open spaces. Our discussion on these amenities must include a plan to pay for them, and that discussion must include you, Nibley's citizens. The process that adopts this budget and adopts the new parks plan ensures that our dreams are founded on reality. Many of the costs for parks and open spaces are generated through Nibley's General Fund, and the General Fund is largely financed by property tax and local sales tax, as shown in the "General Fund Revenue Taxes" section. In addition, Nibley City has put increased effort into securing grants for our parks and open spaces. Our "Grants" page shows that those efforts are paying off. Park-related grants received last year plus grants expected this year exceed \$2.8 million (nearly every item in the Grant Revenue table except CCOG and Stormwater). Many thanks to the efforts of city staff over many years that have led to this success to help fund our parks. Another source of funding is the Park Impact Fee, with anticipated revenue of about \$500,000 as shown on line 56-37-790 in the "Park Impact Fees" section. The City Council recently adopted an increased Park Impact Fee to ensure that new homes built in Nibley will not dilute the level of service enjoyed by our current residents.

Our upcoming work on the Parks Master Plan will allow us to dream big. How do we feel about an indoor recreation center? Are there public-private partnerships for us to consider? And of course, what mechanisms should we consider to pay for these dreams? Nibley's parks, recreation programs, and open spaces define our community. I look forward to hearing from you as we write a new plan for those items.

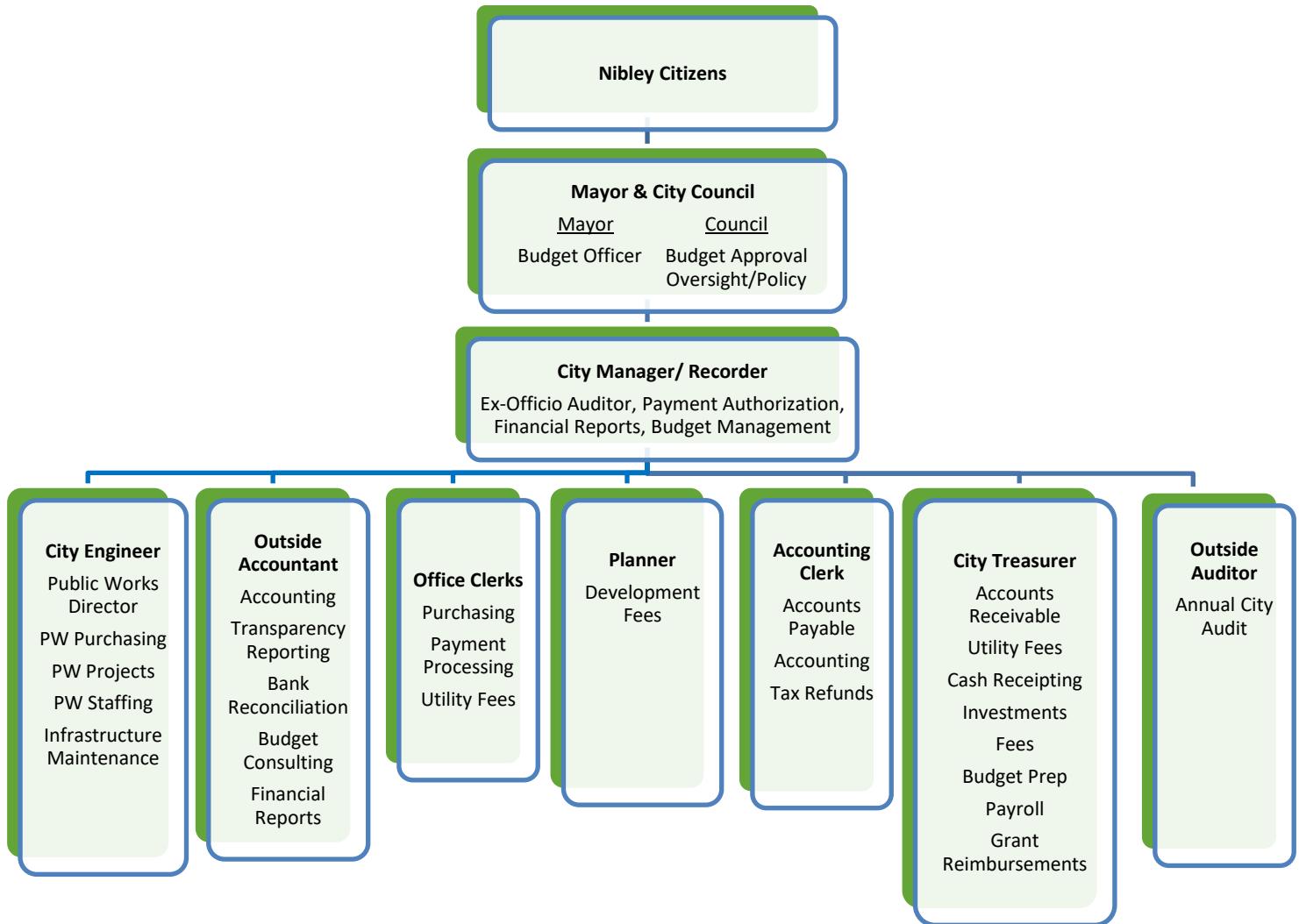
This message focused on parks, recreation, and open spaces, and I encourage you to share your thoughts as we work through the new plan. In addition, I hope you will share with me and the council your thoughts as we work through the adoption of next year's budget. Thank you for being part of our community, and I thank you for the chance to serve this community.

In sincere appreciation,



Larry Jacobsen  
Mayor, Nibley City

435-512-7495  
[larry@nibleycity.com](mailto:larry@nibleycity.com)



## Strategic Goals and Objectives

**Our City Mission Statement is:** We make life better for each other. Residents, businesses, and government work together to develop the City in harmony with its natural environment, historical surroundings, and in accordance with the General Plan. We will provide fiscally sound municipal services for a safe, attractive, creative, and viable community.

**Our General Plan**, found at <http://nibleycity.com/index.php/government/planning-zoning/master-plans>, identifies our city's goals and strategies that guides everything we do. It provides a framework from which we operate our whole city from. Our General Plan considered current conditions and community needs, and produced a reaffirmed or revised direction for the future of the city. Several community meetings were held as part of the planning process as we developed this plan. This process was last completed in 2016.

This General Plan is updated periodically to address what has changed in the community, to confirm the community's core values and to identify new opportunities, while helping to prepare Nibley for the future. Nibley's General Plan helps prioritize public investment and prepare to act on new opportunities. The General Plan is intended to provide for orderly growth and development that is consistent with the character of the City and its residents' core values. The General Plan is one of the most important documents for Nibley City because it answers important questions about what people can expect for the future of their community.

### Process for formulating goals:

**1. Public Involvement:** Community input was solicited to be truly representative of public interests and desires. Many opportunities were given, and a variety of methods were used to engage the public for their opinions.

**2. Public Events:** Interviews with commissions, interested groups, businesses owners, interested citizens, and City staff were held early and throughout the process to identify and assess issues, needs, attitudes and vision. Residents and stakeholders were also engaged through three public events focusing on that vision and choices. Following each workshop, a summary was made available online.

**3. Steering Committee:** During the last phase of the process, a Steering Committee was set up to vet ideas and questions in the final plan.

**4. City Council and Planning and Zoning Commission:** The planning team met several times with the City Council and Planning and Zoning Commission to update them on the process, discuss key issues, and obtain guidance during the process. The Council has the ultimate authority to adopt the proposed plan.

**Through this process, it was determined that Nibley's principal issues facing our City Council are:**

- Pride in the City's history and heritage
- The rural character, scenic beauty, and natural resources of the area
- Nearby recreation opportunities
- Agricultural fields and open spaces
- A transportation system that promotes safe and efficient travel
- Recognizing and respecting private property rights
- Aesthetically pleasing design of development and public facilities

## Plans to Address City Goals

### Land Use/Growth

Nibley will be a healthy and sustainable place, where protecting and highlighting natural assets, such as the view of the Wellsville Mountains, the Blacksmith Fork River, key wildlife corridors and open spaces are prioritized.

Nibley provides places that create a strong sense of community and a high standard of living for residents that respects and preserves the City's heritage and property values. Please see the Nibley Future Land Use Map from July 2022: [https://nibleycity.com/images/Nibley\\_FutureLandUseMap\\_July2022.pdf](https://nibleycity.com/images/Nibley_FutureLandUseMap_July2022.pdf)

### Residential Development and Housing

While retaining the character and form of established neighborhoods, residential development in Nibley will emphasize the conservation of open space and, using that conservation process, will incorporate a variety of housing forms. Please see the 2023 Nibley City Moderate Income Housing Plan:

[https://nibleycity.com/images/Nibley\\_Moderate\\_Housing\\_Plan\\_2023\\_update\\_01262023.pdf](https://nibleycity.com/images/Nibley_Moderate_Housing_Plan_2023_update_01262023.pdf)

### Commercial and Economic Development

Nibley's commercial development will be compact and economically sustainable, focused in identified centers, balanced with residential growth, and will promote the area's character and charm. Please see Nibley's Economic Development Strategic Plan:

[https://nibleycity.com/images/departments/planning\\_and\\_zoning/Master\\_Plans/2013\\_Nibley\\_Economic\\_Development\\_Plan.pdf](https://nibleycity.com/images/departments/planning_and_zoning/Master_Plans/2013_Nibley_Economic_Development_Plan.pdf)

### Transportation and Mobility

Nibley supports an efficient circulation system that will allow traffic flow on major streets and create a safe atmosphere that encourages pedestrians and bicyclists. Trails are a critical part of the transportation system. Please see Nibley's Transportation Master Plan:

[https://nibleycity.com/images/departments/planning\\_and\\_zoning/Master\\_Plans/TMP\\_January\\_2019\\_Final\\_1.pdf](https://nibleycity.com/images/departments/planning_and_zoning/Master_Plans/TMP_January_2019_Final_1.pdf)

### Parks, Trails, and Open Space

Nibley will have a park system interconnected by trails, community facilities, and cultural features, which are connected to neighboring systems and communities. Please see Nibley's Parks, Trails, and Open Space Plan:

[https://nibleycity.com/images/Nibley\\_Parks\\_Trails\\_Recreation\\_and\\_Open\\_Space\\_Master\\_Plan\\_Digital\\_Version.pdf](https://nibleycity.com/images/Nibley_Parks_Trails_Recreation_and_Open_Space_Master_Plan_Digital_Version.pdf)

### Utilities and Municipal Services

Nibley will continue to strategically plan and implement improvements to utilities and public infrastructure to ensure necessary facilities and services are provided to the community and occur in advance of significant growth. Nibley will pursue opportunities to develop information infrastructure to support technology business development.



## Budget-In-Brief

---

*The City's General Fund accounts for the financial resources necessary to carry out basic governmental activities for the City that are not accounted for in other funds. The General Fund supports essential City services such as law enforcement, fire protection, street maintenance, recreation, and parks and open space maintenance. General Fund revenue is collected from taxes (property, sales, and utility), licenses and permits, service fees, fines, and grants.*

### Conservative Revenue Growth

---

General Fund revenues in Fiscal Year 23-24 are expected to remain stable. In 2021, 128 new home building permits were issued. During 2022, there were 116 issued, for a 9% decrease. Budget projections related to home building in the FY 23-24 budget are based conservatively, on an estimated 65 homes distributed between three large developments that are currently under construction in Nibley. It is assumed that Nibley home values will increase 14%. Sales tax revenue is expected to grow around 15% as it historically has.

### Inflationary Trends

---

The Consumer Price Index rose 5.0 percent over the last 12 months from March 2022-March 2023, which has increased the cost of many of our budgeted expenses for the upcoming 2023-2024 Fiscal Year. During the prior year, between March 2021-March 2022, the Consumer Price Index rose 8.5%. This means that we have had to increase many budgets across the board to accomodate costs for consumables such as fertilizer and road salt, as well as increased equipment and maintenance/repair costs. Please see <https://www.bls.gov/cpi/>. Additionally, the City has received significant interest revenue this year, as our investments have received greater return on investment than normal. We don't expect this revenue to continue at this rate, as our nation is expected to enter a recessionary cycle, during which interest rates usually fall.

### Tax Levels and Assessing Fair and Reasonable Fees

---

The FY 22-23 budget was approved with a lower property tax rate than the historical practice of holding it at 0.001667. At that time it was reduced to **0.0014845**. This fiscal year it has been determined by the City Council to hold the property tax rate at 0.0014845. The state law considers this to be a tax increase due to the City collecting more revenue (because home values have increased), which requires the City to hold a Truth in Taxation hearing in August.

### Maintaining Core Services

---

As a community, Nibley continues to place the highest of priorities on funding core municipal services to residents. As a result, please note that the FY 23-24 budget reflects the funding of programs and resources across all operating departments that will allow the City to maintain or increase levels of service. Some of our priorities this year include:

- Continued construction and improvements at Firefly Park
- 1200 West - Phase 3 and Phase 4 extension of 1200 West includes widening and safety improvements.
- Construction of missing links in the City's Safe Routes to School, sidewalk and trails network
- Construction of Phase 1 of Ridgeline Park
- Continued adjustments for maintenance accounts due to inflationary pressures
- Safety and Security Upgrades to City Hall, Public Works Facility and Water Infrastructure
- Purchase of Camera Truck to aide in finding and eliminating infiltration and inflow
- Engineering planning and design for Water System Capital Improvements (new well and tank)
- Increased educational/training opportunities for staff
- Continuation of youth sports programs including baseball, softball, soccer, ultimate frisbee, flag football, as well as community events such as Heritage Days, Hopstacle, BOOnanza, and Scarecrow Run.
- Update to stormwater, parks and recreation master plans
- Budgeting to pay off debt owed on City Hall

### Budget Documentation

---

Nibley City staff members continue to revise and improve the structure of this budget document in order to make it more easily understandable and compliant with the standard recommended by the Government Finance Officers Association. For more information on the requirements to receive the budgeting award we strive for, please visit this site: <https://www.gfoa.org/best-practices/budgeting>.

## **Qualified and Motivated Workforce**

---

The ability to provide quality services to Nibley residents is made possible by the City's qualified and motivated workforce. It is Nibley's policy to invest in its employees through competitive wages, education, and training in order to continue to maintain and retain a competent staff. The City's practice has been to adjust the employee pay scale by 2% annually as a cost-of-living adjustment. Inflation in the US economy was 7% for 2021, 6.5% for 2022, and it is forecasted that inflation will be 4% by the end of 2023. The FY 23-24 budget includes a COLA of **4%** for employees and elected officials and accounts for increases in benefit payment amounts, including retirement contributions.

## **Proposed Timeline for meetings and approval**

---

May 11 - Budget Workshop

May 25 – Presentation, Public Hearing and First Reading

June 8 - Second Reading, possible adoption of tentative budget

June 22 - Third Reading (if needed)

August 10 or 24th – Truth in Taxation Hearing and Final Adoption

## **Summary of Changes between Proposed (May 25) to Adopted Budget for FY23/24**

---

### **Date**

5/18/2023 - Added \$15k to Insurance Expenses 10-50-510. Actual increase in costs was only about 10%, primarily due to increases in salary, due to the large COLA. However the line item was increased an additional \$15k, to cover the potential cost of a deductible increase for cyber security.

5/18/2023 - Added line item UORG Outdoor Class Room 45-38-728. This revenue is for an awarded grant to construct an outdoor classroom with seating and shade at Firefly Park.

5/18/2023 - Added to the description of Active Transportation 45-40-746 to include detail about researching the use of RRFB's, as well as a sidewalk connection from 2200 South to Firefly trail.

5/26/2023 - Added line item for Natural Spaces Maintenance 10-70--255, and budgeted \$15,000 to be expended

5/26/2023 - Added reasons for salary changes on History of Salaries table p.97

5/31/2023 - Staff learned that the amount of grant requested from the CIB for Master Planning efforts, was \$30,000 and not the \$20,000 that had been budgeted in previous drafts. The Revenue for CIB Grant 53-37-615 was increased to \$30,000 and correlating expense 53-40-514 increased to \$60,000.

6/6/2023 - Based on discussions with the City Accountant, staff adjusted interest rate revenue for each fund. Most funds increased substantially, but the General Fund was reduced \$50,000.

## Budget Timeline

January	<ul style="list-style-type: none"><li>• Make any mid-year adjustments to current fiscal-year budget</li><li>• Begin anticipating upcoming capital projects</li></ul>
February	<ul style="list-style-type: none"><li>• Meet with department heads to review accomplishments and upcoming priorities</li></ul>
March	<ul style="list-style-type: none"><li>• Project expenses for department priorities</li><li>• Compile anticipated revenue worksheets</li><li>• Begin compiling salary/benefit information for upcoming year</li></ul>
April	<ul style="list-style-type: none"><li>• Finance team meets to review projected revenue and expenditures</li><li>• Prepare initial draft of budget</li></ul>
May	<ul style="list-style-type: none"><li>• Public is invited to participate in process via Facebook and newsletter <u>Newsletter: <a href="https://www.nibleycity.com/index.php/citizens/city-newsletter">https://www.nibleycity.com/index.php/citizens/city-newsletter</a></u></li><li>• May 25th Present tentative budget to the City Council</li><li>• June 8 City Council workshops on budget</li><li>• Public hearing on budget</li></ul>
June	<ul style="list-style-type: none"><li>• Adoption of tentative Budget not later than the 22nd of June</li><li>• August 10 or 24th Truth in Taxation Hearing and Final Adoption</li></ul>
August	<ul style="list-style-type: none"><li>• Submit budget to State Auditor's office</li><li>• Submit budget for GFOA certification</li></ul>

Should Nibley City find a need to make an amendment to the budget subsequent to its adoption, a public hearing is held prior to adopting changes. Other less-significant budget amendments are made at year-end, as part of the process of adopting an amended current-year budget.

## Fiscal Policies

Nibley City examines statistical and demographic information as part of the financial decision-making process. Nibley City has grown from a population of 2,040 in the 2000 Census to approximately 7,529 in the 2021 census approximations. More than 48% of the City's population is under the age of 18.

The City currently employs 21 full-time employees, 30 part-time employees, 11 seasonal employees, and has multiple contracted positions, including the City Attorney, some Engineering services, Auditor, Accountant, and Commercial Building Inspector. Nibley also contracts with other agencies for Court, Library, Wastewater Treatment, Solid Waste Disposal, Fire, Law Enforcement, Prosecuting, Animal Control and Ambulance services.

Nibley City uses the modified-accrual basis for all budgeted funds, which is also used in preparation of the City's annual financial reports. Modified accrual is a governmental accounting method whereby monies are accounted for when they become measurable and available, which typically occurs when the City is invoiced for the payment. Budgets are subject to ongoing review by City staff. The Nibley City Council and the public are provided with monthly financial statements to keep them updated on the status of each budget department. The basis of budgeting is the same as the basis of accounting used in our audited financial statements.

Revenue projections are made by analyzing the City's population and expenditure growth and projecting the upcoming year's growth based on those trends. Expenditures are, to the extent possible, anticipated and projected in the preparation of each department's budget, and most capital expenditures are accounted for in the preparation of Capital Improvement Plans.

In compliance with the requirements of the laws of the State of Utah, Nibley City staff members present a balanced budget to the City Council for adoption. In order to meet the balanced budget requirements, one of the following must occur: revenues exceed expenditures, revenues equal expenditures, or revenue and any appropriated fund balances equal expenditures.

In preparing and executing each fiscal year's adopted budget, Nibley City adheres to the following principles:

1. Nibley City will practice fiscal conservativism.
2. Nibley City will focus on holistic budget issues and not dedicate unreasonable effort to a single project or item.
3. Nibley City will take responsible steps to pay off the City's debts in a timely manner.
4. Nibley City will make contributions to the City's long-term savings, so that the City will be adequately prepared in the event of a fiscal crisis.
5. Nibley City will keep its residents, City Council and staff apprised of budgetary decisions, so that those decisions can be made in a transparent manner.
6. Nibley City recognizes that, from time to time, it may be necessary to update these principles in order to reflect changes in financial planning practices.

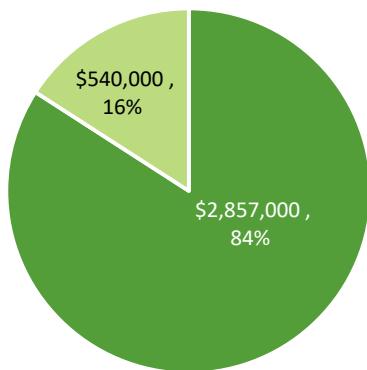
Nibley also follows established investment policy by the State of Utah called "The State Money Management Act and Rules of the state Money Management Council." This policy can be found here:

<https://le.utah.gov/xcode/Title51/Chapter7/51-7.html> . Nibley also meets the requirements for the State of Utah Auditor called "Fraud Risk Assessment", which can be found here: <https://www.utah.gov/pmn/files/905337.pdf> pg 70.

#### Debt Limit

Estimated Market Value	\$	663,129,259
Legal Debt Limit (4% of market value)	\$	26,525,170
Current Outstanding General Obligation Debt	\$	-
Legal Debt Margin	\$	<b>26,525,170</b>

#### Nibley City Debt FY 2023-2024



■ Sewer ■ Municipal Building Authority (City Hall Debt)

<u>Existing Debt</u>		
Sewer	\$	2,857,000
Municipal Building Authority (City Hall Debt)	\$	540,000
Total	\$	<b>3,397,000</b>

\*Nibley does not have bond ratings

## Glossary

---

**Administrative Charges:** Administrative charges are funds transferred into the General Fund from Enterprise funds to cover expenses that are directly related to Enterprise operations.

**Appropriation:** An appropriation is a legal authorization to make specified expenditures for specified purposes.

**Balanced Budget:** A balanced budget is a financial plan in which revenues are equal to expenditures, such that there is no budget deficit or surplus.

**Betterment:** "Betterment" occurs when the City makes repairs or improvements with a more expensive design, uses higher quality materials, or increases the useful life of an asset.

**CCOG:** Cache County Council of Governments, which includes the mayors from all 19 incorporated cities in Cache County and the Cache County Executive as voting members.

**Capital Expenditures:** Funds used to account for resources used for the land, improvements to land, buildings, and building improvements and municipal infrastructure.

**COLA:** Stands for Cost-Of-Living-Adjustment, an increase made to wages and benefits to keep them in line with inflation.

**CRA:** Community Reinvestment Agency, separate legal entity from Nibley City. Board of Directors is established by ordinance as the City Council.

**Debt Service Funds:** Debt accumulated to finance resources needed in order to meet our City's needs.

**EMS:** Emergency Medical Services are provided ambulance services or paramedic services.

**Enterprise Funds:** An enterprise fund is a self-supporting government fund that sells services to the public for a fee, ie. Utilities.

**Functional Units:** Departments that carry out a particular business function. Different functions within a City are performed and controlled by separate and distinct departments.

**Fund Balance:** The difference between a fund's assets and liabilities.

**General Fund:** The City's General Fund accounts for the financial resources necessary to carry out basic governmental activities for the City that are not accounted for in other funds. The General Fund supports essential city services such as law enforcement and fire protection, street maintenance, recreation, and parks and open space maintenance. General Fund revenue is collected from taxes (property, sales, and gas/electricity), licenses and permits, service fees, fines, and grants.

**Governmental Funds:** These funds account for most of the city's activities that are financed through taxes.

**Internal Service Funds:** A method of accounting used to finance goods or services provided by one department or agency to another department or agency on a cost-reimbursement basis.

**Major Funds:** Major funds are funds whose revenues, expenditures/expenses, assets, or liabilities are at least 10 percent of the total for their fund category (governmental or enterprise) and at least 5 percent of the aggregate amount for all governmental and enterprise funds in total.

**Non-Major Funds:** These funds account for assets held by the City as an agent. The financial activities of these funds are smaller in nature and scope. Only earnings and not principal may be used for purposes that support various programs.

**Proprietary Funds:** Funds that are used to account for a government's ongoing organizations and activities that are self-supporting, in that the services rendered are financed through charges.

**Reserves:** Reserves are an accumulation of funds for a future purpose. The source of funding for a reserve might be surpluses from operations, or scheduled transfers that have been planned and budgeted.

**Special Revenue Funds:** Used to account for the proceeds of specific revenue sources legally restricted to expenditures for specific purposes.

**Transfer to/from General Fund:** Used to record resource inflows/outflows to/from enterprise funds in order to balance the general fund.



## FUND TYPES AND CLASSIFICATIONS

GOVERNMENTAL FUNDS	MAJOR FUND	NON-MAJOR FUND	SUBJECT TO APPROPRIATION
<b>GENERAL FUND</b>			
TAXES	✓		✓
LICENSES, PERMITS, OTHER GOV'T REVENUE	✓		✓
FINES/MISC. REVENUE	✓		✓
TRANSFERS & ADMINISTRATIVE CHARGES	✓		✓
RECREATION	✓		✓
SANITATION	✓		✓
CLASS "C" STREETS	✓		✓
<b>CAPITAL PROJECTS FUNDS</b>			
CAPITAL PROJECTS	✓		✓
<b>DEBT SERVICE FUNDS</b>			
MUNICIPAL BUILDING AUTHORITY		✓	✓
SEWER DEPARTMENT DEBT SERVICE		✓	✓
<b>PROPRIETARY FUNDS</b>			
<b>ENTERPRISE FUNDS</b>			
WATER DEPARTMENT	✓		✓
SEWER DEPARTMENT	✓		✓
STORMWATER DEPARTMENT		✓	✓
<b>INTERNAL SERVICE FUNDS</b>			
EMERGENCY MED SERVICES		✓	✓
Community Reinvestment Agency			
<b>FUNCTIONAL UNITS</b>			
PLANNING AND BUILDING		✓	✓
PARKS		✓	✓
IMPACT FEES	✓		✓
PUBLIC SAFETY		✓	✓
PUBLIC WORKS		✓	✓
CITY COUNCIL		✓	✓
ADMINISTRATION	✓		✓
NON-DEPARTMENTAL	✓		✓
STREETS DEPARTMENT		✓	✓
COURT		✓	✓
ELECTIONS		✓	✓

## SUMMARY OF FISCAL YEAR 2023/2024 APPROPRIATIONS

FUND	BEG BAL.	AMT APPROP.	ENDING BAL.	REASON
MATCHING FUNDS FOR 1200 WEST PHASES 3&4, RIDGELINE PARK PHASE 1 AND VARIOUS OTHER CAPITAL PROJECTS (SEE				
CAPITAL PROJECTS FUND	\$5,742,806	\$ 988,250.00	\$ 4,751,750.00	CAPITAL PROJECT EXPENDITURES)
SPENDING DOWN ACCUMULATED FUNDS FROM INITIAL SET				
EMERGENCY MEDICAL SERVICE	\$34,468	\$ 3,000.00	\$ 31,468.03	UP OF FEE
MUNICIPAL BLDG AUTHORITY	\$21,273	\$ 17,000.00	\$ 4,273.19	Payoff City Hall debt
COMMUNITY REINVESTMENT A	\$50	\$ -	\$ 5,050.00	
SECURITY AND SCADA COMMUNICATION UPGRADES AND				
WATER DEPT FUND	\$1,044,582	\$ 293,000.00	\$ 751,852.11	WATERLINE UPSIZING BY DEVELOPERS
PURCHASE OF A CAMERA TRUCK, SECURITY AND SCADA				
SEWER DEPT FUND	\$1,936,685	\$ 209,000.00	\$ 1,727,685.31	COMMUNICATION UPGRADES AND UPSIZING BY DEVELOPERS
STORMWATER DEPT FUND	\$350,165	\$ -	\$ 367,164.56	
ENGINEERING DESIGN FOR CAPITAL IMPROVEMENT PROJECTS:				
WATER IMPACT FEE FUND	\$613,522	\$ 87,000.00	\$ 526,522.20	NEW WELL AND WATER TANK
SEWER IMPACT FEE FUND	\$722,535	\$ 143,000.00	\$ 579,535.30	PAYING SEWER DEBT PAYMENT WITH IMPACT FEES
CONSTRUCTION OF PHASE 1 OF RIDGELINE PARK AND DESIGN				
PARK IMPACT FEE FUND	\$1,614,404	\$ 1,094,000.00	\$ 520,404.04	OF PHASE 2
STORMWATER FUND	\$211,162	\$ 205,000.00	\$ 6,162.00	MONEY COLLECTED AND RESERVED FOR 2600 S. REGIONAL
STREET IMPACT FEE FUND	\$368,823	\$ 29,000.00	\$ 339,823.24	FUNDS FOR 1200 WEST CONSTRUCTION

## Fund Balances as of 4/30/2023

A fund is defined as a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and equities or balances, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations.

	Assets	Liabilities	Fund Equity
General Fund	\$ 4,030,889	\$ 1,281,036	\$ 2,749,853
Class "C" Roads	\$ 411,032	\$ -	\$ 411,032
Municipal Building Authority Fund	\$ 1,151,231	\$ 572,083	\$ 579,148
First Responder Fund	\$ 35,535	\$ -	\$ 35,535
Capital Project Fund	\$ 3,596,155	\$ -	\$ 3,596,155
Water Department	\$ 8,911,056	\$ 2,440	\$ 8,908,616
Sewer Department	\$ 10,184,804	\$ 1,642,393	\$ 8,542,411
Stormwater Department	\$ 1,984,227	\$ 17,976	\$ 1,966,251
Water Impact Fee Fund	\$ 611,572	\$ -	\$ 611,572
Park Impact Fee Fund	\$ 1,609,904	\$ -	\$ 1,609,904
Sewer Impact Fee Fund	\$ 1,002,707	\$ 1,252,531	\$ (249,824)
Stormwater Fund	\$ 292,859	\$ -	\$ 292,859
Street Impact Fee Fund	\$ 367,936	\$ -	\$ 367,936
General Fixed Assets	\$ 22,844,651	\$ -	\$ 22,844,651
General Long-Term Debt	\$ 431,840	\$ 81,524	\$ 350,316
<b>Totals</b>	<b>\$ 57,466,397</b>	<b>\$ 4,849,983</b>	<b>\$ 52,616,414</b>



The **Assets** listed above include Accounts Receivable, apportioned cash holdings, land holdings, fixtures and furnishings, buildings and improvements less depreciation, water shares, machinery and equipment less depreciation, deferred and net pension assets, emergency repair reserves, easements, construction in progress, and roads and other infrastructure.

The **Liabilities** listed above include Accounts Payable, Deposits Payable, Federal and State Withholdings Payable, Deferred Property Tax Receivables, Benefits Payable, Accrued Interest Payable, Bonds Payable, Comp Absence Payable, Notes Payable, Impact Fees Payable, and Accrued Compensated Absences.

Cash Accounts as of 4/30/2023	Cash Account Reconciliation		Estimated Ending Bal for FY 23/24
State Treasurer	\$14,641,403	Allocation to General Fund	\$1,000,000 \$ 1,000,000
Bank of Utah	\$70,152	Allocation to Class C Roads	\$420,902 \$ 477,902
Xpress Deposit Account	\$1,774	Allocation to Municipal Bldg Auth	\$21,273 \$ 4,273
<b>Total Combined Cash</b>	<b>\$ 14,713,328</b>	Allocation to Special Revenue Fund	\$50 \$ 5,050
Cash Allocated to Other Funds	\$14,081,377	Allocation to Emergency Medical Ser	\$34,468 \$ 30,468
Sewer Repair and Replace Fund	\$631,951	Allocation to Capital Project Fund	\$5,742,806 \$ 4,652,750
<b>Total Unallocated Cash</b>	<b>\$ -</b>	Allocation to Water Department	\$1,044,582 \$ 726,582
		Allocation to Sewer Department	\$1,936,685 \$ 1,660,685
		Allocation to Stormwater Departmen	\$350,165 \$ 356,665
		Allocation to Water Impact Fee Fund	\$613,522 \$ 503,522
		Allocation to Park Impact Fee Fund	\$1,614,404 \$ 461,404
		Allocation to Sewer Impact Fee Fund	\$722,535 \$ 553,535
		Allocation to Stormwater Fund	\$211,162 \$ 162
		Allocation to Street Impact Fee Fund	\$368,823 \$ 325,823
		<b>Total Allocations</b>	<b>\$14,081,377</b> \$ 10,758,822

\*Please see our Financial Statements that are posted each month for more information on our City's accounting.

<https://nibleycity.com/index.php/departments/finance/financial-statements>



## Long-Range Operating Financial Plans

In 2022, a Capital Projects Master Plan was completed for the General Fund. The following table outlines the estimated planned projects, costs and timelines to complete. Many assumptions were made at the time including: property tax revenue increase of 10% per year, sales tax revenue will grow by 8% annually, general expenditures will increase by 5% per year, public works expenses will grow by 13% annually, public safety expenses will grow by 8%, and general fund expenses will grow by 5% per year. The entire plan can be found on the Master Plans section of [www.nibleycity.com](http://www.nibleycity.com)

Annual Assumptions	2022 Budget	2023	2024	2025	2026	2027	2028	2029	2030
<b>New Property Tax Revenues (Revenue Increase)</b>	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Park Bonds	-	-	-	-	-	-	-	-	-
General CIP Bonds	-	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-
<b>General Fund</b>	<b>2022 Est.</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
<b>Revenues</b>									
Property Taxes	672,369	788,124	903,210	1,033,072	1,180,249	1,346,418	1,533,903	1,745,776	1,984,127
New Growth Revenues	29,237	32,842	36,132	39,737	43,717	48,091	52,898	58,197	64,009
RDA Expiration (New GF Revenues)	-	-	-	-	-	-	-	-	-
Potential Property Tax Increase	86,519	82,097	93,934	107,281	122,397	139,451	158,680	180,397	204,814
Calculated General Property Taxes	788,124	903,062	1,033,276	1,180,090	1,346,363	1,533,960	1,745,481	1,984,371	2,252,950
General Property Tax	737,350	903,062	1,033,276	1,180,090	1,346,363	1,533,960	1,745,481	1,984,371	2,252,950
Personal Property	-	-	-	-	-	-	-	-	-
Property Tax -Delinquent	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
General Sales and Use Taxes	977,738	1,036,402	1,098,586	1,164,501	1,234,372	1,308,434	1,386,940	1,470,156	1,558,366
Electricity Franchise Taxes	137,922	140,680	143,494	146,364	149,291	152,277	155,322	158,429	161,597
Telecom Franchise Taxes	15,283	15,589	15,900	16,218	16,543	16,874	17,211	17,555	17,906
Gas Franchise Taxes	93,937	95,816	97,732	99,687	101,680	103,714	105,788	107,904	110,062
Cable Franchise Taxes	25,000	25,500	26,010	26,530	27,061	27,602	28,154	28,717	29,291
Vehicle Taxes	24,380	24,868	25,365	25,872	26,390	26,918	27,456	28,005	28,565
CVTD (Pass Through)	-	-	-	-	-	-	-	-	-
<b>Taxes</b>	<b>2,021,610</b>	<b>2,251,917</b>	<b>2,450,364</b>	<b>2,669,263</b>	<b>2,911,699</b>	<b>3,179,778</b>	<b>3,476,352</b>	<b>3,805,138</b>	<b>4,168,738</b>
Licenses & Permits	200,000	204,000	208,080	212,242	216,486	220,816	225,232	229,737	234,332
Intergovernmental	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Charges for Service	857,000	882,710	909,191	936,467	964,561	993,498	1,023,303	1,054,002	1,085,622
Court Fines	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
Miscellaneous	67,000	67,000	67,000	67,000	67,000	67,000	67,000	67,000	67,000
Covid Cares Act	420,000	420,000	-	-	-	-	-	-	-
Recreation	68,800	68,800	68,800	68,800	68,800	68,800	68,800	68,800	68,800
Transfers (Appropriation of Fund Balance &	-	-	-	-	-	-	-	-	-
Administrative Charges	751,000	788,550	827,978	869,376	912,845	940,231	968,437	997,491	1,027,415

<b>Total General Fund Revenues</b>	<b>\$4,409,410</b>	<b>\$4,706,977</b>	<b>\$4,555,413</b>	<b>\$4,847,148</b>	<b>\$5,165,392</b>	<b>\$5,494,122</b>	<b>\$5,853,125</b>	<b>\$6,246,167</b>	<b>\$6,675,907</b>
Total Revenue %	-1.80%	6.70%	-3.20%	6.40%	6.60%	6.40%	6.50%	6.70%	6.90%
<b>Expenditures</b>									
Administration	-629,000	-660,450	-693,473	-728,146	-764,553	-802,781	-842,920	-885,066	-929,319
City Council	-51,000	-53,550	-56,228	-59,039	-61,991	-65,090	-68,345	-71,762	-75,350
Court	-	-	-	-	-	-	-	-	-
Elections	-10,000	-10,500	-11,025	-11,576	-12,155	-12,763	-13,401	-14,071	-14,775
Non-Departmental	-219,364	-230,332	-241,848	-253,941	-266,638	-279,970	-293,968	-308,667	-324,100
Covid Cares Act	-	-	-	-	-	-	-	-	-
Public Safety	-481,700	-520,236	-561,855	-606,803	-655,348	-694,668	-736,348	-780,529	-827,361
Streets	-288,000	-302,400	-317,520	-333,396	-350,066	-367,569	-385,948	-405,245	-425,507
Sanitation	-552,000	-579,600	-608,580	-639,009	-670,959	-704,507	-739,733	-776,719	-815,555
Planning & Building	-335,500	-352,275	-369,889	-388,383	-407,802	-428,192	-449,602	-472,082	-495,686
Parks	-456,000	-478,800	-502,740	-527,877	-554,271	-581,984	-611,084	-641,638	-673,720
Community Development & Recreation	-317,950	-333,848	-350,540	-368,067	-386,470	-405,794	-426,083	-447,388	-469,757
Public Works	-438,000	-494,940	-559,282	-631,989	-714,147	-756,996	-802,416	-850,561	-901,595
New O&M Expenses	-	-	-	-	-	-	-	-	-
<b>General O&amp;M Expenditures</b>	<b>-3,778,514</b>	<b>(\$4,016,930)</b>	<b>(\$4,272,979)</b>	<b>(\$4,548,226)</b>	<b>(\$4,844,401)</b>	<b>(\$5,100,316)</b>	<b>(\$5,369,848)</b>	<b>(\$5,653,728)</b>	<b>(\$5,952,725)</b>
<b>Total Other</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Debt Service Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Bond Proceeds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Revenue</b>	<b>630,896</b>	<b>690,047</b>	<b>282,434</b>	<b>298,921</b>	<b>320,991</b>	<b>393,807</b>	<b>483,277</b>	<b>592,439</b>	<b>723,181</b>
Transfer to CIP Fund	-500,000	-500,000	-300,000	-100,000	-100,000	-	-	-	-
Transfer to Park Fund	-	-200,000	-100,000	-100,000	-100,000	-300,000	-350,000	-400,000	-600,000
Bond Proceeds to Parks	-	-	-	-	-	-	-	-	-
Bond Proceeds to CIP	-	-	-	-	-	-	-	-	-
Restricted Funds	-	-	-	-	-	-	-	-	-
Reconciliation	-	-	-	-	-	-	-	-	-
Prior Year Unrestricted	1,552,116	1,683,013	1,673,059	1,555,493	1,654,414	1,775,406	1,869,212	2,002,489	2,194,928
<b>General Fund Unrestricted Fund Balance</b>	<b>\$1,683,013</b>	<b>\$1,673,059</b>	<b>\$1,555,493</b>	<b>\$1,654,414</b>	<b>\$1,775,406</b>	<b>\$1,869,212</b>	<b>\$2,002,489</b>	<b>\$2,194,928</b>	<b>\$2,318,109</b>
General Fund Reserve Balance as % of Revenue	38.17%	35.54%	34.15%	34.13%	34.37%	34.02%	34.21%	35.14%	34.72%
General Fund Reserve Target Amount	35.00%	35.00%	35.00%	35.00%	35.00%	35.00%	35.00%	35.00%	35.00%

CIP Fund	18	19	20	21	22	23	24	25	26
	2022 Est.	2023	2024	2025	2026	2027	2028	2029	2030
<b>Capital Revenues</b>									
Transfer from General Fund	500,000	500,000	300,000	100,000	100,000	-	-	-	-
Sale of Surplus land	100,000	-	-	-	-	-	-	-	-
Grant - RAPZ	315,500	-	-	-	-	-	-	-	-
Grant - RAPZ Population Allocation	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Grants	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000	29,000
Grant - CCOG	3,150,000	-	-	-	-	-	-	-	-
Transportation Impact Fees	-	106,440	106,440	106,440	106,440	66,525	66,525	66,525	66,525
Appropriated Fund Balance	570,500	-	-	-	-	-	-	-	-
Other Funds	300,000	-	-	-	-	-	-	-	-
<b>Total CIP Revenues</b>	<b>4,975,000</b>	<b>645,440</b>	<b>445,440</b>	<b>245,440</b>	<b>245,440</b>	<b>105,525</b>	<b>105,525</b>	<b>105,525</b>	<b>105,525</b>
<b>Capital Expenditures</b>									
Roads/Transportation	-4,104,500	-876,745	-	-	-	-44,286	-330,299	-130,014	-

Public Works General	-	-	-	-	-561,532	-	-	-	-6,842,845	-4,269,935
Sidewalk Projects	-	-	-	-	-	-	-	-	-	-
Other Projects	-	-	-	-	-	-	-	-	-	-
<b>Total CIP Expense</b>	<b>(\$4,104,500)</b>	<b>-876,745</b>	<b>\$0</b>	<b>(\$561,532)</b>	<b>\$0</b>	<b>(\$44,286)</b>	<b>(\$330,299)</b>	<b>(\$6,972,859)</b>	<b>(\$4,269,935)</b>	
<b>Net Revenue</b>	<b>870,500</b>	<b>-231,305</b>	<b>\$445,440</b>	<b>(\$316,092)</b>	<b>\$245,440</b>	<b>\$61,239</b>	<b>(\$224,774)</b>	<b>(\$6,867,334)</b>	<b>(\$4,164,410)</b>	
Prior Year Unrestricted	225,000	1,095,500	864,195	1,309,635	993,543	1,238,983	1,300,222	1,075,448	-5,791,886	
Bond Proceeds	-	-	-	-	-	-	-	-	-	
<b>CIP Fund Balance</b>	<b>\$1,095,500</b>	<b>\$864,195</b>	<b>\$1,309,635</b>	<b>\$993,543</b>	<b>\$1,238,983</b>	<b>\$1,300,222</b>	<b>\$1,075,448</b>	<b>(\$5,791,886)</b>	<b>(\$9,956,297)</b>	
<b>CIP Fund Balance Target Amount</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	
<b>Park Fund</b>	16	17	18	19	20	21	22	23	24	
	<b>2022 Est.</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>	
<b>Park Fund Revenues</b>										
Transfer from General Fund	-	200,000	100,000	100,000	100,000	300,000	350,000	400,000	600,000	
Interest Earned	1,000	12,975	23,021	18,000	-	-	-	-	-	
Grant - RAPZ	79,000	79,000	79,000	79,000	-	-	-	-	-	
Park Impact Fees	225,000	540,000	540,000	540,000	540,000	337,500	337,500	337,500	337,500	
Appropriated Fund Balance	75,000	-	-	-	-	-	-	-	-	
Other Funds										
<b>Total Park Revenues</b>	<b>380,000</b>	<b>831,975</b>	<b>742,021</b>	<b>737,000</b>	<b>640,000</b>	<b>637,500</b>	<b>687,500</b>	<b>737,500</b>	<b>937,500</b>	
<b>Capital Expenditures</b>										
Parks	-	-162,240	-1,076,782	-7,188,879	-372,296	-323,922	-2,631,864	-205,285	-15,656,430	
Trails	-	-	-	-	(559,660)	-	-	-	-192,147	
<b>Total Park Expense</b>	<b>(\$380,000)</b>	<b>-162,240</b>	<b>(\$1,076,782)</b>	<b>(\$7,188,879)</b>	<b>(\$931,956)</b>	<b>(\$323,922)</b>	<b>(\$2,631,864)</b>	<b>(\$205,285)</b>	<b>(\$15,656,430)</b>	
<b>Net Revenue</b>	<b>-</b>	<b>669,735</b>	<b>(\$334,761)</b>	<b>(\$6,451,880)</b>	<b>(\$291,956)</b>	<b>\$313,578</b>	<b>(\$1,944,364)</b>	<b>\$532,215</b>	<b>(\$14,911,077)</b>	
Prior Year Unrestricted	865,000	865,000	1,534,735	1,199,974	-5,251,906	-5,543,862	-5,230,284	-7,174,647	-6,642,433	
Bond Proceeds	-	-	-	-	-	-	-	-	-	
<b>Park Fund Balance</b>	<b>\$865,000</b>	<b>\$1,534,735</b>	<b>\$1,199,974</b>	<b>(\$5,251,906)</b>	<b>(\$5,543,862)</b>	<b>(\$5,230,284)</b>	<b>(\$7,174,647)</b>	<b>(\$6,642,433)</b>	<b>(\$21,553,510)</b>	
<b>Park Fund Balance Target Amount</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	

NOTE: This information was provided by Lewis Young Robertson and Burningham and can be found at [https://nibleycity.com/images/2022\\_Nibley\\_City\\_CPPF.pdf](https://nibleycity.com/images/2022_Nibley_City_CPPF.pdf).



## Grant Revenue

Our staff has worked hard to secure public funding for various projects, which this year includes funds for Children's Theater, the purchase and improvements at Firefly Park, the creation of Ridgeline Park, the widening of 1200 West, and improvements at Morgan Farm. We are excited about the varied ways these funds improve the quality for life for our Citizens. Please celebrate with us as we watch our City improve!

		Expected	Received	Expected	Received	Expected
		FY 21-22	FY 21-22	FY 22-23	FY 22-23	FY 23-24
Grant - Children's Theatre	10-33-322	\$ 5,500	\$ 5,500	\$ 6,750	\$ 5,000	\$ 5,250
Grant - Miscellaneous	10-33-323	\$ 2,500	\$ -	\$ 25,000	\$ 1,854	\$ 5,000
UDOT Technical Planning Assis	10-33-324	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Walkability Virtual Academy	10-33-325	\$ -	\$ -	\$ -	\$ -	\$ 10,000
American Rescue Plan Act	10-36-696	\$ 422,216	\$ 422,216	\$ 422,000	\$ 422,216	\$ -
Firefly Park Reimb. From Cty	45-38-612	\$ -	\$ -	\$ 411,500	\$ 1,405,862	\$ -
Grant-RAPZ	45-38-720	\$ 315,500	\$ 316,238	\$ 78,000	\$ 78,746	\$ 78,000
Grant - RAPZ Population Allocat	45-38-721	\$ 10,000	\$ 17,407	\$ 20,000	\$ 17,775	\$ 22,000
Grant - Safe Routes to School	45-38-722	\$ 29,000	\$ 6,000	\$ 110,000	\$ -	\$ 110,000
Grant - CCOG	45-38-725	\$ 3,150,000	\$ 2,869,855	\$ 2,300,000	\$ 281,406	\$ 3,400,000
Grant - Ridgeline Park LWCF	45-38-727	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,265,000
Grant - Firefly Class UORG	45-38-728	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Grant - Morgan Farm	45-38-729	\$ -	\$ -	\$ -	\$ -	\$ 40,000
CIB Stormwater Grant	53-37-615				\$ -	\$ 30,000
<b>Totals</b>		<b>\$ 3,934,716</b>	<b>\$ 3,637,216</b>	<b>\$ 4,373,250</b>	<b>\$ 2,212,859</b>	<b>\$ 4,985,250</b>

In addition to the listed grants above, staff has secured a commitment from the State of Utah for financial assistance in meeting new regulations in regards to lead in water systems. This commitment is a \$20,000 value, but is not shown as grant income, because the State will cover the cost directly.

**10-33-322 Children's Theatre Grants** - Revenue generated from anticipated grants including: a \$1000 State of Utah grant, a \$1,250 RAPZ grant, a \$3,000 Rocky Mountain Power Grant, and a \$750 Utah Division of Arts & Museum Grant. See expenditure account [10-75-661](#) for reference.

**10-33-323 Grants Miscellaneous** - Revenue generated from economic development, public safety or other grant

**10-33-324 UDOT Technical Planning Assistance Grant** - Revenue generated from a grant administered by UDOT. The purpose of the program is to provide technical assistance to communities that are experiencing rapid growth and/or lack the resources to carry out planning projects without additional support. The City has been awarded \$35,000 for FY2023-2024 to develop an Active Transportation Plan.

**10-33-325 Walkability Virtual Academy** - Revenue generated from the National Association of Chronic Disease Directors to be used toward the implementation of a Walkability Action Plan as part of the Walkability Virtual Academy.

**10-36-696 American Rescue Plan Act** - No funds are budgeted in this account this year. These were prior funds allocated from the federal government for expenses related to the COVID-19 pandemic.

**45-38-612 Park Reimbursement From County** - No funds are being budgeted in this account this year. These funds were a reimbursement for the purchase of Firefly Park.

**45-38-720 Grant – RAPZ** - Revenue generated from this account is allocated through the Cache County RAPZ Tax program. This money is coming from the reimbursement from the construction of Firefly Park. We are expecting to receive one more disbursement for the year 2024.

**45-38-721 Grant – RAPZ Population Allocation** - Funds distributed to each city in the Cache County each year from the Recreation Arts Parks and Zoo sales tax. Funds are distributed based on population.

**45-38-722 Grants** - Funds allocated for the technical planning assistant UDOT grant. We will receive \$110,000 from Safe Routes to School on 3200 South from 800 West to 1200 West.

**45-38-725 Grant – CCOG** - See 45-40-731 Major Street Projects for more info. In 2017, Nibley applied for and was awarded \$1.9 million from the Cache County Council of Governments to realign 1200 West at 3200 South. In 2019, Nibley applied for and was awarded an additional \$1.25 million. In 2022, an additional \$3.4 million have been secured for the construction of phase 3 and 4.

**45-38-727 Grant - Ridgeline Park LWCF** - Staff is working diligently towards receiving a Federal Grant from the Land and Water Conservation Fund to assist in the construction of Ridgeline Park. A consultant has been selected to assist that has been successful a number of times securing the grant. For a phase one project, staff is seeking \$1,000,000 to be reimbursed after construction.

**45-38-728 Grant - Firefly Outdoor Class Room UORG** - Funds granted from UORG for the creation of an outdoor classroom at Firefly Park.

**45-38-729 Grant - Morgan Farm** - A group of engaged citizens are working to secure grant funding to refurbish the Community Garden area at Morgan Farm.

**53-37-615 CIB Stormwater Grant** - Grant revenue from Community Impact Fund Board which is providing funds for an update to the stormwater master plan and GIS mapping.



## Overall Revenues

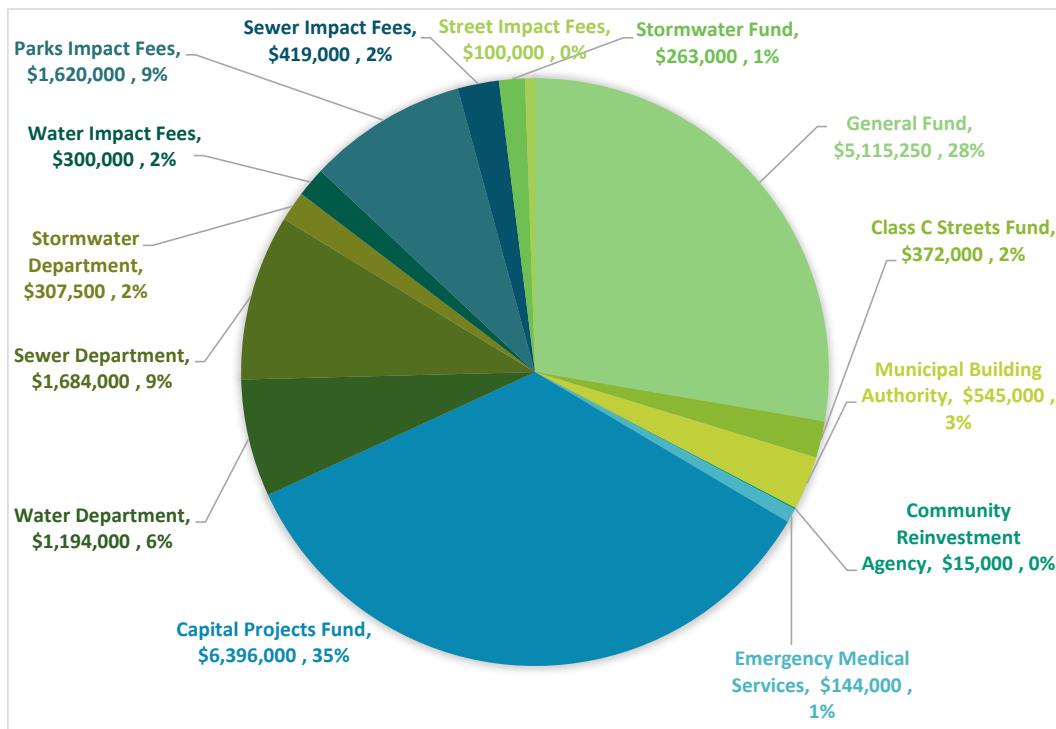
Revenue	Acct. Number	Actual						Reason for Change
		FY 2021-22	Actual	Year-To-Date	Budget	Final Budget	% Change	
FY 2022-23	FY 2022-23	FY 2022-23	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	
General Fund	10	\$ 5,214,508	\$ 4,626,934	\$ 4,713,650	\$ 5,065,250	9%	City growing/revenue growing	
Class C Streets Fund	11	\$ 380,736	\$ 302,925	\$ 341,000	\$ 383,000	9%	City growing/revenue growing	
Municipal Building Authority	20	\$ 50,130	\$ 50,486	\$ 60,000	\$ 545,000	808%	GF appropriation to payoff bldg	
Community Reinvestment Agency	22	\$ -	\$ -	\$ 5,000	\$ 15,000	200%	GF appropriation, startup funds	
Emergency Medical Services	24	\$ 159,379	\$ 116,824	\$ 144,000	\$ 144,000	0%	No increase of revenue	
Capital Projects Fund	45	\$ 4,970,264	\$ 1,793,214	\$ 4,519,000	\$ 6,396,000	42%	Park and COG grants	
Water Department	51	\$ 920,083	\$ 1,100,889	\$ 1,023,500	\$ 1,200000	17%	City growing/revenue growing	
Sewer Department	52	\$ 1,675,455	\$ 1,211,886	\$ 1,308,000	\$ 1,690,000	29%	City growing/revenue growing	
Stormwater Department	53	\$ 277,181	\$ 227,890	\$ 242,500	\$ 338,000	27%	City growing/revenue growing	
Water Impact Fees	55	\$ 314,051	\$ 141,071	\$ 147,000	\$ 300,000	104%	Water Impact Fee Increase	
Parks Impact Fees	56	\$ 523,550	\$ 319,500	\$ 1,210,000	\$ 1,620,000	34%	Year over Year building growth decrease	
Sewer Impact Fees	57	\$ 469,845	\$ 282,015	\$ 255,000	\$ 419,000	64%	Appropriation	
Stormwater Fund	58	\$ 277,181	\$ 227,890	\$ 242,500	\$ 263,000	8%	City growing/revenue growing	
Street Impact Fees	59	\$ 125,536	\$ 53,226	\$ 100,000	\$ 100,000	0%	No increase of revenue	
<b>Total Revenues</b>		<b>\$ 15,357,899</b>	<b>\$ 10,454,749</b>	<b>\$ 14,311,150</b>	<b>\$ 18,478,250</b>	<b>29%</b>		

## Overall Expenditures

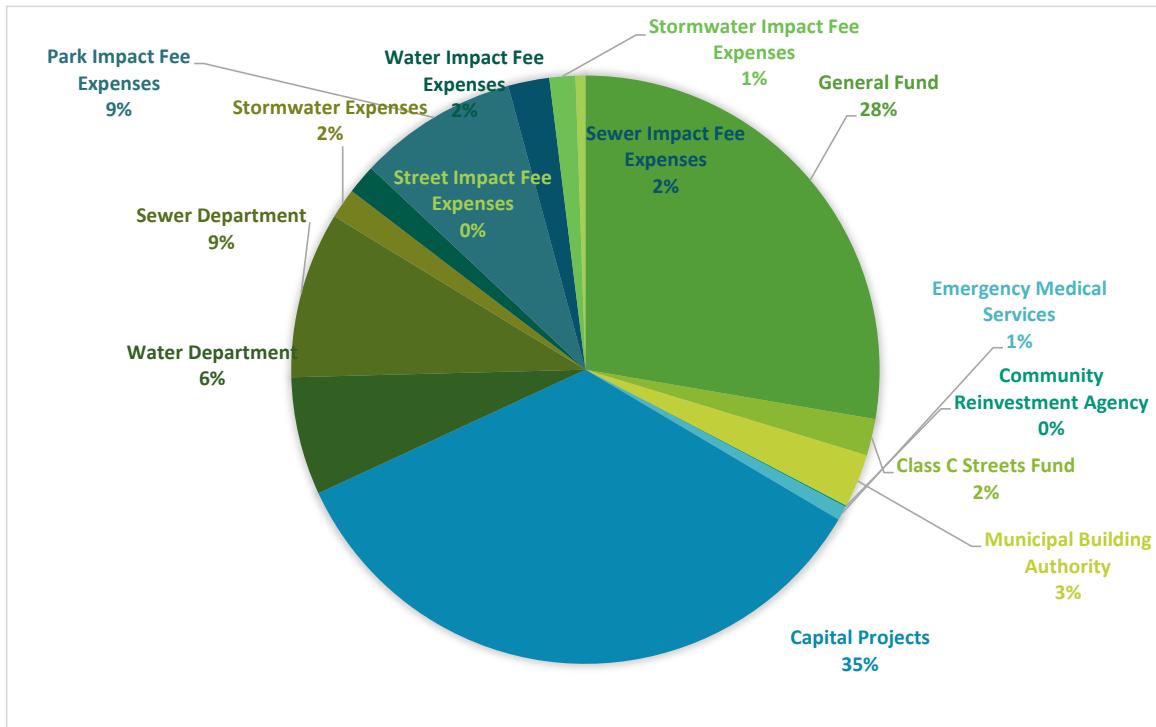
Expenditure	Acct. Number	Actual						Reason for Change
		FY 2021-22	Actual	Year-To-Date	Budget	Final Budget	% Change	
FY 2022-23	FY 2022-23	FY 2022-23	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	
General Fund	10	\$ 4,017,525	\$ 2,968,993	\$ 4,713,650	\$ 5,065,250	9%	City growing/expense growing	
Class C Streets Fund	11	\$ 1,169,638	\$ 263,919.14	\$ 300,000.00	\$ 383000.00	24%	Pavement condition assessment	
Municipal Building Authority	20	\$ 22,058	\$ 44,040	\$ 60,000	\$ 545,000	808%	Appropriation for Bldg Bond Payoff	
Community Reinvestment Agency	21	\$ -	\$ -	\$ 5,000	\$ 15,000	200%	Start up costs	
Emergency Medical Services	24	\$ 126,284	\$ 139,123	\$ 144,000	\$ 144,000	0%	No increase in expenses	
Capital Projects	45	\$ 3,665,417	\$ 451,843	\$ 4,519,000	\$ 6,396,000	42%	1200 W, Ridgeline Park, soccer field	
Water Department	51	\$ 636,687	\$ 629,749	\$ 1,023,500	\$ 1,200,000	17%	Water Line upsizing/system upgrades	
Sewer Department	52	\$ 1,498,223	\$ 930,107	\$ 1,308,000	\$ 1,690,000	29%	Camera Truck/sewer line upsizing	
Stormwater Expenses	53	\$ 271,784	\$ 157,953	\$ 284,600	\$ 338,000	8%	City growing/expense growing	
Water Impact Fee Expenses	55	\$ -	\$ -	\$ 147,000	\$ 300,000	104%	Design money for Capital Projects	
Park Impact Fee Expenses	56	\$ 81,694	\$ 14,915	\$ 1,210,000	\$ 1,620,000	34%	Ridgeline Park unspent in FY, rolling over	
Sewer Impact Fee Expenses	57	\$ 192,207	\$ 443,000	\$ 255,000	\$ 419,000	64%	Increased principal pmt on sewer debt	
Stormwater Impact Fee Expenses	58	\$ -	\$ -	\$ 159,000	\$ 263,000	65%	Construction of 2600 S retention basin	
Street Impact Fee Expenses	59	\$ -	\$ -	\$ 100,000	\$ 100,000	0%	No increase in expenses	
<b>Total Expenditures</b>		<b>\$ 11,681,517</b>	<b>\$ 6,043,642</b>	<b>\$ 14,228,750</b>	<b>\$ 18,478,250</b>	<b>30%</b>		



## Overall Revenues Fiscal Year 2023-2024



## Overall Expenses Fiscal Year 2023-2024



## General Fund Overview

*The General Fund Revenue Overview shows funds received by Nibley City from various sources, including taxes, fees for permits and licenses, grants, recreation, and other sources of General Fund revenue.*

*The General Fund Expenditure Overview shows funds spent by Nibley City for essential government services, including City Council, Administration, Elections, Public Works, Non-Departmental, Public Safety, Streets, Sanitation, Planning and Building, Parks, and Community Development and Recreation.*

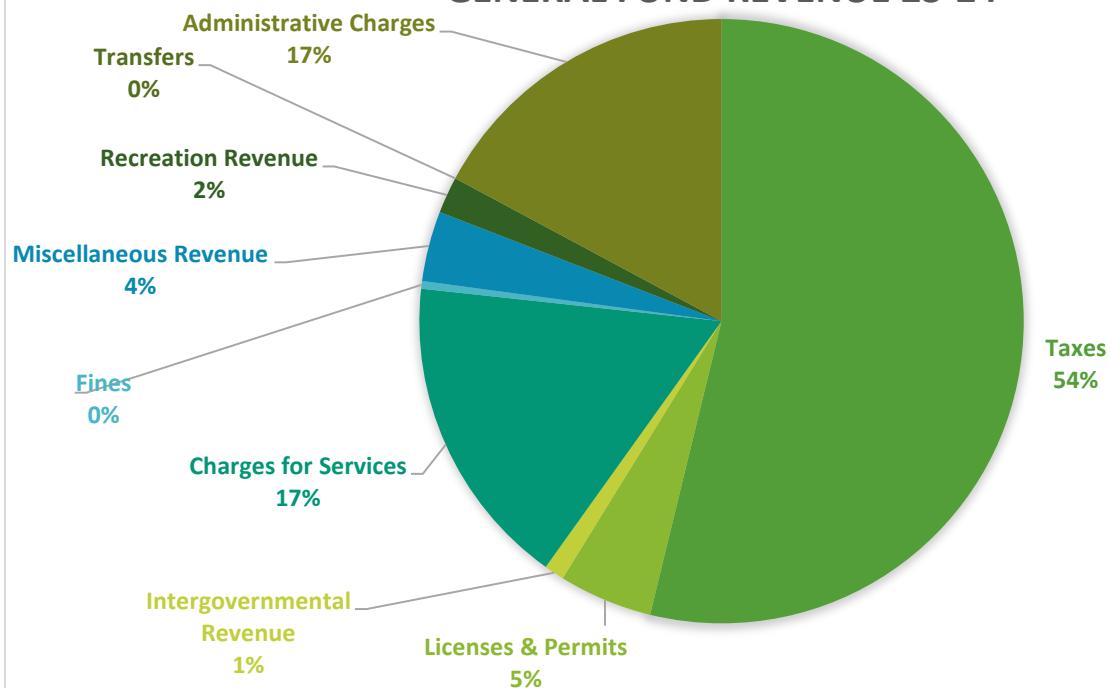
### Revenue

Revenue	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget 2022-23	FY	Final Budget FY 2023-24	% Change
Taxes	10-31	\$ 2,530,182	\$ 2,193,341	\$ 2,255,000	\$ 2,752,000	22%	
Licenses & Permits	10-32	\$ 425,989	\$ 142,326	\$ 273,000	\$ 256,000	-6%	
Intergovernmental Revenue	10-33	\$ 5,500	\$ 6,854	\$ 31,750	\$ 55,250	74%	
Charges for Services	10-34	\$ 904,228	\$ 675,986	\$ 757,000	\$ 861,000	14%	
Fines	10-35	\$ -	\$ -	\$ 19,000	\$ 21,000	11%	
Miscellaneous Revenue	10-36	\$ 503,906	\$ 867,689	\$ 495,500	\$ 142,000	-61%	
Recreation Revenue	10-37	\$ 93,703	\$ 89,904	\$ 101,400	\$ 100,000	-1%	
Transfers	10-38	\$ -	\$ -	\$ -	\$ -		
Administrative Charges	10-39	\$ 751,000	\$ 650,833	\$ 781,000	\$ 878,000	12%	
<b>Total General Fund Revenue</b>		<b>\$ 5,214,508</b>	<b>\$ 4,626,934</b>	<b>\$ 4,713,650</b>	<b>\$ 5,065,250</b>	<b>7%</b>	

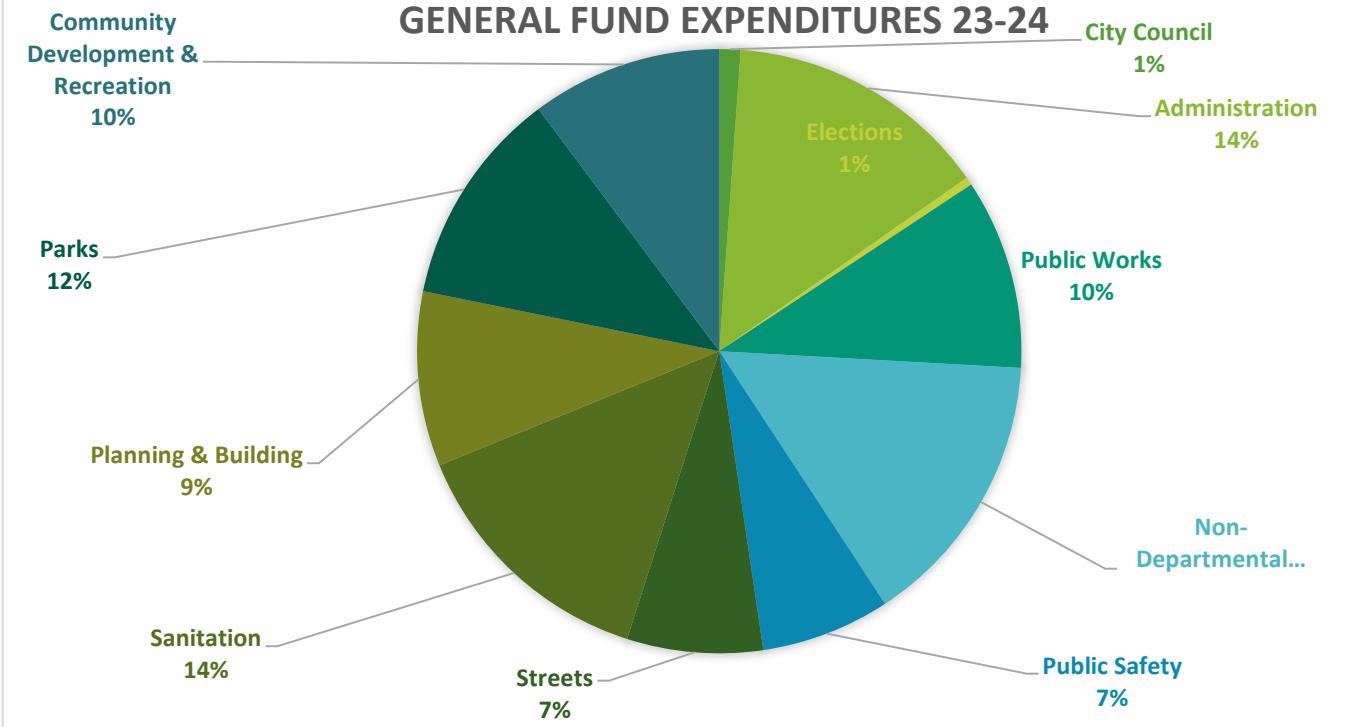
### Expenditures

Expenditures	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget 2022-23	FY	Final Budget FY 2023-24	% Change
City Council	10-41	\$ 48,034	\$ 39,902	\$ 54,500	\$ 58,000	6%	
Administration	10-43	\$ 585,771	\$ 528,498	\$ 677,200	\$ 724,000	7%	
Elections	10-47	\$ 7,822	\$ -	\$ 2,000	\$ 22,000	1000%	
Public Works	10-48	\$ 326,980	\$ 319,087	\$ 478,000	\$ 521,500	9%	
Non-Departmental	10-50	\$ 834,511	\$ 221,566	\$ 981,500	\$ 705,750	-22%	
Public Safety	10-54	\$ 296,753	\$ 303,707	\$ 336,700	\$ 354,000	5%	
Streets	10-60	\$ 290,106	\$ 205,961	\$ 346,500	\$ 372,000	7%	
Sanitation	10-62	\$ 585,916	\$ 449,866	\$ 562,000	\$ 712,000	27%	
Planning & Building	10-68	\$ 279,577	\$ 271,521	\$ 425,000	\$ 479,000	13%	
Parks	10-70	\$ 443,929	\$ 336,956	\$ 475,500	\$ 594,500	25%	
Community Development & Recreation	10-75	\$ 318,126	\$ 291,929	\$ 374,750	\$ 522,500	39%	
<b>Total General Fund Expenditures</b>		<b>\$ 4,017,525</b>	<b>\$ 2,968,993</b>	<b>\$ 4,713,650</b>	<b>\$ 5,065,250</b>	<b>7%</b>	
<b>Surplus/(Deficit)</b>		<b>\$ 1,196,984</b>	<b>\$ 1,657,941</b>	<b>\$ -</b>	<b>\$ (6,000)</b>		
<b>Beginning Cash Balance (est.)</b>					<b>\$ 1,000,000</b>		
<b>Reserves/(Appropriated Funds)</b>					<b>\$ -</b>		
<b>Ending Cash Balance (est.)</b>					<b>\$ 1,000,000</b>		

## GENERAL FUND REVENUE 23-24



## GENERAL FUND EXPENDITURES 23-24



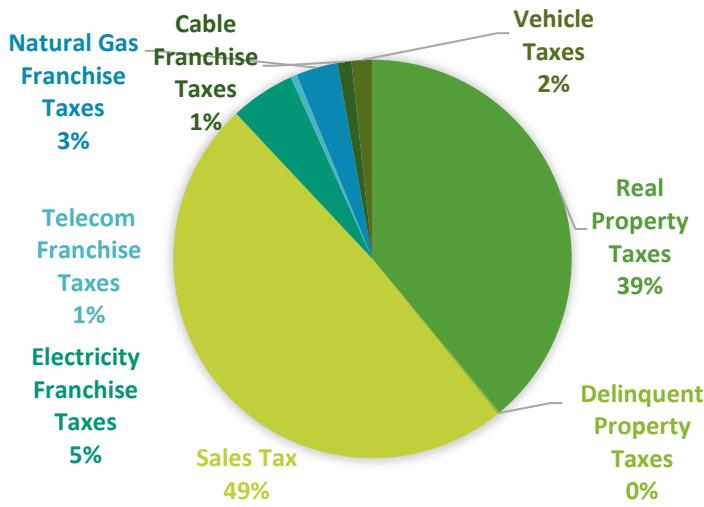
## General Fund Revenue: Taxes

The Taxes portion of the General Fund Revenue section of the budget accounts for funds received by Nibley City from taxes on property, sales, utilities, and vehicles.

From the table below, it is clear that Nibley's primary revenue sources are 1) Sales Tax from state sales tax redistribution, and 2) Property Taxes. Nibley's taxation policy should therefore support state sales tax laws that sustain this revenue and the management of staff and finances to maintain an attractive, quality community that is friendly to property owners and supportive of high property values.

Revenue	Account Number	Actual	Year-	Budget	Final Budget	% Change
		FY 2021-22	To-Date FY 2022-23			
<b>Taxes</b>						
Real Property Taxes	10-31-110	\$ 748,016	\$ 976,673	\$ 830,000	\$ 1,038,000	25%
Delinquent Property Taxes	10-31-120	\$ 5,780	\$ 3,906	\$ 10,000	\$ 5,000	-50%
Sales Tax	10-31-130	\$ 1,296,930	\$ 908,381	\$ 1,000,000	\$ 1,300,000	30%
Electricity Franchise Taxes	10-31-140	\$ 142,321	\$ 125,247	\$ 130,000	\$ 140,000	8%
Telecom Franchise Taxes	10-31-141	\$ 14,656	\$ 11,105	\$ 30,000	\$ 14,000	-53%
Natural Gas Franchise Taxes	10-31-142	\$ 104,823	\$ 99,370	\$ 90,000	\$ 90,000	0%
Cable Franchise Taxes	10-31-143	\$ 25,133	\$ 24,399	\$ 30,000	\$ 30,000	0%
Vehicle Taxes	10-31-150	\$ 89,591	\$ 44,260	\$ 45,000	\$ 45,000	0%
Mass Transit	10-31-160	\$ 102,933	\$ -	\$ 90,000	\$ 90,000	0%
<b>Total Taxes</b>		<b>\$ 2,530,182</b>	<b>\$ 2,193,341</b>	<b>\$ 2,255,000</b>	<b>\$ 2,752,000</b>	<b>22%</b>

Tax Revenue as a Percentage



Historic Tax Revenue



**10-31-110 Real Property Taxes** – Property tax revenue is determined by multiplying the property tax rate by the value of real property in the City. Property valuations are reviewed by the County annually and new valuations are released by the County each June. Based on the valuations determined by the County, the County adjusts the City's tax rate to a level that, when multiplied against the new year's property value, generates the same amount of dollars of revenue for the City as was generated the previous year. That rate is referred to as the Certified Rate. If property values go up, this would result in the certified tax rate going down. In order to allow the property tax revenue to grow with inflation and expansion, and to maintain sustainable and predictable service as the City grows, it is the City's practice to adjust the City's tax rate annually. This may be an increase or decrease depending on the state of the economy. If the certified rate is raised or lowered by Cache County, a vote of the City Council is required to adjust the tax rate back to the historic level of 0.001667. In order to adjust the rate up to the historical rate, the City is required to hold Truth in Taxation Hearing. If necessary, this hearing is held in August. Homeowners are taxed on 55% of the value on their primary residence. Please see Cache County Tax Rates here at this link: <https://www.cachecounty.org/auditor/tax-rates.html>.

**10-31-120 Delinquent Property Taxes** – These are property taxes that were not paid during the year they were due but were received during this fiscal year.

**10-31-130 Sales Tax** – These are taxes that are collected from retail sales both in Nibley and throughout the state. For every dollar spent in Nibley, one cent is set aside for cities as the municipal share. Nibley City receives 50% of all the municipal share sales taxes generated within Nibley City; the rest of that sales tax goes to the state's population pot. Sales tax generated in Nibley accounts for about 19% of the City's total sales tax revenue, with about 81% coming from statewide population redistribution. Nibley City receives taxes from the state's population pot based on Nibley City's total population. Sales taxes are collected each month and then distributed about 25 days after the last day of the month that the tax is due. The Sales Tax rate in Nibley is 7%. Of that, 4.85% goes to the state, 1% goes to the municipal share, as described above, 0.25% goes to the county, 0.30% goes to CVTD, 0.25% goes to Cache County for transportation, .25% for Transportation Infrastructure, and lastly 0.10% goes to the county for Recreation, Arts, Parks, and Zoo (RAPZ) Tax.

**10-31-140, 141,142, 143 Franchise Taxes** – Revenue generated from taxes and fees paid by utility customers to the utility companies that operate in the city. Franchise agreements are in place with Rocky Mountain Power, Dominion Energy, Comcast Cable Franchise, Digital First Telecom, and CenturyLink.

**10-31-150 Vehicle Taxes** – Revenue generated from the taxes the city receives from vehicle registrations of city residents' vehicles. These taxes are collected and distributed by Cache County once each month.

**10-31-160 CVTD (Pass Through)** – Revenue received from the State and passed through to CVTD.



## General Fund Revenue: Licenses, Permits, Intergovernmental Revenue, and Charges For Services

The **Licenses and Permits** portion of the Revenue section of the budget accounts for funds received by Nibley City from residents and businesses as fees for permits and licenses.

The **Intergovernmental Revenue** portion of the Revenue section of the budget shows funds received by Nibley City from other government agencies, which often includes grant funds.

The **Charges for Services** portion of the Revenue section of the budget shows funds received by Nibley City as charges for services provided by the City.

Revenue	Account Number	Actual				
		FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
<b>Licenses and Permits</b>						
Building Permits	10-32-210	\$ 401,961	\$ 119,377	\$ 250,000	\$ 233,000	-7%
Business Licenses & Fees	10-32-220	\$ 9,810	\$ 8,467	\$ 9,000	\$ 7,000	-22%
Fire Inspection Fee	10-32-225	\$ -	\$ 1,215	\$ 500	\$ 1,000	100%
Dog Licenses	10-32-250	\$ 14,188	\$ 13,238	\$ 10,000	\$ 12,000	20%
Kennel Licenses	10-32-251	\$ 30	\$ 30	\$ 500	\$ -	-100%
Right-of-way Permits	10-32-252	\$ -	\$ -	\$ 3,000	\$ 3,000	0%
<b>Total Licenses and Permits</b>		<b>\$ 425,989</b>	<b>\$ 142,326</b>	<b>\$ 273,000</b>	<b>\$ 256,000</b>	<b>-6%</b>

<b>Intergovernmental Revenue</b>						
Grant - Children's Theatre	10-33-322	\$ 5,500	\$ 5,000	\$ 6,750	\$ 5,250	-22%
Grant - Miscellaneous	10-33-323	\$ -	\$ 1,854	\$ 25,000	\$ 5,000	-80%
UDOT Tech Planning Assistance	10-33-324	\$ -	\$ -	\$ -	\$ 35,000	100%
Walkability Virtual Academy	10-33-325	\$ -	\$ -	\$ -	\$ 10,000	100%
<b>Total Intergovernmental</b>		<b>\$ 5,500</b>	<b>\$ 6,854</b>	<b>\$ 31,750</b>	<b>\$ 55,250</b>	<b>74%</b>

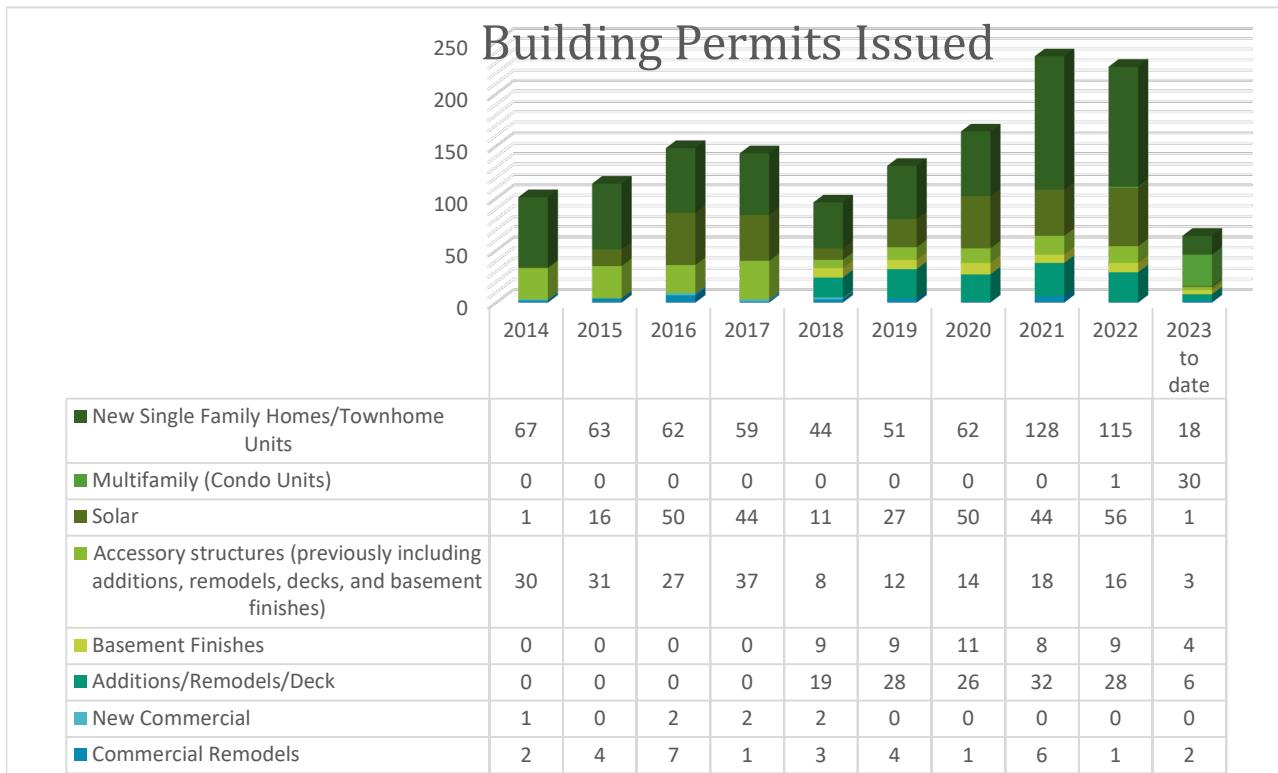
<b>Charges For Service</b>						
Comm. Center Dispatch	10-34-410	\$ 75,563	\$ 65,204	\$ 70,000	\$ 75,000	7%
Planning Review & Inspection	10-34-420	\$ 117,383	\$ 31,684	\$ 45,000	\$ 25,000	-44%
Development Fees Reimbursed	10-34-422	\$ 92,742	\$ 51,964	\$ 60,000	\$ 50,000	-17%
Refuse Collection Charges	10-34-430	\$ 606,488	\$ 518,225	\$ 575,000	\$ 700,000	22%
Community Center Rental	10-34-431	\$ 11,653	\$ 8,909	\$ 7,000	\$ 10,000	43%
Variance and Appeals	10-34-681	\$ 400	\$ -	\$ -	\$ 1,000	100%
<b>Total Charges for Service</b>		<b>\$ 904,228</b>	<b>\$ 675,986</b>	<b>\$ 757,000</b>	<b>\$ 861,000</b>	<b>14%</b>

### Licenses and Permits

**10-32-210 Building Permits** – Revenue generated from building permits. There was a total of 226 total building permits in calendar year 2022, 116 of which were new home permits. That is a decrease of 4% for new permits overall and a decrease of 9% on new home permits from the previous year of 2021.

In addition to the budgeted revenue that would come from new home permits, additional revenue is anticipated for other permits as well, such as for remodels, accessory structures, solar permits, and commercial permits.

The graph below shows the trend in building permits from FY14-15, FY15-16, FY16-17, FY17-18, FY18-19, FY 19-20, FY 20-21, and FY 21-22 including the breakdown for the types of permits. As of March 30, 2023, the City had **issued 43** new home permits since the beginning of this fiscal year for 23-24, 12 of which are for new homes.



**10-32-220 Business Licenses & Fees** - Revenue generated from business licensing fees and late fees, which includes \$30 for a home-based business with impact and \$150 for a commercial business, as well as a \$10 late fee. The City currently has 151 home-based businesses and 33 commercial businesses, for an overall annual increase of 11% over last year.

**10-32-225 Fire Inspection Fee** - Revenue generated from commercial business license fire inspection fees. The fee is collected by Nibley from the business at the time of renewal of the business license. Cache County conducts the inspection, and the cost is passed along to the business owners.

**10-32-250 Dog Licenses** - Revenue generated from dog license fees, which is \$25 for spayed/neutered dogs or \$35 for unaltered dogs, less a \$10 discount if paid before 2/28 of each year. Revenue is used to pay for animal control services provided by the Sheriff's office. Reimbursement of dog boarding is also

**10-32-251 Kennel License** - Revenue generated from kennel license fees, which are \$30 for a multi-dog license for up to 3 dogs. Revenue is used to pay for animal control services provided by the Sheriff's office. See expenditure account [10-54-360](#) for reference.

**10-32-252 Right-Of-Way Permits** - Revenue generated from permits granting the use of a roadway, PUE, or other property.

### Intergovernmental Revenue

**10-33-322 Children's Theatre Grants** - Revenue generated from anticipated grants including: a \$1000 State of Utah grant, a \$1,250 RAPZ grant, a \$3,000 Rocky Mountain Power Grant, and a \$750 Utah Division of Arts & Museum Grant. See expenditure account [10-75-661](#) for reference.

**10-33-323 Grants Miscellaneous** - Revenue generated from economic development, public safety or other grant sources.

**10-33-324 UDOT Technical Planning Assistance** - Revenue generated from UDOT to make our community more walkable, moveable, equitable, and inclusive.

**10-33-325 Walkability Virtual Academy** - Funds given to the City for participating in the Walkability Virtual Academy.

### Charges for Services

**10-34-410 Communications Center-Dispatch** - Revenue generated from a \$3 per residence and business monthly charge to pay for the countywide dispatch center. This charge is passed on to Logan City through expense account [10-54-440](#). The \$2 dispatch center fee provides funds to support the Countywide 911 Emergency Dispatch Center and the \$1 Radio Fee provides funds to support the radio and antenna infrastructure around the county that is used by public safety agencies.

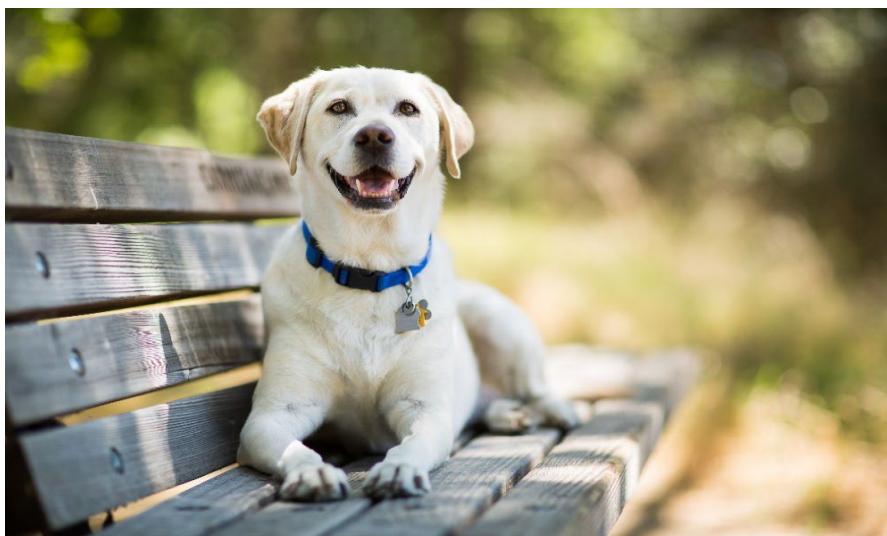
**10-34-420 Planning Review and Inspection Fees** - Revenue generated for application fees, such as for submission of a final plat, to pay for items reviewed by the Planning Commission. This account is also used for receipt of fees for land use appeal hearings. Those hearings typically only occur a couple of times per year. This account also will receive revenue for development review and inspection fees.

**10-34-422 Development Fees Reimbursement** - Revenue generated from developers who reimburse the City for fees the City incurs such as street lights, concrete collars, trees, and engineering and legal reviews.

**10-34-430 Refuse Collection Service Fees** - Revenue generated from fees paid by residents for garbage, recycling, and green waste collection services. Revenue is passed through to Cache Waste Consortium through expenditure account [10-62-320](#). The City charges an extra 25 cents per can for an administrative fee in addition to what Cache Waste Consortium charges for the services.

**10-34-431 Community Center Rental Fees** - Revenue generated from Community Center/Council Chambers rentals. Community Rental Fees are: Resident Small Gathering \$100, Resident Large Gathering \$200, Non-Resident Small Gathering \$150, Non-Resident Large Gathering \$350.

**10-34-681 Variance and Appeals** - Revenue generated from Variance and Appeal applications.



## General Fund Revenue - Fines/Misc. Revenue

The **Fines** portion of the Revenue section of the budget accounts for fines received by Nibley City from the Justice Court.

The **Miscellaneous Revenue** portion accounts for funds received by Nibley City from a variety of sources.

Revenue	Account Number	Actual					
		FY 2021-22	Year-To-Date FY 2022-23	Budget 2022-23	FY	Final Budget FY 2023-24	% Change
<b>Fines</b>							
Court Fines	10-35-510	\$ -	\$ 22,434	\$ 18,000	\$ 20,000	\$ 20,000	11%
Administrative Fines	10-35-515	\$ -	\$ 560	\$ 1,000	\$ 1,000	\$ 1,000	0%
<b>Total Fines</b>		<b>\$ -</b>	<b>\$ 22,994</b>	<b>\$ 19,000</b>	<b>\$ 21,000</b>	<b>\$ 21,000</b>	<b>11%</b>
<b>Miscellaneous Revenue</b>							
Interest Earnings	10-36-610	\$ 20,150	\$ 373,856	\$ 40,000	\$ 100,000	\$ 100,000	275%
Sale of Surplus Equipment	10-36-670	\$ 31,887	\$ 7,875	\$ -	\$ -	\$ -	0%
House Rent	10-36-683	\$ 11,570	\$ 26,703	\$ 18,000	\$ 30,000	\$ 30,000	67%
Penalties	10-36-684	\$ 2,523	\$ 1,719	\$ 2,000	\$ 2,000	\$ 2,000	0%
Damage To City Property Reim.	10-36-686	\$ 7,516	\$ 25,944	\$ 500	\$ 1,000	\$ 1,000	100%
Miscellaneous Revenue	10-36-690	\$ 4,814	\$ 4,932	\$ 10,000	\$ 5,000	\$ 5,000	-50%
Land Leases	10-36-691	\$ 3,230	\$ 4,445	\$ 3,000	\$ 4,000	\$ 4,000	33%
American Rescue Plan Act	10-36-696	\$ 422,216	\$ 422,216	\$ 422,000	\$ -	\$ -	-100%
<b>Total Miscellaneous Revenues</b>		<b>\$ 503,906</b>	<b>\$ 867,689</b>	<b>\$ 495,500</b>	<b>\$ 142,000</b>	<b>\$ 142,000</b>	<b>-61%</b>

### **Fines**

**10-35-510 Court Fines** - Revenue paid to Nibley from Hyrum City Court (after Hyrum retains portion for costs), for ordinance penalties assessed to residents for civil infractions or misdemeanors.

**10-35-515 Administrative Fines** - Revenue generated to Nibley City from ordinance penalties assessed to residents for civil infractions or misdemeanors.

### **Miscellaneous Revenue**

**10-36-610 Interest Earnings** - Revenue generated from interest earned by the City on all fund balances of money held in interest-bearing accounts. The interest is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of each total fund balance.

**10-36-670 Sale of Surplus Equipment** - No funds are budgeted in this account this year.

**10-36-683 House Rent** - Revenue generated from this account is for the 3 houses located at 3184 S Main, 3196 S Main, and 465 W 3200 S. The City purchased 2 of the houses in anticipation of the realignments of 3200 South, and the 3rd house was purchased due to the proximity to City Hall for possible future projects.

**10-36-684 Penalties** - Revenue generated from penalties/fees related to bank charges and late fees.

**10-36-686 Reimbursement for Damage to City Property** - Revenue generated for reimbursement from an individual or company if damage is done to any City property. A common source is motor vehicle accidents that damage trees or infrastructure.

**10-36-690 Miscellaneous Revenue** - Revenue for which there is not an associated revenue account.

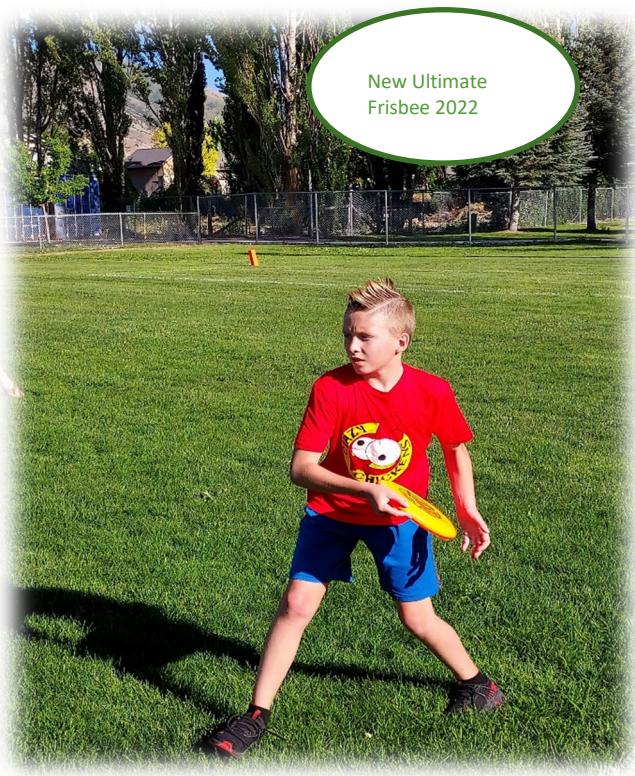
**10-36-691 Land Leases** - Revenue generated from rent paid by individuals leasing city-owned land.

**10-36-696 American Rescue Plan Act** - No funds are budgeted in this account this year.

## General Fund Revenue - Recreation

The Recreation Revenue portion of the Revenue section of the budget shows funds received by Nibley City as charges for programs and events run by the City's Recreation Department.

Revenue	Account Number	Actual		Year-		Final Budget	% Change
		FY 2021-22	FY 2022-23	To-Date	Budget		
Field Rental	10-37-440	\$ 1,465	\$ 1,805	\$ 2,200	\$ 2,000	-9%	
Youth & Adult Programs	10-37-442	\$ 67,722	\$ 66,532	\$ 72,000	\$ 72,000	0%	
Nibley Fitness	10-37-444	\$ 6,315	\$ 6,030	\$ 5,000	\$ 6,000	20%	
Fitness Programs	10-37-445	\$ 3,585	\$ 2,442	\$ 3,000	\$ 3,000	0%	
Special Events	10-37-446	\$ (403)	\$ 380	\$ 500	\$ 500	0%	
Rec Rental Equipment	10-37-450	\$ -	\$ 5	\$ 200	\$ -	-100%	
Park/Pavilion Rental Fees	10-37-460	\$ 3,057	\$ 3,618	\$ 3,000	\$ 4,000	33%	
Heritage Days	10-37-660	\$ 370	\$ 7,800	\$ 7,000	\$ 7,000	0%	
Youth Council Revenue	10-37-661	\$ 1,342	\$ 622	\$ 1,500	\$ 1,000	-33%	
Nibley Royalty	10-37-662	\$ 1,400	\$ 1,540	\$ 1,000	\$ 1,500	50%	
Sponsorships	10-37-665	\$ 8,850	\$ (950)	\$ 6,000	\$ 3,000	-50%	
Recreation Grants	10-37-700	-	\$ 80	-	-	-	
<b>Total Recreation Revenue</b>		<b>\$ 93,703</b>	<b>\$ 89,904</b>	<b>\$ 101,400</b>	<b>\$ 100,000</b>	<b>-1%</b>	



**10-37-440 Field Rental** - Revenue generated from the rental of Nibley City recreational fields.

**10-37-442 Youth & Adult Programs** - Revenue generated from Youth Baseball, Softball, Ultimate Frisbee, Super STARt Programs, Youth Soccer, Summer Camp, Clinics and Tournaments and adult drop- in soccer for fall and spring. This is associated with expenditure account [10-75-515](#).

**10-37-444 Nibley Fitness** - Revenue generated from fitness classes hosted by the City. This is associated with expenditure account [10-75-670](#).

**10-37-445 Fitness Programs** - Revenue generated from recreation races hosted by the City. This is associated with expenditure account [10-75-670](#).

**10-37-446 Special Events** - Revenue generated from special events. This is associated with expenditure account [10-75-540](#).

**10-37-450 Rec Rental Equipment** - Revenue generated from equipment available to rent for family reunions, family nights, youth groups, etc. This is associated with expenditure account [10-75-500](#).

**10-37-460 Park/Pavilion Rental Fees** - Revenue generated from park/pavilion rentals. This is separate from field rentals above.

**10-37-660 Heritage Days Revenue** - Revenue generated through Heritage Days activities and sponsorships. See expenditure account [10-75-660](#).

**10-37-661 Youth Council Revenue** - Revenues generated by Youth Council fundraisers and donations. See expenditure account [10-75-662](#).

**10-37-662 Nibley Royalty** - Revenue generated through participation fees and donations. See expenditure account [10-75-664](#).

**10-37-665 Sponsorship** - Revenue from recreation sponsor donations.

**10-37-700 Recreation Grants** - No grant funds are anticipated this year.



## General Fund Revenue: Transfers & Administrative Charges

The Transfers section of the budget shows funds transferred to other funds within our budget.

The Administrative Charges portion of the budget shows funds transferred into the General Fund from enterprise funds.

Revenue	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change	
<b>Transfers</b>							
Appropriated Fund Balance	10-38-890	\$ -	\$ -	\$ -	\$ -	0%	
CRA Transfer to GF	10-38-892	\$ -	\$ -	\$ -	\$ -	0%	
		\$ -	\$ -	\$ -	\$ -	0%	
<b>Administrative Charges</b>							
Water	10-39-700	\$ 335,000	\$ 291,667	\$ 350,000	\$ 395,000	13%	
Sewer	10-39-701	\$ 335,000	\$ 291,667	\$ 350,000	\$ 395,000	13%	
Stormwater	10-39-702	\$ 81,000	\$ 67,500	\$ 81,000	\$ 88,000	9%	
<b>Total Administrative Charges</b>		<b>\$ 751,000</b>	<b>\$ 650,833</b>	<b>\$ 781,000</b>	<b>\$ 878,000</b>	<b>12%</b>	
<b>Total General Fund Revenues</b>		<b>\$ 5,214,508</b>	<b>\$ 4,649,928</b>	<b>\$ 4,713,650</b>	<b>\$ 5,115,250</b>		

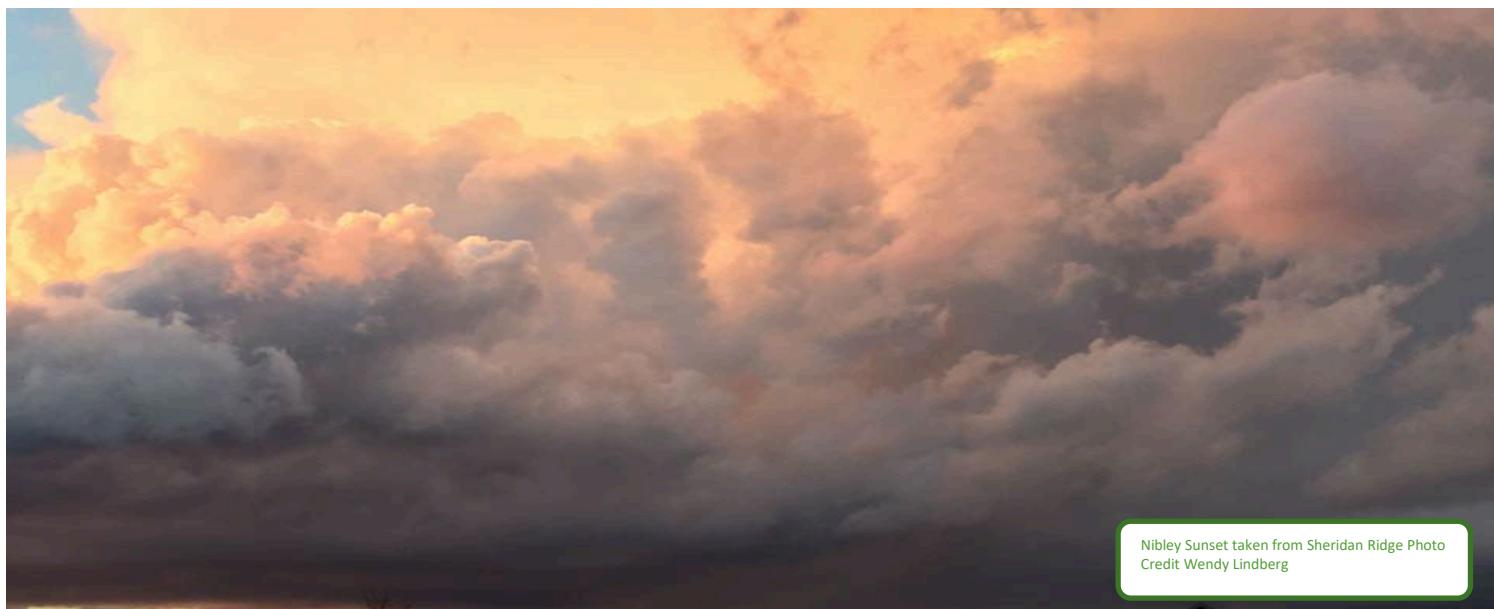
### Transfers

**10-38-890 Appropriated Fund Balance** - This account is used to allocate funds from the existing fund balance.

**10-38-892 CRA Transfer to General Fund** - No funds are budgeted for this fiscal year. Per the agreement of the formation of the CRA, 5% of funds received into the CRA are eligible to transfer into the General Fund as an Administrative Fee for the CRA.

### Administrative Charges

**10-39-700, 701 and 702** - Enterprise funds (water, sewer, stormwater) reimburse the General Fund for costs incurred in managing and operating the utility operations. An analysis is performed each year to examine the administrative costs and the costs are adjusted accordingly. These costs include staff, software, equipment, facilities, vehicles, etc.



# GENERAL FUND EXPENSES

FISCAL YEAR 2023-2024

Nibley Sunset over the Wellsvilles  
Photo Credit Wendy Lindberg

## City Council

*City Council expenses cover expenses related education, training and travel for the Mayor and five Councilmembers.*

*The Mayor is also given a small amount of discretionary funds to cover the cost of membership in Mayors associations, and various other expenses that the Mayor sees fit.*

	Account Number	Actual					
		FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	Budget % Change	
Salaries & Wages	10-41-110	\$ 31,362	\$ 27,728	\$ 36,000	\$ 36,000	0%	
Employee Benefits	10-41-130	\$ 6,776	\$ 5,365	\$ 7,500	\$ 8,000	7%	
Education, Travel & Training	10-41-230	\$ 8,854	\$ 6,639	\$ 10,000	\$ 12,000	20%	
Mayor's Discretionary	10-41-620	\$ 1,042	\$ 170	\$ 1,000	\$ 2,000	100%	
<b>Total Mayor/Council Expenditures</b>		<b>\$ 48,034</b>	<b>\$ 39,902</b>	<b>\$ 54,500</b>	<b>\$ 58,000</b>	<b>6%</b>	

**10-41-110 Salaries & Wages** - Funds allocated for Councilmember and Mayor stipends. The City's policy is to adjust the stipend annually at the same rate as it is adjusted for other employees.

**10-41-130 Employee Benefits** - Funds allocated to be paid for Social Security & Medicare withholdings, and telephone/data allowances.

**10-41-230 Education, Training & Travel** - Funds allocated for hotel costs, mileage, and per diem. The amount is to cover costs for councilmembers and companions to attend the Utah League of Cities & Towns Annual and Mid-Year Conferences, as well as other travel and training.

**10-41-620 Mayor's Discretionary** - Funds allocated at the Mayor's discretion for city-related needs.

***The Nibley City Council***



*From Left to Right: Kay Sweeten, Nathan Laursen, Tom Bernhardt, Mayor Larry Jacobsen, Norm Larsen, and Erin Mann*

## Administration

*Administration fees cover the administrative and office expenses that relate to regular business operations of the City and are not necessarily specific to a department.*

Expenses	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Final Budget FY 2022-23	Final Budget FY 2022-23	% Change	
Salaries & Wages	10-43-110	\$ 348,981	\$ 299,329	\$ 380,000	\$ 399,000	5%	
Employee Benefits	10-43-130	\$ 170,194	\$ 158,619	\$ 188,000	\$ 215,000	14%	
Education, Travel & Training	10-43-230	\$ 7,152	\$ 11,650	\$ 20,000	\$ 22,000	10%	
Memberships & Dues	10-43-300	\$ 3,483	\$ 12,081	\$ 9,000	\$ 4,000	-56%	
Professional Services	10-43-310	\$ 35,100	\$ 30,450	\$ 42,000	\$ 45,000	7%	
Legal Expense	10-43-311	\$ 160	\$ 60	\$ 5,000	\$ 5,000	0%	
Economic Development	10-43-341	\$ -	\$ -	\$ 4,000	\$ 4,000	0%	
Department Expenditures	10-43-400	\$ 20,700	\$ 16,308	\$ 29,200	\$ 30,000	3%	
<b>Total Admin. Expenditures</b>		<b>\$ 585,771</b>	<b>\$ 528,498</b>	<b>\$ 677,200</b>	<b>\$ 724,000</b>	<b>7%</b>	

**10-43-110 Salaries & Wages** - Funds allocated for salaries of the following employees:

- City Manager
- Treasurer
- Recorder
- Office Specialist/Utility Billing Clerk

**10-43-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-43-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licenses and certification fees.

**10-43-300 Memberships & Dues** - Funds allocated for professional memberships & dues, which may include: the Utah League of Cities and Towns, International City Managers Association, Utah City Managers Association, Utah Municipal Clerk's Association, American Society of Civil Engineers, International Institute of Municipal Clerks, Cache Chamber of Commerce, Utah Association of Public Treasurers, BRAG Area Recorders and Clerks Association, Government Finance Officers Association, the American Public Treasurers Association of United States and Canada, Cache Mayor's Association Dues, and the Utah Government Finance Officers Association.

**10-43-310 Professional Services** - Funds allocated for outside auditing and accounting services.

**10-43-311 Legal Expenses** - Funds allocated for legal services.

**10-43-341 Economic Development** - Funds allocated for economic development training, consulting and related services.

**10-43-400 Department Expenditures** - Funds allocated to cover a variety of general department expenditures.

## Elections

*Municipal elections occur during "odd" years. Every other year the City holds an election where citizens elect either a mayor and two council members, or three council members. These funds are used to pay for those elections. Over the past few election cycles, the City has contracted with Cache County to assist in running the elections.*

Expenses	Account Number	Actual	Actual		Year-		FY 2023-24	% Change
			FY 2021-2022	To-Date	FY 2022-23	Budget		
Department Expenditures	10-47-400	\$ 574	\$	-	\$ 2,000	\$ 2,000	0%	
Cache County	10-47-450	\$ 7,248	\$	-	\$	\$ 20,000	100%	
<b>Total Election Expenditures</b>		<b>\$ 7,822</b>	<b>\$</b>	<b>-</b>	<b>\$ 2,000</b>	<b>\$ 22,000</b>	<b>1000%</b>	

**10-47-400 Department Expenditures** - Funds allocated to cover a variety of general department expenditures but will mainly be used to educate the public regarding Rank Choice Voting. Expenditures may include:

- \* Designing and mailing an individual flyer included with utility bills
- \* Advertising at Heritage Days
- \* Potential election signs as are typically used during political campaigns
- \* Publish public notices
- \* Inform candidates and the public of legal requirements governing candidates and campaigns

**10-47-450 Cache County** - These funds will be used to pay for the contract with the county to run Rank Choice Voting this municipal election. Funds will pay for postage, ballot printing, ballot counting, poll workers, and some publications.



## Public Works

Public Works department oversees the City's Water, Sewer, Streets, Stormwater, and Parks Departments. Our Public Works Department trains and educates personnel necessary for our City to sustain services essential for the welfare and quality of life for its citizens. Guiding principles of the Public Works Department include:

- 1- Protecting the health and well being of the public and City employees
- 2- Responsive, respectful, and friendly to residents and coworkers
- 3- Provide all services in a safe and efficient manner
- 4- Provide opportunities for education and training for all employees

Expenses	Account Number	Actual				% Change
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23		
Salaries & Wages	10-48-110	\$ 142,553	\$ 151,242	\$ 230,000	\$ 248,000	8%
Employee Benefits	10-48-130	\$ 61,119	\$ 57,986	\$ 90,000	\$ 100,000	11%
Education, Travel & Training	10-48-230	\$ 3,119	\$ 1,991	\$ 6,000	\$ 11,000	83%
Office Supplies	10-48-240	\$ 2,601	\$ 546	\$ 2,000	\$ 2,000	0%
Uniforms and PPE	10-48-247	\$ 7,186	\$ 3,952	\$ 9,000	\$ 9,000	0%
Facilities and Maintenance	10-48-250	\$ 10,943	\$ 7,395	\$ 15,000	\$ 16,000	7%
Vehicle Fuel	10-48-251	\$ 39,420	\$ 44,196	\$ 50,000	\$ 55,000	10%
Vehicle Repair and Maintenance	10-48-252	\$ 25,665	\$ 28,641	\$ 30,000	\$ 32,000	7%
Utilities	10-48-270	\$ 12,861	\$ 14,774	\$ 12,000	\$ 15,000	25%
Memberships & Dues	10-48-300	\$ 328	\$ 774	\$ 3,000	\$ 2,000	-33%
Professional Services	10-48-310	\$ 89	\$ -	\$ 500	\$ 500	0%
Legal Expense	10-48-311	\$ 270	\$ -	\$ 500	\$ 500	0%
Department Expenditures	10-48-400	\$ 7,399	\$ 4,882	\$ 7,500	\$ 8,000	7%
Engineering Expense	10-48-514	\$ 8,346	\$ 181	\$ 8,500	\$ 8,500	0%
Emergency Expenses	10-48-515	\$ 827	\$ 422	\$ 10,000	\$ 10,000	0%
Safety	10-48-516	\$ 4,254	\$ 2,104	\$ 4,000	\$ 4,000	0%
<b>Total Public Works Expenditures</b>		<b>\$ 326,980</b>	<b>\$ 319,087</b>	<b>\$ 478,000</b>	<b>\$ 521,500</b>	<b>9%</b>

**10-48-110 Salaries & Wages** - Funds allocated for salaries for Public Works Director, City Engineer, and 50% of a part-time Public Works Inspector.

**10-48-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-48-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licenses and certification fees.

**10-48-240 Office Supplies** - Office supplies for all Public Works departments.

**10-48-247 Uniforms and PPE** - Funds allocated for public works safety and cold weather gear, boots, shirts, etc. This account includes funds for all public works departments' uniform expenses.

**10-48-250 Facilities and Maintenance** - Funds allocated for maintenance of City Hall and Public Works buildings.

**10-48-251 Vehicle Fuel** - Funds allocated for all vehicle fuel expenses. Enterprise departments reimburse the General Fund for these costs through the administrative charges in accounts 10-39-700 through 10-39-702.

**10-48-252 Vehicle Repair and Maintenance** - Funds allocated for all vehicle repairs and maintenance. Enterprise departments reimburse the General Fund for these costs through the administrative charges in accounts 10-39-700 through 10-39-702.

**10-48-270 Utilities** - Funds allocated for utility costs at the Public Works buildings. Enterprise departments reimburse the General Fund for these costs through the administrative charges in accounts 10-39-700 through 10-39-702.

**10-48-300 Memberships & Dues** - Funds allocated for professional memberships and dues, which includes the American Public Works Association, the Utah Floodplain and Stormwater Management Association, the Utah Section of the American Society of Civil Engineers, the International Code Council, the Division of Professional Licensing, as well as the Utah City Engineers Association. These memberships provide opportunities for educational training and networking with other industry professionals across the state.

**10-48-310 Professional Services** - Funds allocated for non-engineering or non-legal professional services, including appraisal services.

**10-48-311 Legal Expense** - These funds are for legal services related to Public Works projects.

**10-48-400 Department Expenditures** - Funds allocated for general costs related to the public works department, including wireless service for field devices.

**10-48-514 Engineering Expense** - Funds allocated for outside engineering costs related to public works functions.

**10-48-515 Emergency Expense** - Funds allocated for any unforeseen costs due to an emergency.

**10-48-516 Safety** - Funds allocated for safety training, equipment, and incentives.



## Non-Departmental

*Non-Departmental expenses are expenses that benefit all departments in the City, and are not tied to a specific department.*

Expenses	Account Number	Actual		Year-		Budget	Final Budget	% Change
		FY 2021-22	To-Date 2022-23	FY 2022-23	FY 2023-24			
Office Supplies	10-50-240	\$ 6,441	\$ 3,793	\$ 6,000	\$ 6,500	8%		
Postage/Shipping	10-50-243	\$ 3,915	\$ 469	\$ 1,500	\$ 1,500	0%		
Utility Billing Postage	10-50-245	\$ 12,469	\$ 10,069	\$ 14,000	\$ 14,000	0%		
Facilities and Maintenance	10-50-250	\$ 1,825	\$ 3,346	\$ 3,000	\$ 3,000	0%		
Utilities	10-50-270	\$ 15,594	\$ 12,761	\$ 15,000	\$ 16,000	7%		
Software	10-50-370	\$ 58,143	\$ 44,824	\$ 55,000	\$ 55,000	0%		
Bank Charges	10-50-440	\$ 5,960	\$ 18,619	\$ 20,000	\$ 21,000	5%		
Insurance Expense	10-50-510	\$ 51,280	\$ 58,358	\$ 60,000	\$ 75,000	25%		
Building Lease(transfer to MBA)	10-50-511	\$ 50,000	\$ 41,667	\$ 50,000	\$ 50,000	0%		
Emergency Expense	10-50-515	\$ -	\$ 6,109	\$ 10,000	\$ 10,000	0%		
Information Technology	10-50-518	\$ 18,749	\$ 16,660	\$ 26,000	\$ 26,000	0%		
Community Center	10-50-520	\$ 1,746	\$ 120	\$ 2,000	\$ 2,000	0%		
Newsletter	10-50-530	\$ 5,456	\$ 4,772	\$ 7,000	\$ 7,000	0%		
Transfer To Capital Projects	10-50-910	\$ 500,000	\$ -	\$ 200,000	\$ 374,750	87%		
Transfer to CRA	10-50-915	\$ -	\$ -	\$ -	\$ 10,000			
Mass Transit Tax Pass Through	10-50-920	\$ 102,933	\$ -	\$ 90,000	\$ 90,000	0%		
American Rescue Plan Act	10-50-921	\$ -	\$ -	\$ 422,000	\$ -	-100%		
<b>Total Non-Departmental Expenses</b>		<b>\$ 834,511</b>	<b>\$ 221,566</b>	<b>\$ 981,500</b>	<b>\$ 761,750</b>	<b>-22%</b>		

**10-50-240 Office Supplies** - Office supplies for City Hall.

**10-50-243 Postage/Shipping** - Funds allocated for the costs of mailing/shipping and stamps.

**10-50-245 Utility Billing Postage** - Funds allocated for mailing monthly utility statements.

**10-50-250 Facilities and Maintenance** - Funds allocated for office equipment maintenance; includes copier costs but does not include computers. Funds also cover repairs at City Hall, along with cleaning supplies.

**10-50-270 Utilities** - Funds allocated for City Hall utilities: electricity, natural gas, telephone, internet, etc.

**10-50-370 Software** - Funds allocated for Microsoft and Adobe subscriptions, Municode, Civic Review, Cloudspeaker Community Alert System, Engineering Software, PIDJ, Sportsites, Domain Listing, and Caselle Software, which includes accounting, timekeeping, utility, animal licensing, and work order software.

**10-50-440 Bank Charges** - Funds allocated for credit card merchant fees charged by Xpress Bill Pay for residents' utility payments, as well as merchant fees charged for reservations made through Sportsites. This account also includes expenses for credit card processing fees, bank fees, as well as NSF fees charged to Nibley City for returned checks.

**10-50-510 Insurance Expense** - Funds allocated for insurance premium costs for City vehicles, City property, worker's compensation, and the City's general liability policy. The premium cost is \$50k, which is an increase of 10% from last year, primarily due to salary increases. The extra \$25k is to cover the cost of an increase in the cyber-security deductible, should it be needed.

**10-50-511 Building Lease** - Funds allocated for City Hall bond payments paid through the Municipal Building Authority. See account [20-30-500](#). Sufficient money is being transferred into the MBA to pay off the loan for the construction of City Hall.

**10-50-515 Emergency Expense** - Funds allocated for unforeseen costs due to an emergency.

**10-50-518 Information Technology** - Funds allocated for IT, server, email, backup, and tech support. Funds allocated to repair, replace, and upgrade office computers, for IT security software, and to host and manage Nibley City's website.

**10-50-520 Community Center** - Funds allocated for expenses related to repairs in the City Hall Community Room.

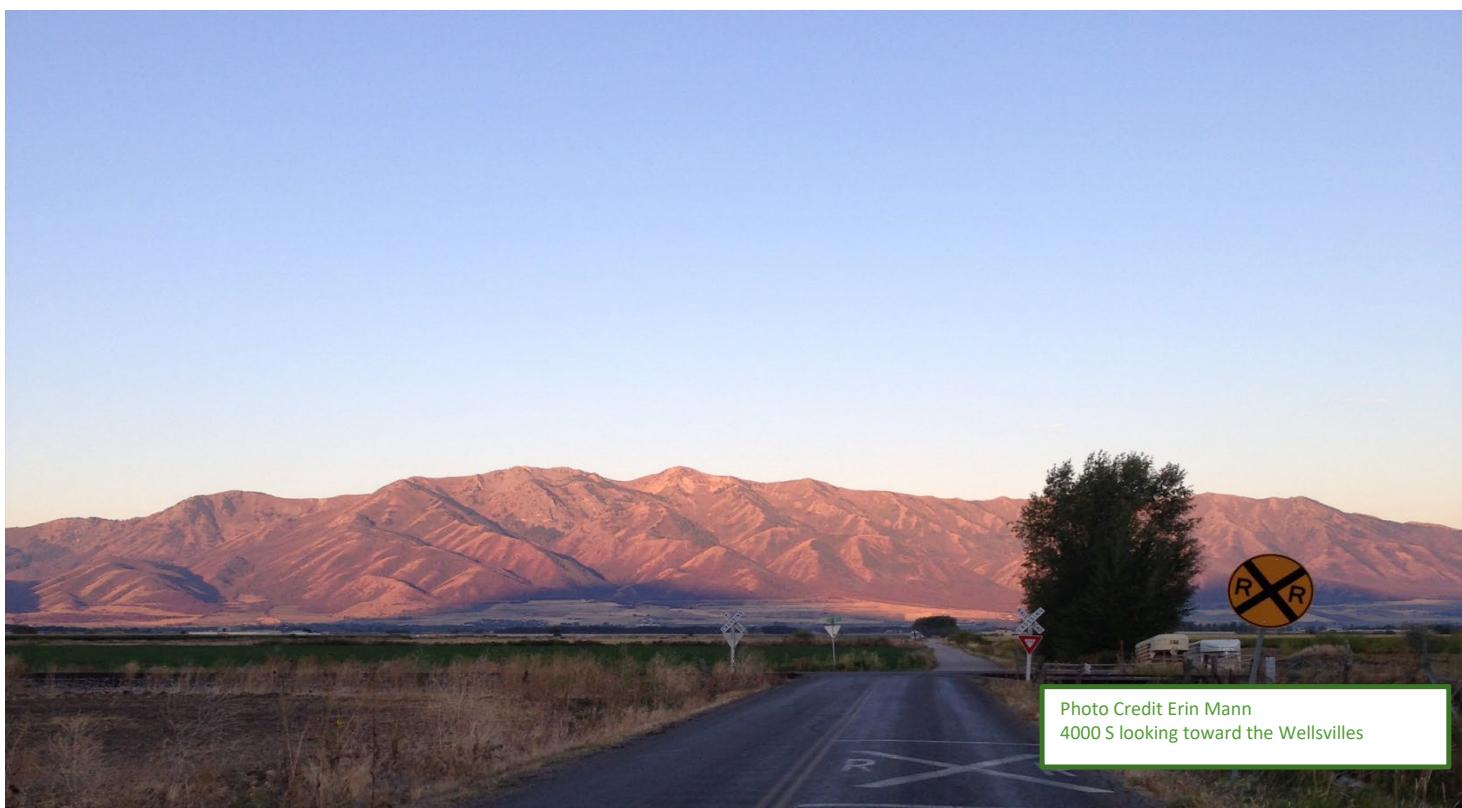
**10-50-530 Newsletter** - Funds allocated for printing the monthly City newsletter.

**10-50-910 Transfer to Capital Project Fund** - This account is used to transfer surplus funds from the General Fund into the Capital Projects Fund.

**10-50-915 Transfer to CRA** - This account is used to transfer funds from the General Fund into the CRA Fund. In the future this will likely not take place, however, in order to get the CRA up and running, it may require some seed money. The money will be used to pay a consultant to help with the required documents and agreements. If money is transferred into the CRA, it will be paid back to the General Fund at a future date.

**10-50-920 Mass Transit Tax Pass Through** - This money is received through the State and passed through to CVTD. See associated Revenue account [10-31-160](#).

**10-50-921 American Rescue Plan Act** - Funds allocated previously from the federal government for expenses related to the COVID-19 pandemic.





# PUBLIC SAFETY

FISCAL YEAR 2023-2024

**HYRUM**

## Public Safety

Public Safety expenses are related to contracted services for Court, Criminal Prosecution, Law Enforcement, Fire Protection, and Animal Control.

Expenses	Account Number	Actual					
		Actual 2021-22	FY	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Salaries & Wages	10-54-110	\$ 13,387		\$ 12,118	\$ 13,000	\$ 14,000	8%
Employee Benefits	10-54-130	\$ 1,024		\$ 1,088	\$ 2,000	\$ 2,000	0%
Education, Travel, & Training	10-54-230	\$ -		\$ -	\$ 3,000	\$ 2,000	-33%
Memberships & Dues	10-54-300	\$ -		\$ -	\$ 500	\$ 1,000	100%
Court Prosecution	10-54-311	\$ -		\$ 9,000	\$ 7,200	\$ 20,000	178%
Sheriff Contract Services	10-54-320	\$ 103,444		\$ 120,555	\$ 121,000	\$ 121,000	0%
Fire Protection	10-54-340	\$ 80,608		\$ 84,272	\$ 90,000	\$ 92,000	2%
Animal Control	10-54-360	\$ 18,761		\$ 16,865	\$ 19,000	\$ 19,000	0%
Department Expenditures	10-54-400	\$ 4,610		\$ 1,830	\$ 6,000	\$ 6,000	0%
Communication Center	10-54-440	\$ 74,919		\$ 57,978	\$ 75,000	\$ 77,000	3%
<b>Total Public Safety Expenditures</b>		<b>\$ 296,753</b>		<b>\$ 303,707</b>	<b>\$ 336,700</b>	<b>\$ 354,000</b>	<b>5%</b>

**10-54-110 - Salaries & Wages** - Funds allocated for a part-time emergency manager.

**10-54-130 Employee benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-54-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licenses and certification fees.

**10-54-300 Memberships and Dues** - Funds allocated for professional memberships & dues.

**10-54-311 Court Prosecution** - Funds allocated for prosecution fees. A new contract was signed by the City Council in March of 2023, appointing Daines and Jenkins, LLC as the City Prosecution Firm. The cost for the service has increased substantially from what was being paid to the former prosecution service provider, from \$600 per month up to \$1500 per month. In addition to the monthly fee, some money is being budgeted for the Prosecutor to review some City Codes, and possibly make recommendations to make them more enforceable.

**10-54-320 Sheriff Contract Services** - Funds allocated to fulfill the contracted services provided by the Cache County Sheriff's Office for patrol services, investigations, SWAT, drug task force, and public outreach, such as parades and school assistance.

**10-54-340 Fire Protection** - Funds allocated to fulfill the contracted amount with the Hyrum City Fire Department. The 2023-2024 fee is \$11.50 per resident per year. The billing is based on the number of residents in Nibley, which is calculated at 7,529 for 2023-2024.

**10-54-360 Animal Control** - Funds allocated to fulfill the contracted amount with Cache County Animal Control. This amount is \$16,640, which remains unchanged from the previous fiscal year. This account also includes funds for dog licensing supplies and costs for abandoned dogs.

**10-54-400 Department Expenditures** - Funds allocated for costs related to emergency management.

**10-54-440 Communication Center** - Funds allocated to pay 911 Dispatch Center Fee. A \$3 fee is charged on utility accounts to collect these funds. See [10-34-410](#).

# STREETS DEPARTMENT

FISCAL YEAR 2023-2024

Aerial View of New Nibley Roundabout  
Photo Credit Cheryl Bodily

## DEPARTMENT DUTIES FOR STREETS

---

- Maintain 30-40 miles of roads, as well as curbs and gutters
- Maintain all of the sidewalks in Nibley
- Plow all of the city's streets in the wintertime
- Manage the crossing guards
- Paint the city streets

## ACCOMPLISHMENTS DURING 2022-2023

---

- \* Placed 10 "No Drop Off/Pick Up" signs on 1000 West 3200 South, by Heritage Elementary School.
- \* Repaired City sidewalk on 2550 South 860 West.
- \* Helped put in a restroom at Firefly Park
- \* Applied HA5 road preservation treatment on 3200 South as well as throughout Apple Creek and Mount Vista neighborhoods.
- \* Managed 25 winter storm events.
- \* Worked with City Engineer to improve our standards for streets.
- \* Swept the City Streets 3 times during the calendar year
- \* Painted 8 new crosswalks within the City.

## PRIORITIES FOR 2023-2024

---

- \* Paint all City crosswalks within the City.
- \* Paint all red curbing within the City.
- \* Lay down HA5 and other methods for road preservation.
- \* Sweep all of City roads 3 times per calendar year.
- \* Replace and repair City sidewalks.
- \* Attend annual Asphalt Conference.
- \* Got to more training with LTAP, which is the Local Technical Assistance Program.



## Streets Department

*The Streets budget includes all expenditures related to the Nibley City Streets Department.*

Expenses	Account Number	Actual					
		Actual FY 2021-22	YTD FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change	
Salaries & Wages	10-60-110	\$ 56,133	\$ 42,140	\$ 60,000	\$ 62,000	3%	
Seasonal Salaries And Wages	10-60-115	\$ 2,522	\$ 3,525	\$ 7,500	\$ 7,000	-7%	
Crossing Guard Salaries & Wages	10-60-120	\$ 31,882	\$ 31,189	\$ 50,000	\$ 59,000	18%	
Employee Benefits	10-60-130	\$ 35,837	\$ 28,253	\$ 31,000	\$ 32,000	3%	
Crossing Guard Benefits	10-60-135	\$ 773	\$ 2,090	\$ 4,000	\$ 5,000	25%	
Education, Travel & Training	10-60-230	\$ 1,081	\$ 762	\$ 4,000	\$ 8,000	100%	
Equipment and Maintenance	10-60-250	\$ 32,762	\$ 18,802	\$ 37,000	\$ 40,000	8%	
New Development Infrastructure	10-60-262	\$ 62,179	\$ 9,430	\$ 60,000	\$ 60,000	0%	
Utilities - Street Lights	10-60-275	\$ 47,144	\$ 37,501	\$ 50,000	\$ 53,000	6%	
House Maintenance	10-60-278	\$ 29	\$ -	\$ 1,000	\$ 1,000	0%	
Memberships & Dues	10-60-300	\$ -	\$ -	\$ -	\$ 1,000		
Professional Services	10-60-310	\$ -	\$ -	\$ 500	\$ 500	0%	
Legal Expense	10-60-311	\$ 230	\$ -	\$ 500	\$ 500	0%	
Department Expenditures	10-60-400	\$ 243	\$ 563	\$ 3,000	\$ 3,000	0%	
Snow Removal	10-60-450	\$ 17,268	\$ 31,707	\$ 18,000	\$ 20,000	11%	
Engineering Expense	10-60-514	\$ 2,024	\$ -	\$ 5,000	\$ 5,000	0%	
Emergency Expense	10-60-515	\$ -	\$ -	\$ 10,000	\$ 10,000	0%	
Streetlights	10-60-611	\$ -	\$ -	\$ 5,000	\$ 5,000	0%	
<b>Total Streets Expenditures</b>		<b>\$ 290,106</b>	<b>\$ 205,961</b>	<b>\$ 346,500</b>	<b>\$ 372,000</b>	<b>7%</b>	

**10-60-110 Salaries & Wages** - Funds allocated for 50% of two full-time employees, the streets/stormwater superintendent and one streets/stormwater employee. The other half of their wages are paid through the Stormwater Department. See account [53-40-110](#).

**10-60-115 Seasonal Salaries & Wages** - Funds allocated for 50% of one seasonal employee. The other half of the salary for this seasonal employee is paid out of the Stormwater account [53-40-115](#).

**10-60-120 Crossing Guard Salaries & Wages** - Funds allocated for wages of seven crossing guards at the following locations; Thomas Edison Charter School (1), Nibley Elementary (3), and Heritage Elementary (3). Crossing Guards are supervised by the Streets Superintendent. Nibley City also hires substitute crossing guards to cover the school crossing routes.

**10-60-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-60-135 Crossing Guard Benefits** - Social Security & Medicare withholdings.

**10-60-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licensing and certification fees.

**10-60-250 Equipment and Maintenance** - Funds allocated for street repair and maintenance (curbs, gutters, sidewalks, signs, striping/markings, etc.). This does not include funds for general pavement maintenance, which is shown in accounts [45-40-734](#) and [11-40-650](#).

**10-60-262 New Development Infrastructure** - Funds allocated for city standard street signs and street lights, which are installed at the time of new development. Funds also include water valve and manhole collar costs. The City pays for signs, street lights, collars, etc. up front, and the cost is reimbursed by developers.

**10-60-275 Utilities–Street Lights** - Funds allocated to pay for electricity for all street lights in the city. Rocky Mountain Power charges the City an average of \$13.84 per month per streetlight. There are currently 296 lights in the City, and it is estimated that there will be an additional 25 more streetlights installed over the next year or two in our new subdivisions. This account also includes school-zone crossing-light electricity.

**10-60-278 – House Maintenance** - Funds allocated for maintaining the two homes rented at SR-165/Main Street, as well as the home located at 465 W 3200 S. All 3 of the homes are currently being rented out.

**10-60-300 Memberships and Dues** - Funds allocated for professional memberships and dues.

**10-60-310 Professional Services** - Funds allocated for non-engineering or non-legal professional services.

**10-60-311 Legal Expense** - Funds allocated for legal services related to street projects.

**10-60-400 Department Expenditures** - Funds allocated for general costs related to the streets department.

**10-60-450 Snow Removal** - Funds allocated to purchase salt and equipment to remove snow and ice on roadways during winter.

**10-60-514 Engineering Expense** - Funds allocated for engineering costs for street-related projects.

**10-60-515 Emergency Expense** - Funds allocated for any unforeseen costs dues to an emergency.

**10-60-611 Streetlights** - Funds allocated for streetlights that are not installed by developers.



## Sanitation

Nibley City is part of the newly formed Cache Waste Consortium, a new entity that will provide contracted garbage services for several cities located in Cache County.

Expenses	Account Number	Actual				
		FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Professional Services	10-62-310	\$ -	\$ -	\$ -	\$ -	
Refuse Collection Services	10-62-320	\$ 585,806	\$ 449,766	\$ 550,000	\$ 700,000	27%
Department Expenditures	10-62-400	\$ 110	\$ 100	\$ 10,000	\$ 10,000	0%
Engineering Expense	10-62-514	\$ -	\$ -	\$ -	\$ -	
Emergency Expense	10-62-515	\$ -	\$ -	\$ 2,000	\$ 2,000	0%
<b>Total Sanitation Expenditures</b>		<b>\$ 585,916</b>	<b>\$ 449,866</b>	<b>\$ 562,000</b>	<b>\$ 712,000</b>	<b>27%</b>

**10-62-310 Professional Services** - Funds allocated for non-engineering, legal or other professional services.

**10-62-320 Refuse Collection Services** - Funds allocated to pay Cache Waste Consortium for garbage, recycling and green waste pick up. Charges are passed through to Nibley residents. Rates are as follows: Garbage container \$15.99, recycle container \$5.00, and green waste container \$5.25.

**10-62-400 Department Expenditures** - Funds allocated to rent dumpsters for spring cleanup and to dispose of rubbish and recycling dumped at the recycle site.

**10-62-514 Engineering Expense** - Funds allocated for charges from City engineers relating to Sanitation projects.

**10-62-515 Emergency Expense** - Funds allocated for any unforeseen costs due to an emergency.





# PLANNING AND BUILDING

FISCAL YEAR 2023-2024

Photo Credit Cheryl Bodily

## Planning & Building

### 2022 Department Accomplishments

---

In the past year, the Planning & Building Department completed several projects and reviewed many applications. The department completed an update to the Moderate-Income Housing Plan. Throughout the year, the Planning Staff worked closely with the consultant, People + Place, to study and develop a Transfer of Development Ordinance, to provide a tool for open space preservation. This ordinance was adopted March 9, 2023. The Planning Department has also reviewed several subdivision applications, fence permits, conditional use permits, accessory building and accessory dwelling unit permits during the year. The Planning Department moved all permit applications to an online submission software, making the application process more efficient and customer friendly. The Planning & Building Department is responsible for Code Enforcement throughout the City. In 2022, Staff responded to more than 70 code enforcement issues, resolving all violations.

In 2022, the Planning and Building Department helped write and review 9 new ordinances that have passed and 1 that did not pass. Notable ordinances include:

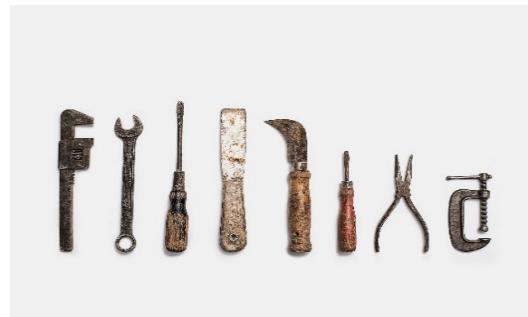
- Amending Accessory Dwelling Unit, Two-Family Housing and Mixed-Use Provisions Mixed Residential Housing Ordinance
- Amending subdivision submission requirements
- Adding an exemption to subdivision requirements for combining lots and amending subdivision plat amendment approval authority

Nibley has continued to add new real estate value. The City issued 226 Building, Remodel, Solar, and Accessory Structure permits in the 2022 calendar year, of which 115 were new single family and townhome building permits. Nibley also permitted its first Multifamily Condo building. There are approximately 104 available building lots located in subdivisions in the City. There are currently about 91 new homes under construction.

### 2023 Department Goals/Projects

---

- Review and make recommendations to create/update the following ordinances:
  - o Landscape Ordinance and Standards
  - o Town Center Commercial Zone and Standards
  - o Conditional Uses
  - o Subdivision Financial Assurance provisions
  - o Access, Connectivity Standards and Intersection spacing
  - o Update Nibley City Code to address development requirements outside of residential subdivisions
  - o All required ordinance changes from State legislature
- Update Parks, Recreation and Open Space Master Plan
- Commence development of Active Transportation Master Plan to replace and update Trail Master Plan and active transportation plan
- Develop more robust and standardized public and stakeholder engagement activities to ensure public buy-in of major code changes and plan updates.
- Update Annexation Policy Plan, including analyzing areas to accommodate future growth in which utilities can be efficiently provided.
- Implement strategies identified in Moderate Income Housing Plan
- Update Tree Policy Plan



## Planning & Building

Expenses	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Salaries & Wages	10-68-110	\$ 156,614	\$ 156,676	\$ 210,000	\$ 207,000	-1%
Employee Benefits	10-68-130	\$ 69,376	\$ 63,976	\$ 81,000	\$ 104,000	28%
Education, Travel & Training	10-68-230	\$ 6,662	\$ 7,834	\$ 10,000	\$ 22,000	120%
Office Supplies	10-68-240	\$ 119	\$ 683	\$ 1,000	\$ 1,000	0%
Memberships & Dues	10-68-300	\$ 672	\$ 650	\$ 2,000	\$ 2,000	0%
Professional Services	10-68-310	\$ 16,744	\$ 20,706	\$ 55,000	\$ 70,000	27%
Legal Expenses	10-68-311	\$ 8,539	\$ 8,170	\$ 25,000	\$ 25,000	0%
Commercial Review	10-68-315	\$ 1,625	\$ 640	\$ 3,000	\$ 5,000	67%
Department Expenditures	10-68-400	\$ 1,164	\$ 614	\$ 2,000	\$ 2,000	0%
Engineering Expense	10-68-514	\$ 5,436	\$ 1,873	\$ 20,000	\$ 5,000	-75%
Code Enforcement	10-68-550	\$ 1,103	\$ 37	\$ 4,000	\$ 25,000	525%
County Planning Assessment	10-68-621	\$ 10,575	\$ 9,662	\$ 11,000	\$ 11,000	0%
Tree City	10-68-655	\$ 948	\$ -	\$ 1,000	\$ -	-100%
<b>Total Planning &amp; Building Expenses</b>		<b>\$ 279,577</b>	<b>\$ 271,521</b>	<b>\$ 425,000</b>	<b>\$ 479,000</b>	<b>13%</b>

**10-68-110 Salaries & Wages** - Funds allocated for salaries for City Planner, Building Inspector, 50% of Public Works/Building Inspector, part-time Commercial Building Inspector, and six planning commissioners.

**10-68-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, as well as telephone/data allowances. Fund increase this year is due to training an additional Building Inspector.

**10-68-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licenses and certification fees.

**10-68-240 Office Supplies** - Funds allocated for the online building code book and yearly updates, as well as any other office supplies required for the use of planning and building.

**10-68-300 Memberships & Dues** - Funds allocated for professional memberships and dues, which include: American Planners Association, Utah Chapter of APA, Cache Planners Group, State of Utah Residential Home Inspector, the Utah Association of Building Officials, and Utah International Code Council.

**10-68-310 Professional Services** - Funds allocated to hire a consultant to develop an Active Transportation Plan, which would update the City Trail Master Plan and bicycle and pedestrian-related elements of the Transportation Master Plan. Nibley City has applied for a UDOT Technical Planning Assistance Grant which, if awarded, would provide \$35,000 toward the cost of the project, with a \$5,000 local match. In addition, there is \$30,000 budgeted for assistance in finding, researching, and applying for grant funds.

**10-68-311 Legal Expenses** - Funds allocated for legal review fees, primarily from the City attorney. This also covers the expenses incurred by our administrative appeals hearing officer.

**10-68-315 Commercial Reviews** - Funds allocated for third-party review of commercial building plans. Increase is due to possible Nibley Development project.

**10-68-400 Department Expenditures** - Funds allocated for expenses such as online records access and for publishing hearing notices. Costs for public hearing notices are passed on to project applicants. Funds also allocated for communication service provider expenses.

**10-68-514 Engineering Expense**- Funds allocated for outside engineer specialized development reviews.

**10-68-550 Code Enforcement** - Funds allocated to enforce municipal code violations.

**10-68-621 County Planning Assessment** - Funds allocated for fees paid to Cache County for technical planning and trail assistance and to the Cache Metropolitan Planning Organization for regional transportation planning services. This account also covers our City's GIS membership, as well as other county services.

**10-68-655 Tree City** - Funds moved to Parks - See Fund [10-70-420](#).



# PARKS DEPARTMENT

FISCAL YEAR 2023-2024



Heritage Park  
Photo Credit Cheryl Bodily

## Parks Department

---

The mission of the Parks division is to maintain quality parks, trails, and open space that provides excellent recreational opportunities, inviting community gathering places and aesthetically pleasing green space for a diversity of users to enjoy. The Parks division is structured under the Public Works Department.

### Description of Duties

---

The Parks division is responsible for all the maintenance, care, and operation of about 80 acres of parks, trails, stormwater basins, and park facilities throughout Nibley. They also clear snow from about 26 miles of sidewalk on city properties and safe routes to schools. The Parks division also has a certified Arborist that has a goal to maintain City trees according to ISA standards and keeping our Tree City USA status year after year.

This division is labor intensive during the spring through fall. Seasonal employees are hired at that time to help take care of the park needs. During the winter months, permanent park employees perform maintenance on park equipment and facilities, help the street department with snow removal on city streets, and attend training classes.

### Accomplishments 2022-23

---

- \* Completed landscaping at Anhder Park
- \* Created park amenities assessment rating system
- \* Installation of Restroom at Firefly Park
- \* Weekly Playground inspections during high use seasons (April - October)
- \* City Hall planter updates

### Goals for 2023-24

---

- \* Install sprinkler system at Firefly Park
- \* Start construction of Ridgeline Park Phase 1
- \* Improve our Staff's customer service skills in order to improve satisfaction from our residents.
- \* Seek ways to improve park maintenance with new practices
- \* Be proactive in identifying ways to reduce water usage. This will be accomplished by utilizing industry best practices to make sure plants are water-wise, regionally appropriate, and as low maintenance where appropriate to reduce maintenance and water demands.
- \* Maintain as safe as possible parks, trails, and open spaces.



## Parks

*Park Funds are expended to keep the parks in the City well maintained and operating properly.*

Expenses	Account Number	Actual					
		FY 2021-22	FY 2022-23	Year-To-Date	Budget	Final Budget	% Change
Salaries & Wages	10-70-110	\$ 165,176	\$ 156,858	\$ 193,000	\$ 216,000	12%	
Seasonal Salaries & Wages	10-70-115	\$ 44,773	\$ 19,914	\$ 53,500	\$ 53,500	0%	
Employee Benefits	10-70-130	\$ 94,007	\$ 88,475	\$ 118,000	\$ 128,000	8%	
Education, Travel & Training	10-70-230	\$ 3,120	\$ 3,931	\$ 5,000	\$ 5,000	0%	
Facilities and Maintenance	10-70-250	\$ 64,971	\$ 51,767	\$ 70,000	\$ 75,000	7%	
Natural Spaces Maintenance	10-70-255				\$ 15,000		
Utilities	10-70-270	\$ 24,209	\$ 15,508	\$ 25,000	\$ 27,000	8%	
Memberships & Dues	10-70-300	\$ -	\$ -	\$ -	\$ 3,000		
Legal Expense	10-70-311	\$ -	\$ 60	\$ 1,000	\$ 1,000	0%	
Department Expenditures	10-70-400	\$ 707	\$ 281	\$ 3,000	\$ 3,000	0%	
Trees	10-70-420	\$ 46,967	\$ 162	\$ 7,000	\$ 8,000	14%	
Morgan Farm	10-70-695	\$ -	\$ -	\$ -	\$ 10,000		
Capital Outlay Equipment	10-70-740	\$ -	\$ -	\$ -	\$ 50,000		
<b>Total Parks Expenditures</b>		<b>\$ 443,929</b>	<b>\$ 336,956</b>	<b>\$ 475,500</b>	<b>\$ 594,500</b>	<b>25%</b>	

**10-70-110 Salaries & Wages** - Funds allocated for wages for the Park Superintendent and three full-time

**10-70-115 Seasonal Salaries & Wages** - Funds allocated for wages of four seasonal employees.

**10-70-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-70-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licensing and certification fees.

**10-70-250 Facilities and Maintenance** - Funds allocated for non-vehicular equipment and facilities maintenance, which includes: mowers, blowers, trimmers, fertilizer, paint, sprinkler repair, hand tools, as well as the purchase of landscaping chemicals.

**10-70-270 Utilities** - Funds allocated for park facility utilities, which includes electricity, sewer, and water. Amount will be increased this year to accommodate for Mt. Vista and Nibley Farms open spaces.

**10-70-300 Memberships and Dues** - Funds allocated for professional memberships and dues.

**10-70-311 Legal Expense** - Funds allocated for legal services related to the parks department.

**10-70-400 Department Expenditures** - Funds allocated for general costs related to the parks department.

**10-70-420 Trees** - Funds allocated to cover Tree City USA re-certification requirements, and general maintenance of City trees. Funds from [10-68-655](#) combined with this budget.

**10-70-695 Morgan Farm** - Funds allocated for minor repairs and needs at Morgan Farm. See also fund [45-40-738](#).

**10-70-740 Capital Outlay Equipment** - Funds allocated for Capital Outlay Equipment, which includes a new trailer, mower, and snowplow this year.

# Nibley Recreation



T-Ball



Heritage Days



Ultimate Frisbee



Heritage Days



BOOnanza



Pickleball Instruction



Heritage Days

## **Community Development and Recreation**

Our community has benefited significantly from our Recreation Department through expanded offerings and quality experiences that connect our citizens and empower participants. Although the socio-economic benefits are challenging to measure, we know that our recreation programs and events not only improve health and wellness, but they also help keep law enforcement costs down, create a great place to live, and significantly improve the quality of life for our citizens.

Although the overall expenses for this department have increased when compared to the amount budgeted last year, revenue and participation from these programs has also increased, surpassing projections. The anticipated revenue and expenses for this year are calculated considering cost recovery evaluations, participation data, growth trends, along with historical revenue and expense numbers. These numbers are both conservative and realistic. Community Development and Recreation funds spent are considered an investment in our residents' mental, emotional, and physical health.

### **Community Development Accomplishments for 2022-2023**

- Implemented a new Pickleball program with quality instruction.
- Expanded programs to include high-school aged youth for Soccer, Softball, and Ultimate Frisbee.
- Significantly increased revenue and participation in Nibley Fit group fitness classes and provided support for fitness and other events by effectively utilizing a part-time Fitness Coordinator.
- Achieved continued exponential growth and increased revenue from Flag Football, Pickleball, Soccer, and Ultimate Frisbee programs.
- Continued event, program, research, and planning support from the Parks and Recreation Advisory Committee

### **Community Development Goals for 2023-2024**

- Update our Parks and Recreation Master Plan.
- Explore the merits of combining the wages of 2 part-time staff to hire an additional full-time year-round employee.
- Continue to efficiently support seasonal recreation programs and events with appropriate seasonal, specialized, and or intern staffing.
- Continue to connect with members of our community by providing relevant and effective recreation experiences.
- Explore the community value of Morgan Farm, Firefly Park, and Ridgeline Park, along with the possibility of moving forward with the creation of an indoor recreation space and a sports field complex.

## Community Development and Recreation

Expenses	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change	
Salaries & Wages	10-75-110	\$ 88,224	\$ 100,939	\$ 109,000	\$ 193,000	77%	
Seasonal Salaries & Wages	10-75-115	\$ 26,489	\$ 28,987	\$ 50,000	\$ 50,000	0%	
Employee Benefits	10-75-130	\$ 45,898	\$ 53,645	\$ 69,000	\$ 110,000	59%	
Education, Travel & Training	10-75-230	\$ 6,030	\$ 6,006	\$ 6,000	\$ 11,000	83%	
Uniforms	10-75-247	\$ 649	\$ 45	\$ 500	\$ 500	0%	
Memberships & Dues	10-75-300	\$ 340	\$ 185	\$ 750	\$ 1,000	33%	
Department Expenditures	10-75-400	\$ 4,285	\$ 3,727	\$ 4,500	\$ 5,000	11%	
Sponsorships	10-75-415	\$ 124	\$ 295	\$ 1,000	\$ 500	-50%	
Library	10-75-420	\$ 28,476	\$ 33,239	\$ 30,000	\$ 35,000	17%	
Rec Rental Equipment	10-75-500	\$ -	\$ -	\$ 300	\$ 300	0%	
Youth & Adult Programs	10-75-515	\$ 56,091	\$ 42,281	\$ 50,000	\$ 55,000	10%	
Family Special Events	10-75-540	\$ 555	\$ -	\$ 400	\$ -	-100%	
Hyrum Senior Center	10-75-650	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	0%	
Wildlife	10-75-652	\$ 128	\$ -	\$ 300	\$ 300	0%	
Special Events	10-76-657	\$ 6,323	\$ 7,479	\$ 4,500	\$ 8,900	98%	
Heritage Days	10-75-660	\$ 29,415	\$ 1,051	\$ 22,000	\$ 25,000	14%	
Children's Theater	10-75-661	\$ 7,060	\$ 939	\$ 9,500	\$ 9,500	0%	
Youth Council	10-75-662	\$ 5,166	\$ 5,267	\$ 5,500	\$ 5,500	0%	
Nibley Royalty & Float	10-75-664	\$ 6,024	\$ 673	\$ 3,500	\$ 3,500	0%	
Nibley Fitness	10-75-669	\$ 993	\$ 1,606	\$ 2,000	\$ 2,000	0%	
Fitness Programs	10-75-670	\$ 2,557	\$ 3,361	\$ 3,000	\$ 3,500	17%	
Parks and Rec Committee	10-75-671	\$ 2,299	\$ 1,203	\$ 2,000	\$ 2,000	0%	
<b>Total Community Dev. Expenditures</b>		<b>\$ 318,126</b>	<b>\$ 291,929</b>	<b>\$ 374,750</b>	<b>\$ 522,500</b>	<b>39%</b>	

**10-75-110 Salaries & Wages** - Funds allocated for Community Development and one full-time Recreation employee.

**10-75-115 Seasonal Salaries & Wages** - Funds allocated for sports officials, group fitness instructors, seasonal concessions employees, referees, and recreation interns.

**10-75-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**10-75-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licenses and certification fees.

**10-75-247 Uniforms** - Funds allocated for uniforms for employees and volunteers.

**10-75-300 Memberships & Dues** - Funds allocated for professional memberships and dues, which include the Utah Recreation and Parks Association and the National Recreation and Parks Association.

**10-75-400 Department Expenditures** - Funds allocated for concessions, supplies, surveys, advertising, promotional materials, signage, banners, flyers, sponsorship programs, and other miscellaneous expenses.

**10-75-415 Sponsorships** - Funds allocated to purchase banners to display at ballfields for those who sponsor events and programs.

**10-75-420 – Library** - Funds allocated for fees that Hyrum City assesses to Nibley City for providing Nibley residents access to the Hyrum Library. A fee of \$43 is assessed based on active library cards of Nibley residents. There are currently 773 Nibley residents who have library cards.

**10-75-500 Rec Rental Equipment** - Funds allocated for purchasing, maintaining, and replacing recreation equipment that is checked out for residents use. Items include: disc golf sets, Spikeball, and Kubb.

**10-75-515 Youth & Adult Programs** - Funds allocated for baseball, softball, ultimate Frisbee, Super START T-ball and soccer, 5 and 6 year-old soccer, summer camps, clinics and tournaments, and adult soccer.

**10-75-540 Family Special Events** - Funds allocated for special events for families.

**10-75-650 Hyrum Senior Center** - Funds allocated for an annual donation to the Hyrum Senior Center as an expression of gratitude for allowing Nibley residents to use the facilities and programs. There is no formal agreement allowing Nibley residents use of the center. Funds are used to purchase equipment for the center such as chairs, tables, or other special needs.

**10-75-652 Wildlife** - Funds allocated for an annual contribution to the Blacksmith Fork Wildlife Association to help fund their efforts to support wildlife activity in the City.

**10-75-657 Special Events** - Funds allocated for special events such as Movies in the Park, Halloween BOOnanza, Christmas Live Nativity, etc.

**10-75-660 Heritage Days** - Funds allocated for the City's contribution to the annual Heritage Days Festival.

**10-75-661 Children's Theatre** - Funds allocated for expenditures related to the Heritage Days children's play. The City anticipates receiving \$6000 in grant revenue which helps meet these expenses. Please see Revenue account [10-33-322](#).

**10-75-662 Youth Council** - Funds allocated for conference registrations, education, training, travel, shirts, concessions, and miscellaneous Youth Council expenses.

**10-75-664 Nibley Royalty and Float** - Funds allocated for Nibley Royalty activities, including the pageant and scholarships.

**10-75-669 Nibley Fitness** - Funds allocated for fitness class equipment, volunteer fitness instructors, and recertification for fitness instructors.

**10-75-670 Fitness Programs** - Funds allocated for Hopstacle Fun Run, Heritage Days Fun Run, Scarecrow Fun Run, and other fitness events and programs.

**10-75-671 Parks & Rec Committee** - Funds allocated for the volunteer advisory committee to coordinate volunteers and provide guidance on parks, recreation, art, and culture in Nibley.

## Class "C" Accomplishments for 2022-23

---

- \* Nibley City placed HA5 road treatment on 841,000 square feet of asphalt, which included 3200 South and 1200 West near the roundabout, along with various other roads.

## Class "C" Goals for 2023-24

---

- \* Stripe 3200 South with Roundabout on 1200 West.
- \* Stripe Intersection on 2600 South Main up to the Roundabout.
- \* Save \$50,000 for future complete rebuilds of roads.
- \* Continue road preservation efforts on City roads.



## Class "C" Streets Fund

*Class "C" road system is a funding program that was established by Utah legislature in 1937 as a means of providing assistance to counties and incorporated municipalities for the improvements of roads and streets throughout Utah. Class "C" funds are received to Nibley City through lane miles, which is the basis of distribution of roadway tax money.*

Revenue	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Mass Transit Taxes	11-30-135	\$ 115,284	\$ 91,281	\$ 100,000	\$ 120,000	20.0%
Interest Earnings	11-30-400	\$ 3,346	\$ -	\$ 1,000	\$ 13,000	100.0%
Class "C" Street Allotment	11-30-500	\$ 262,106	\$ 211,644	\$ 240,000	\$ 250,000	4.2%
Appropriation Of Fund Balance	11-30-611	\$ -	\$ -	\$ -	\$ -	
<b>Total Revenues</b>		<b>\$ 380,736</b>	<b>\$ 302,925</b>	<b>\$ 341,000</b>	<b>\$ 383,000</b>	<b>9.1%</b>

Expenses	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Class "C" Street Projects	11-40-650	\$ 1,169,638	\$ 263,919	\$ 300,000	\$ 275,000	-8.3%
Reserves	11-40-699	\$ -	\$ -	\$ -	\$ 68,000	
Mass Transit Road Projects	11-40-700	\$ -	\$ -	\$ -	\$ -	
Pavement Assessment and Planning	11-40-710	\$ -	\$ -	\$ -	\$ 20,000	
Pavement Markings	11-40-711	\$ -	\$ -	\$ -	\$ 20,000	
<b>Total Capital Expenditures</b>		<b>\$ 1,169,638</b>	<b>\$ 263,919</b>	<b>\$ 300,000</b>	<b>\$ 383,000</b>	<b>24.0%</b>
<b>Surplus/(Deficit)</b>		<b>\$ (788,903)</b>	<b>\$ 39,006</b>	<b>\$ 41,000</b>	<b>\$ -</b>	
Beginning Cash Balance (Est.)						\$ 420,902
Reserve/(Appropriated Funds)						\$ 68,000
Ending Cash Balance (Est.)						\$ 488,902

### **Revenue Accounts:**

**11-30-135 Mass Transit Taxes** – This is money received from the State of Utah for transit purposes.

**11-30-400 Interest earnings** - Revenue generated from interest by the funds held in the bank.

**11-30-500 Class "C" Streets allotment** - Revenue generated from the state gas tax.

**11-30-611 Appropriation of fund balance** - Funds appropriated from the ongoing fund balance.

### **Expenditure Accounts:**

**11-40-650 Class "C" Streets Projects** - Funds allocated for maintenance of City streets. The City uses a contractor to perform asphalt treatments that meet their specifications for quality and durability.

**11-40-699 Reserves** - Funds saved in reserve for additional Class "C" road projects and needs.

**11-40-700 Mass Transit Road Projects**– No projects are planned for this year.

**11-40-710 Pavement Assessment and Planning** - Funds allocated to assess needs and prioritize preventative maintenance on City roads according to road condition and treatment costs.

**11-40-711 Pavement Markings** - Funds allocated to mark pavement for City roads and City-owned property.

# Municipal Building Authority

*This legal entity was created to acquire the land and building for Nibley City Hall to be used by the city for any of its public purposes. This entity is integrated within the City budget for ease of administration.*

Revenue	Account Number	Actual					
		FY 2021-22	Year-To-Date	Budget	FY 2022-23	FY 2023-24	% Change
Interest Subsidy	20-30-400	\$ 131	\$ 8,819	\$ 9,000	\$ 4,000		-56%
Lease (Nibley GF Contribution)	20-30-500	\$ 50,000	\$ 41,667	\$ 51,000	\$ 50,000		-2%
Lease (Cap Projects Fund Cont)	20-30-501				\$ 474,000		
Interest Earned	20-30-610	\$ -	\$ -	\$ -	\$ -		
Appropriation Of Fund Balance	20-30-611	\$ -	\$ -	\$ -	\$ 17,000		
<b>Total Revenues</b>		<b>\$ 50,130</b>	<b>\$ 50,486</b>	<b>\$ 60,000</b>	<b>\$ 545,000</b>		<b>808%</b>

Expenses	Account Number	Actual					
		FY 2021-22	Year-To-Date	Budget	FY 2022-23	FY 2023-24	% Change
Reserves	20-40-699	\$ -	\$ -	\$ -	\$ -		100%
Debt Service	20-40-810	\$ -	\$ 22,000	\$ 33,000	\$ 545,000		1552%
Debt Service - Interest	20-40-820	\$ 22,058	\$ 22,040	\$ 27,000	\$ -		-100%
<b>Total Capital Expenditures</b>		<b>\$ 22,058</b>	<b>\$ 44,040</b>	<b>\$ 60,000</b>	<b>\$ 545,000</b>		<b>808%</b>
<b>Surplus/(Deficit)</b>		<b>\$ 28,073</b>	<b>\$ 6,446</b>	<b>\$ -</b>	<b>\$ -</b>		
Beginning Cash Balance (est.)						\$ 21,273	
<b>Reserves/(Fund Balance App.)</b>						<b>\$ (17,000)</b>	
Ending Cash Balance (est.)						\$ 4,273	

## Revenue Accounts:

**20-30-400 Interest Subsidy** - Revenue generated through a federal stimulus program as an interest subsidy.

**20-30-500 Lease** - Revenue received from the general funds as lease payment to the MBA. See account [10-50-511](#) for reference.

**20-30-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**20-30-611 Appropriation of Fund Balance** - This account is used to appropriate funds from the fund balance to be used this fiscal year. The funds reflected here represent refunded interest subsidy funds to be used as an additional principal payment.

## Expenditure Accounts:

**20-40-699 Reserves** - These funds are not budgeted for expenditure and will remain in the MBA Fund.

**20-40-810 Debt Service** - Funds allocated for the bond payment on the loan.

**20-40-820 Debt Service Interest** - Funds allocated for interest on the bond payment.

## Municipal Building Authority Debt Service Schedule

Interest Pmt Date	Principal	Interest	Payment Due	Outstanding		Actual Balance Owing
				Principal	Owing	
10/1/2011	\$ -	\$ 26,916	\$ 26,916	\$ 850,000		
10/1/2012	\$ 15,000	\$ 34,000	\$ 49,000	\$ 835,000		
10/1/2013	\$ 16,000	\$ 33,400	\$ 49,400	\$ 819,000		
10/1/2014	\$ 16,000	\$ 32,760	\$ 48,760	\$ 803,000		
10/1/2015	\$ 17,000	\$ 32,120	\$ 49,120	\$ 786,000		
10/1/2016	\$ 18,000	\$ 31,440	\$ 49,440	\$ 768,000		
10/1/2017	\$ 18,000	\$ 30,720	\$ 48,720	\$ 750,000		
10/1/2018	\$ 19,000	\$ 30,000	\$ 49,000	\$ 731,000		
10/1/2019	\$ 20,000	\$ 29,240	\$ 49,240	\$ 711,000		
10/1/2020	\$ 21,000	\$ 28,440	\$ 49,440	\$ 690,000		
10/1/2021	\$ 22,000	\$ 27,600	\$ 49,600	\$ 668,000		
10/1/2022	\$ 22,000	\$ 26,720	\$ 48,720	\$ 646,000		
10/1/2023	\$ 23,000	\$ 25,840	\$ 48,840	\$ 623,000	\$ 551,000	
10/1/2024	\$ 24,000	\$ 24,920	\$ 48,920	\$ 599,000		
10/1/2025	\$ 25,000	\$ 23,960	\$ 48,960	\$ 574,000		
10/1/2026	\$ 26,000	\$ 22,960	\$ 48,960	\$ 548,000		
10/1/2027	\$ 27,000	\$ 21,920	\$ 48,920	\$ 521,000		
10/1/2028	\$ 28,000	\$ 20,840	\$ 48,840	\$ 493,000		
10/1/2029	\$ 29,000	\$ 19,720	\$ 48,720	\$ 464,000		
10/1/2030	\$ 31,000	\$ 18,560	\$ 49,560	\$ 433,000		
10/1/2031	\$ 32,000	\$ 17,320	\$ 49,320	\$ 401,000		
10/1/2032	\$ 33,000	\$ 16,040	\$ 49,040	\$ 368,000		
10/1/2033	\$ 34,000	\$ 14,720	\$ 48,720	\$ 334,000		
10/1/2034	\$ 36,000	\$ 13,360	\$ 49,360	\$ 298,000		
10/1/2035	\$ 37,000	\$ 11,920	\$ 48,920	\$ 261,000		
10/1/2036	\$ 39,000	\$ 10,440	\$ 49,440	\$ 222,000		
10/1/2037	\$ 40,000	\$ 8,880	\$ 48,880	\$ 182,000		
10/1/2038	\$ 42,000	\$ 7,280	\$ 49,280	\$ 140,000		
10/1/2039	\$ 44,000	\$ 5,600	\$ 49,600	\$ 96,000		
10/1/2040	\$ 45,000	\$ 3,840	\$ 48,840	\$ 51,000		
10/1/2041	\$ 51,000	\$ 2,040	\$ 53,040	\$ -		
	<b>\$ 850,000</b>	<b>\$ 653,516</b>	<b>\$ 1,503,516</b>			

# Community Reinvestment Agency

*The Nibley Community Reinvestment Agency was created in 2020, as a tool to encourage economic development along HWY 89/91. Although the Agency was created, agreements with property owners have yet to be completed. This budget serves as a framework in case the agreements come to fruition, and provides funds for consultant assistance in preparing documents and agreements as necessary. The Nibley City Community Reinvestment Agency is a separate legal entity, but is integrated with the City budget for ease of administration.*

Revenue	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date 2022-23	Budget FY 2022-23	Final Budget FY 2023-24		% Change
CRA Received Funds	22-31-400	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%
Transfer from Gen Fund	22-31-500	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	100%
Appropriation of Funds	22-31-611	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Revenues</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>200%</b>

Expenses	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date 2022-23	Budget FY 2022-23	Final Budget FY 2023-24		% Change
Professional Services	21-41-310	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	100%
CRA Redisbursement	21-41-500	\$ -	\$ -	\$ -	\$ -	\$ -	
CRA Affordable Housing	21-41-501	\$ -	\$ -	\$ -	\$ -	\$ -	
CRA Reserves	21-41-699	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%
CRA Transfer to General Fund	21-41-742	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>200%</b>

<b>Surplus/(Deficit)</b>	<b>\$ -</b>	<b>\$ -</b>
Beginning Cash Balance (est.)		\$ 50
Reserves/(Fund Balance App.)		\$ 5,000
Ending Cash Balance (est.)		\$ 5,050

## Revenue Accounts:

**22-31-400 CRA Received Funds** - Revenue generated through property tax of the area within the CRA boundary.

**22-31-500 Transfer from General Fund** - Funds transferred from the General Fund.

**22-31-611 Appropriation of Funds** - Funds appropriated for the purposes of the CRA.

## Expenditure Accounts:

**21-41-310 Professional Services** - Funds allocated for any professional outside services required to carry out the purposes of the CRA.

**21-41-500 CRA Redisbursement** - Funds allocated to be disbursed to Developers for public infrastructure

**21-41-501 CRA Affordable Housing Projects** - Funds allocated to be expended on affordable housing projects,

**21-41-699 CRA Reserves** - Funds not allocated to remain in the CRA Fund.

**21-41-742 CRA Transfer to General Fund** - Per CRA agreement, 5% of funds received are transferable to the General Fund as an administration fee.

## Emergency Medical Services

Nibley City has entered into an agreement with the Cache County Fire District to provide ambulance service as well as Emergency Medical Services from the Cache County First Responders Unit. A fee of \$5.00 per utility account per month was passed in June of 2022 by the City Council to cover the expense of the agreement.

Revenue	Account Number	Actual			Budget	Final Budget	% Change
		2021-22	FY 2022-23	Year-To-Date			
Nibley EMS Fee Collection	24-36-603	\$ 159,175	\$ 116,824	\$ 136,000	\$ 140,000	\$ 0	
Interest Earned	24-36-610	\$ 204	\$ -	\$ -	\$ 1,000		
Miscellaneous	24-36-690	\$ -	\$ -	\$ -	\$ -		
Appropriated Fund Balance	24-36-999	\$ -	\$ -	\$ 8,000	\$ 3,000		-50%
<b>Total Revenues</b>		<b>\$ 159,379</b>	<b>\$ 116,824</b>	<b>\$ 144,000</b>	<b>\$ 144,000</b>		<b>0%</b>

Expenses	Account Number	Actual			Budget	Final Budget	% Change
		2021-22	FY 2022-23	Year-To-Date			
Cache County Ambulance	24-40-310	\$ 102,284	\$ 116,323	\$ 120,000	\$ 120,000	\$ 0	
Cache County First Responders	24-40-311	\$ 24,000	\$ 22,800	\$ 24,000	\$ 24,000	\$ 0	
Reserves	24-40-699	\$ -	\$ -	\$ -	\$ -		
Transfer to General Fund	24-40-742	\$ -	\$ -	\$ -	\$ -		
<b>Total Expenditures</b>		<b>\$ 126,284</b>	<b>\$ 139,123</b>	<b>\$ 144,000</b>	<b>\$ 144,000</b>		<b>0%</b>

<b>Surplus/Deficit</b>	<b>\$ 33,095</b>	<b>\$ (22,299)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 34,468</b>
Beginning Cash Balance (Est.)					<b>\$ (3,000)</b>
Reserves (Fund Balance App.)					<b>\$ 31,468</b>

### **Revenue Accounts:**

**24-36-603 Nibley EMS Fee Collection** - Revenue collected monthly from residents to cover City's EMS expenses.

**24-36-610 Interest Earned** - Revenues generated from interest earned by the City on all fund balances of money held in interest-bearing accounts. The interest is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of each total fund balance.

**24-36-690 Miscellaneous** - Miscellaneous sources of revenue for Emergency Medical Services.

**24-36-999 Appropriated Fund Balance** - Appropriated funds designated for specific EMS expenditures.

### **Expenditure Accounts:**

**24-40-310 Cache County Ambulance Service** - Funds to cover the cost of the contract with Cache County for Ambulance services provided. The 2022 rate is \$15.45 per resident, per year based off most recent census data of 7,382 residents, with a 3% increase per year thereafter.

**24-40-311 Cache County First Responders Management** - Funds to cover the cost of contract with Cache County for the management of the First Responders.

**24-40-699 Reserves** - Funds not allocated to remain in the EMS fund.

**24-40-742 Transfer to General Fund** - Funds transferred to the General Fund.

# CAPITAL PROJECTS



## Capital Project Revenue

*Capital Project Revenue funds are used to account for financial resources obtained for the acquisition or construction of capital facilities.*

Revenue	Account Number	Actual			Budget	Final Budget	% Change
		2021-22	FY 2022-23	Year-To-Date			
Interest Earnings	45-38-610	\$ 4,530	\$ -			\$ 109,000	100%
Reimb. for Firefly Land	45-38-612	\$ -	\$ 1,405,862	\$ 411,500	\$ -		-100%
Sale Of Fixed Assets	45-38-690	\$ -	\$ -	\$ -	\$ -		0%
Transfer From General Fund	45-38-700	\$ 1,500,000	\$ -	\$ 200,000	\$ 318,750		87%
Sale Of Surplus Land	45-38-710	\$ 256,235	\$ -	\$ -	\$ -		0%
Grant - RAPZ - Firefly Development	45-38-720	\$ 316,238	\$ 78,746	\$ 78,000	\$ 78,000		0%
Grant - RAPZ Population Allocation	45-38-721	\$ 17,407	\$ 17,775	\$ 20,000	\$ 22,000		10%
Grant - Safe Routes to School	45-38-722	\$ 6,000	\$ -	\$ 110,000	\$ 110,000		0%
Grant - CCOG	45-38-725	\$ 2,869,855	\$ 281,406	\$ 2,300,000	\$ 3,400,000		48%
Grant - Ridgeline Park LWCF	45-38-727		\$ -	\$ 1,000,000	\$ 1,265,000		27%
Grant - Firefly Outdoor Class UORG	45-38-728	\$ -	\$ -	\$ -	\$ 15,000		100%
Grant - Morgan Farm	45-38-729	\$ -	\$ -	\$ -	\$ 40,000		100%
Miscellaneous	45-38-800	\$ -	\$ 9,425	\$ -	\$ -		
Appropriated Fund Balance	45-38-910	\$ -	\$ -	\$ 399,500	\$ 1,038,250		160%
<b>Total Revenues</b>		<b>\$ 4,970,264</b>	<b>\$ 1,793,214</b>	<b>\$ 4,519,000</b>	<b>\$ 6,396,000</b>		<b>42%</b>

**45-38-610 Interest Earnings-** Revenue generated from interest earned by the City on all fund balances of money held in interest-bearing accounts. The interest is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of each total fund balance.

**45-38-612 Park Reimbursement From County** - No funds are being budgeted in this account this year.

**45-38-690 Sale of Fixed Assets** - No funds are being budgeted in this account this year.

**45-38-700 Transfer from General Fund** - Revenue transferred from the General Fund as surplus and placed into the Capital Projects Fund for use on various projects.

**45-38-710 Sale of Surplus Land** - No revenue is expected this fiscal year.

**45-38-720 Grant – RAPZ** - Revenue generated from this account is allocated through the Cache County RAPZ Tax program. This money is coming from the reimbursement from the construction of Firefly Park. We are expecting to receive one more disbursement for the year 2024.

**45-38-721 Grant – RAPZ Population Allocation** - Funds distributed to each city in the Cache County each year from the Recreation Arts Parks and Zoo sales tax. Funds are distributed based on population.

**45-38-722 Grants** - Funds allocated for the technical planning assistant UDOT grant. We will receive \$110,000 from Safe Routes to School on 3200 South from 800 West to 1200 West.

**45-38-725 Grant – CCOG** - See 45-40-731 Major Street Projects for more info. In 2017, Nibley applied for and was awarded \$1.9 million from the Cache County Council of Governments to realign 1200 West at 3200 South. In 2019, Nibley applied for and was awarded an additional 1.25 million. In 2022, \$3.5 million was awarded for phase 3 and 4.

**45-38-727 Grant - Ridgeline Park LCWF** - Staff is working diligently towards receiving a Federal Grant to assist in the construction of Ridgeline Park. A consultant has been selected to assist that has been successful a number of times securing the grant. For a phase one project, staff is seeking \$1,000,000 to be reimbursed.

**45-38-728 Grant - Firefly Outdoor Class Room UORG** - Funds granted from UORG for the creation of an outdoor classroom at Firefly Park.

**45-38-729 Grant - Morgan Farm** - Nibley residents are hoping to secure funds with the purpose of expanding the use of Morgan Farm.

**45-38-800 Miscellaneous-** Unanticipated income received for capital project purposes.

**45-38-910 Appropriated Fund Balance** - Transfer from savings as authorized funds for financing specific expenditures.

## Capital Project Expenditures

*Capital Project Expenditures are funds spent to acquire, repair, update, or improve a fixed asset such as property, buildings, technology, or equipment.*

Expenses	Account Number	Actual					
		FY 2021-22	Year-To-Date 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change	
Major Street Projects	45-40-731	\$ 2,915,017	\$ 253,724	\$ 2,775,000	\$ 4,075,000		47%
Public Works/City Hall Building Projects	45-40-735	\$ 9,937	\$ -	\$ 15,000	\$ 15,000		0%
Facilities Parking Lot Preservation	45-40-736	\$ -	\$ -	\$ -	\$ -		
Master Plans	45-40-737	\$ -	\$ -	\$ 40,000	\$ 40,000		0%
Morgan Farm	45-40-738	\$ 2,772	\$ 1,927	\$ 10,000	\$ 40,000		300%
Capital Equipment	45-40-742	\$ 54,616	\$ 16,234	\$ 96,000	\$ 40,000		-58%
River Repair	45-40-745	\$ -	\$ -	\$ 5,000	\$ 5,000		0%
Active Transportation	45-40-746	\$ 73,596	\$ -	\$ 275,000	\$ 275,000		0%
ROW Acquisitions	45-40-747	\$ -	\$ -	\$ 10,000	\$ 10,000		0%
Capital Projects Miscellaneous	45-40-748	\$ -	\$ 2,000	\$ 2,000	\$ -		-100%
Cottonwoods Infrastructure	45-40-749	\$ -	\$ -	\$ 20,000	\$ 20,000		0%
Public Art	45-40-750	\$ -	\$ -	\$ 5,000	\$ 5,000		0%
Elkhorn Playground Replacement	45-40-751	\$ 83,192	\$ -	\$ -	\$ -		0%
Feasibility and Planning Studies	45-40-752	\$ 2,004	\$ 23,375	\$ 50,000	\$ 50,000		0%
Anhder Parking Lot	45-40-753	\$ 86,521	\$ -	\$ -	\$ -		0%
Property Acquisitions	45-40-760	\$ 402,359	\$ -	\$ -			0%
Engineering Design	45-40-761	\$ 35,401	\$ 107,668	\$ 100,000	\$ 50,000		-50%
Ridgeline Park	45-40-762	\$ -	\$ 35,380	\$ 1,000,000	\$ 1,030,000		3%
Street Light Conversion to LED	45-40-763	\$ -	\$ -	\$ 100,000	\$ 100,000		0%
Park Signage Project	45-40-764	\$ -	\$ 11,536	\$ 12,000	\$ 12,000		0%
Elkhorn Park Sidewalk Repairs	45-40-765	\$ -	\$ -	\$ 4,000	\$ -		-100%
Mount Vista HOA Park	45-40-766	\$ -	\$ -	\$ -	\$ 30,000		100%
City Hall Soccer Field	45-40-767	\$ -	\$ -	\$ -	\$ 100,000		100%
City Hall Security Upgrades	45-40-768	\$ -		\$ -	\$ 25,000		
Transfer to MBA - Pay off City Hall	45-40-769				\$ 474,000		
Reserves	45-38-999	\$ -	\$ -	\$ -	\$ -		
<b>Total Capital Expenditures</b>		<b>\$ 3,665,417</b>	<b>\$ 451,843</b>	<b>\$ 4,519,000</b>	<b>\$ 6,396,000</b>		<b>42%</b>
<b>Surplus/(Deficit)</b>		<b>\$ 1,304,848</b>	<b>\$ 1,341,371</b>	<b>\$ -</b>	<b>\$ -</b>		
Beginning Cash Balance (est.)						<b>\$ 5,740,000</b>	
Reserves/(Fund Balance App.)						<b>\$ (1,087,250)</b>	
<b>Ending Cash Balance (est.)</b>						<b>\$ 4,652,750</b>	

**45-40-731 Major Street Projects** - 1200 West through Nibley has been a primary focus. Phase 1 and Phase 2 have previously been constructed. The City has secured funding from the Cache County Council of Governments (COG) for additional funds to complete Phase 3 and 4. Phase 3 and 4 are estimated to be a cost of \$3,500,000. The COG grant covers 93% of the construction cost. An additional \$275,000 is being budgeted to construct partial roadways at the following locations that the City is responsible to construct: 1350 along our Recycling site, 450 West south of Sheridan Ridge, and 1000 West near Firefly Estates.

**45-40-735 Public Works/City Hall Building Projects** - Funds allocated for City Hall and Public Works security upgrades.

**45-40-736 Facilities Parking Lot Preservation** - Funds allocated to fund maintenance of City parking lots, in order to increase lot longevity. No projects are planned this year.

**45-40-737 Master Plans** - Funds are budgeted in this account this year for a parks master plan.

**45-40-738 Morgan Farm:** Funds allocated for upaitng the community garden, and various projects around the farm. The cost for these improvements are expected to be covered by a \$40,000 grant.

**45-40-742 Capital Equipment** – Funds allocated for the lease on an administration vehicle (\$4,200), recreation vehicle (\$4,200), two public works vehicles (\$8,400), parks vehicle (\$4,200), backhoe (\$8,000), midi-excavator (\$8,000) for the streets and parks departments. Traffic speed and data and collection equipment (\$3,000).

**45-40-745 River Repair** - Funds allocated in order to maintain the improvements made in the Blacksmith Fork River restoration project and to repair damage that occurs during heavy river flows.

**45-40-746 Active Transportation** - Funds allocated to purchase Right-of-Way for and construct future trails and sidewalk projects. Funds will be used for construction of trails as shown in the Trail Master Plan, and to connect missing links in the City's sidewalk network. This account is anticipated to fund a different portion of missing links in the network each year. The sidewalk and trail segments being considered this year are \$165,000 for missing sidewalks on the south side of 3200 South between 1200 West and 800 West, \$16,000 for Hollow Road Advisory Lanes, \$75,000 for Apple Creek Trail, \$9,000 for the design of Morgan Farm Trail, plus \$10,000 for Walkability Virtual Academy expenditures, which will include the studying potential placement of RRFB's, and construction of a sidewalk linking 2200 South to the trail in Firefly Park.

**45-40-747 ROW Acquisition** - Funds allocated to purchase Right-of-Way for future street projects.

**45-40-748 Capital Projects Miscellaneous** - No funds are budgeted in this account for this year.

**45-40-749 Cottonwoods Infrastructure** - The Cottonwoods Development paid the City \$10,000.00 to install a future water line along an easement located on the northeast side of the subdivision. The Cottonwoods Development also paid the City \$9,737.00 in compliance with the Planning Commission Resolution 17-P3 for future improvements along Hollow Road adjacent to the Cottonwoods Subdivision. These terms were placed in the Development Agreement for the Cottonwoods, and that Development Agreement was approved by the City Council on January 17, 2017.

**45-40-750 Public Art** - Funds allocated for public art to be placed throughout the city.

**45-40-751 Elkhorn Park Playground Replacement** - Funds allocated for the replacement of the playground structure and swings at Elkhorn park, which were no longer functional.

**45-40-752 Feasability and Planning Studies**- Funds allocated to study the feasability of constructing an indoor community recreation center. Last fiscal year, preliminary planning and design were completed for a new Public Works yard and City Hall expansion.

**45-40-753 Ahnder Parking Lot**- Construction of Parking Lot at Ahnder Park.

**45-40-760 Property Acquisition** - No funds are budgeted in this account this year.

**45-40-761 Engineering Design** - Funds allocated for engineering designs for future projects. Possible projects are traffic calming and intersection improvements at: 1200 West and 2600 South, 3200 South & 1500 West Intersection, 3200 South & 800 West intersection, 2600 South and 800 West, as well as the Sierra Drive connection to 3200 South.

**45-40-762 Ridgeline Park** - Park impact fees allocated for beginning the first phase of Ridgeline Park, with planned amenities.

**45-40-763 Street Light Conversion to LED** - Funds that will be used to convert Street Lights toLEDs.

**45-40-764 Park Signage Project** - Funds to improve signage in parks.

**45-50-765 Elkhorn Sidewalk Repairs** - Funds to improve playground access at Elkhorn Park.

**45-40-766 Mount Vista HOA Park** - Funds allocated for continued development of Mount Vista Park.

**45-40-767 City Hall Soccer Field** - Funds allocated for development of a Soccer Field behind City Hall.

**45-40-768 City Hall Security Upgrades** - Funds allocated for City Hall Security Upgrades.

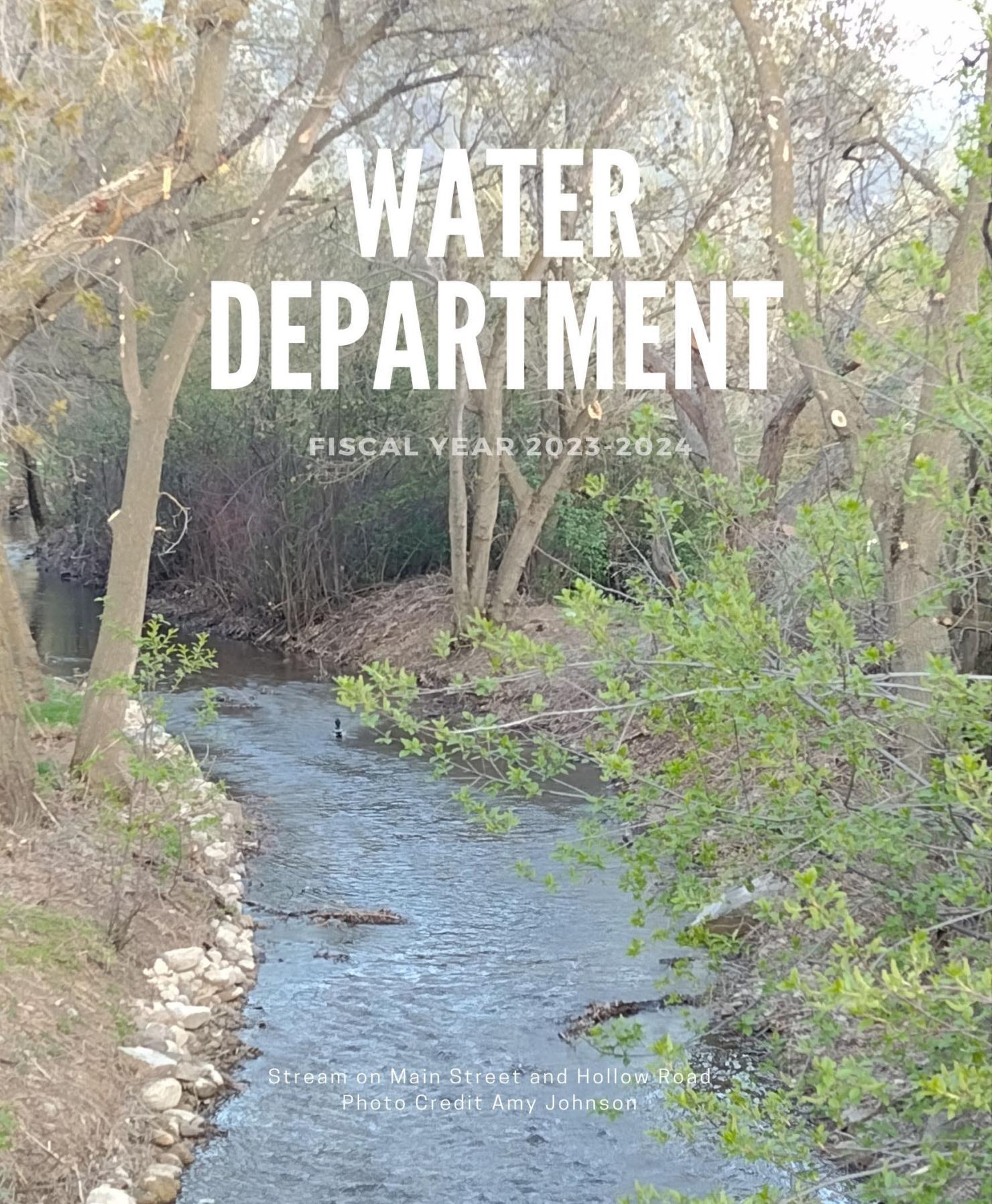
**45-40-770 Reserves** - Funds saved in reserve for additional City projects and needs.

## Capital Improvement Projects Long-Range Plans

This information is about long-range proposed projects, which may take place on this timeline depending upon the City's priorities and the ability to procure necessary funding. Our City Council determines the priority of the projects our City will focus on, while depending on citizen and community input. We strive for a balance between meeting current standards of services provided while embarking on new projects or improvements.

Transportation	Year	General Fund		Construction		2023	2024	2025	2026	2027	2028	2029
		Cost	Cost	Year Cost								
1200 West Completion	2023	\$ 5,110,000	\$ 511,000	\$ 552,698	\$ 552,698	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1350 W Half Road	2023	\$ 287,000	\$ 287,000	\$ 310,419	\$ 310,419	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hollow Road Striping	2023	\$ 21,000	\$ 12,600	\$ 13,628	\$ 13,628	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sierra Dr Extension	2027	\$ 350,000	\$ 35,000	\$ 44,286	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,286	\$ -	\$ -
450 W Half Road	2028	\$ 251,000	\$ 251,000	\$ 330,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330,299	\$ -
Firefly Park to 800 W Sidewalk	2029	\$ 190,000	\$ 95,000	\$ 130,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,014
Parks		General Fund		Construction		2023	2024	2025	2026	2027	2028	2029
Parks		Cost	Cost	Year Cost								
Elkhorn Park	2023	\$ 150,000	\$ 150,000	\$ 162,240	\$ 162,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Firefly Park (not 1000 W)	2024	\$ 343,006	\$ 343,006	\$ 385,835	\$ -	\$ 385,835	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nibley Meadows Park	2024	\$ 614,250	\$ 614,250	\$ 690,948	\$ -	\$ 690,948	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nibley Farms/Recycle Site Park	2025	\$ 614,250	\$ 614,250	\$ 718,586	\$ -	\$ -	\$ 718,586	\$ -	\$ -	\$ -	\$ -	\$ -
Regional Park Phase 1	2025	\$ 3,850,084	\$ 3,850,084	\$ 4,504,054	\$ -	\$ -	\$ 4,504,054	\$ -	\$ -	\$ -	\$ -	\$ -
Ridgeline Park-City Park	2025	\$ 1,680,750	\$ 1,680,750	\$ 1,966,240	\$ -	\$ -	\$ 1,966,240	\$ -	\$ -	\$ -	\$ -	\$ -
1000 W Half Road	2026	\$ 306,000	\$ 306,000	\$ 372,296	\$ -	\$ -	\$ -	\$ 372,296	\$ -	\$ -	\$ -	\$ -
Anhder Park Parking Lot	2027	\$ 256,000	\$ 256,000	\$ 323,922	\$ -	\$ -	\$ -	\$ -	\$ 323,922	\$ -	\$ -	\$ -
Indoor Recreation Space	2028	\$ 2,000,000	\$ 2,000,000	\$ 2,631,864	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,631,864	\$ -	\$ -
Mt Vista Park Improvements	2029	\$ 150,000	\$ 150,000	\$ 205,285	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,285
Regional Park Remaining	2030	\$ 11,000,000	\$ 11,000,000	\$ 15,656,430	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works		General Fund		Construction		2023	2024	2025	2026	2027	2028	2029
Public Works		Cost	Cost	Year Cost								
Public Works Land Acquisition	2025	\$ 480,000	\$ 480,000	\$ 561,532	\$ -	\$ -	\$ 561,532	\$ -	\$ -	\$ -	\$ -	\$ -
City Hall Expansion	2029	\$ 5,000,000	\$ 5,000,000	\$ 6,842,845	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,842,845
Public Works Yard	2030	\$ 6,000,000	\$ 3,000,000	\$ 4,269,935	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trails		General Fund		Construction		2023	2024	2025	2026	2027	2028	2029
Trails		Cost	Cost	Year Cost								
Regional Park Connector Trail	2026	\$ 460,000	\$ 460,000	\$ 559,660	\$ -	\$ -	\$ -	\$ -	\$ 591,660	\$ -	\$ -	\$ -
City Center Trail-South Section	2030	\$ 135,000	\$ 135,000	\$ 192,147	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nature Way Trail (2600 S)	2031	\$ 962,000	\$ 962,000	\$ 1,423,995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 40,210,340	\$ 32,192,940	\$ 42,849,158	\$ 1,038,985	\$ 1,076,783	\$ 7,750,412	\$ 963,956	\$ 368,208	\$ 2,962,163	\$ 7,178,144	

\*This information was prepared for us by Lewis Young Robertson and Burningham, Inc. and this can be found with our City's Master Plans at [https://nibleycity.com/images/2022\\_Nibley\\_City\\_CPFP.pdf](https://nibleycity.com/images/2022_Nibley_City_CPFP.pdf)



# WATER DEPARTMENT

FISCAL YEAR 2023-2024

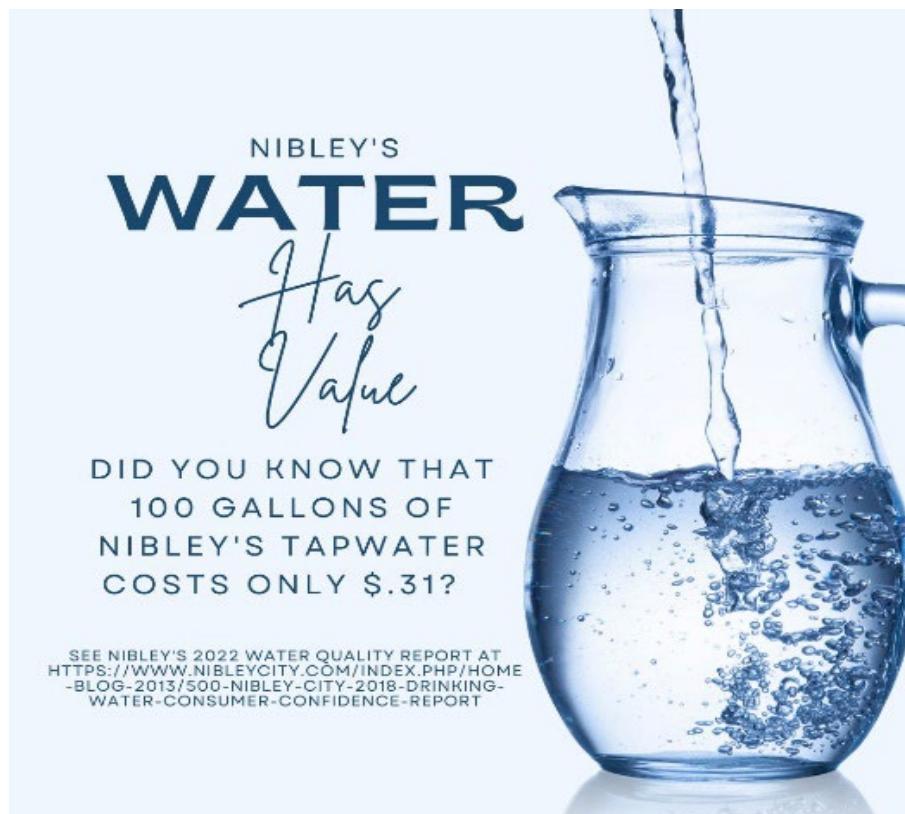
Stream on Main Street and Hollow Road  
Photo Credit Amy Johnson

## 2022-23 Water Department Accomplishments

- \* Meter maintenance to ensure accurate readings for billing purposes
- \* Repaired 3 leaking service lines to help reduce unaccounted water usage
- \* Repaired all fire hydrants that we had parts for
- \* Installed two new hydrants to the 12-inch water line on 3200 south
- \* Implemented and maintained our weekly checks on wells
- \* Developed and started implementation of a valve cleaning and exercise program
- \* Repaired control valve and surge valve in 4000 well. Evaluated all PRVs and control valves, and continually working to repair PRVs and control valves
- \* Working to improve GIS proper GPSing and mapping of water system
- \* Replaced surge protection system in 640 well and the tank farm
- \* Fixed major water leak on 4000 South and Main Street
- \* Repaired and have intrusion alarms working at all well sites

## 2023-24 Water Department Goals

- \* Continue working on meter maintenance to ensure accurate readings for billing purposes
- \* Continue to reduce unaccounted water usage
- \* As parts become available, repair improperly working fire hydrants that have been identified
- \* Continue updating GIS mapping of water system when discrepancies are found
- \* Now that the evaluation is complete, continue maintaining hydraulic control valves (PRVs)
- \* Continue the valve exercising program
  - \* Install new PLC at Nelson Well
    - \* Get the generator, transfer switch, and the door and louver opening working at 640 Well
    - \* Meter barrel maintenance and service leak detection
    - \* Install intrusion alarms on all water tank hatches
  - \* Future Project Develop a plan for addressing Yeates Spring
  - \* Future Project 2 or 3 Million Gallon storage tank – approximately 2023
  - \* Future Project Construct 1200 West well – approximately 2026



## Water Department

Water Department Revenue budgets contain funds generated either by miscellaneous sources or utility revenue. The majority of this departmental revenue consists of Water Service Fees, which are fees paid by residents for the water delivery services provided by the City.

Revenue	Account Number	Actual				
		FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
<b>Miscellaneous Revenue</b>						
Interest Earned	51-36-610	\$ -	\$ -	\$ 7,000	\$ 40,000	29%
Reimbursement for Damage	51-36-686	\$ -	\$ -	\$ -	\$ -	
Sale Of Fixed Assets	51-36-690	\$ -	\$ -	\$ -	\$ -	
Water Share Rents	51-36-692	\$ 6,782	\$ 16	\$ 500	\$ 500	0%
Development Fee In Lieu	51-36-693	\$ -	\$ 61,950	\$ 1,000	\$ -	-100%
New Development Modeling	51-36-694	\$ -	\$ 500	\$ 2,500	\$ 2,500	0%
Miscellaneous Water Revenue	51-36-800	\$ 8,651	\$ 2,853	\$ -	\$ -	
<b>Total Miscellaneous Revenues</b>		<b>\$ 15,433</b>	<b>\$ 65,319</b>	<b>\$ 11,000</b>	<b>\$ 12,000</b>	<b>9%</b>
<b>Utility Revenue</b>						
Appropriated Fund Balance	51-37-601	\$ -	\$ 220,500	\$ 175,000	\$ 293,000	67%
Interest Earned	51-37-610	\$ 3,709	\$ -	\$ -	\$ 3,000	100%
Water Service Fees	51-37-710	\$ 790,868	\$ 752,996	\$ 755,000	\$ 800,000	6%
Connection Fees	51-37-750	\$ 73,289	\$ 40,477	\$ 52,500	\$ 36,000	-31%
Penalties	51-37-780	\$ 36,784	\$ 21,597	\$ 30,000	\$ 25,000	-17%
<b>Total Utility Revenue</b>		<b>\$ 904,651</b>	<b>\$ 1,035,570</b>	<b>\$ 1,012,500</b>	<b>\$ 1,182,000</b>	<b>17%</b>
<b>Total Utility Fund Revenues</b>		<b>\$ 920,083</b>	<b>\$ 1,100,889</b>	<b>\$ 1,023,500</b>	<b>\$ 1,157,000</b>	<b>17%</b>
<b>Surplus/Deficit</b>		<b>\$ 283,397</b>	<b>\$ 471,140</b>	<b>\$ -</b>	<b>\$ -</b>	
Beginning Cash Balance (est.)						<b>\$ 1,044,582</b>
Reserves/(Fund Balance App.)						<b>\$ (293,000)</b>
<b>Ending Cash Balance (est.)</b>						<b>\$ 751,582</b>

**51-36-610 Interest earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**51-36-686 Reimbursement for Damage** - Revenue generated from reimbursement of any damage caused to City's water-related assets or infrastructure.

**51-36-690 Sale of Fixed Assets** - No funds are anticipated this year.

**51-36-692 Water Share Rents** - Revenue generated for water shares the city is not using but is renting out to residents.

**51-36-693 Development Fee In Lieu**- Fee in lieu of dedicating water shares with development. This option was removed by Council in March 2023, so no revenue will be generated this fiscal year.

**51-36-694 New Development Modeling**- Funds received as reimbursement from developers for water modeling costs.

**51-36-800 Miscellaneous Water Revenue** - Revenue generated from raising water meters. No funds are anticipated this year.

**51-37-601 Appropriated Fund Balance** - This account is used to allocate funds from the existing fund balance.

**51-37-610 Interest Earned** - Revenue generated from interest earned by the City on all fund balances of money held in interest-bearing accounts. The interest is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of each total fund balance.

**51-37-710 Water Service Fees** - These funds are fees paid by utility users for water use. The projected amount is based on projected sales and on past year collections.

**51-37-750 Connection Fees** - Revenue generated from a \$700 meter fee to install a water meter and a \$550 connection fee, when applicable. The amount budgeted is based on 65 new houses/units.

**51-37-780 Penalties** - Expected revenue generated for late bill payment fees.

## Water Expenditures

Water Expenditures are necessary in order to maintain the water delivery services that our City provides for our residents, who rely on clean, safe culinary water.

Expenses	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change	
Salaries & Wages	51-40-110	\$ 45,952	\$ 58,852	\$ 96,000	\$ 106,000	10%	
Seasonal Salaries	51-40-115	\$ -		\$ 5,000	\$ 7,000	40%	
Employee Benefits	51-40-130	\$ (140)	\$ 25,708	\$ 53,500	\$ 52,000	-3%	
Education, Travel, & Training	51-40-230	\$ (305)	\$ 2,598	\$ 6,000	\$ 10,000	67%	
Water Meters	51-40-249	\$ 55,009	\$ 64,921	\$ 65,000	\$ 70,000	8%	
Facilities and Maintenance	51-40-250	\$ 76,317	\$ 68,134	\$ 75,000	\$ 80,000	7%	
Utilities	51-40-270	\$ 83,902	\$ 66,651	\$ 85,000	\$ 87,000	2%	
Memberships & Dues	51-40-300	\$ 1,162	\$ 2,217	\$ 3,000	\$ 1,000	-67%	
Professional Services	51-40-310	\$ 6,290	\$ 2,662	\$ 5,000	\$ 5,000	0%	
Legal Expense	51-40-311	\$ 720	\$ 1,845	\$ 5,000	\$ 5,000	0%	
Water Share Assessments	51-40-335	\$ 20,400	\$ 28,975	\$ 25,000	\$ 32,000	28%	
Department Expenditures	51-40-400	\$ 3,803	\$ 1,213	\$ 3,000	\$ 3,000	0%	
Water Testing	51-40-442	\$ 2,538	\$ 2,103	\$ 7,000	\$ 7,000	0%	
Water Shares	51-40-443	\$ 1,340	\$ -	\$ 100,000	\$ 75,000	-25%	
Engineering/Planning	51-40-514	\$ 14,670	\$ 12,206	\$ 10,000	\$ 15,000	50%	
Emergency Expense	51-40-515	\$ -	\$ -	\$ 5,000	\$ 5,000	0%	
Capital Outlay Improvements	51-40-730	\$ -	\$ -	\$ 125,000	\$ 214,000	71%	
Capital Outlay Equipment	51-40-740	\$ -	\$ -	\$ -	\$ 31,000	100%	
Debt Service Principal	51-40-810	\$ -	\$ -	\$ -	\$ -		
Debt Service Interest	51-40-820	\$ (9,971)	\$ -	\$ -	\$ -		
Administrative Charge to Gen Fund	51-40-910	\$ 335,000	\$ 291,667	\$ 350,000	\$ 395,000	13%	
Reserves	51-40-999						
<b>Total Water Fund Expenses</b>		<b>\$ 636,687</b>	<b>\$ 629,749</b>	<b>\$ 1,023,500</b>	<b>\$ 1,200,000</b>	<b>17%</b>	

**51-40-110 Salaries & Wages** - Funds allocated for 50% of three full-time employees: water/sewer superintendent, 2 water/sewer employees. The other half of their wages are paid through the sewer department.

**51-40-115 Seasonal Salaries** - Funds allocated for 50% of a part time employee of 720 hours. The other 50% will be paid for out of Sewer Seasonal Salaries

**51-40-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**51-40-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licensing and certification fees.

**51-40-249 Water Meters** - Funds allocated for purchasing new meters.

**51-40-250 Facilities and Maintenance** - Funds allocated for repairing and maintaining the water system.

**51-40-270 Utilities** - Funds allocated for electric utility charges for well pumps.

**51-40-300 Memberships & Dues** - Funds allocated for professional memberships and dues: American Public Works Association and Rural Water Association (50% Water/50% Sewer).

**51-40-310 Professional Services** - Funds allocated for professional services other than legal or engineering.

**51-40-311 Legal Expense** - Funds allocated for services performed by the City Attorney relating to water department.

**51-40-335 Water Share Assessments** - Funds allocated to pay for the City's water shares: Millville Irrigation Co., Nibley Blacksmith Fork Irrigation Co., College Irrigation Co, Clear Creek Irrigation Co, and Providence/Logan Irrigation Co.

**51-40-400 Department Expenditures** - Funds allocated for general costs related to the water department.

**51-40-442 Water Testing** - Funds allocated for monthly state-required safety testing of culinary water.

**51-40-443 Water Shares** - This account is used to allocate funds to purchase new water shares that might become available.

**51-40-514 Engineering** - Funds allocated for engineering costs for water-related projects, and to cover the cost of modeling new water infrastructure.

**51-40-515 Emergency/Planning** - Funds allocated this year for any unforeseen costs dues to an emergency.

**51-40-730 Capital Outlay Improvements** - This account includes \$50,000 for water line upsizing, \$104,000 for security and SCADA upgrades at well and tank sites.

**51-40-740 Capital Outlay Equipment** - Reconstruct of pressure reducing valves (\$27,000) and equipment for marking of underground utility lines (\$4,000).

**51-40-810 Debt Service Principal** - Water Department has no debt to service at this time.

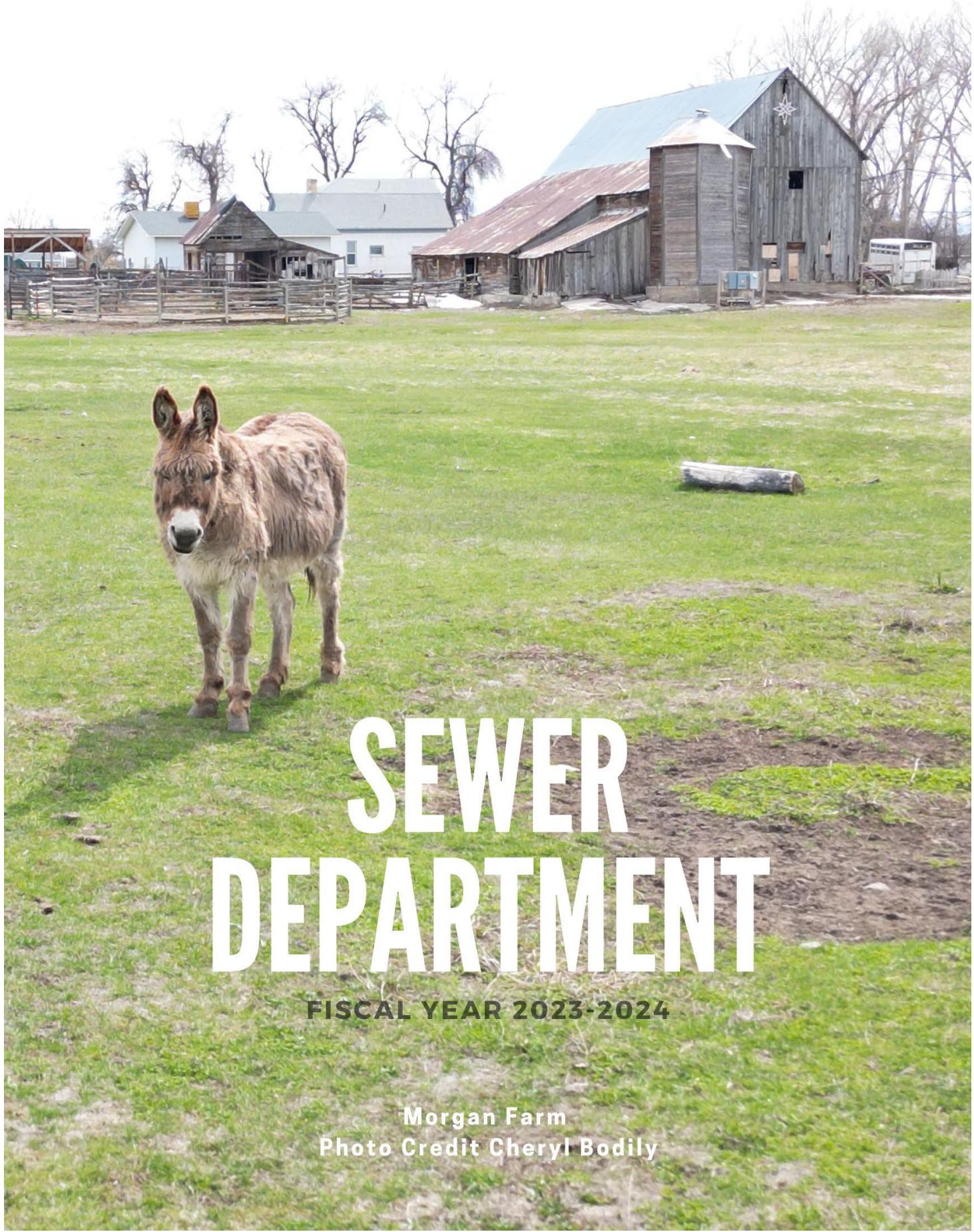
**51-40-820 Debt Service Interest** - Water Department has no debt to service at this time.

**51-40-910 Administrative Charge to General Fund** - Funds transferred to the General Fund based upon Water Department expenses that are incurred through the General Fund.

**51-40-999 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future capital projects, as shown in the master plan.



*\*Please look at certified water quality results by searching for Nibley's Water System and the prior year at this website:  
<https://waterlink.utah.gov/public/CCRReport.html>*



# SEWER DEPARTMENT

FISCAL YEAR 2023-2024

Morgan Farm  
Photo Credit Cheryl Bodily

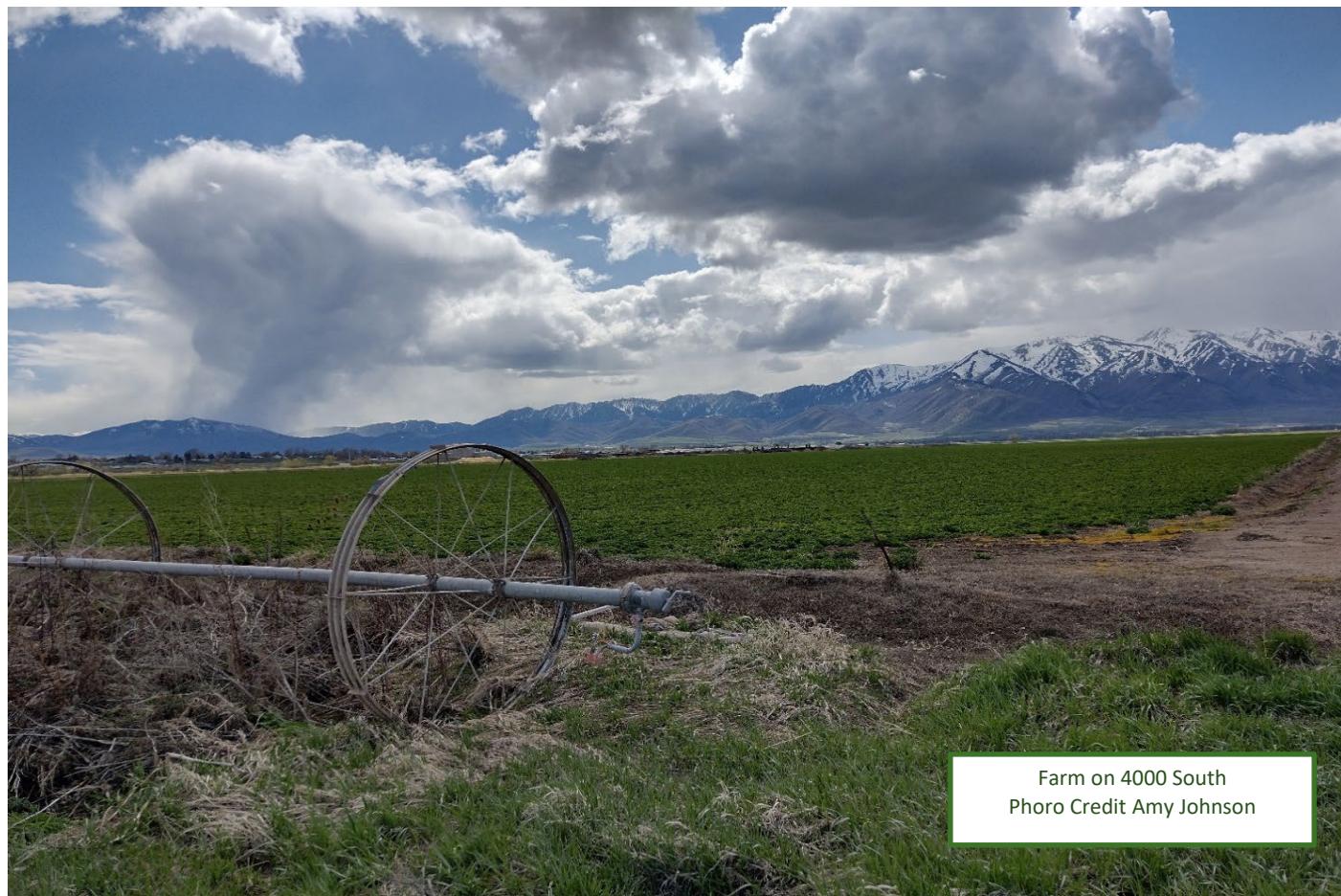
Because of its relatively young age, the Nibley City sewer system has low maintenance costs. The majority of the Sewer department's maintenance budget is spent on cleaning and video inspections of the system in order to maintain its efficient operations.

### **Sewer Department Accomplishments 2022-2023:**

- Inspected all manholes, buried manholes were noted and will be raised
- Installed two check valves at Hansen Lift Station
- Made improvements on 4 Points Lift Station
- Cleaned 11350 feet of sewer line
- Assessed sewer lines using the SL-RAT Technology
- Implemented a weekly cleaning and maintenance schedule for all lift stations
- Worked on improving GIS as discrepancies were found

### **Sewer Department Goals for FY 2023-2024:**

- Inspect all manholes
- Clean the remaining lines that were found on our SL-RAT assessment
- CCTV 8000 feet of pipe
- Repair two significant infiltration spots that have been identified
- Work on repairs that have been identified on our sewer line assessment
- Update GIS mapping of wastewater system when discrepancies are found
- Work on replacing the ARIs for pressure mains
- Replace the PLC at Scott Farms Lift Station



Farm on 4000 South  
Phoro Credit Amy Johnson

## Sewer Revenue

*Sewer Revenue is mainly comprised of funds charged for Sewer Service Fees that are charged monthly to City residents. A new revenue stream this year is from sewer connection fees charged to developers.*

Revenue	Account Number	Actual					
		FY 2021-22	FY 2022-23	Budget	FY 2022-23	FY 2023-24	% Change
Millville Maintenance	52-38-550	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	0%
Millville Sewer Service Fees	52-38-551	\$ 8,808	\$ 6,398	\$ 6,000	\$ 8,000	\$ 8,000	33%
Appropriated Fund Balance	52-38-601	\$ -	\$ -	\$ -	\$ 276,000	\$ 276,000	0%
Interest Earned	52-38-610	\$ 8,364	\$ -	\$ 1,000	\$ 74,000	\$ 74,000	0%
Sale Of Fixed Assets	52-38-690	\$ 280,000	\$ -	\$ -	\$ -	\$ -	0%
Sewer Service Fees	52-38-710	\$ 1,362,933	\$ 1,202,741	\$ 1,300,000	\$ 1,375,000	\$ 1,375,000	6%
Sewer Connection Fee	52-38-750	\$ -	\$ -	\$ -	\$ 23,000	\$ 23,000	100%
Miscellaneous Sewer Rev	52-38-800	\$ 15,350	\$ 2,747	\$ -	\$ -	\$ -	0%
<b>Total Revenues</b>		<b>\$ 1,675,455</b>	<b>\$ 1,211,886</b>	<b>\$ 1,308,000</b>	<b>\$ 1,690,000</b>	<b>29%</b>	
<b>Surplus/Deficit</b>		<b>\$ 177,231.70</b>	<b>\$ 281,779.31</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Beginning Cash Balance (est.)							\$ 1,936,685
Reserves/(Fund Balance App.)							\$ (209,000)
<b>Ending Cash Balance (est.)</b>							<b>\$ 1,727,685</b>

**52-38-550 Millville Maintenance** - Revenue generated from charges Nibley levies upon Millville for maintenance of the sewer system for wastewater from Ridgeline High School.

**52-38-551 Millville Sewer Service Fees** - Revenue generated from charges Nibley levies upon Millville for use of the sewer system for wastewater from Ridgeline High School.

**52-38-601 Appropriated Fund Balance** - This account is used to appropriate funds from the sewer fund balance to be used in the current year.

**52-38-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**52-38-690 Sale of Fixed Assets** - Revenue generated from the sale of surplus equipment. We do not anticipate any funds this year.

**52-38-710 Sewer Service Fees** - Revenue generated from sewer service fees; based on the graduated fee schedule adopted by the council in 2018, the fee is now \$55.

**52-38-750 Sewer Connection Fees** - Revenue generated from sewer connection fees.

**52-38-800 Miscellaneous Sewer Revenue** - Revenue generated from miscellaneous sewer income.

## Sewer Department Debt Service

Date	Principal Payment	Principal	Actual Balance Owing
5/1/2005	\$ 190,000	\$ 7,739,000	
5/1/2006	\$ 200,000	\$ 7,549,000	
5/1/2007	\$ 200,000	\$ 7,349,000	
5/1/2008	\$ 200,000	\$ 7,149,000	
5/1/2009	\$ 205,000	\$ 6,949,000	
5/1/2010	\$ 205,000	\$ 6,744,000	
5/1/2011	\$ 205,000	\$ 6,539,000	
5/1/2012	\$ 205,000	\$ 6,334,000	
5/1/2013	\$ 205,000	\$ 6,129,000	
5/1/2014	\$ 205,000	\$ 5,924,000	
5/1/2015	\$ 245,000	\$ 5,719,000	
5/1/2016	\$ 245,000	\$ 5,474,000	
5/1/2017	\$ 250,000	\$ 5,229,000	
5/1/2018	\$ 250,000	\$ 4,979,000	
5/1/2019	\$ 250,000	\$ 4,729,000	
5/1/2020	\$ 260,000	\$ 4,479,000	
5/1/2021	\$ 260,000	\$ 4,219,000	
5/1/2022	\$ 260,000	\$ 3,959,000	
5/1/2023	\$ 260,000	\$ 3,699,000	
5/1/2024	\$ 270,000	\$ 3,439,000	\$ 2,857,000
5/1/2025	\$ 270,000	\$ 3,169,000	
5/1/2026	\$ 270,000	\$ 2,899,000	
5/1/2027	\$ 270,000	\$ 2,629,000	
5/1/2028	\$ 270,000	\$ 2,359,000	
5/1/2029	\$ 290,000	\$ 2,089,000	
5/1/2030	\$ 290,000	\$ 1,799,000	
5/1/2031	\$ 290,000	\$ 1,509,000	
5/1/2032	\$ 324,000	\$ 1,219,000	
5/1/2033	\$ 440,000	\$ 895,000	
5/1/2034	\$ 455,000	\$ 455,000	

\* This is an interest-free loan.

## Sewer Expenditures

*Sewer Expenditures cover all costs associated with operation, maintenance, and improvement of existing sewer systems, along with all employee costs to provide sewer services to the residents of our City.*

Expenses	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget 2023-24	% Change	
Salaries & Wages	52-72-110	\$ 71,904	\$ 58,851	\$ 96,000	\$ 106,000	10%	
Seasonal Salaries	52-72-115	\$ -	\$ -	\$ 5,000	\$ 7,000	40%	
Employee Benefits	52-72-130	\$ (2,243)	\$ 25,711	\$ 54,000	\$ 52,000	-4%	
Education, Travel, & Training	52-72-230	\$ 1,588	\$ 1,968	\$ 4,000	\$ 8,000	100%	
Facilities and Maintenance	52-72-250	\$ 25,043	\$ 24,754	\$ 35,000	\$ 38,000	9%	
Hansen Lift Station Maintenance	52-72-251	\$ 28,957	\$ 4,218	\$ 8,000	\$ 10,000	25%	
Utilities	52-72-270	\$ 12,146	\$ 10,756	\$ 11,000	\$ 13,000	18%	
Wastewater Treatment Logan	52-72-275	\$ 563,938	\$ 458,866	\$ 500,000	\$ 530,000	6%	
Memberships & Dues	52-72-300	\$ -	\$ -	\$ 2,000	\$ 1,000	-50%	
Legal Expense	52-72-311	\$ 120	\$ -	\$ 10,000	\$ 10,000	0%	
Department Expenditures	52-72-400	\$ 4,054	\$ 1,529	\$ 3,000	\$ 3,000	0%	
Engineering/Planning	52-72-514	\$ 7,885	\$ 12,461	\$ 10,000	\$ 20,000	100%	
Emergency Expense	52-72-515	\$ -	\$ -	\$ 10,000	\$ 10,000	0%	
Sewer Reserve Fund	52-72-636	\$ -	\$ -	\$ 30,000	\$ 30,000	0%	
Capital Outlay Improvements	52-72-730	\$ -	\$ -	\$ 40,000	\$ 170,500	326%	
Capital Outlay Equipment	52-72-740	\$ 449,830	\$ -	\$ 13,000	\$ 286,500	2104%	
Four Point Lift Station Repair	52-72-741	\$ -	\$ 503	\$ 40,000	\$ -	-100%	
SL RAT Sewer Analysis	52-72-742	\$ -	\$ 38,823	\$ 50,000	\$ -	-100%	
Debt Service	52-72-810	\$ -	\$ -	\$ -	\$ -		
Administrative Charge To GF	52-72-910	\$ 335,000	\$ 291,667	\$ 350,000	\$ 395,000	13%	
Reserves	52-72-999	\$ -	\$ -	\$ 37,000		-100%	
<b>Total Sewer Fund Expenses</b>		<b>\$ 1,498,223</b>	<b>\$ 930,107</b>	<b>\$ 1,308,000</b>	<b>\$ 1,690,000</b>	<b>29%</b>	

### Sewer Expenditures

**52-72-110 Salaries & Wages** - Funds allocated for 50% of three full-time employees; sewer/water superintendent, two sewer/water employees. The other half of their wages are paid through the water department.

**51-40-115 Seasonal Salaries** - Funds allocated for 50% of a part time employee of 720 hours. The other 50% will be paid for out of Water Seasonal Salaries.

**52-72-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**52-72-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licenses and certification fees.

**52-72-250 Facilities and Maintenance** - Funds allocated for repairs on the sewer system.

**52-72-251 Hansen Lift Station Maintenance** - Funds allocated for cleaning sewer lines that are shared with Millville City.

**52-72-270 Utilities** - Funds allocated for electricity costs for sewer lift stations pumps.

**52-72-275 Wastewater Treatment Logan** - Funds paid to Logan City for treatment of the wastewater.

**52-72-300 Memberships & Dues** - Funds allocated for 50% of professional memberships in American Public Works Association and Rural Water Association. The other 50% of the cost is taken from the sewer department.

**52-72-311 Legal Expense** - Funds allocated for services performed by the City Attorney relating to the sewer department.

**52-72-400 Department Expenditures** - Funds allocated covering a variety of general department expenditures, which includes the sewer lift station.

**52-72-514 Engineering/Planning** - Funds allocated for fees charged by an outside engineers relating to the sewer department.

**52-72-515 Emergency Expense** - Funds allocated for any unforeseen costs due to an emergency.

**52-72-636 Sewer Reserve Fund** - These funds are transferred to a separate account to be held for future capital project needs.

**52-72-730 Capital Outlay Improvements** - Funds allocated for the potential upsizing of sewer lines in new developments (\$40,000) Security and SCADA upgrades (\$60,500), Air Vac Valve replacement in Force Main Lines

**52-72-740 Capital Outlay Equipment** - One of the major costs to the City sewer system is paying for treatment of inflow and infiltration into the system. Staff is proposing purchasing a camera truck system that will allow them to investigate and locate problems where I&I are getting into the system (\$250,000). Other funds allocated are for the lease of a sewer department vehicle for \$4,500, and the lease of a backhoe (\$8,000), safety equipment (trench box \$20,000), underground utility locate equipment (\$4,000).

**52-72-741 Four Points Lift Station Repair** - The Four Points Lift Station - No funds budgeted this year.

**52-72-742 SL RAT Sewer Service** - Analysis of sewer system to identify deficiencies and problem areas. No funds budgeted this year.

**52-72-810 Debt Service** - This is the portion of the payment on the sewer bond that is paid out of the sewer utility fund. Additional payments are made from the sewer impact fee fund. See [57-40-810](#) for reference. This is an interest-free loan.

**52-72-910 Admin Charge to General Fund** - Funds transferred to the General Fund based upon Sewer Department expenses that are incurred through the General Fund.

**52-72-999 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future capital projects, as shown in the master plan.

# STORMWATER DEPARTMENT

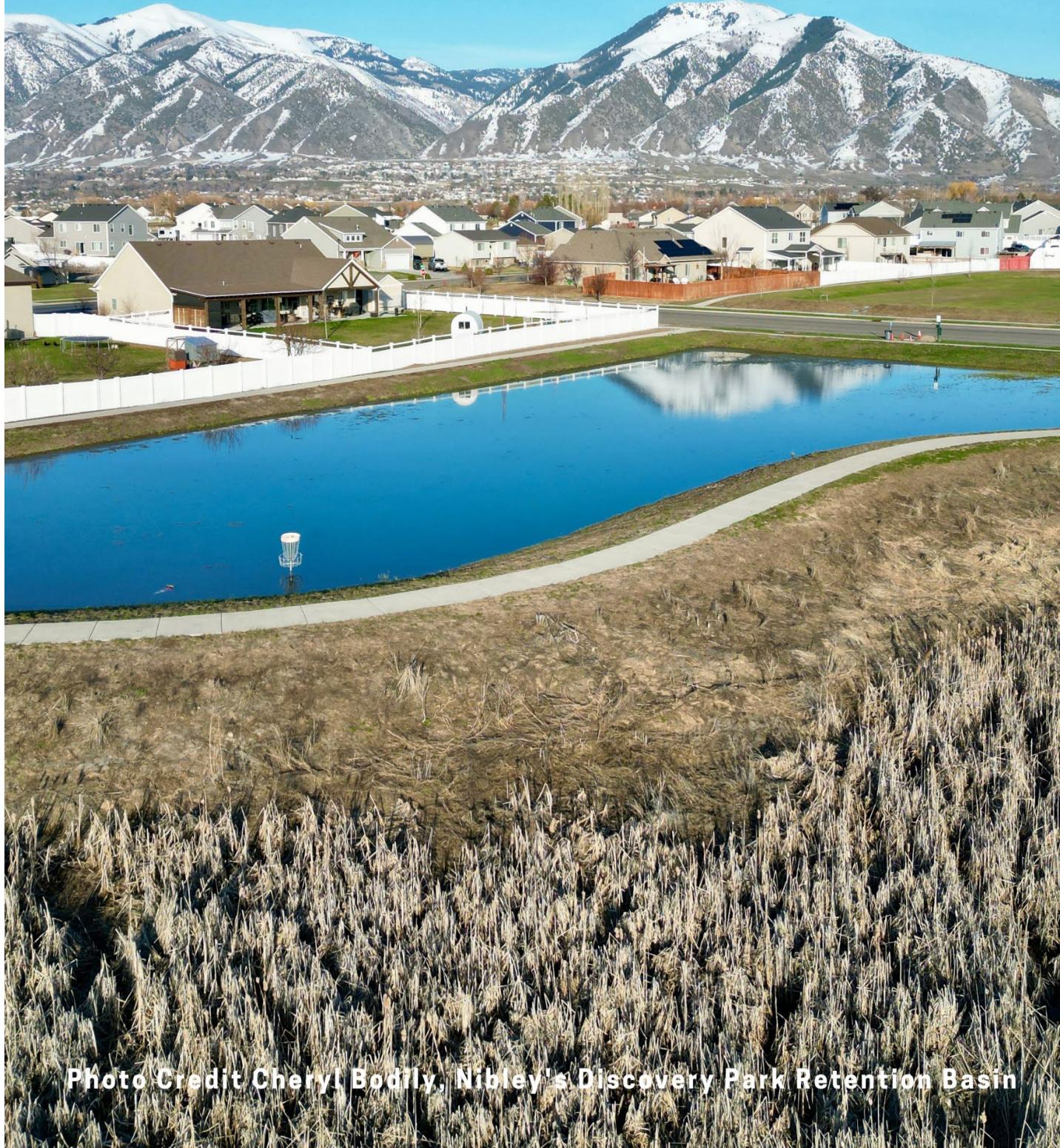


Photo Credit Cheryl Bodily, Nibley's Discovery Park Retention Basin

## Stormwater Department Accomplishments 2022-2023:

- Streets were swept in Nibley City 3 times during the calendar year
- Cleaned the bypass line on 1200 West at the Disc Golf Course
- Attended monthly Cache County Stormwater Meetings.
- Attended Utah Stormwater Advisory Committee Meetings to learn new regulations and rules.
- Completed timely monthly inspections with our City's Stormwater system.

## Stormwater Department Goals 2023-2024:

- Put in a new bypass line at 685 West 2475 South.
- Install a culvert box at 3200 South 1700 West.
- Clean 1/3 of City's Storm Drain Pipes.
- Maintain compliance with State and Federal regulations.
- Perform monthly inspections for construction sites.



Photo Credit Cheryl Bodily  
Discovery Park Retention Basin

## Stormwater Revenue

*Stormwater revenue provides a sustainable, dedicated revenue stream that funds the operation, maintenance, and improvement of our City's stormwater management system.*

Revenue	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change	
Stormwater Inspection Fee	53-37-411	\$ 22,800	\$ 7,800	\$ 10,000	\$ 10,000		0.0%
Appropriated Fund Balance	53-37-601	\$ -	\$ -	\$ -	\$ -		
CIB Stormwater Grant	53-37-615	\$ -	\$ -	\$ -	\$ 30,000		
Interest Earned	53-37-610	\$ 1,832	\$ -	\$ 2,500	\$ 13,000		420%
Sale of Fixed Assets	53-37-695	\$ -	\$ -	\$ -	\$ -		
Stormwater Service Fee	53-37-710	\$ 252,549	\$ 220,090	\$ 230,000	\$ 285,000		10.9%
<b>Total Revenues</b>		<b>\$ 277,181</b>	<b>\$ 227,890</b>	<b>\$ 242,500</b>	<b>\$ 338,000</b>		<b>39%</b>
<b>Surplus/(Deficit)</b>		<b>\$ 5,396</b>	<b>\$ 69,937</b>	<b>\$ (42,100)</b>	<b>\$ -</b>		
Beginning Cash Balance (Est.)							\$ 350,165
Reserves/(Fund Balance App.)							\$ 17,000
Ending Cash Balance (Est.)							\$ 367,165

**53-37-411 Stormwater Inspection Fee** - Revenue generated from a fee paid by builders for monthly inspection of their construction site.

**53-37-601 Appropriated Fund Balance** - Revenue budgeted from funds that can be appropriated from the ongoing fund balance to be expended in the current budget year.

**53-37-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**53-37-615 CIB Stormwater Grant** - Grant revenue from Community Impact Fund Board which is providing funds for an update to the stormwater master plan, and GIS mapping.

**53-37-695 Sale of Fixed Assets** - No funds have been budgeted this year.

**53-37-710 Stormwater Service Fees** - Revenue generated from the monthly stormwater fee. It is \$8.00 per month per residence.



**Our City:**

1. Collects Stormwater
2. Conveys Stormwater
3. Discharges pollution-free into local rivers and streams

## Stormwater Expenses

*Stormwater Expenses cover the costs of providing Stormwater services, which allows rain and snow runoff from impervious surfaces to be routed safely away from homes, roads, or other structures, in a manner that is compliant with state Municipal Separate Storm Sewer System (MS4) requirements.*

Expenses	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Salaries & Wages	53-40-110	\$ 37,520	\$ 41,060	\$ 60,000	\$ 62,000	3%
Seasonal Salaries & Wages	53-40-115	\$ 11,723	\$ 13,657	\$ 40,000	\$ 31,000	-23%
Employee Benefits	53-40-130	\$ (10,836)	\$ 17,652	\$ 30,000	\$ 34,000	13%
Education, Travel, & Training	53-40-230	\$ 855	\$ 820	\$ 1,500	\$ 2,000	33%
Facilities and Maintenance	53-40-250	\$ 12,243	\$ 9,176	\$ 16,000	\$ 16,000	0%
Canal Maintenance	53-40-260	\$ 3,500	\$ -	\$ 3,500	\$ 3,500	0%
Utilities	53-40-270	\$ -	\$ 2,953	\$ 10,000	\$ 10,000	0%
Memberships & Dues	53-40-300	\$ -	\$ -	\$ 500	\$ 1,000	100%
Legal Expense	53-40-311	\$ 130	\$ -	\$ 500	\$ 500	0%
Department Expenditures	53-40-400	\$ 4,985	\$ 216	\$ 3,000	\$ 3,000	0%
Engineering Expense	53-40-514	\$ 745	\$ -	\$ 30,000	\$ 60,000	33%
Emergency Expense	53-40-515	\$ -	\$ -	\$ 5,000	\$ 5,000	0%
Capital Outlay Improvements	53-40-730	\$ 125,000	\$ -	\$ -	\$ -	
Capital Outlay Equipment	53-40-740	\$ 4,920	\$ 4,920	\$ 3,600	\$ 5,000	39%
Administrative Charge	53-40-910	\$ 81,000	\$ 67,500	\$ 81,000	\$ 88,000	9%
Reserves	53-40-999	\$ -	\$ -	\$ -	\$ 17,000	
Total Stormwater Fund Expenses		\$ 271,784	\$ 157,953	\$ 284,600	\$ 338,000	19%

**53-72-110 Salaries & Wages** - Funds allocated for 50% of two full-time employees; streets/stormwater superintendent, one streets/stormwater employees. The other half of their wages are paid through the street department.

**53-40-115 Seasonal Salaries & Wages** - Funds allocated for two and a half seasonal employees. Two of the salaries are allocated for the Parks Department and 1/2 salary is allocated for the Stormwater/Streets Department. The other half of the 1/2 salary is paid out of the Stormwater account 10-60-115.

**53-40-130 Employee Benefits** - Funds allocated are based on premium/contribution changes and increases related to salary changes. Funds include costs for Medicare, Social Security, the Utah Retirement System, and telephone/data allowances.

**53-40-230 Education, Training, & Travel** - Funds are for training conferences and continuing education, including hotel costs, mileage, and per diem, as well as for licenses and certification fees.

**53-40-250 Facilities and Maintenance** - Funds allocated for repair and maintenance of storm water facilities.

**53-40-260 Canal Maintenance** - Funds allocated at \$3,500 as Nibley City's contribution to the Nibley Blacksmith Fork Canal Company for shared maintenance of stormwater facilities.

**53-40-270 Utilities** - Funds allocated for utility payments for city-owned Detention Ponds on Main Street, Foxborough, Zollinger Acres, Shadowbrook, Maple View Estates, the Cottages, and Mt Vista.

**53-40-300 Membership Dues** - Funds allocated for professional membership in American Public Works Association.

**53-40-311 Legal Expense** - Funds allocated for services performed by the City Attorney relating to stormwater department.

**53-40-400 Department Expenditures** - Funds allocated covering a variety of general department expenditures, including mobile internet service.

**53-40-514 Engineering** - Funds allocated for charges by city engineers for services related to stormwater facilities and completion of a Stormwater Master Plan update.

**53-40-515 Emergency Expense** - Funds allocated for any unforeseen costs due to an emergency.

**53-40-730 Capital Outlay Improvements** - Funds allocated for stormwater infrastructure for 1200 W road project.

**53-40-740 Capital Outlay Equipment** - Funds allocated for the lease of a stormwater department vehicle (\$5,000).

**53-40-910 – Administrative Charge to General Fund** - Funds transferred to the General Fund based upon Stormwater Department expenses that are incurred through the General Fund.

**53-40-999 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future capital projects, as shown in the master plan.





FISCAL YEAR 2023-2024

# IMPACT FEE FUNDS

Elkhorn Park  
Photo Credit Cheryl Bodily

## Water Impact Fees

*Water Impact Fees are a one-time charge by the City to newly constructed homes to offset the impact on City water infrastructure due to growth.*

Revenue	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Appropriation Of Fund Balance	55-37-601	\$ -	\$ -	\$ -	\$ 87,000	
Interest Earned	55-37-610	\$ 1,660	\$ -	\$ 1,000	\$ 24,000	0%
Water Impact Fees	55-37-790	\$ 312,391	\$ 141,071	\$ 146,000	\$ 189,000	29%
Miscellaneous Water Revenue	55-37-791	\$ -		\$ -	\$ -	
<b>Total Revenues</b>		<b>\$ 314,051</b>	<b>\$ 141,071</b>	<b>\$ 147,000</b>	<b>\$ 300,000</b>	<b>104%</b>

Expenses	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Capital Projects	55-40-750	\$ -	\$ -	\$ 75,000	\$ 300,000	300%
Water Master Plan	55-40-755	\$ -	\$ -	\$ -	\$ -	0%
Reserves	55-40-760	\$ -	\$ -	\$ 72,000	\$ -	-100%
Debt Service	55-40-810	\$ -	\$ -	\$ -	\$ -	
<b>Total Capital Expenses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 147,000</b>	<b>\$ 300,000</b>	<b>104%</b>

**Surplus/(Deficit)**      **\$ 314,051**    **\$ 141,071**    **\$ -**    **\$ -**

Beginning Cash Balance (Est.)	\$ 613,522
Reserves (Fund Balance App.)	\$ (87,000)
Ending Cash Balance (Est.)	\$ 526,522

### Revenue:

**55-37-601 Appropriation of Fund Balance** - If allocated, these would be funds allocated from the ongoing fund balance to be used in the current year.

**55-37-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**55-37-790 Water Impact Fees** - Revenue based on 75 new homes being built in the coming fiscal year. The water impact fee for a new residential home is \$3,363 or \$2,757 for a multifamily unit.

**55-37-791 Miscellaneous Water Revenue** - Revenue generated from fees charged for miscellaneous services, such as raising a water meter, installing a new ring, etc.

### Expenditures:

**55-40-750 Capital Projects** - Funds are being allocated to start the design & concept plan of a capital improvements project. An additonal \$75,000 is being budgeted in GL [51-40-740](#).

**55-40-755 Water Master Plan** - No funds budgeted this year.

**55-40-760 Reserves** - Surplus funds that will be added to the fund balance.

**55-40-810 Debt Service** - No funds budgeted this year. Water debt was paid in full in 2021.

## Park Impact Fees

*Park Impact Fees are a one-time charge by the City to newly constructed homes to offset the impact on City Park infrastructure due to growth.*

Revenue	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget 2022-23	FY	Final Budget FY 2023-24	% Change
Appropriated Fund Balance	56-37-601	\$ -	\$ -	\$ 872,000	\$ 1,094,000	32%	
Interest Earned	56-37-610	\$ 6,050	\$ -	\$ 1,000	\$ 60,000	0%	
Park Impact Fees	56-37-790	\$ 517,500	\$ 319,500	\$ 337,000	\$ 466,000	38%	
<b>Total Revenues</b>		<b>\$ 523,550</b>	<b>\$ 319,500</b>	<b>\$ 1,210,000</b>	<b>\$ 1,620,000</b>	<b>34%</b>	

Expenses	Account Number	Actual					
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget 2022-23	FY	Final Budget FY 2023-24	% Change
Capital Improvement	56-40-740	\$ 15,266	\$ 28	\$ 90,000	\$ -	-100%	
Firefly Park	56-40-751	\$ 66,428	\$ 14,887	\$ 100,000	\$ 30,000	-70%	
Ridgeline Park	56-40-752	\$ -	\$ -	\$ 1,000,000	\$ 1,570,000	57%	
Nibley Meadows Park	56-40-753	\$ -	\$ -	\$ 20,000	\$ 20,000	0%	
Reserves	56-40-760	\$ -	\$ -	\$ -	\$ -	-	
<b>Total Capital Expenses</b>		<b>\$ 81,694</b>	<b>\$ 14,915</b>	<b>\$ 1,210,000</b>	<b>\$ 1,620,000</b>	<b>34%</b>	

<b>Surplus/(Deficit)</b>	<b>\$ 441,856</b>	<b>\$ 304,585</b>	<b>\$ -</b>	<b>\$ -</b>		
Beginning Cash Balance (est.)						<b>\$ 1,614,404</b>
Reserves (Fund Balance App.)						<b>\$ (1,094,000)</b>
Ending Cash Balance (est.)						<b>\$ 520,404</b>

### Revenue:

**56-37-601 Appropriated Fund Balance** - This account is used to appropriate funds from the fund balance to be used in the current fiscal year. Funds are being appropriated for the capital projects below.

**56-37-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**56-37-790 Park Impact Fees** - Revenue based on 65 new homes being built in the coming fiscal year. The park impact fee for a new residential home is \$9,003, for a multifamily unit \$6613.

### Expenditures:

**56-40-740 Capital Improvement** - No funds budgeted this year.

**56-40-751 Firefly Park** - Funds allocated to continue the construction of Firefly Park.

**56-40-752 Ridgeline Park** - Funds allocated to begin construction of the first phase of Ridgeline Park, and \$70,000 for the design of Phase 2.

**56-40-753 Nibley Meadows Park** - Funds allocated to begin construction of Nibley Meadows Park.

**56-40-760 Reserves** - Funds that are not allocated to be spent in this year's budget.

## Sewer Impact Fees

*Sewer Impact Fees are a one-time charge by the City to newly constructed homes to offset the impact on City sewer infrastructure due to growth.*

Revenue	Account Number	Actual					% Change
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24		
Appropriated Fund Balance	57-37-601	\$ -	\$ -	\$ 34,000	\$ 143,000	321%	
Interest Earned	57-37-610	\$ 4,988	\$ -	\$ 10,000	\$ 36,000	0%	
Sewer Impact Fees	57-37-790	\$ 272,650	\$ 99,015	\$ 86,000	\$ 81,000	-6%	
Logan City Sewer Impact Fees	57-25-000	\$ 192,207	\$ 183,000	\$ 125,000	\$ 159,000	27%	
<b>Total Revenues</b>		<b>\$ 469,845</b>	<b>\$ 282,015</b>	<b>\$ 255,000</b>	<b>\$ 419,000</b>	<b>64%</b>	

	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date FY 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Expenses						
Debt Service Principal	57-40-810	\$ -	\$ 260,000	\$ 130,000	\$ 260,000	100%
Reserves	57-40-999	\$ -	\$ -	\$ -	\$ -	
Logan City Sewer Impact Fees	57-25-000	\$ 192,207	\$ 183,000	\$ 125,000	\$ 159,000	27%
<b>Total Capital Expenditures</b>		<b>\$ 192,207</b>	<b>\$ 443,000</b>	<b>\$ 255,000</b>	<b>\$ 419,000</b>	<b>64%</b>

## Surplus/(Deficit)

Beginning Cash Balance (est.)	\$ 722,535
Reserves (Fund Balance App.)	\$ (143,000)
<b>Ending Cash Balance (est.)</b>	<b>\$ 579,535</b>

## Revenue:

**57-37-601 Appropriated Fund Balance** - This account is used to appropriate funds from the fund balance that are mature and must now be paid against the sewer loan. Impact fees must be expended within six years of collection.

**57-37-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**57-37-790 Sewer Impact Fees** - Revenue based on 65 new homes being built in the coming fiscal year. The sewer impact fee for a new residential home is \$1,425, or \$1189 for a multifamily unit.

**57-25-000 Logan City Sewer Impact Fees** - Revenue AND Expenditure based on 65 new homes being built in the coming fiscal year. This is a pass-through account and the fee is collected by Nibley and passed through to Logan City to pay for the new regional wastewater treatment plant. The sewer impact fee for a new residential home with a 1" water meter is \$2,433, 2" meter \$7,786, or 4" \$24,327. See <https://tinyurl.com/m8md32y9>

## Expenditures:

**57-40-810 Debt Service Principal - Funds allocated to pay the debt service on the Sewer Loan.**

**57-40-999 Reserves** - Funds that are not allocated to be spent in this year's budget.

## Stormwater Impact Fees

*Stormwater Impact Fees are a one-time charge by the City to newly constructed homes to offset the impact on City stormwater infrastructure due to growth.*

Revenue	Account Number	Actual					
		Actual		Year-To-Date		Budget	
FY 2021-22		2022-23		FY 2022-23		FY 2023-24	
Interest Earned	58-37-610	\$ 811	\$ -	\$ 2,000	\$ 8,000		300%
Basin Construction Fees	58-37-790	\$ -	\$ 52,000	\$ -	\$ 50,000		
Appropriated Fund Balance	58-37-990	\$ -	\$ -	\$ 157,000	\$ 205,000		31%
<b>Total Revenues</b>		<b>\$ 811</b>	<b>\$ 52,000</b>	<b>\$ 159,000</b>	<b>\$ 263,000</b>		<b>65%</b>

Expenses	Account Number	Actual					
		Actual		Year-To-Date		Budget	
FY 2021-22		2022-23		FY 2022-23		FY 2023-24	
2600 S Retention Basin	58-40-620	\$ -	\$ -	\$ 159,000	\$ 263,000	\$ 159,000	
Reserves	58-40-850	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Expenses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 159,000</b>	<b>\$ 263,000</b>		<b>65%</b>
<b>Surplus/(Deficit)</b>		<b>\$ 811</b>	<b>\$ 52,000</b>	<b>\$ -</b>	<b>\$ -</b>		
Beginning Cash Balance (Est.)							\$ 211,162
Reserves (Fund Balance App.)							\$ (205,000)
<b>Ending Cash Balance (Est.)</b>							\$ 6,162

### **Revenue:**

**58-37-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**58-37-790 Basin Construction Fees** - Revenue generated from fees that come from developers paying their portion of the cost to build regional stormwater basins.

**58-37-990 Appropriated Fund Balance** - Revenue generated from funds being appropriated out of the fund balance from previous contributions.

### **Expenditures:**

**58-40-620 2600 S Retention Basin** - Funds are anticipated to be allocated here for construction of this pond on the west end of 2600 S.

**58-40-850 Reserves** - Funds that are not allocated to be spent in this year's budget.

## Street Impact Fees

*Street Impact Fees are a one-time charge by the City to newly constructed homes to offset the impact on City street infrastructure due to growth.*

Revenue	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
Appropriated Fund Balance	59-37-601	\$ -	\$ -	\$ 44,000	\$ 29,000	-2%
Interest Earned	59-37-610	\$ 1,308	\$ -	\$ 1,000	\$ 14,000	-100%
Street Impact Fees	59-37-790	\$ 124,228	\$ 53,226	\$ 55,000	\$ 57,000	4%
<b>Total Revenues</b>		<b>\$ 125,536</b>	<b>\$ 53,226</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>0%</b>

Expenses	Account Number	Actual				
		Actual FY 2021-22	Year-To-Date 2022-23	Budget FY 2022-23	Final Budget FY 2023-24	% Change
1200 West Expenses	59-40-759	\$ -	\$ -	\$ 100,000	\$ 100,000	0%
Reserves	59-40-760	\$ -	\$ -	\$ -		0%
<b>Total Capital Expenditures</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>0%</b>
<b>Surplus/(Deficit)</b>		<b>\$ 125,536</b>	<b>\$ 53,226</b>	<b>\$ -</b>	<b>\$ -</b>	
Beginning Cash Balance (Est.)						<b>\$ 368,823</b>
Reserves (Fund Balance App.)						<b>\$ (29,000)</b>
<b>Ending Cash Balance (Est.)</b>						<b>\$ 339,823</b>

### **Revenue:**

**59-37-601 Appropriated Fund Balance** - This account is used to allocate funds appropriated out of the fund balance from previous contributions.

**59-37-610 Interest Earned** - Revenue generated from interest earned on all fund balances of money held in interest bearing accounts. This is apportioned out once per year at the end of the fiscal year to each of the individual funds based on the percentage of the total fund balance.

**59-37-790 Street Impact Fees** - Revenue based on 65 new homes anticipated to be built in the coming fiscal year. The street impact fee for a new residential home is \$887.

### **Expenditures:**

**59-40-759- 1200 West Expenses**- Costs related to the construction and improvement of 1200 West.

**59-40-760 Reserves** - Surplus funds added to the fund balance. Those funds are saved to pay for future projects, as shown in the master plan.

### History of Number of Full Time Employees

1 FTE = 2080 Hours

Department/Position		Title	Pay Grade	# FTE	# FTE	# FTE	# FTE	Change
				FY20-21	FY21-22	FY 22-23	FY 23-24	
<b>Administration</b>								
City Manager	10		1	1	1	1	1	0
Treasurer	5		1	1	1	1	1	0
Recorder	7		1	1	1	1	1	0
AP Clerk	5		1	1	0	0	0	0
Office Specialist	4-5		2	2	3	3	3	0
Custodian			1	1	1	1	1	0
<b>Public Works</b>								
Public Works Director	9		1	1	1	1	1	0
City Engineer	11		0	1	1	1	1	0
Inspector 2	6		0	0.50	0.50	0.50	0.50	0
<b>Parks</b>								
Parks Superintendent	8		1	1	1	1	1	0
Parks Employee	3-5		3	3	3	3	3	0
Seasonal Parks	3		1.4	1.4	1.4	1.4	1.4	0
<b>Streets</b>								
Streets Manager	7		0.5	0.50	0.50	0.50	0.50	0
Streets Operator	6		0.5	0.50	0.50	0.50	0.50	0
Seasonal Streets	3		0.18	0.18	0.18	0.18	0.18	0
Crossing Guard	3		1.82	2	2	2	2	0
<b>Planning/Building</b>								
City Planner	8		1	1	1	1	1	0
Inspector 1	7		0	0.00	1.00	1.00	1.00	0
Inspector 2	6		1	1.50	0.50	0.50	0.50	0
Commercial Inspector	Contract		0.01	0.01	0.01	0.01	0.01	0
<b>Recreation</b>								
Recreation Director	7		1	1.00	1	1	1	0
Recreation Employee	4		1	1.00	1	1	1	0
Recreation Seasonal	3		0.96	0.96	1.34	1.34	1.34	0
<b>Emergency Services</b>								
Emergency Manager			1	1	1	1	1	0
<b>Stormwater</b>								
Stormwater Manager	7		0.5	0.50	0.50	0.50	0.50	0
Stormwater Operator	6		0.5	0.50	0.50	0.50	0.50	0
Seasonal Stormwater	3		0.88	0.88	0.88	0.88	0.88	0
<b>Water</b>								
Water Manager	8		0.5	0.50	0.50	0.50	0.50	0
Water Operator	6		1	1	1	1	1	0
Water Seasonal	3		0	0	0.175	0.175	0.175	0
<b>Sewer</b>								
Sewer Manager	8		0.5	0.50	0.50	0.50	0.50	0
Sewer Operator	6		1	1	1	1	1	0
Sewer Seasonal	3		0	0	0.175	0.175	0.175	0

27.24	29.42	29.80	29.80	0
-------	-------	-------	-------	---

## Nibley City Pay Grade Schedule 23-24

5% between steps; 4% COLA for FY23-24

	A	B	C	D	E	F	G	H	I
1	\$ 10,0725	\$ 10,5761	\$ 11,1049	\$ 11,6602	\$ 12,2432	\$ 12,8554	\$ 13,4981	\$ 14,1730	\$ 14,8817
Annual	\$ 20,950.81	\$ 21,998.35	\$ 23,098.27	\$ 24,253.18	\$ 25,465.84	\$ 26,739.13	\$ 28,076.09	\$ 29,479.89	\$ 30,953.89
2	\$ 11,6239	\$ 12,2051	\$ 12,8153	\$ 13,4561	\$ 14,1289	\$ 14,8353	\$ 15,5771	\$ 16,3560	\$ 17,1738
Annual	\$ 24,177.65	\$ 25,386.54	\$ 26,655.86	\$ 27,988.66	\$ 29,388.09	\$ 30,857.49	\$ 32,400.37	\$ 34,020.39	\$ 35,721.41
3	\$ 13,4067	\$ 14,0771	\$ 14,7809	\$ 15,5200	\$ 16,2960	\$ 17,1108	\$ 17,9663	\$ 18,8646	\$ 19,8079
Annual	\$ 27,886.03	\$ 29,280.33	\$ 30,744.35	\$ 32,281.56	\$ 33,895.64	\$ 35,590.42	\$ 37,369.94	\$ 39,238.44	\$ 41,200.36
4	\$ 15,5024	\$ 16,2776	\$ 17,0914	\$ 17,9460	\$ 18,8433	\$ 19,7855	\$ 20,7748	\$ 21,8135	\$ 22,9042
Annual	\$ 32,245.09	\$ 33,857.35	\$ 35,550.21	\$ 37,327.72	\$ 39,194.11	\$ 41,153.82	\$ 43,211.51	\$ 45,372.08	\$ 47,640.69
5	\$ 17,9337	\$ 18,8303	\$ 19,7719	\$ 20,7604	\$ 21,7985	\$ 22,8884	\$ 24,0328	\$ 25,2345	\$ 26,4962
Annual	\$ 37,302.00	\$ 39,167.10	\$ 41,125.46	\$ 43,181.73	\$ 45,340.82	\$ 47,607.86	\$ 49,988.25	\$ 52,487.67	\$ 55,112.05
6	\$ 20,7239	\$ 21,7601	\$ 22,8481	\$ 23,9905	\$ 25,1900	\$ 26,4495	\$ 27,7720	\$ 29,1606	\$ 30,6186
Annual	\$ 43,105.65	\$ 45,260.94	\$ 47,523.98	\$ 49,900.18	\$ 52,395.19	\$ 55,014.95	\$ 57,765.70	\$ 60,653.98	\$ 63,686.68
7	\$ 24,0119	\$ 25,2125	\$ 26,4732	\$ 27,7968	\$ 29,1867	\$ 30,6460	\$ 32,1783	\$ 33,7872	\$ 35,4766
Annual	\$ 49,944.83	\$ 52,442.07	\$ 55,064.17	\$ 57,817.38	\$ 60,708.25	\$ 63,743.66	\$ 66,930.84	\$ 70,277.39	\$ 73,791.26
8	\$ 27,7862	\$ 29,1755	\$ 30,6343	\$ 32,1660	\$ 33,7743	\$ 35,4630	\$ 37,2362	\$ 39,0980	\$ 41,0529
Annual	\$ 57,795.30	\$ 60,685.06	\$ 63,719.31	\$ 66,905.28	\$ 70,250.54	\$ 73,763.07	\$ 77,451.22	\$ 81,323.79	\$ 85,389.97
9	\$ 32,2319	\$ 33,8435	\$ 35,5357	\$ 37,3124	\$ 39,1781	\$ 41,1370	\$ 43,1938	\$ 45,3535	\$ 47,6212
Annual	\$ 67,042.33	\$ 70,394.44	\$ 73,914.17	\$ 77,609.87	\$ 81,490.37	\$ 85,564.89	\$ 89,843.13	\$ 94,335.29	\$ 99,052.05
10	\$ 37,3609	\$ 39,2289	\$ 41,1903	\$ 43,2499	\$ 45,4124	\$ 47,6830	\$ 50,0671	\$ 52,5705	\$ 55,1990
Annual	\$ 77,710.58	\$ 81,596.11	\$ 85,675.91	\$ 89,959.71	\$ 94,457.70	\$ 99,180.58	\$ 104,139.61	\$ 109,346.59	\$ 114,813.92
11	\$ 42,9728	\$ 45,1214	\$ 47,3775	\$ 49,7464	\$ 52,2337	\$ 54,8454	\$ 57,5877	\$ 60,4670	\$ 63,4904
Annual	\$ 89,383.42	\$ 93,852.60	\$ 98,545.22	\$ 103,472.49	\$ 108,646.11	\$ 114,078.42	\$ 119,782.34	\$ 125,771.45	\$ 132,060.03

## History of Salaries

	FY21/22	FY 22/23	Increase from 22-23	FY23/24	Additional \$	% change	Reason for Increase
Administration	\$ 337,000.00	\$ 380,000.00	11.0%	\$ 399,000.00	\$ 19,000.00	5	1
Public Works	\$ 216,000.00	\$ 230,000.00	6.0%	\$ 248,000.00	\$ 18,000.00	7%	2
Parks	\$ 175,000.00	\$ 193,000.00	9.0%	\$ 216,000.00	\$ 23,000.00	11%	2
Streets	\$ 112,000.00	\$ 125,000.00	10.0%	\$ 128,000.00	\$ 3,000.00	2%	1
Planning and Building	\$ 176,000.00	\$ 210,000.00	16.0%	\$ 207,000.00	\$ (3,000.00)	-1%	4
Recreation	\$ 124,000.00	\$ 159,000.00	22.0%	\$ 243,000.00	\$ 84,000.00	35%	3
Emergency Services	\$ 12,000.00	\$ 13,000.00	8.0%	\$ 14,000.00	\$ 1,000.00	7%	1
Stormwater	\$ 97,000.00	\$ 100,000.00	3.0%	\$ 93,000.00	\$ (7,000.00)	-8	4
Water	\$ 90,000.00	\$ 101,000.00	11.0%	\$ 113,000.00	\$ 12,000.00	11%	3
Sewer	\$ 90,000.00	\$ 101,000.00	11.0%	\$ 113,000.00	\$ 12,000.00	11%	1
City Council	\$ 33,000.00	\$ 36,000.00	8.0%	\$ 36,000.00	\$ -	0.0%	
Totals:	\$ 1,462,000.00	\$ 1,648,000.00	11.0%	\$ 1,810,000.00	\$ 162,000.00	9.0%	

Reason For Increase						
1	4% COLA, and possible merit pay increases					
2	4% COLA, and slight adjustment to seasonals					
3	4% COLA, possible merit pay increases, additional employee budgeted for					
4						
5						



## Nibley Citizens

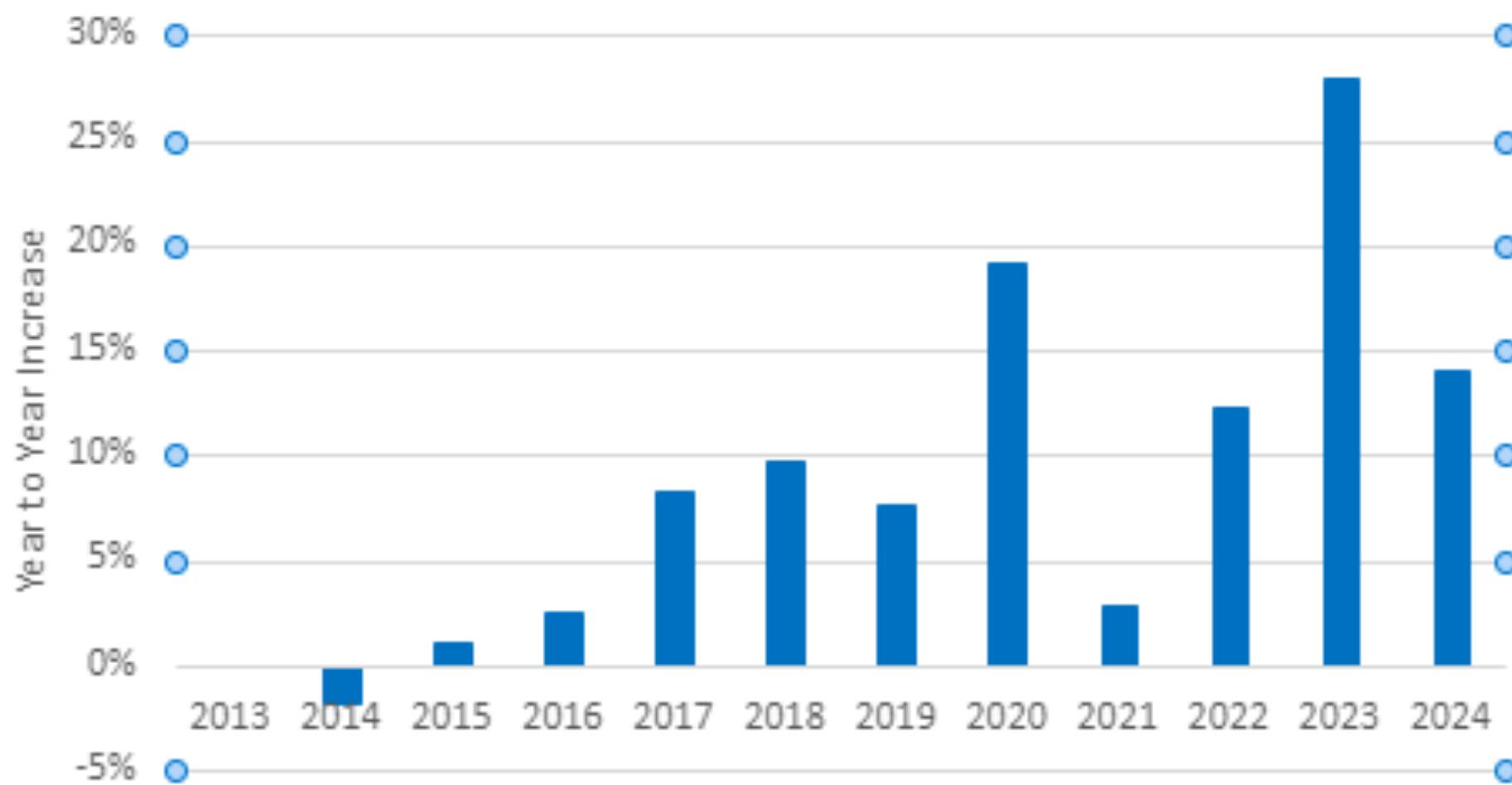
NOTE: Police, Fire, EMS, and Animal Control Services are contracted for, rather than provided directly by the City.

Mayor  
City Council

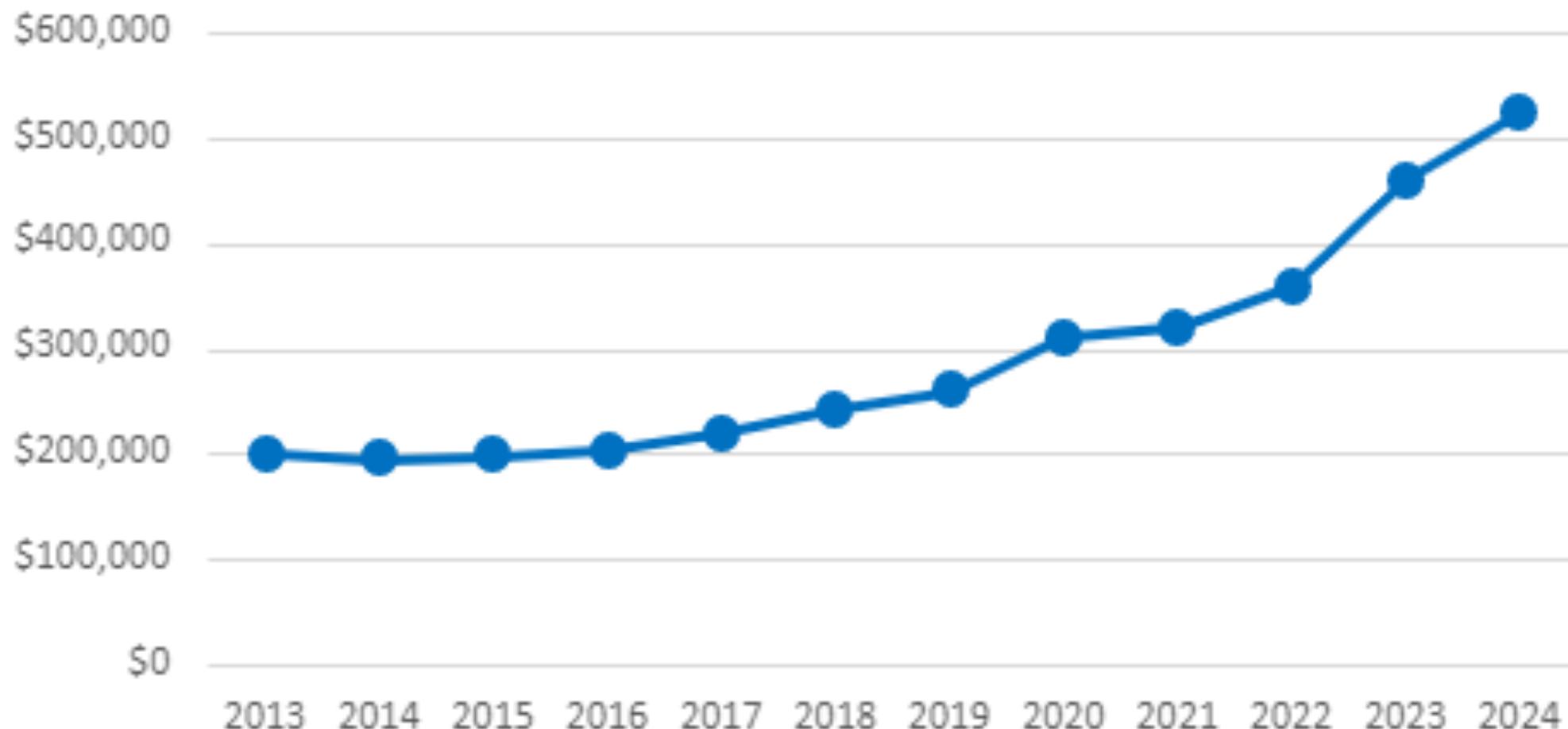
City Manager



## Aggregate Increase in Certified Property Value (Ignoring New Growth)



## A \$200k Property Growing at a Rate Equal to the Increase in Certified Value



## Change in Value and Change in Property Tax Revenue



This Page Intentionally Left Blank

## Agenda Item #8

<b>Description</b>	<b>Discussion &amp; Consideration:</b> Ordinance 23-25 – An Ordinance Providing for the Compensation of Elected and Statutory Officers of Nibley City (Second Reading)
<b>Presenter</b>	Justin Maughan, City Manager
<b>Recommendation</b>	Move to approve Ordinance 23-25 – An Ordinance Providing for the Compensation of Elected and Statutory Officers of Nibley City.
<b>Reviewed By</b>	Mayor, City Manager

### Changes Since First Reading

No change.

### Background:

In 2015, the City Council established a policy of adjusting elected official stipends annually at the same rate as salaries are adjusted for other employees. A 4% cost of living adjustment (COLA) is being proposed in this year's budget for employees, therefore elected official compensation is proposed to be increased by an equal amount.

The compensation of the elected and statutory officers is proposed as follows:

<b>Office:</b>	<b>Proposed Salary:</b>	<b>Present Salary:</b>	<b>Increase:</b>
Mayor	\$957/month	\$921/month	\$36/month
Councilmember	\$381/month	\$367/month	\$14/month
Treasurer	\$37,302–\$55,112/year	\$35,867–\$53,002/year	\$1,435–\$2,110/year

This Page Intentionally Left Blank

## ORDINANCE 23-25

### AN ORDINANCE PROVIDING FOR THE COMPENSATION OF ELECTED AND STATUTORY OFFICERS OF NIBLEY CITY

WHEREAS, elected and statutory officers are required to devote a significant amount of time and talent to the effective administration of Nibley City; and

WHEREAS, elected and statutory officers should be fairly compensated for their time and expenses; and

WHEREAS, the Nibley City Council established a policy in 2015 of annually adjusting City Council Member compensation commensurate with the cost of living adjustment provided to other City employees; and

WHEREAS, a COLA of 4% is proposed this year for city employees.

NOW, THEREFORE, BE IT ORDAINED BY THE NIBLEY CITY COUNCIL OF NIBLEY, UTAH  
THAT:

1. All previous salary or compensation ordinances regarding the elected and statutory officers below are hereby repealed.
2. The compensation of the elected and statutory officers shall be as follows:

Office:	Proposed Salary:	Present Salary:	Increase:
Mayor	\$957/month	\$921/month	\$36/month
Councilmember	\$381/month	\$367/month	\$14/month
Treasurer	\$37,302 - \$55,112/year	\$35,867 – 53,002/year	\$1,435 – 2,110/year

3. Elected and statutory officers shall be paid on the same schedule as other municipal employees.
4. The compensation listed above is not inclusive of per diem, mileage, phone allowance or other expenses, which may be incurred in the course of conducting Nibley City business.
5. This ordinance shall become effective July 1, 2023.

PASSED BY THE NIBLEY CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

---

Larry Jacobsen, Mayor

ATTEST: \_\_\_\_\_  
Cheryl Bodily, City Recorder

This Page Intentionally Left Blank

# 2023 Council Salary Survey by Cache Valley City

Current Annual Pay					
	Mayor	Council Member	Total Annual Council Cost Incl Mayor	US Census Est 7/1/2021	Comments
<b><i>Six-member council form of gov't, mayor does not vote</i></b>					
Smithfield	9,873	5,900	39,373	14,067	Unchanged from last year *
North Logan	9,600	6,000	39,600	11,155	Mayor's salary reduced from \$16,000 last year in exchange for health insurance benefits
Hyrum	18,000	6,000	48,000	10,036	Unchanged from last year ; Mayor Miller paid an add'l \$2542/mo while city administrator job unfilled *
Providence	13,850	9,550	61,600	8,693	Unchanged from last year *
Nibley	11,052	4,404	33,072	7,529	
Hyde Park	10,500	4,725	34,125	5,420	Unchanged from last year *
Wellsville	6,100	1,700	14,600	4,113	Unchanged from last year
Richmond	6,000	2,400	18,000	2,967	Unchanged from last year *
Millville	9,600	3,600	27,600	2,416	Mayor receives \$50/mo for vehicle allowance *
River Heights	6,000	4,800	30,000	2,161	Council unchanged , Mayor took a pay cut to HALF previous year *
Lewiston	4,800	1,800	13,800	1,951	Unchanged from last year *
Mendon	2,500	1,900	12,000	1,336	

Current Annual Pay

Mayor	Council Member	Total Annual			Comments
		Council Cost	Incl Mayor	US Census Est 7/1/2021	

***Council-Mayor form of government, mayor is not part of council***

Logan	113,721	17,842	89,210	54,436	<b>Council pay unchanged for last year</b> ; Logan * mayor is not part of the city council, and serves full time as the city Chief Administrative Officer. Mayor receives \$6000/yr vehicle allowance; council \$300/yr.
-------	---------	--------	--------	--------	---

***County Council 7 members, including chair appointed each year***

Cache County (chair instead of mayor)	30,000	24,000	174,000	County council members estimate 15 to 20 hours a week, council chair, 30 to 35 hours a week.
---	--------	--------	---------	--

*\* data directly with city officials; if not, transparent.utah.gov 2022*

***Five - member council form of gov't (mayor votes), under 1000 population***

Amalga	520
Newton	800
Clarkston	760
Paradise	788
Cornish	211
Trenton	556

## Agenda Item #9

<b>Description</b>	<b>Discussion and Consideration:</b> Ordinance 23-24: Modifications to the Definition of Dwelling Unit and Limits to Single Family Designation (Second Reading)
<b>Presenter</b>	Levi Roberts, City Planner
<b>Staff Recommendation</b>	Move to approve Ordinance 23-24: Modifications to the Definition of Dwelling Unit and Limits to Single Family Designation.
<b>Planning Commission Recommendation</b>	Move to approve Ordinance 23-24 Modifications to the Definition of Dwelling Unit and Limits to Single Family Designation with the modification that single dwelling parcels are limited to two (2) dogs and two dwelling parcels are limited to three (3) dogs.
<b>Reviewed By</b>	Mayor, City Manager, City Planner and the Planning Commission

### Changes since 1<sup>st</sup> reading:

A section has been incorporated into the ordinance that addresses ADUs and secondary dwellings separately. ADUs and secondary dwellings would be limited to one dog and one cat.

### Previous Background:

Nibley City Code 19.04.010 provides the following definition for 'dwelling unit':

*DWELLING UNIT: One or more rooms in a dwelling, apartment, hotel or apartment hotel designed for or occupied by one family for living, sleeping and/or eating purposes. A dwelling unit may contain more than one set of kitchen facilities, whether temporary or permanent, provided they are used only by members of the family occupying the dwelling unit or their nonpaying guests. A single dwelling unit may include up to two (2) persons per unit to whom rooms are rented in addition to a family related by blood, marriage or adoption, but if the number of such additional persons exceeds two (2) or if they use or are furnished separate cooking facilities, whether temporary or permanent, such additional persons shall be considered a separate dwelling unit.*

This definition provides both a definition, which creates difficulty in administration, and a limit for the number of unrelated individuals that conflicts with State Code.

UCA 10-9a-550(2) provides:

- (2) *A municipality may not adopt a single-family limit that is less than:*
  - (a) *three, if the municipality has within its boundary:*
    - (i) *a state university; or*
    - (ii) *a private university with a student population of at least 20,000; or*
  - (b) *four, for each other municipality.*

To clarify the definition and become compliant with State Code, Staff recommends that this definition be amended as follows:

***DWELLING UNIT: One or more rooms in a building, which includes all of the following: living space, a bathroom, permanent cooking facilities, and an entrance which may be accessed independent of another dwelling unit.***

This new definition will help Staff determine whether a portion of a home would be considered a separate dwelling. This definition bases this determination upon the conditions of the dwelling, not the people living there, which may change over time.

In addition, Staff recommends adding a separate section (19.24.270), which limits the number of unrelated individuals in a single dwelling to four (4), in compliance with the limits set by state code.

Related to these changes, Staff also recommends a clarification in 19.34.030, which provides animal land use regulations for single-family lots (less than 12,000 sq ft), multi-family and secondary dwellings. This change will make it clear that household pets are allowed in such units, with the same limits as those on smaller single-family lots.

A public hearing for Ordinance 23-24 was held at the 5-18-23 Planning Commission meeting. No public comments were received.

The Planning Commission recommended approval of this ordinance with the modification that for lots with a secondary dwelling and accessory dwelling unit, one additional animal would be allowed, rather than the same amount of animals as the primary dwelling. This modification is included in the draft ordinance.

**ORDINANCE 23-24**  
**MODIFICATIONS TO THE DEFINITION OF DWELLING UNIT AND LIMITS TO SINGLE**  
**FAMILY DESIGNATION**

WHEREAS, Nibley City regulates land use within Nibley City boundaries; and

WHEREAS, Utah Code 10-9a-550(2) places limits on the maximum number of unrelated individuals that the City may regulate for a single dwelling; and

WHEREAS, Nibley City Code includes regulations which are based upon dwelling units.

NOW, THEREFORE, BE IT ORDAINED BY THE NIBLEY CITY COUNCIL OF NIBLEY, UTAH THAT:

1. The attached Nibley City Code 19.24.070 be adopted and amendments to Nibley City Code 19.04.010, 19.34.020 and 19.34.030 be adopted.
2. All ordinances, resolutions, and policies of the City, or parts thereof, inconsistent herewith, are hereby repealed, but only to the extent of such inconsistency. This repealer shall not be construed as reviving any law, order, resolution, or ordinance, or part thereof.
3. Should any provision, clause, or paragraph of this ordinance or the application thereof to any person or circumstance be declared by a court of competent jurisdiction to be invalid, in whole or in part, such invalidity shall not affect the other provisions or applications of this ordinance or the Nibley City Municipal Code to which these amendments apply. The valid part of any provision, clause, or paragraph of this ordinance shall be given independence from the invalid provisions or applications, and to this end the parts, sections, and subsections of this ordinance, together with the regulations contained therein, are hereby declared to be severable.
4. This ordinance shall become effective upon posting as required by law.

PASSED BY THE NIBLEY CITY COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

---

Larry Jacobsen, Mayor

ATTEST: \_\_\_\_\_  
Cheryl Bodily, City Recorder

This Page Intentionally Left Blank

#### 19.04.010 Definitions

**DWELLING UNIT:** One or more rooms in a building, which includes all of the following as a connected, independent unit: living space, a bathroom, permanent cooking facilities, and an entrance which may be accessed independent of another dwelling unit.

**HOUSEHOLD PET:** A domesticated animal, such as a dog, cat, bird, fish, or turtle that is traditionally recognized as a companion animal and is kept in the home for pleasure rather than for commercial purposes.

#### **19.24.270 Single-family limit**

A single dwelling unit shall have no more than four (4) persons per unit who are unrelated by blood, marriage or adoption.

#### **19.34.020 Accessory Dwelling Units and Secondary Dwellings**

Accessory dwelling units and secondary dwellings of two-family housing units, regardless of the size of the lot shall be permitted the following animals. Animals allowed on a primary dwelling unit and associated lot shall be governed based upon the lot size, as provided in this chapter, which allowance shall not be limited or reduced based on the presence of an accessory or secondary dwelling unit on the lot, except for the limits on the number of additional dogs and cats included in this section.

1. Animals kept as household pets are permitted and are subject to each of the following limitations:
  1. The maximum number of dogs for an accessory dwelling or secondary dwelling is one (1) dog. The maximum number of dogs for a two dwelling lot is three (3) dogs.
  2. The maximum number of cats per household is one (1) cat.
  3. The combination of dogs and cats for an accessory dwelling or secondary dwelling shall not exceed two (2) animals.
  4. Offspring less than six (6) months old of permitted household pets shall not be counted or regulated.
  5. Service animals are not considered household pets and are not subject to the above restrictions.
  6. Other household pets not listed, which are legal per State and Federal Laws, are permitted if such animals are housed at all times within a dwelling unit. All other animals not specifically permitted are prohibited.

#### **19.34.030 Residential Lots Less Than Twelve Thousand Square Feet**

Single-family housing units that are on lots that are less than twelve thousand (12,000) square feet are permitted the following animals. These limits shall also apply to multi-family housing units,

2. Animals kept as household pets are permitted and are subject to each of the following limitations:
  1. The maximum number of dogs for a single dwelling lot is two (2) dogs. The maximum number of dogs for a two dwelling lot is three (3) dogs
  2. The maximum number of cats per household is two (2) cats.
  3. The combination of dogs and cats per household shall not exceed two (2) animals for single dwelling lots. The combination of dogs and cats per household shall not exceed three (3) animals for two dwelling lots.
  4. Offspring less than six (6) months old of permitted household pets shall not be counted or regulated.
  5. Service animals are not considered household pets and are not subject to the above restrictions.
  6. Other household pets not listed, which are legal per State and Federal Laws, are permitted if such animals are housed at all times within a dwelling unit. All other animals not specifically permitted are prohibited.

## Agenda Item #10

<b>Description</b>	<b>Discussion and Consideration:</b> Ordinance 23-26: Rezone of Parcel #03-007-0019, located at 2352 S Hwy 89/91 and containing approximately 25.6 acres, from Residential (R-2) to Commercial(C) (First Reading)
<b>Presenter</b>	Levi Roberts, City Planner
<b>Staff &amp; Planning Commission Recommendation</b>	Move to approve Ordinance 23-26: Rezone of Parcel #03-007-0019, located at 2352 S Hwy 89/91 and containing approximately 25.6 acres, from Residential (R-2) to Commercial(C) with the following condition:  The Rezone does not go into effect until the property is legally subdivided according to Nibley City Code Chapter 21
<b>Reviewed By</b>	Mayor, City Manager, City Planner and the Planning Commission

### **Background:**

Al Bingham, authorized representative for Nibley Development LLC, owner of parcel 03-007-0019, located at 2352 S Hwy 89/91, has submitted a rezone application for parcel 03-007-0019. The current zoning on the property is residential (R-2). The applicant has proposed to rezone the property to commercial(C). The proposed rezone area includes lots 1 & 2 of the included "preliminary site plan." Although the property has been split from the parent 54.87 acre parcel, the property has not been properly subdivided. The applicant has indicated that the purpose of the rezone is for commercial development. He has noted that the public benefit will consist of a grocery store and several mid-size retailers, which will result in a broader tax base for the City.

### **Site Context**

The majority of the site currently sits vacant, with the exception of one single-family home and some farm-related out buildings on the north side of the property. The property is bordered by commercial/industrial uses to the north and east, including Stander, Mountain View Machinery, and Heritage Animal Hospital, with agricultural uses abutting the property to the west and south.

### **General Plan Guidance**

The Future Land Use Map designates this property as 'Commercial and medium to high density residential.' The applicant's request for rezone is in line with this designation. Furthermore, this rezone is in support of the following stated goals of the Nibley City General Plan:

*Land Use Goal 1: Encourage development that respects and preserves the character of the City and provides a mix of commercial, residential housing and some light industrial uses. Carefully plan for growth within the City, ensuring that development occurs in suitable locations and can be efficiently served over the long term.*

*Land Use Goal 2: Guide land use and growth decisions through application of the General Plan, the Future Land Use Map, and relevant goals, principles, and projects.*

*Commercial and Economic Development Goal 2: Create and maintain a sustainable economic base for Nibley City that will provide tax revenues and increase local employment and convenience of shopping.*

### **Other Considerations**

As noted above, the applicant has proposed to Rezone a property that has not been properly subdivided. While dividing the property into different zones is technically legal and there are several parcels in Nibley City that are divided into different zones, Staff does not recommend this practice. In addition to use regulations, a zoning designation dictates the setback requirements, design standards, and City standards. In many cases, these standards are difficult to enforce and administer if the parcel has more than one zoning designation. Therefore, Staff recommends that the rezone does not go into effect until the property is legally subdivided according to Nibley City Code Chapter 21. This would be consistent with recent actions the City has taken for other rezone applications that propose to split the zoning on a single parcel.

## ORDINANCE 23-26

### REZONE OF PART OF PARCEL #03-007-0019, LOCATED AT 2352 S HWY 89/91 AND CONTAINING APPROXIMATELY 25.6 ACRES, FROM RESIDENTIAL (R-2) TO COMMERCIAL(C)

BE IT ORDAINED BY THE NIBLEY CITY COUNCIL LOCATED AT NIBLEY, UTAH,  
THAT:

Part of Parcel 03-007-0019, more particularly described below, is hereby rezoned from Residential (R-2) To Commercial(C).

Beginning at a point on the Northerly right of way line of the future 2600 South right of way, said point being North 89°47'28" West 1818.81 feet and North 00°12'32" East 229.16 feet from the South Quarter corner of said Section 17; and running thence along said Northerly right of way line the following three (3) courses and distances: 1) North 53°19'30" West 473.25 feet; 2) North 47°36'52" West 120.60 feet; 3) North 53°19'30" West 150.96 feet to the Easterly and Southerly right of way line of US Highway 89/91; thence North 36°37'09" East 1201.07 feet along said highway right of way; thence South 74°36'12" East 252.95 feet; thence South 36°40'30" West 274.87 feet; thence Southerly 15.71 feet along the arc of a 10.00 foot radius tangent curve to the left (center bears South 53°19'30" East and the long chord bears South 08°19'30" East 14.14 feet with a central angle of 90°00'00"); thence South 53°19'30" East 74.51 feet; thence Southeasterly 96.55 feet along the arc of a 300.00 foot radius tangent curve to the left (center bears North 36°40'30" East and the long chord bears South 62°32'40" East 96.13 feet with a central angle of 18°26'21"); thence South 71°45'51" East 87.06 feet; thence South 00°15'51" East 31.63 feet; thence North 71°45'51" West 97.10 feet; thence Westerly 7.03 feet along the arc of a 330.00 foot radius tangent curve to the right (center bears North 18°14'09" East and the long chord bears North 71°09'14" West 7.03 feet with a central angle of 01°13'13"); thence Southwesterly 15.92 feet along the arc of a 10.00 foot radius curve to the left (center bears South 19°27'22" West and the long chord bears South 63°50'46" West 14.29 feet with a central angle of 91°13'13"); thence South 18°14'09" West 171.95 feet; thence Southwesterly 106.20 feet along the arc of a 330.00 foot radius tangent curve to the right (center bears North 71°45'51" West and the long chord bears South 27°27'20" West 105.74 feet with a central angle of 18°26'21"); thence South 36°40'30" West 95.58 feet; thence Southerly 9.42 feet along the arc of a 6.00 foot radius tangent curve to the left (center bears South 53°19'30" East and the long chord bears South 08°19'30" East 8.49 feet with a central angle of 90°00'00"); thence South 53°19'30" East 1.83 feet; thence Easterly 4.71 feet along the arc of a 3.00 foot radius tangent curve to the left (center bears North 36°40'30" East and the long chord bears North 81°40'30" East 4.24 feet with a central angle of 90°00'00"); thence North 36°40'30" East

13.50 feet; thence South 53°19'30" East 211.00 feet; thence South 36°40'30" West 13.50 feet; thence Southerly 4.71 feet along the arc of a 3.00 foot radius tangent curve to the left (center bears South 53°19'30" East and the long chord bears South 08°19'30" East 4.24 feet with a central angle of 90°00'00"); thence South 53°19'30" East 4.83 feet; thence Easterly 4.71 feet along the arc of a 3.00 foot radius tangent curve to the left (center bears North 36°40'30" East and the long chord bears North 81°40'30" East 4.24 feet with a central angle of 90°00'00"); thence North 36°40'30" East 29.90 feet; thence Northeasterly 74.09 feet along the arc of an 80.00 foot radius tangent curve to the right (center bears South 53°19'30" East and the long chord bears North 63°12'20" East 71.47 feet with a central angle of 53°03'39"); thence North 89°44'09" East 6.70 feet; thence South 00°15'51" East 30.00 feet; thence South 89°44'09" West 6.70 feet; thence Southwesterly 46.30 feet along the arc of a 50.00 foot radius tangent curve to the left (center bears South 00°15'51" East and the long chord bears South 63°12'20" West 44.67 feet with a central angle of 53°03'39"); thence South 36°40'30" West 655.90 feet to the point of beginning.

Inclusive of the future Lot 1, Wesley Nelson Farms Subdivision.

Part of Parcel No.: 03-007-0019

PASSED BY THE NIBLEY CITY COUNCIL THIS 8 day of June, 2023.

---

Larry Jacobsen, Mayor

ATTEST:\_\_\_\_\_

Cheryl Bodily, City Recorder

Nibley

Printed: 05/30/2023

**3334 West 775 North**

Permit/License #

**05/11/2023 - 05/10/2123**

8432046

**Rezone, Code Change, or Master  
Plan Change Application**

Reference Number

a70d8ce0-f026-11ed-a058-0d279ed7ed24

**Plan Check**

Status

Application Status

Active

**New**

## Application Review Status

Final-Review

Not Reviewed

Date Submitted

05/11/2023

## Fees

## Payments

Plan Check	\$500.00	05/11/2023	Online	\$650.00
Public Notice Fee	\$150.00	<b>Total Paid</b>		<b>\$670.80</b>
<b>Subtotal</b>	<b>\$650.00</b>			
<b>Amount Paid</b>	<b>\$670.80</b>			
<b>Total Due</b>	<b>-\$20.80</b>			

## Application Form Data

(Empty fields are not included)

First Name

Al

Last Name

Bingham

Address Street

3334 West 775 North

City

Layton

State

Utah

Zip Code

**84041**

Phone

**8012437800**

Email

**abingham@momentumloans.com**

Is the property owner representative different from the listed property owner

**no**

Request Type:

**Rezone**

Project Address Street

**2352 South Highway 89 / 91**

Tax I.D. Number(s)

**03-007-0019**

Project Size (Acres)

**20**

Current Zoning (check all that apply)

**A- Agricultural, R-2- Residential**

Proposed Zoning (check all that apply)

**C- Commercial**

Site Plan and Map (please attach)

 **2023-03-31 WESLEY NELSON ROADWAY PREP.pdf**

What is the need for the proposed zone change?

**Commercial Development**

What will the public benefit be if the zone change is granted?

**Grocery Store - several mid-size retailers. A broader tax base for the city.**

How does the proposal comply with the goals and policies of the Nibley City General Plan?

**That's a good question - don't know.**

Is there any annexation of property necessary?

**No**

Please explain how the anticipated use is appropriate for the surrounding area.

**Right next to the Highway and in between housing and the highway.**

What public infrastructure is in place to serve the type and intensity of the proposed use? If needed, could the infrastructure be reasonably extended, at the cost of the property owner or developer?

**Already done**

Please attach a statement from the County treasurer showing the current tax status of the property.

CORE - Parcel #03-007-0019 in 2022.pdf

---

## Signature

I certify under penalty of perjury that this application and all information submitted as a part of this application are true, complete, and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me concerning this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Nibley may rescind any approval, or take any other legal or appropriate action. I understand that any cost of engineering, legal, fire, or other review incurred by the City shall be my responsibility to pay. I also acknowledge that I have reviewed the applicable sections of the Nibley City Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses.

Posting. Not less than ten (10) days before the public hearing, Applicant is responsible for posting a sign in a prominent place on the property containing, in lettering that may be reasonably read by passersby, the time, date, and location of the public hearing. The posting shall not be required before the application being accepted. However, the City shall require that, not less than ten (10) days before the public hearing, the Applicant provides the City with evidence of compliance with this requirement.

Electronically Signed

Al Bingham - 05/11/2023 12:07 pm

## Messages

05/15/2023 15:31 pm - Levi Roberts

AI,

Thanks for submitting the Rezone application. Can you please clarify which area you are proposing commercial zoning? I see the site plan that you provided but is it tied to specific lots noted on the site plan (i.e. Lot 1& 2?). Please clarify.

Also, will you be including any concept plans for the commercial development with your application or just a site plan of the area you are proposing to Rezone? The concept plan is not required but may inform P&Z and the City Council what your plans are for the area.

Thanks,

Levi Roberts, Nibley City Planner

### Comments:

05/16/2023 9:59 am -

Sorry about that -- It is Lots 1 & 2 for the commercial zoning.

The commercial developer is redesigning the commercial area and that design will come at a later date because the grocery store tenant wants to redesign the layout.

05/18/2023 8:48 am - Levi Roberts

Ok, thanks for the clarification.

05/25/2023 13:57 pm - Levi Roberts

AI,

This application will be considered at the upcoming Planning Commission meeting on June 1. If they make a recommendation, the City Council will consider it on June 7. Staff's recommendation will be approval with the condition that the rezone does not go into effect until the property is subdivided. This is similar to the approach that the City took on a couple recent rezones that involved areas that have not gone through the City's subdivision process.

Thanks,

Levi Roberts, Nibley City Planner

05/30/2023 8:08 am - Levi Roberts

AI,

Can you please provide a legal description for the rezone area? This will need to be incorporated into the ordinance for rezone. Thanks,

Levi

## Internal Notes

05/15/2023 15:32 pm - Levi Roberts

@{{user||6335afab34aca09a0252a2c9||Tom Dickinson}}

@{{user||63077fe551f62615a85ddcf1||Justin Maughan}} FYI, this application just came in from AI. I am trying to clarify his application a bit, but this will likely go on the first P&Z agenda in June.





CALL BLUESTAKES  
@ 811 AT LEAST 48 HOURS  
PRIORITY TO THE  
COMMENCEMENT OF ANY  
CONSTRUCTION.  
Know what's below.  
Call before you dig.

**SCOPE OF WORK:**

PROVIDE, INSTALL AND/OR CONSTRUCT THE FOLLOWING PER THE SPECIFICATIONS GIVEN OR REFERENCED, THE DETAILS NOTED, AND/OR AS SHOWN ON THE CONSTRUCTION DRAWINGS:

- ① EXIST 12' WIDE, 2'-0" TO 4'-0" DEEP IRRIGATION DITCH
- ② ROADBASE EXTENDED FORM 2'-0" SHOULDER
- ③ EXIST 10.0' WIDE, 1' DEEP STORM STORAGE SWALE
- ④ EXISTING CURB AND GUTTER
- ⑤ DETENTION POND AREA
- ⑥ RETENTION POND AREA
- ⑦ EXIST 5" BITUMINOUS HOT MIX ASPHALT
- ⑧ FUTURE 10' ASPHALT TRAIL - DESIGN BY OTHERS
- ⑨ FUTURE 5' CONCRETE SIDEWALK - DESIGN BY OTHERS
- ⑩ FUTURE 1.5' RIBBON CURB - DESIGN BY OTHERS

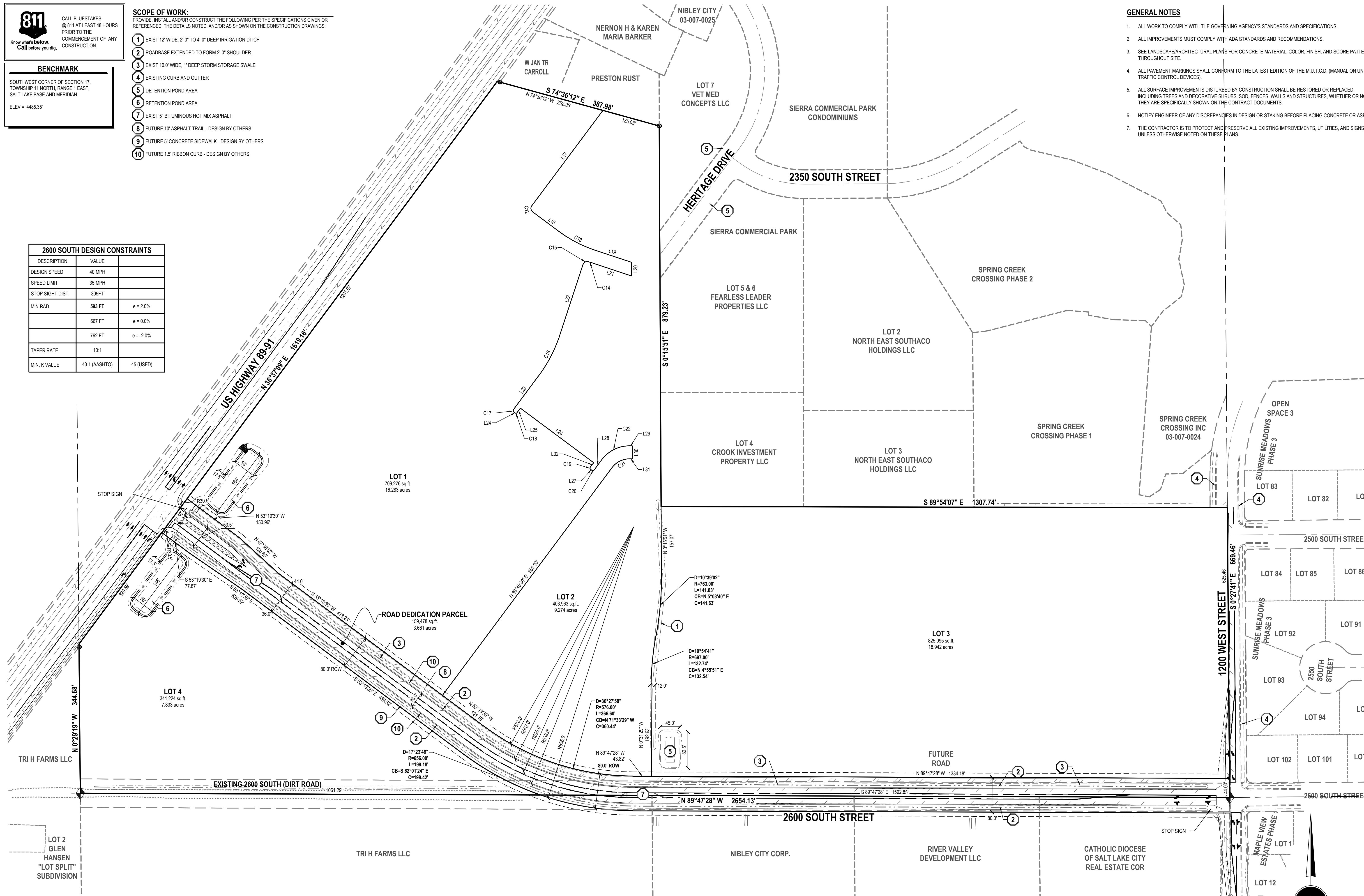
**BENCHMARK**

SOUTHWEST CORNER OF SECTION 17,  
TOWNSHIP 11 NORTH, RANGE 1 EAST,  
SALT LAKE BASE AND MERIDIAN  
ELEV = 4485.35'

**2600 SOUTH DESIGN CONSTRAINTS**

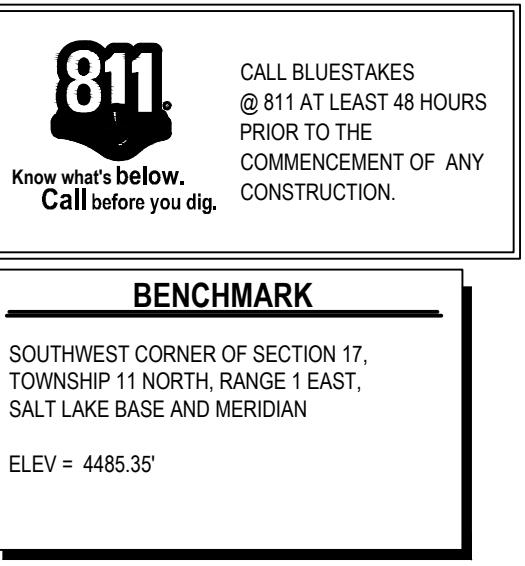
DESCRIPTION	VALUE
DESIGN SPEED	40 MPH
SPEED LIMIT	35 MPH
STOP SIGHT DIST.	305FT
MIN. RAD.	593 FT $e = 2.0\%$
	667 FT $e = 0.0\%$
	762 FT $e = -2.0\%$
TAPER RATE	10:1
MIN. K VALUE	43.1 (AASHTO) 45 (USED)

Provide, install and/or construct the following per the specifications given or referenced, the details noted, and/or as shown on the construction drawings:



**GENERAL NOTES**

1. ALL WORK TO COMPLY WITH THE GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
2. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.
3. SEE LANDSCAPE/ARCHITECTURAL PLANS FOR CONCRETE MATERIAL, COLOR, FINISH, AND SCORE PATTERNS THROUGHOUT SITE.
4. ALL PAVEMENT MARKINGS SHALL CONFORM TO THE LATEST EDITION OF THE M.U.T.C.D. (MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES).
5. ALL SURFACE IMPROVEMENTS DISTURBED BY CONSTRUCTION SHALL BE RESTORED OR REPLACED, INCLUDING TREES AND DECORATIVE SHRUBS, SOD, FENCES, WALLS AND STRUCTURES, WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THE CONTRACT DOCUMENTS.
6. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE OR ASPHALT.
7. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.



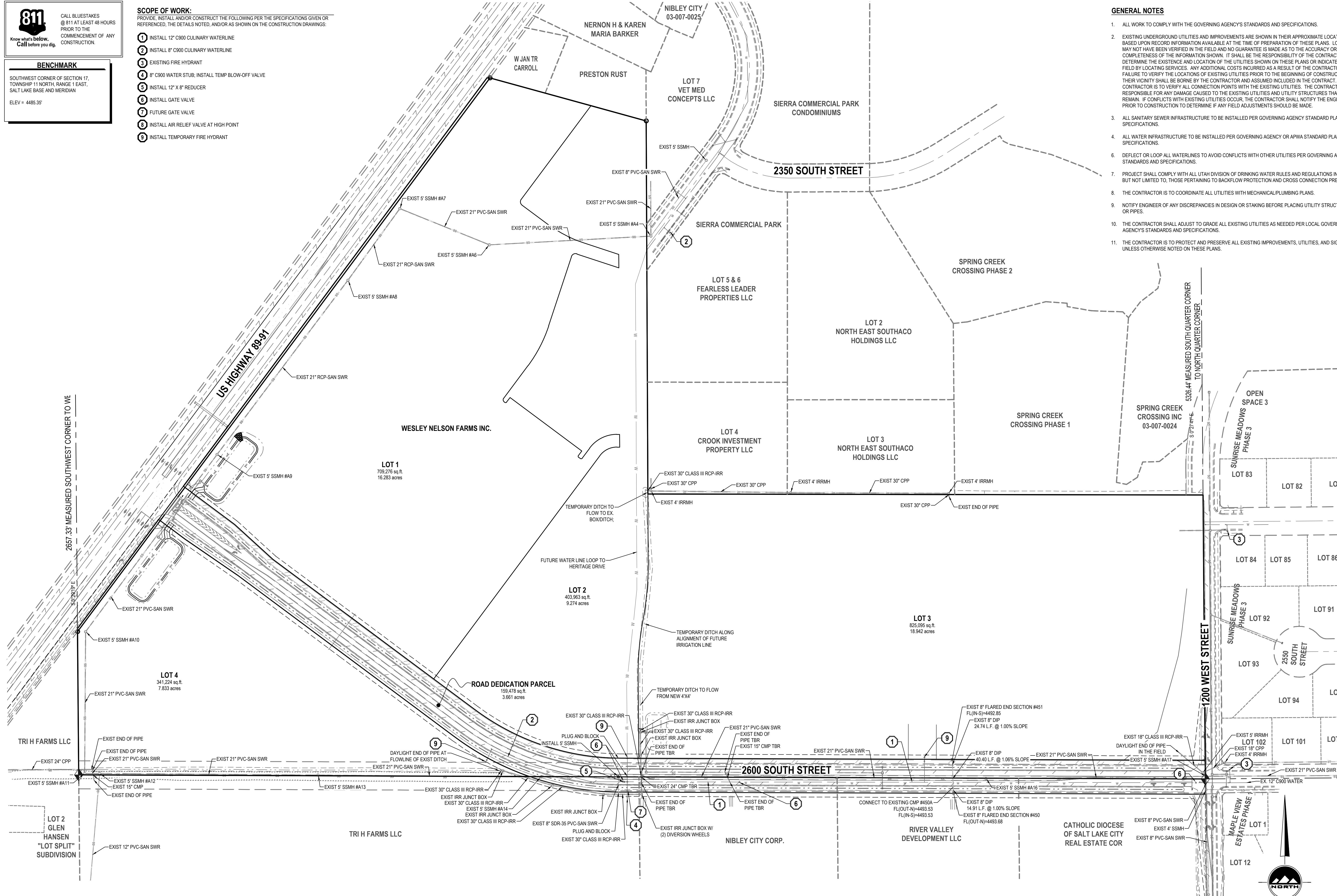
#### SCOPE OF WORK:

Provide, install and/or construct the following per the specifications given or referenced, the details noted, and/or as shown on the construction drawings:

1. INSTALL 12" C900 CULINARY WATERLINE
2. INSTALL 8" C900 CULINARY WATERLINE
3. EXISTING FIRE HYDRANT
4. 8" C900 WATER STUB; INSTALL TEMP BLOW-OFF VALVE
5. INSTALL 12" X 8" REDUCER
6. INSTALL GATE VALVE
7. FUTURE GATE VALVE
8. INSTALL AIR RELIEF VALVE AT HIGH POINT
9. INSTALL TEMPORARY FIRE HYDRANT

#### BENCHMARK

SOUTHWEST CORNER OF SECTION 17,  
TOWNSHIP 11 NORTH RANGE 1 EAST,  
SALT LAKE BASE AND MERIDIAN  
ELEV = 4485.35'



#### GENERAL NOTES

1. ALL WORK TO COMPLY WITH THE GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
2. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND UTILITY STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.
3. ALL SANITARY SEWER INFRASTRUCTURE TO BE INSTALLED PER GOVERNING AGENCY STANDARD PLANS AND SPECIFICATIONS.
4. ALL WATER INFRASTRUCTURE TO BE INSTALLED PER GOVERNING AGENCY OR APWA STANDARD PLANS AND SPECIFICATIONS.
5. DEFLECT OR LOOP ALL WATERLINES TO AVOID CONFLICTS WITH OTHER UTILITIES PER GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
6. PROJECT SHALL COMPLY WITH ALL UTAH DIVISION OF DRINKING WATER RULES AND REGULATIONS INCLUDING, BUT NOT LIMITED TO, THOSE PERTAINING TO BACKFLOW PROTECTION AND CROSS CONNECTION PREVENTION.
7. THE CONTRACTOR IS TO COORDINATE ALL UTILITIES WITH MECHANICAL/PLUMBING PLANS.
8. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING UTILITY STRUCTURES OR PIPES.
9. THE CONTRACTOR SHALL ADJUST TO GRADE ALL EXISTING UTILITIES AS NEEDED PER LOCAL GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
10. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC., UNLESS OTHERWISE NOTED ON THESE PLANS.
11. THE CONTRACTOR IS TO PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC., UNLESS OTHERWISE NOTED ON THESE PLANS.



THE STANDARD IN ENGINEERING

LAYTON  
919 North 400 West  
Layton, UT 84041  
Phone: 801.547.1100

SALT LAKE CITY  
Phone: 801.255.0529

TOOELE  
Phone: 435.843.3590

CEDAR CITY  
Phone: 435.865.1453

RICHFIELD  
Phone: 435.896.2983

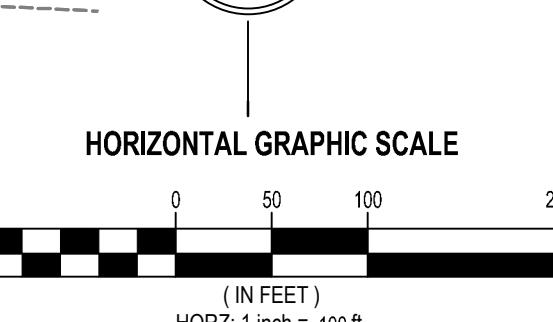
WWW.ENSIGNENG.COM

FOR  
WESLEY NELSON FARMS  
2352 SOUTH HIGHWAY 89-91  
LOGAN, UTAH 84321

CONTACT:  
AL BINGHAM, PRESIDENT  
PHONE: 801-243-7800

## WESLEY NELSON FARMS ROADWAY PREP

2352 SOUTH HIGHWAY 89-91  
NIBLEY, UTAH



811

CALL BLUESTAKES  
@ 911 AT LEAST 48 HOURS  
PRIOR TO THE  
COMMENCEMENT OF ANY  
CONSTRUCTION

## BENCHMARK

SOUTHWEST CORNER OF SECTION 17,  
TOWNSHIP 11 NORTH RANGE 1 EAST,  
SALT LAKE BASE AND MERIDIAN  
ELEV = 4485.35'

## GENERAL NOTES

1. ALL WORK TO COMPLY WITH THE GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
2. ALL IMPROVEMENTS MUST COMPLY WITH ADA STANDARDS AND RECOMMENDATIONS.
3. ALL WORK SHALL COMPLY WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER POSSIBLY INCLUDING, BUT NOT LIMITED TO, REMOVAL OF UNCONSOLIDATED FILL, ORGANICS, AND DERIS, PLACEMENT OF SUBSURFACE DRAIN LINES AND GEOTEXTILE, AND OVEREXCAVATION OF UNSUITABLE BEARING MATERIALS AND PLACEMENT OF ACCEPTABLE FILL MATERIAL.
4. THE CONTRACTOR SHALL BECOME FAMILIAR WITH THE EXISTING SOIL CONDITIONS.
5. ELEVATIONS HAVE BEEN TRUNCATED FOR CLARITY. XXXX REPRESENTS AN ELEVATION OF 48XXX ON THESE PLANS.
6. LANDSCAPED AREAS REQUIRE SUBGRADE TO BE MAINTAINED AT A SPECIFIC ELEVATION BELOW FINISHED GRADE AND REQUIRE SUBGRADE TO BE PROPERLY PREPARED AND SCARIFIED. SEE LANDSCAPE PLANS FOR ADDITIONAL INFORMATION.
7. SLOPE ALL LANDSCAPED AREAS AWAY FROM BUILDING FOUNDATIONS TOWARD CURB AND GUTTER OR STORM DRAIN INLETS.
8. EXISTING UNDERGROUND UTILITIES AND IMPROVEMENTS ARE SHOWN IN THEIR APPROXIMATE LOCATIONS BASED UPON RECORD INFORMATION AVAILABLE AT THE TIME OF PREPARATION OF THESE PLANS. LOCATIONS MAY NOT HAVE BEEN VERIFIED IN THE FIELD AND NO GUARANTEE IS MADE AS TO THE ACCURACY OR COMPLETENESS OF THE INFORMATION SHOWN. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE EXISTENCE AND LOCATION OF THE UTILITIES SHOWN ON THESE PLANS OR INDICATED IN THE FIELD BY LOCATING SERVICES. ANY ADDITIONAL COSTS INCURRED AS A RESULT OF THE CONTRACTOR'S FAILURE TO VERIFY THE LOCATIONS OF EXISTING UTILITIES PRIOR TO THE BEGINNING OF CONSTRUCTION IN THEIR VICINITY SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT. THE CONTRACTOR IS TO VERIFY ANY CONNECTION POINTS WITH THE EXISTING UTILITIES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED TO THE EXISTING UTILITIES AND STRUCTURES THAT ARE TO REMAIN. IF CONFLICTS WITH EXISTING UTILITIES OCCUR, THE CONTRACTOR SHALL NOTIFY THE ENGINEER PRIOR TO CONSTRUCTION TO DETERMINE IF ANY FIELD ADJUSTMENTS SHOULD BE MADE.
9. ALL STORM DRAIN INFRASTRUCTURE TO BE INSTALLED PER GOVERNING AGENCY OR APWA STANDARD PLANS AND SPECIFICATIONS.
10. ENSURE MINIMUM COVER OVER ALL STORM DRAIN PIPES PER MANUFACTURER'S RECOMMENDATIONS. NOTIFY ENGINEER IF MINIMUM COVER CANNOT BE ATTAINED.
11. ALL FACILITIES WITH DOWNSPOUTS/ROOF DRAINS SHALL BE CONNECTED TO THE STORM DRAIN SYSTEM. SEE PLUMBING PLANS FOR DOWNSPOUT/ROOF DRAIN LOCATIONS AND SIZES. ALL ROOF DRAINS TO HAVE MINIMUM 1% SLOPE.
12. THE CONTRACTOR SHALL ADJUST TO GRADE ALL EXISTING UTILITIES AS NEEDED PER LOCAL GOVERNING AGENCY'S STANDARDS AND SPECIFICATIONS.
13. NOTIFY ENGINEER OF ANY DISCREPANCIES IN DESIGN OR STAKING BEFORE PLACING CONCRETE, ASPHALT, OR STORM DRAIN STRUCTURES OR PIPES.
14. THE CONTRACTOR IS TO PROTECT AND PRESERVE ALL EXISTING IMPROVEMENTS, UTILITIES, AND SIGNS, ETC. UNLESS OTHERWISE NOTED ON THESE PLANS.
15. NOTIFY ENGINEER IF GROUND WATER IS ENCOUNTERED WITHIN 12' OF BOTTOM OF STORM STORAGE BASINS AS THEY WILL NEED TO BE REDESIGNED

ENSIGN

THE STANDARD IN ENGINEERING

LAYTON  
919 North 400 West  
Layton, UT 84041  
Phone: 801.547.1100

SALT LAKE CITY  
Phone: 801.255.0529

TOOELE  
Phone: 435.843.3590

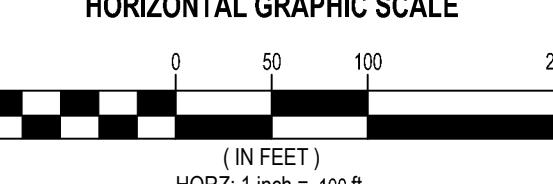
CEDAR CITY  
Phone: 435.865.1453

RICHFIELD  
Phone: 435.896.2983

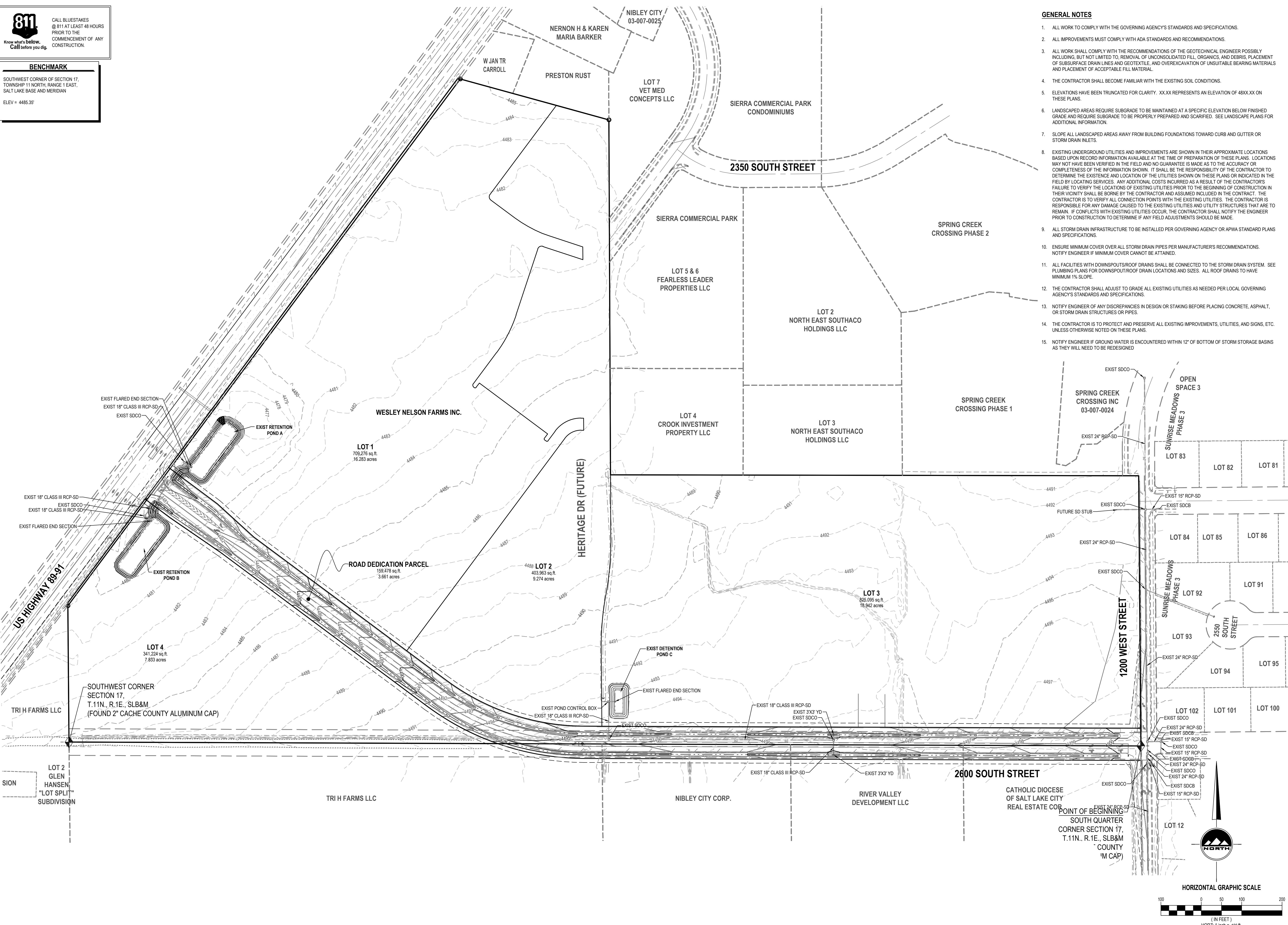
WWW.ENSIGNENG.COM

FOR  
WESLEY NELSON FARMS  
2352 SOUTH HIGHWAY 89-91  
LOGAN, UTAH 84321

CONTACT:  
AL BINGHAM, PRESIDENT  
PHONE: 801-243-7800

WESLEY NELSON FARMS  
ROADWAY PREP  
2352 SOUTH HIGHWAY 89-91  
NIBLEY, UTAHPRELIMINARY  
GRADING AND DRAINAGE  
PLAN

3 OF 3



This Page Intentionally Left Blank