

CITY COUNCIL MEETING

Thursday, May 05, 2022 at 6:30 PM Council Chambers, 60 West Main, Hyrum, Utah

AGENDA

Public notice is hereby given of a Hyrum City Council Meeting to be held in the Council Chambers, 60 West Main, Hyrum, Utah at 6:30 PM, May 05, 2022. The proposed agenda is as follows:

- 1. ROLL CALL
- 2. CALL TO ORDER
- 3. WELCOME
- 4. PLEDGE OF ALLEGIANCE
- 5. INVOCATION
- 6. APPROVAL OF MINUTES
- 7. AGENDA ADOPTION
- 8. PUBLIC COMMENT
- 9. SCHEDULED DELEGATIONS
 - A. <u>Lacy Hamson</u> To request use of a City Park for Movies in the Park.
 - B. <u>Amanda Butler, Hyrum Farm Kids Market</u> To request use of East Park parking lot for Hyrum Farm Kids Market June through August.
 - C. <u>Leon Savage</u> To request to use Pressurized Irrigation System for irrigation of farmland property located at approximately 60 South 850 West.
 - D. John Robinson To request a Home Occupation Business License at 1274 East 480 South for the online sales of firearms.
 - E. <u>**Grant Nelson**</u> To discuss improvements to the Left Hand Fork Property.
 - F. <u>**Travis Parker, Scout Master Troop 47**</u> To report on Scout Troop 47's past and future activities, and to request a service project.
 - G. <u>**Ricky Anderson, Blue Water Sports** To request site plan approval for a seasonal rental business at 350 West Main in the west lot of Manning Short Stop.</u>
 - H. David Madsen, Harvest Valley Court PUD To request concept plan approval for Harvest Valley Court PUD, a planned unit development, consisting of 28 townhouses located at approximately 43 North 300 East on 3.75 acres.

Hyru	m City	City Council Meeting Agenda May 05, 2022
	I.	Dan Larsen, Auburn Hills - To request final plat approval for Auburn Hills Subdivision Phase 7 located at approximately 720 East 600 South for a 41 single family lot subdivision on 15 acres.
	J.	Beth Larcher, OBODO Development, LLC To request final plat approval for Mt. Sterling Farms PUD Phase 5 located at approximately 100 North 800 West containing 13 single family lots on 5.25 acres.
10.	INTR	ODUCTION AND APPROVAL OF RESOLUTIONS AND ORDINANCES
	Α.	Resolution 22-04 - A resolution amending the Personnel Policies and Procedures Manual for Hyrum City Corporation to include June Teenth as Holiday Leave.
	В.	Resolution 22-05 - A resolution amending the Design Standards and Construction Specification for Public Works in Hyrum City.
11.	OTHE	R BUSINESS
	A.	Presentation of the Electric Study Rate.
	В.	Consideration and approval of the annual State of Utah Auditors Fraud Risk Assessment.
	C.	Presentation of the 2022-2023 Operating Budgets.
	D.	Set a date for Budget Workshop.
	E.	Mayor and City Council Reports.
12.	ADJO	URNMENT
		Stephanie Fricke
		City Recorder

In compliance with the Americans with Disabilities Act, individuals needing special

accommodations (including auxiliary communicative aids and services) during this meeting should notify Hyrum City at 435-245-6033 at least three working days before the meeting.

CERTIFICATE OF POSTING - The undersigned, duly appointed and acting City Recorder of Hyrum City, Utah, does hereby certify that a copy of the foregoing Notice was emailed to The Herald Journal, Logan, Utah, posted on the Utah Public Notice Website and Hyrum City's Website, provided to each member of the governing body, and posted at the City Offices, 60 West Main, Hyrum, Utah, this **2nd day of May, 2022**. Stephanie Fricke, MMC, City Recorder.



×

60 West Main Street Hyrum, Utah 84319 435-245-6033 www.hyrumcity.com

BUSINESS LICENSE APPLICATION For businesses with a permanent physical location in Hyrum City limits.	
Business Name: Wolves Trading Company LLC.	
"Doing Business As": WTC Arms	
Business Address: 1274 E 4805 Hyrum UT 84319	
Mailing Address: 41 E 400 N PB137 Loyan UT 84321	
Business Phone #: <u>436-994-9084</u>	
E-mail: Sales @ wtc arms, com	
Website: WTCARWS, COW	
Utah State Tax Commission Sales Tax #: 15174604-002-STC	
State and/or Federal License #: State: 9658602-0160 Federal: 81-1055933	
Nature of Business: Firearm Sales-Sectione occupation application for detai	ils,
Owner Name: John Robinson	
Manager Name: John Robinson Manager Phone #: 435,-994-9	7034
Manager Address: 1274 E 480 S Hyrum UT 84319	
I affirm that: I am authorized agent of the business for which application is being made, and the infor this form is both complete and accurate to the best of my knowledge.	mation or
John Robinson 3-29-	22
OwnerSignature Printed Name Date	

	Office Use Onl	Y	
Approved by:	Date Approved:		License #: 1313
Date Paid:	Amount:	Receipt #:	



60 West Main Street Hyrum, Utah 84319 435-245-6033 www.hyrumcity.com

Section 9. Item D.

HOME OCCUPATION BUSINESS LICENSE

Name: John Robinson

Date Submitted: 03/21/2022

Address: <u>1274 E 480 S</u>

Telephone Number: _____

Name of Business: WTC Arms

- 1. What is the proposed home occupation? Online sales of firearms. Occasional local pickup, (once every couple weeks on average). There is no storefront and no access to the public. The license also is for assembling parts. Most deliveries are made to a seperate receiving location, not to the home.
- 2. How many clients will be coming to the home at any one time during a daily interval? 0-1, local customer will pickup something on average every couple of weeks
- 3. What provisions are available for off street parking? 2 lane drive-way
- 4. What type of equipment, materials, machinery, tools, and merchandise stock are involved in the home occupation? No big machinery or anything of that type will be on the premise for business reasons. Generally, the only merchandise stock for the business is an item a local customer ordered and will be coming to pickup. Most items are dropshipped.
- 5. What type of modifications to the residential structure are anticipated because of the home occupation? <u>None. No signage will be displayed, all activities are within the home.</u>

ALL HOME OCCUPATIONS MUST COMPLY WITH THE FOLLOWING REQUIREMENTS OF ZONING ORDINANCE 17.04.470 (please initial)

- JR A. "Home occupation" means an occupation performed wholly within a residence or the yard and accessory buildings being a part of such residence. Home occupations shall not change the character of the residence or the residential neighborhood. A business license is required for some home occupations. They shall be issued for a one-year period and are renewable. The City Council may review a license in reaction to neighbor's complaints and may revoke it if evidence warrants this action.
- JR B. Two levels of home occupations exist. Both are required to maintain all of the standards of a home occupation business license.

JR ,	С	'Level	one applicants are in occupation categories that the City Council
	0.	deter	mined have virtually no negative impact on residential neighborhoods
			one applicants de not require a license. Operational businesses en areta d
		byar	when applicants do not require a license. Occasional businesses operated
IR			ninor dre norrequired to obtain a pusiness license.
	υ.	All up	plicariis whose nome occupations receive commercial delivery service, has
		signa	ge davertising the business, performs services in view or hearing of the
		public	c, or has customers coming to the residence, are considered level two home
		OCCU	pations and require a license. They also may be required to meet with the
		City C	Council and explain how their home occupation is in conformance with the
		home	e occupation standards. The City Council may attach limitations or
		cond	itions to their licenses.
JR	Ε.	Home	e occupation standards:
JR	-	1.	The exterior of the home will not be modified in any way to accommodate
			the home occupation (i.e. loading ramps, loading doors, etc).
JR		2.	The occupation will be conducted entirely within the house, yard, and
			existing outbuildings.
JR	•	3.	The home occupation license covers only residents of the home.
JR	•	4.	No outside storage of goods or materials is permitted.
JR	-	5.	Pedestrian and vehicular traffic will not be in excess of that normally
			associated with a residential neighborhood.
JR	_	6.	One sign will be permitted on the property. It must meet the requirements
			of 17.72.010 "Name Plate".
JR		7.	The home occupation must be operated in full conformity with fire, health,
			building, electrical, plumbing codes, and all State and City Jaws and
			ordinances.
JR		8.	No noise, odor, light, vibrations or dust in excess of that normally associated
	-		with a residential neighborhood shall pass beyond the premises
JR		9.	Business shall be conducted only between the hours of 7:00 a.m. and 9:00
	-		p.m.
JR		10.	, State licenses will be required for "Professional Child Care"
JR	F.	The C	City Council may, at their discretion, waive certain of the above standards
		for th	e elderly or handicapped.

In order to guarantee that the Home Occupation, once authorized, will not become a nuisance to the neighbors, the City Council may impose other reasonable conditions initially and also subsequently to protect the public health, safety, peace, and welfare of the residents of the surrounding area.

Applicant's Affidavit: I (we), <u>John Robinson</u>, affirm that I (we) am (are) the owner(s) or authorized agent(s) of the owner of property involved in the attached application and that the statements and answers therein contained and the information provided in the attached plans and other exhibits are complete, to the best of my (our) knowledge and, that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

Property Owner(s) Signature:	John Robinson	Digitalia (spina) (spina) kalanan Digita (spina) kalanan kalanan Oler:2023/8.24 Ib443/84 49929
Applicants Signature:	John Robinson	Digitally signet d by ReinRobinson Diff christin Mobilescra, e as at mail-jedin tealinton. Ingenallcores, c- VS Den 2022 A 2 at 12 at

U.S. Department of Justice Bureau of Alcohol, Tobacco, Firearms and Explo	osives	гедеган ги (18 U.S.C.	rearms Licen Chapter 44)	A FRIMMER PAREN (44)	Section 9. Item D.
In accordance with the provisions of Title I, Gun business specified in this license, within the limit shown. THIS LICENSE IS NOT TRANSFE	Control Act of 1968, and the regu ations of Chapter 44, Title 18, Un RABLE UNDER 27 CFR 478.5	ilations issued thereu ited States Code, and 1. See "WARNING	nder (27 CFR Part 47) the regulations issued S" and "NOTICES" o	B), you are licensed to thereunder, until the n reverse.	o engage in the expiration date
Direct ATF ATF - Chief, FFLC Correspondence To 244 Needy Road Martinsburg, WV 254	.05-9431	License Numb e r	9-87-005-	07-4D-051	113
Chief, Federal Fireard's Licensing Center (FFLC) m	Expiration Date	Apri	1, 2024	
Name V L					
Premises Address (Changes? Notify the FFLC a 2375 N WOLFPACK WAY NORTH LOGAN, UT 84341- Type of License	t least 30 days before the move.)				
07-MANUFACTURER OF FIREA	RMS OTHER THAN DEST	RUCTIVE DEVIC	CES		
Purchasing Certification St The licensee named above shall use a copy of this firearms to verify the identity and the licensed stat 27 CFR Part 478. <u>The signature on each copy mt</u> faxed, soanned or e-mailed copy of the license wit original signature is acceptable. The signature mu Licensee (FFL) or a responsible person of the FFL of a license issued to the licensee named above to above under "Type of License." <u>Licensee(Responsible Person Signature</u> <u>John</u> <u>Lobinson</u> Printed Name Previous Edition is Obsolete Waves TRADUC CAMPANYLICE 236 B Wave	atement license to assist a transferor of us of the licensee as provided by <u>ist be an original signature</u> . A h a signature intended to be an ist be that of the Fedoral Firearms . I certify that this is a true copy ongage in the business specified $\underbrace{Owney}_{\text{Position/Title}}$	Mailing Address WOLVES WTC ARA 41 E 400 LOGAN, 1 Shi (S (Changes? Notify th TRADING COMP MS NORTH PB 137 UT 84321-) WELC	e FFLC of any chang PANY LLC	(05.)
	Federal Firearms License (FFL) Customer Serv	ice information		
Federal Firearms Licensing Center (FFLC) 244 Needy Road Martinsburg, WV 25405-9431	Toll-free Telephone Number: Toll-free Fax Number: E-mail: NLC@atf.gov	(866) 662-2750 (866) 257-2749	ATF Hor FFL cZ (nepage: www.atf.gov Dheck: www.atfonline	a.gov/fflezcheck
Change of Address (27 CFR 478.52). Licensees regularly to carry on such business or activity by f prior to such removal with the Chief, Federal Fires U.S.C. 924. The application shall be accompanied Chief, FFLC, shall, if the applicant is not qualif with § 478.71.)	may during the term of their current iling an Application for an Amende trms Licensing Center. The applica by the licensee's original license. icd, refer the application for ame	nt license remove their d Federal Firearms Li tion must be executed The license will be val nded license to the D	r business or activity to cense, ATF Form 5300 I under the penalties of id for the remainder of birector of Industry O	a new location at wh .38, in duplicate, not perjury and penaltics the term of the origin perations for denial	tich they intend less than 30 days imposed by 18 al license. (The in accordance
Right of Succession (27 CFR 478.56). (a) Certa same address shown on, and for the remainder of legal representative of a deceased licensee; and (2 this section, the person or persons continuing the days from the date on which the successor begins	in persons other than the licensee r the term of, a current license. Such A receiver or trustee in bankrupte business shall furnish the license for to carry on the business.	may secure the right to 1 persons are: (1) The y, or an assignce for b or that business for en-	o carry on the same fire a surviving spouse or cl senefit of creditors. (b) dorsement of such succ	arms or ammunition l uild, or executor, adm In order to secure the session to the Chief, F	business at the inistrator, or other e right provided by FLC, within 30
0-4 II				(Contin	ued on reverse side)

F	ut Here X			
	Federa License Name:	l Firearms License (FFL) Information Card WOLVES TRADING COMPANY LLC		FFL Newsletter - Electronic Version Available
 	Business Name:	WTC ARMS	1	Sign-Up Today!
1 1 1	License Number	: 9-87-005-07-4D-05113	1	FFLs interested in receiving the electronic version of the FFL Newslet- ter, along with occasional additional information, should submit name, FFL number and emeil address to: FIPD Outform
	License Type:	07-MANUFACTURER OF FIREARMS OTHER THAN DESTRUCTIVE DEVICES	1	The electronic FFL Newsletter will enable ATF to communicate
! 	Expiration:	April 1, 2024		information to licensees on a periodic basis.

BLU WATERSPORTS - SITE PLAN

~340 W MAIN STREET

CITY COUNCIL MEETING

MAY 5, 2022

Summary: Ricky Andersen is seeking site plan approval to place a temporaryseasonal business next to the Manning Short Stop. The business will rent water-sports equipment. The business was approved by the City Council for a trial run last year. Applicant plans to use a tent for equipment storage with expectation to build a large shed in the future.

> Planning Commission approved, conditioned on spacing of tent and pallets being reviewed by the Fire Marshal and that if a structure is to be added that a new site plan be reviewed and approved.

ZONING: C-2 Commercial - Downtown

UTILITIES:

Power: Culinary: Sewer: Irrigation:

PARKING & ROADS: Parking is to be onsite near the tent. Parking and tent should be located to not block visibility of traffic onsite or in adjacent driveways.

NOTES: Employees are sharing toilet facilities with the Short Stop. Transactions will be done via cellular technology.

Signage will not need to have Planning Commission approval. Approval for temporary signage is approved by the Zoning Administrator.

Distance between pallets and tents/structures should be coordinated/approved by fire marshal/building official.

<u>Electrical component delays for equipment not already ordered are estimated</u> to be 2.5 years.



Date: 4/1/2022

HARVEST VALLEY COURT, P.U.D. 43 NORTH 300 EAST CITY COUNCIL MEETING MAY 5, 2022

SUMMARY: Terra Alta Ventures is seeking Concept Plan approval of a Planned Unit Development at 43 North 300 East. The development proposes 28 single story attached homes and is located on approximately 3.75 acres. This is proposed as a senior living community.

ZONING: R-2 Residential

UTILITIES:

Power:	Available on 300 East
Culinary:	Needs upsized to handle added demand, to be looped
	through development
Sewer:	Available on 300 East
Irrigation:	Available on 300 East
-	A piped irrigation canal runs through the property and is
	proposed to be rerouted in coordination with the canal
	company.

PARKING & ROADS: Curb, gutter, sidewalk, road to be built to full width on the west side of 300 East. Road to be built to 68-foot width, 18.5 feet of pavement from the centerline of 300 East. Sidewalk along 300 E will be 5 feet wide.

NOTES:

The Planning Commission received public comment for this development. Concerns were:

- 1. Lighting spilling into adjacent properties. (City requires dark sky compliant lighting)
- 2. Long-term maintenance of the facility. Who will take over management?
- 3. How will this be restricted in the future to seniors only. Will there be a shift in the age restriction?

- 4. What mechanisms will be available to keep this affordable for seniors?
- 5. Would there be restrictions on children living in the community?

Discussion with the developer:

- 1. Developer is interested in working with CVTD to move or add a bus stop near the apartments.
- 2. Outdoor open space and recreational areas would be open to the entire development.
- 3. Fencing type was discussed and proposed as a mix of rail and panel fencing around the entire site.
- 4. Lighting on site would be short and screened by buildings to prevent spilling to neighbors' properties.
- 5. Canal will be piped with cleanouts for the canal company to maintain the system.
- 6. Homes will have individual trash bins and a dumpster will not be provided.
- 7. 43 percent of area will be maintained as open space.
- Developer does not permit rentals in covenants and if residents take an extended leave of absence, the home may not be rented out. A caretaker/manager will be required to check on property status during absence.

At submission of the preliminary plat, the Planning Commission will require:

- 1. Landscape plan with renderings. A walking path for the open space along Main Street to connect to the west sidewalk
- 2. Full building elevations for all sides, showing depth and contour of the side facing Main Street.

Note: Electrical component delays are estimated to be 2.5 years.



D FILE: X:\Admin\Leland Leahy\Landon Projects\Hyrum Property\Hyrun_Layout5b.dwg
PLOT DATE/TIME: 4/21/2022 4:55

Section 9. Item H.

AUBURN HILLS PHASE 7 – FINAL PLAT ~720 E 600 SOUTH CITY COUNCIL MEETING MAY 5, 2022

Summary: Auburn Hills LLC. is seeking preliminary approval for Phase 7 of their Auburn Hills development. This proposes 41 single family lots to be built on approximately 15 acres.

ZONING: R-1 Residential

UTILITIES:

Power:	To be constructed with development
Culinary:	To be constructed with development
Sewer:	To be constructed with development
Irrigation:	To be constructed with development

NOTES:

Auburn Hills LLC has agreed to dedicate land along canal to the City thus preventing a "no man's land."

A chain-link fence has been installed along the northeasterly boundary of the canal. Installation of combustible fence and/or materials by owner to be prohibited on plat, or CC&R, and buyers to be notified of the risks. Canal Company/City not to be liable for fence damaged by fire.

Lots 101 and 102 at reduced area in exchange for additional dedication of portions of 770 E, 800 E, and 700 S. These lots meet the minimum width requirements but are reduced in depth.

The boundaries along 700 S and 800 E should be marked as having no rights of access from the lots along the road/property boundary.

Boundary adjustment are made for Lot 87 to clear up title for original layout of canal and Rolling Hills.

Easement for irrigation main added to lot 87. This will affect setbacks for this lot. Foundation will need to be outside of the easement and no permanent structures may be built over the mains, including concrete. No trees to be planted near enough that the root systems will interfere with the pipes.

Electrical component delays are estimated to be 2.5 years.



Section 9. Item I.

3 0	LEGEND SUBDIVISION BOUNDARY LINE LOT LINES LOT LINES ROAD Q ADDRESS BLOCK	
	SURVEYOR'S CERTIFICATE I, Brian G. Lyon, a Registered Land Surveyor, hold Certificate No. 275617, as prescribed by the laws of the State of Utah, and do hereby certify that by authority of the owners, I have made a survey of the tract of land shown on this plot, which is accurately described therewith, and have subdivided said tract of land into lats and streets to be hereafter known as Auburn Hills Subdivision, Phase 7, and that the same has been surveyed and staked on the ground as shown on this plot. Signed on thisdoy of20 Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description Description D	PHASE 7 SCALE DATE REVISIONS 9 1"=60' 3-18-2022 Antenion 9 DRAWN BY DRAWING Antenion BGL DRAWING Antenion
1502+78 - TED TO DEPARTMENT ANSPORTATION	thence N 89°36'39' W 60.47 feet to the Southeast Corner of Lot 77, Rolling Hills Subdivision, Phase 7 thence N 00'31'42" E 170.65 feet along the boundary line of Rolling Hills, Subdivison, Phase 7; thence S 89'59'44" E 1,288.66 feet along the south boundary of Auburn Hills Subdivision Phase 1 and 4 and their projection thereof to the the west right of way line of State Route 165; thence along south right of way line the next two courses: 1) thence S 00'28'20" W 335.82 feet to a point at Station 1502+78 34.8 left; 2) thence S 00'72'22" W 331.33 feet to the point of beginning, containing 14.93 acres, more or less. NOTES: 1. OWNER/DEVELOPER: AUBURN HILLS LLC. 601 WEST 1700 SOUTH SUITE A LOGAN, UTAH 435-755-7080 LogAnLY RESIDENTIAL 3. TOTAL ACRES-14.93 acres NINGE FAIL NINTE PER ACRE- 2.75 MILL ACRES-14.93 ocres NUMBER of LOTS- 41 UNITS PER ACRES 2.75 MIN. LOT SIZE: 9,900 S.F. SEBACKS PER CURRENT ZONING REQUIREMENTS PER CURRENT ZONING REQUIREMENTS PER CURRENT ZONING REQUIREMENTS 5. PUBLIC UTILITY EASEMENTS -UNLESS OTHERWISE NOTED FRONT AND REAR-10 FT NO PERMANENT STRUCTURE MAY BE BUILT OVER ANY EASEMENT. 6. TWO TREES FER LOT AND FOUR TREES FER CORNER LOT ARE REQUIRED BY HARDW CITY SPECS. 5.5/6'7517 SET AT ALL REAR AND INTERIOE PROPERTY CORNERS. CURRE PINS WILL BE SET AT THE INTERSECTION OF THE LOT LINE WITH THE CURBING ONCE IT IS PLACED. 8. ALL EXPENSES INVOLVING THE NECESSARY MPROVEMENTS OR EXTENSIONS FOR SANITARY SEVEN SYSTEM, GAS SERVICE, LECETRICAL SERVICE, GRADING AND LANDSCAPING, STORM DRAIN SYSTEMS, POTABLE WATER LINES, IRRIGATION SYSTEM, CARSS AND	PROJECT <i>AUBURN HILLS SUBDIVISION, P</i> <i>PART OF THE NORTHEAST QUARTER OF SECTION</i> 5 <i>TOWNSHIP 10 NORTH RANGE 1 EAST</i> <i>SALT LAKE BASE AND MERIDIAN</i> <i>HYRUM, UTAH</i> <i>FINAL PLAT</i>
	 EXISTING VEGETATION CONSISTS MAINLY OF AGRICULTURAL CROPS. ALL STREETS ARE TO BE DEDICATED PUBLIC STREETS. LOTS 103-109 SHALL NOT HAVE DIRECT VEHICULAR ACCESS TO SR-165/800 EAST STREET. LOTS 99-102 SHALL NOT HAVE DIRECT VEHICULAR ACCESS TO 700 SOUTH STREET. LOTS 87-88 AND 92-99 SHALL NOT INSTALL A COMBUSTIBLE FENCE ALONG THE CANAL. WNERS DEDICATION Know all by these presents that we the undersigned owners of the above-described tract of land, having caused the same to be subdivided into lots as shown on this plat and name said tract <u>Auburn Hills</u> Subdivision, Phase 7, do hereby dedicate for perpetual use of the public all particular of land, having plat and for public use and do	ONSULTING EERS suite p 321 21
ifirming that uire other lot constitute ties provided roval or set forth in the se of particular Dominion	warrant, defend and save the municipality harmless against any easements or other encumbrances on the dedicated streets which will interfere with the municipality's use, operation and maintenance of the streets and do further dedicate the easements as shown, with the same warranty as given for other dedicated property. In witness whereof, we have hereunto set our hands this day of, 20 Troy A. Kartchner, President Kartchner Land Management, Inc.	ALLIANCE C ENGINI 150 East 200 North Logan, utah 84 (435) 755-512
IFICATE find it to be on file in this andards for plats	CORPORATE ACKNOWLEDGEMENT STATE OF UTAH } COUNTY OF CACHE } On the day of A.D., 20, personally appeared before me, the signer(s) of the above Owner's Dedication, of Kartchner Land Management, Inc., a corporation, who duly acknowledged to me that they signed it freely and voluntarily for and in behalf of the corporation and for the uses and purposes therein mentioned. My commission expires: Notary Public Residing at:	SHEET OF 1 SHEETS

MOUNT STERLING FARMS PUD PHASE 5 – FINAL PLAT ~800 WEST 100 NORTH CITY COUNCIL MEETING MAY 5, 2022

Summary: Beth Larchar is seeking Final Plat approval for Phase 5 of Mount Sterling Farms. The proposed plat contains 13 single family lots on 5.25 acres. This plat includes 10,650 square feet of open space. Lots range from 9,300 to 24,860 square feet. This phase is located between 750 West and 875 West, and 50 North and 100 North.

ZONING: R-2 Residential

UTILITIES:

Power:	To be constructed with development
Culinary:	To be constructed with development
Sewer:	To be constructed with development
Irrigation:	To be constructed with development

PARKING & ROADS:

NOTES:

<u>Electrical component delays for equipment not already ordered are estimated</u> <u>to be 2.5 years.</u>



VICINITY MAP

	CURVE TABLE						
CURVE #	RADIUS	DELTA	ARC LENGTH	CHORD			
C1	180.00	12°59'54"	40.84	S24°54'28"W	40.75		
C2	180.00	23°27'02"	73.67	N43°07'56"E	73.16		
C3	180.00	23°06'53"	72.62	N66°24'53"E	72.13		
C4	180.00	11°57'30"	37.57	N83°57'05"E	37.50		
C5	180.00	71°31'19"	224.69	N54°10'10"E	210.39		
C6	150.00	71°31'19"	187.24	S54°10'10"W	175.32		
C7	120.00	71°31'19"	149.80	N54°10'10"E	140.26		
C8	120.00	66°21'02"	138.96	S51°35'02"W	131.33		
C9	120.00	5°10'17"	10.83	S87°20'41"W	10.83		
C10	70.00	89°28'25"	109.31	N45°19'58"W	98.54		
C11	100.00	89°28'25"	156.16	N45°19'58"W	140.77		
C12	130.00	89°28'25"	203.01	N45°19'58"W	183.00		
C13	130.00	27°42'07"	62.85	S76°13'07"E	62.24		
C14	130.00	31°38'56"	71.81	N46°32'35"W	70.90		
C15	130.00	30°07'22"	68.35	S15°39'26"E	67.56		

LINE TABLE				
LINE #	BEARING	DISTANCE		
L1	S18°24'31"W	30.01		





NOTES:

- 1. #5 REBAR & CAP TO BE SET AT ALL REAR LOT CORNERS. NAIL/WASHER TO BE SET IN THE TOP OF THE CURB AT THE EXTENSION OF THE SIDE LOT LINES.
- 2. ALL EXPENSES INVOLVING THE NECESSARY IMPROVEMENTS OR EXTENSIONS FOR SANITARY SEWER SYSTEMS, GAS SERVICE, ELECTRICAL SERVICE, GRADING AND LANDSCAPING, STORM DRAIN SYSTEMS, CURBS AND GUTTERS, FIRE HYDRANTS, PAVEMENT, SIDEWALKS, STREET LIGHTING AND SIGNING, AND OTHER IMPROVEMENTS SHALL BE FINANCED BY SUBDIVIDER.
- 3. THE SETBACK LINES SHOWN HEREON REFLECT CURRENT CITY REQUIREMENTS AS OF THE DATE OF THIS PLAT AND ARE TO BE USED FOR THE LOTS SHOWN ON THIS PLAT UNLESS CHANGED BY CITY ORDINANCE: FRONT & SIDEYARD THAT FRONTS A STREET:10', REAR: 10', SIDE: 3' (BUILDING/RESIDENTIAL CODE MAY HAVE DIFFERENT SETBACK REQUIREMENTS BASED ON FIREWALL CONSTRUCTION)
- 4. THIS AREA IS SUBJECT TO THE NORMAL EVERYDAY SOUNDS, ODORS, SIGHTS, EQUIPMENT, FACILITIES, AND ALL OTHER ASPECTS ASSOCIATED WITH AN AGRICULTURAL LIFESTYLE. FUTURE RESIDENTS SHOULD ALSO RECOGNIZE THE RISKS INHERENT WITH LIVESTOCK.
- 5. THE DEVELOPER WILL PLANT TWO (2) TREES HAVING A MINIMUM DIAMETER OF ONE AND ONE HALF (1 1/2) INCHES FOR EACH APPROVED SUBDIVISION LOT. FOUR (4) TREES SHALL BE PLANTED ON CORNER LOTS.
- 6. ALL STORM WATER SWALES SHALL REMAIN IN PLACE AFTER CONSTRUCTION. LOT OWNERS MAY NOT FILL IN OR MODIFY SWALE CONSTRUCTION.
- 7. IF LOT OWNERS DESIRE TO CONSTRUCT A BASEMENT, THEY WILL BE REQUIRED TO SUBMIT A HISTORIC HIGH WATER TABLE STUDY TO THE CITY.
- 8. OPEN SPACE 7 IS A NON-BUILDABLE PARCEL AND IS HEREBY DEDICATED TO, AN HYRUM CITY.

ciuilsolutionsgroup_{inc.}

CACHE VALLEY | P: 435.213.3762 SALT LAKE | P: 801.216.3192 UTAH VALLEY | P: 801.874.1432 info@civilsolutionsgroup.net www.civilsolutionsgroup.net



ND SHALL BE MAINTAINED BY				<u>CULINARY WATER AND SANITARY</u> APPROVED THIS DAY OF, CULINARY WATER AND SANITARY SEWER AUTHORITII	SEWER 20, BY HYRUM ES.	<i>COUNTY SURV</i> I CERTIFY THAT I HAVE EXAMINED T AND IN ACCORDANCE WITH THE INFO FURTHER CERTIFY THAT IT MEETS TH REQUIRED BY COUNTY ORDINANCE A
THE LITH ITY EASEMENTS CHOWN O	N THIC DLAT HAVE DEEN	TILITY COMPANIES				
THE UTILITY EASEMENTS SHOWN O	N THIS PLAT HAVE BEEN	REVIEWED AND ARE APPROVED.		CULINARY WATER AUTHORITY		
DOMINION ENERGY*	DATE	HYRUM POWER	DATE			
				SANITARY SEWER AUTHORITY		COUNTY SURVEYOR
COMCAST CABLE	DATE	_ CENTURYLINK	DATE	ATTORNEY APPROVAL		ENGINEE
		COMMUNICATIONS		APPROVED AS TO FORM THISDAY OF	, 20	I CERTIFY THAT I HAVE EXAMINED T
*DOMINION ENERGY APPROVES T	HIS PLAT SOLELY FOR	THE PURPOSE OF CONFORMING THAT T	HE PLAT CONTAINS PUBLIC UTILITY			AND IN ACCORDANCE WITH THE INF
EASEMENTS. DOMINION ENERGY M	IAY REQUIRE OTHER EA	SEMENTS IN ORDER TO SERVE THIS DEVEL	LOPMENT. THIS APPROVAL DOES NOT			THE CITY ORDINANCE.
CONSTITUTE ABROGATION OR WA	IVER OF ANY EXISTING	G RIGHTS, OBLIGATIONS OR LIABILITIES F	PROVIDED BY LAW OR EQUITY. THIS			
APPROVAL DOES NOT CONSTITUTE	ACCEPTANCE, APPROVA	L OR ACKNOWLEDGMENT OF ANY TERMS	CONTAINED IN THIS PLAT, INCLUDING			
THOSE SET IN THE OWNERS DEDICA	ATION AND THE NOTES A	ND DOES NOT CONSTITUTE A GUARANTEE	OF PARTICULAR TERMS OF NATURAL	CITY ATTORNEY -	DATE	CITY ENGINEER
GAS SERVICE. FOR FURTHER INFORM	MATION PLEASE CONTAC	T DOMINION ENERGY'S RIGHT-OF-WAY DEF	PAKIMENI AI 1-800-366-8532.		22	

LAND USE TABLE

TOTAL PROJECT AREA: 5.25+/- ACRES TOTAL # OF LOTS: 14 TOTAL AREA OF LOTS: 4.19+/- ACRES OPEN SPACE PARCELS: 1 TOTAL ROAD AREA: 0.97+/- ACRES TOTAL ROAD MILES: 0.13 +/- MILES

OWNER INFORMATION

OBODO DEVELOPMENT 45 NORTH MAIN STREET, STE 101 LOGAN, UTAH 84321

<u>LEGEND</u>

XXX (XXXXX)

LOT ADDRESSES RECORD DATA SECTION MONUMENT

Section 9. Item J.	

		Section
	SURVEYOR'S CER I, DENNIS P. CARLISLE, DO HEREBY CERTIFY SURVEYOR, AND THAT I HOLD CERTIFICATE TITLE 58, CHAPTER 22 OF UTAH STATE CODE. I OF THE OWNERS(S) THAT I HAVE COMPLET DESCRIBED ON THIS PLAT IN ACCORDANCH CODE, AND HAVE ALSO SUBDIVIDED SAID TF STREETS, AND EASEMENTS, AND THE SAM SURVEYED, STAKED AND MONUMENTED ON PLAT, AND THAT THIS PLAT IS TRUE AND COR	TIFICATE THAT I AM A PROFESSIONAL LAND NO. 172675 IN ACCORDANCE WITH I FURTHER CERTIFY BY AUTHORITY TED A SURVEY OF THE PROPERTY E WITH SECTION 17-23-17 OF SAID ACT OF LAND INTO LOTS, BLOCKS, IE HAS, OR WILL BE CORRECTLY THE GROUND AS SHOWN ON THIS RECT.
	DENNIS P. CARLISLE PROFESSIONAL LAND SURVEYOR CERTIFICATE NO. 172675 A portion of Lot 2, SILVER WILLOW Subdivision file in the Office of the Cache County Recorder local North, Range 1 East, Salt Lake Base & Meridian, more Beginning at the northeast corner of Lot 81, according to the Official Plat thereof on file in the Off N89°59'10''W along the Section line 1,216.32 feet ar Corner of Section 6, T10N, R1E, S.L.B.& M.; then courses and distances: S86°30'43''W 149.07 feet; S89°55'50''W 420.38 feet; thence S18°24'31''W 104.44 STERLING FARMS PUD; thence N73°16'01''W along the Wellsville East Field Canal as defined and describ Associates and filed as Survey No. 2014-091 in the Of along said easterly bank the following 4 (four) course thence N22°03'24''E 117.28 feet; thence N6°43'06''E 6 the southerly line of WESTRIDGE Subdivision, accor the Office of the Cache County Recorder; thence N89° northwest corner of Lot 1, SILVER WILLOW S0°09'52''W) 320.00 feet to the point of beginning.	VRIPTION ision, according to the Official Plat thereof ted in the NE1/4 of Section 6, Township 10 particularly described as follows: Phase 2, MT. STERLING FARMS PUD, fice of the Cache County Recorder located ud North 3,703.96 feet from the Southeast ace along said Plat the following 4 (four) thence N0°35'45"W 26.89 feet; thence 4 feet to the northerly line of Phase 3, MT. g said Plat 167.50 feet the easterly bank of ed by a Survey prepared by AA Hudson & ffice of the Cache County Surveyor; thence es and distances: N15°39'21"E 107.14 feet; i9.87 feet; thence N5°03'12"E 71.77 feet to rding to the Official Plat thereof on file or '55'50"E (plat: S89°49'E) 674.87 feet to the Subdivision; thence S0°05'40"E (plat: Contains: 5.25+/- acres
	OWNER'S DEDIA KNOW ALL MEN BY THESE PRESENTS THAT OWNERS OF THE ABOVE DESCRIBED TRACT SAME TO BE DIVIDED INTO LOTS, AND STREE SET FORTH TO BE HEREAFTER KNOWN AS: MT. STERLING DHASE AND DO HEREBY DEDICATE TO HYRUM CIT PUBLIC ALL STREETS AND OTHER AREAS SI FOR PUBLIC USE. THE UNDERSIGNED OWNER AND ALL PUBLIC UTILITY COMPANIES A PERP OVER THE PUBLIC UTILITY EASEMENTS SHO' USED FOR THE INSTALLATION, MAINTENANCI AND FACILITIES. THE UNDERSIGNED OWNE OTHER EASEMENTS AS SHOWN ON THIS PLA FOR THE PURPOSES SHOWN HEREON. (SIGH	CATION WE, THE UNDERSIGNED ARE THE OF LAND, AND HEREBY CAUSE THE TS, TOGETHER WITH EASEMENTS AS EARMS PUD 5 Y FOR THE PERPETUAL USE OF THE HOWN ON THIS PLAT AS INTENDED C(S) ALSO HEREBY CONVEY TO ANY PETUAL, NON-EXCLUSIVE EASEMENT WN ON THIS PLAT, THE SAME TO BE E AND OPERATION OF UTILITY LINES ER(S) ALSO HEREBY CONVEY ANY T TO THE PARTIES INDICATED AND
	OBODO DEVELOPMENT, LLC BY:(PRINTE: ITS:	D NAME)
EAST CORNER OF	ON THIS DAY OF, 20 ME, WHO AFTER BE ACKNOWLEDGE TO ME THAT HE/SHE IS THE OBODO DEVELOPMENT, LLC, A UTAH LIMITED HE/SHE SIGNED THE OWNER'S DEDICATION FF IN BEHALF OF SAID LIMITED LIABILITY COMP MENTIONED.	NOWLEDGMENT , PERSONALLY APPEARED BEFORE ING DULY SWORN, DID OF LIABILITY COMPANY AND THAT EELY AND VOLUNTARILY FOR AND ANY FOR THE PURPOSES THEREIN
10N, R1E, SLB&M JNTY BRASS CAP 65	MY COMMISSION EXPIRES: NOTA	ARY PUBLIC (SIGNATURE) DING IN COUNTY
	MY COMMISSION No PRIN <u>CITY COUNCIL AI</u> PRESENTED TO THE HYRUM CITY COUNCIL TH OF, 20, AT WHICH TH A PROVIED AND A CCEPTED	TED FULL NAME OF NOTARY PPROVAL HIS DAY ME THIS SUBDIVISION WAS
10' REAR SETBACK	APPROVED AND ACCEPTED. HYRUM CITY MAYOR	DATE
	HVRUM CITY DECODDED	
10' STREET	PLANNING COMMISSI PRESENTED TO THE HYRUM CITY PLANNING C	ON APPROVAL COMMISSION THISDAY OF ME THIS SUBDIVISION WAS PPROVAL.
NTS	PLANNING COMMISSION CHAIR	DATE
	- FINAL PLA	AT
A SURVEYOR'S APPROVAL AMINED THIS PLAT AND FIND IT TO BE CORRECT A THE INFORMATION ON FILE IN THIS OFFICE AND MEETS THE MINIMUM STANDARDS FOR PLATS DINANCE AND STATE LAW.	OF MT. STERLING I PHASE (A VACATION OF A PORTION OF LOT 2, S LOCATED IN THE NE1/4 OF SECTION	FARMS PUD 5 SIVLER WILLOW SUBDIVISION) ON 6, T10N, R1E, SLB&M
DATE DATE CNGINEER'S APPROVAL CAMINED THIS PLAT AND FIND IT TO BE CORRECT THE INFORMATION ON FILE IN TWO OFFICE AND	HYRUM, UTA - RECORDED # STATE OF UTAH, COUNTY OF CACHE, RECORD	(H ED AND FILED AT THE REQUEST OF:
IT THE INFORMATION ON FILE IN THIS OFFICE AND	DATE:TIME:BOOF	ـــــــــــــــــــــــــــــــــــــ
DATE	\$ FEE CACHE	E COUNTY RECORDER

RESOLUTION 22-04

A RESOLUTION AMENDING THE PERSONNEL POLICIES AND PROCEDURE MANUAL FOR HYRUM CITY CORPORATION TO INCLUDE JUNE TEENTH AS HOLIDAY LEAVE.

WHEREAS, on March 19, 1998, the Hyrum City Council adopted a personnel policy manual known as "Personnel Policies and Procedures Manual for Hyrum City Corporation"; and

WHEREAS, said manual sets forth those policies pertaining to personnel conduct, conditions of employment, employment classification, work week, benefits, payroll, and related matters; and

WHEREAS, Section XVIII of the manual establishes leaves of absences including Annual Leave, Holiday Leave, and Sick Leave; and

WHEREAS, June 17, 2021 United States President Joe Biden signed into law making Juneteenth National Freedom Day a Federal Holiday; and

WHEREAS, March 24, 2022 Utah Governor Spencer Cox signed a law to make Juneteenth National Freedom Day a State Holiday, a day to commemorate the end of Slavery in the U.S.

WHEREAS, the City Council has determined there is a need to amend the Holiday Leave policy to add Juneteenth National Freedom Day.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Hyrum, Cache County, Utah, that Section XVIII.3.A. of the "Personnel Policies and Procedures Manual for Hyrum City Corporation" is hereby amended to read as follows:

3 HOLIDAY LEAVE.

Α.	Holi	days which apply to ful	l time employees are:
	(1)	New Year's Day	January 1 st
	(2)	Human Rights Day	3 rd Monday in January
	(3)	Presidents Day	3 rd Monday in February
	(4)	Memorial Day	Last Monday in May
	(5)	June Teenth	June 19; T-F next Monday;
			or S-S following Monday
	(6)	Independence Day	July 4 th
	(7)	Pioneer Day	July 24 th
	(8)	Labor Day	1 st Monday in September

2nd Monday in October

4th Thursday in November

Half day December 24th

November 11^{th}

December 25th

- (9) Columbus Day
- (10) Veteran's Day
- (11) Thanksgiving Day
- (12) Day after Thanksgiving Friday after Thanksgiving
- (13) Christmas Eve
- (14) Christmas Day

THIS RESOLUTION shall become effective upon adoption.

ADOPTED AND PASSED by the Hyrum City Council this 5th day of May, 2022.

HYRUM CITY CORP.

BY:

Stephanie Miller Mayor

ATTEST:

Stephanie Fricke City Recorder

RESOLUTION 22-05

A RESOLUTION AMENDING THE DESIGN STANDARDS AND CONSTRUCTION SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION IN HYRUM CITY.

WHEREAS, the Hyrum City Council approved the revised Design Standards and Construction Specifications for Public Works Construction in Hyrum City in January 2003; and

WHEREAS, the Design Standards and Construction Specifications for Public Work Construction provides general requirements and design guidelines for installation of utilities and other public improvements in Hyrum City; and

WHEREAS, upon recommendation of Hyrum City's Engineer and Public Works Department, the City Council has determined there is a need to amend and update Hyrum City's Design Standards and Construction Specifications for Public Works Construction.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Hyrum, Cache County, Utah, to approve the revisions, attached hereto as Exhibit "A", to Hyrum City's Design Standards and Construction Specifications for Public Works Construction in Hyrum

THIS RESOLUTION shall become effective upon adoption.

ADOPTED AND PASSED by the Hyrum City Council this $5^{\rm th}$ day of May, 2022.

HYRUM CITY CORP.

BY:

Stephanie Miller Mayor

ATTEST:

Stephanie Fricke City Recorder

HYRUM CITY Power Department

SECTION 7

HYRUM CITY GENERAL REQUIREMENTS AND SPECIFICATIONS FOR ELECTRICAL INSTALLATIONS

TABLE OF CONTENTS

7	GENER	AL REQUIREMENTS AND SPECIFICATIONS FOR ELECTRICAL INSTALLATIONS
	7.1 GE	NERAL REQUIREMENTS 1
	7.1.1	GENERAL 1
	7.1.2	COMPLIANCE AND CONFLICT WITH REQUIREMENTS 1
	7.1.3	SERVICE DENIAL FOR UNSAFE CONDITIONS OR TAMPERING1
	7.1.4	UNDERGROUND UTILITY LOCATION CALL BEFORE YOU DIG 1
	7.1.5	CUSTOMER GENERATION 1
	7.1.6	GROUNDING AND BONDING
	7.1.7	INSPECTION
	7.1.8	POWER FACTOR
	7.1.9	EQUIPMENT PERFORMANCE, PROTECTION, AND HARMONICS
	7.2 PEI	RMITS AND APPLICATIONS
	7.2.1	SERVICE APPLICATION
	7.2.2	PERMIT
	7.2.3	EASEMENTS
	7.3 SEF	RVICES
	7.3.1	TYPES OF SERVICE
	7.3.2	STANDARD TRANSFORMER SIZES
	7.4 ME	TER REQUIREMENTS
	7.4.1	GENERAL
	7.4.2	METER BASE MOUNTING
	7.4.3	METER LOCATION
	7.4.4	DIRECT METERING
	7.4.5	CURRENT TRANSFORMER METERING
	7.4.6	SWITCHBOARD METERING (Above 800 amps)6
	7.5 CLE	EARANCES
	7.5.1	OVERHEAD SERVICES
	7.5.2	UNDERGROUND SERVICES7
	7.5.3	BETWEEN EQUIPMENT PADS AND BUILDINGS7

SECTION 7 General Requirements and Specifications for Electrical Installations

7.6	UNI	DERGROUND REQUIREMENTS 7
7.6	.1	SERVICE CONDUCTOR
7.6	.2	SERVICE CONDUIT
7.6	.3	BACKFILL
7.6	.4	MARKING TAPE
7.6	.5	JUNCTION BOXES
7.6	.6	BOXPADS
7.6	.7	TRANSFORMER PADS
7.6	.8	CLEARANCES
7.6	.9	GROUNDING METHODS9
7.7	OVE	ERHEAD SERVICE REQUIREMENTS
7.8	MU	LTI-FAMILY RESIDENTIAL BUILDINGS 11
7.8	.1	GENERAL
7.8	.2	MULTIPLE-METERS
7.9	CON	MMERCIAL, INDUSTRIAL, AGRICULTURAL SERVICES (ALL NON-RESIDENTIAL
SERVI	CES)	
7.9	.1	GENERAL REQUIREMENTS
7.9	.2	DIRECT-CONNECT METERING, SINGLE INSTALLATIONS
7.9	.3	DIRECT-CONNECT METERING, MULTIPLE INSTALLATIONS
7.9	.4	CT METERING, UP TO 800 A
7.9	.5	SWITCHBOARD METERING, UP TO 4000 A 21
7.10	STR	EETLIGHTS
7.1	0.1	SUBDIVISION POLE-TOP LUMINARIES

PAGE 1

STEPS FOR UNDERGROUND/OVERHEAD SERVICE INSTALLATION AND HOOK-UP

Complete the following steps in the order listed below:

- Builder must fill out the Load Data Sheet, page 2 below, and return it to Hyrum City's Power Department. We use the sheet to document inspections and size the service wire/conduit. We will not perform the required trench inspections without a Load Data Sheet. The builder and Hyrum City Power will meet to determine if the service will be underground or overhead.
- 2. Do not begin work on the service installation before receiving the service design from Hyrum City's Power Department. Any work done that does not meet the Hyrum City Power Department design is at risk of having to be re-done at the cost of the builder/customer.
- 3. The building site requiring service must have its address marked and clearly visible from the street.
- For underground service--Dig a trench (30" minimum depth) between the power source and meter equipment.
 For overhead service—Skip to step 7.
- 5. Install the conduit specified by Hyrum City Power (3"). At the power source, connect to the existing conduit stubbed from the transformer or secondary junction box. The meter riser must be aluminum and strapped to the foundation. Call Hyrum City (24 hours in advance) at 435-245-6033 to schedule a required inspection of the trench and conduit prior to backfilling.
- 6. After you have passed the conduit and trench inspection, cover the conduit with 4" of sand (to prevent the possibility of the conduit being damaged by backfilling with local soil), then 8" of soil. Approximately 1 foot directly above conduit, place red plastic electrical warning tape--3" wide over service, 6" wide over primary-- that reads, "Caution—Buried Electric Cable Below". Leave a tail of warning tape sticking out of the ground at the meter riser and power source. Backfill the trench to final grade.
- 7. Hyrum City will stick a U.G. Service Inspection Verification label to the inside of the meter base upon completion and inspection of the trench and conduit.
- 8. Contact Cache County for a power to panel inspection. When you pass the power to panel inspection
- 9. At this point, you MUST have passed the building Dept. power to panel inspection. <u>For underground service</u>--Hyrum City will provide the wire for underground service. A Hyrum City crew will return to the building site and install the wire in the conduit, make the connections and set the meter. <u>For overhead service</u>--The customer will provide the wire from the weatherhead to the meter. Hyrum City will provide the wire for the overhead service from the source up to the weatherhead, make connections and set the meter.

PAGE 2

LOAD DATA SHEET SINGLE FAMILY RESIDENTIAL STRUCTURE Underground/Overhead Electric Service Feed

Architect/Engineer/Builder/Contractor:

Please submit this form for each single-family residential structure to be served by Hyrum City Power by means of an underground or overhead service wire. Using the NEC code to size the service wire is acceptable. However, Hyrum City can potentially use the information submitted on this sheet to de-rate the wire size upon request. Also, this form is necessary for Hyrum City to track the required inspections. **Hyrum City will NOT perform any inspections without this form.** Submit the form by email: <u>Bballard@hyrumcity.com</u>, by fax 435-245-4758, or by delivery to the address 60 West Main, Hyrum, UT. By signing this document, you are hereby acknowledging that the information provided is accurate and that you take responsibility for this information up to and including financial cost for the replacement of Hyrum City equipment due to any inaccuracies contained herein.

Contractor Contact Information:

Contractor/consultant	name		_	
Contact person Day phone #				
Cell phone #	Fax #	Best contac	t time 🗌 a.m. 🗌 p.m	
E-mail address:				
Customer (Owner) Cor	ntact Information Con	nplete this sectio	n if owner and contra	ctor are separate individuals
Name				
Mailing address		Citv	/, State Zip	
Day phone #	Cell phone #	Best	contact time 🗌 a.m.	□ p.m.
E-mail address:				
Service Information Th	is section is required			
New service address		Ci ⁺	zy, State Zip	
New service address co	oordinates (if applicab	le)		
Subdivision name	P	hase	Lot #	Block #
If known, nearest pole	or padmount # (<i>pole/</i>	equipment tag, 1	0 or 12 digits)	
Service panel size:	50 Amp 🗌 200 Amp	400 Amp	ize of building:	total sq. ft.
Distance between serv	ice hookup (power so	urce) and meter	equipment:	ft.
Special conditions and/	or requests			
Main source of heat:	gas propane vaporative cooler	electric If elec central air (t	tric:	tons)
Would you like Hyrum	City Electrical Departr	nent to determir	e the size of the unde	erground service wire?

🗌 Yes 🗌 No

HYRUM CITY ELECTRICAL DEPARTMENT RESIDENTIAL ELECTRIC POWER SERVICE REQUEST

PAGE 3

Expected building completion date (mm/dd/yyyy)

It is important to provide the most accurate information available as it is used to design the facilities to serve your requested load. You may want to consult a licensed electrician or engineer prior to providing the information. Changes to load after submitting this information may delay design and potentially impact cost.

Please sign and date this form

Applicant of	or representativ	ve signature
		0

Date

Please email or fax completed form to: <u>Bballard@hyrumcity.com</u>, by fax 435-245-4758,

or delivery to 60 West Main, Hyrum, UT.

PAGE 1

STEPS FOR UNDERGROUND/OVERHEAD SERVICE INSTALLATION AND HOOK-UP

Complete the following steps in the order listed below:

- 1. Builder must fill out the Load Data Sheet, page 2 below, and return it to Hyrum City's Power Department. We use the sheet to document inspections and size the service wire/conduit. We will not perform the required trench inspections without a Load Data Sheet. The builder and Hyrum City Power will meet to determine if the service will be underground or overhead.
- 2. Do not begin work on the service installation before receiving the service design from Hyrum City's Power Department. Any work done that does not meet the Hyrum City Power Department design is at risk of having to be re-done at the cost of the builder/customer.
- 3. The building site requiring service must have its address marked and visible from the street.
- For underground service--Dig a trench (30" minimum depth) between the power source and meter equipment.
 For overhead service—Skip to step 7.
- 5. Install the conduit specified by Hyrum City Power (4" minimum for 3 phase service) to the power source, connect to existing conduit. The meter riser must be aluminum and strapped to the foundation. Call Hyrum City (24 hours in advance) at 435-245-6033 to schedule a required inspection of the trench and conduit prior to backfilling.
- 6. After you have passed the conduit and trench inspection, cover the conduit with 4" of sand (to prevent the possibility of the conduit being damaged by backfilling with local soil), then 8" of soil. Approximately 1 foot directly above conduit, place red plastic electrical warning tape--3" wide over service, 6" wide over primary-- that reads, "Caution—Buried Electric Cable Below". Leave a tail of warning tape sticking out of the ground at the meter riser and power source. Backfill the trench to final grade.
- 7. Hyrum City will stick a U.G. Service Inspection Verification label to the inside of the meter base upon completion and inspection of the trench and conduit.
- 8. Contact Cache County for a power to panel inspection. When you pass the power to panel inspection
- At this point, you MUST have passed the building Dept. power to panel inspection. <u>For underground service</u>—The builder/customer shall install the wire in the conduit, make the connections in the transformer and meter/CT cabinet. Hyrum City will set the meter.

<u>For overhead service</u>--The builder/customer will provide the wire from the weatherhead to the meter. Hyrum City will provide the wire for the overhead service from the source up to the weatherhead, make connections and set the meter.

PAGE 2

LOAD DATA SHEET COMMERCIAL STRUCTURE Underground/Overhead Electric Service Feed

Architect/Engineer/Builder/Contractor:

Please submit this form for each commercial structure to be served by Hyrum City Power by means of an underground or overhead service wire. Using the NEC code to size the service wire is acceptable. However, Hyrum City can potentially use the information submitted on this sheet to de-rate the wire size upon request. Also, this form is necessary for Hyrum City to track the required inspections. **Hyrum City will NOT perform any inspections without this form.** Submit the form by email: <u>Bballard@hyrumcity.com</u>, by fax 435-245-4758, or by delivery to the address 60 West Main, Hyrum, UT. By signing this document, you are hereby acknowledging that the information provided is accurate and that you take responsibility for this information up to and including financial cost for the replacement of Hyrum City equipment due to any inaccuracies contained herein.

Contractor Contact Information:

Contractor/consultant name				
Contact person		_Day phone #		
Cell phone # Fax # Best contact time 🗔 a.m. 🗔 p.m.				
E-mail address:				
Customer (Owner) Contact Inform	nation Complete	e this section if o	wner and contractor	are separate individuals
Name				
Mailing address		City, Sta	te Zip	
Day phone # Cell pl	hone #	Best conta	act time 🗌 a.m. 🗌 p	.m.
E-mail address:				
Service Information This section is	required			
New service address		City, Sta	ate Zip	
New service address coordinates (if applicable)			
Subdivision name	Phase		Lot #	Block #
If known, nearest pole or padmour	nt # (pole/equir	oment tag, 10 or .	12 digits)	
Service panel size:	amps	Size of building	g:	total sq. ft.
		Load List		
Туре	De	escription	Added Load	Units
HVAC/Refrigeration Equip.				Tons
Largest Motor (code:)				HP
Fans/small				HP
motors/pumps/compressors				
Electric Heating (space/water)				kW
Equipment with large power				kW
requirement				

Section 10. Item B.

PAGE 3

HYRUM CITY ELECTRICAL DEPARTMENT COMMERCIAL ELECTRIC POWER SERVICE REQUEST

Distance between service hookup (power source) and meter equipment: ft.
Special conditions and/or requests
Main source of heat: gas propane electric If electric: heat pump (tons) furnace If air conditioning: evaporative cooler central air (tons) heat pump (tons) other
Would you like Hyrum City Electrical Department to determine the size of the underground service wire?
Expected building completion date (mm/dd/yyyy)
It is important to provide the most accurate information available as it is used to design the facilities to serve your requested load. You may want to consult a licensed electrician or engineer prior to providing the information. Changes to load after submitting this information may delay design and potentially impact cost.
Please sign and date this form
Applicant or representative signature Date
Please email or fax completed form to: <u>Bballard@hyrumcity.com</u> , or by fax 435-245-4758,

or delivery to 60 West Main, Hyrum, UT.

7 GENERAL REQUIREMENTS AND SPECIFICATIONS FOR ELECTRICAL INSTALLATIONS

7.1 GENERAL REQUIREMENTS

7.1.1 GENERAL

The purpose of this document is to assist Hyrum City Power customers in obtaining electric service. This document provides the requirements and shows the specifications for customer installations that must be met for electric service to be connected. It is the customer's responsibility to ensure compliance with these requirements and specifications. These requirements and specifications apply to new services, relocated services, house relocations, rewired services, and upgraded services.

Any work done before receiving the electric service design and signed contract from Hyrum City's Power Department that does not meet the Hyrum City Power Department design is at risk of having to be removed and re-installed at the cost of the builder/customer.

7.1.2 COMPLIANCE AND CONFLICT WITH REQUIREMENTS

All electrical work shall be in compliance with the latest edition of the National Electric Code (NEC), International Building Code, ICC Electrical Code, and the National Electrical Safety Code (NESC) except where these specifications are more stringent. If there is a conflict between standards, the most stringent shall rule.

7.1.3 SERVICE DENIAL FOR UNSAFE CONDITIONS OR TAMPERING

A service may be denied when unsafe conditions exist, or when the customer has tampered with utility-owned equipment, such as meters and lines. (Utah Administrative Code, Rule746-200.) A residential service can be disconnected without notice when a clear emergency or serious safety hazard exists for so long as the conditions exist. The Power Department will immediately try to notify the customer of the disconnection and the reasons for it.

7.1.4 UNDERGROUND UTILITY LOCATION -- CALL BEFORE YOU DIG

State law requires the customer/excavator to call 8-1-1 to mark underground utility locations at least 48 hours prior to any excavation. Do not start excavation until utilities have been marked by an underground locator service, or until the service confirms that no utilities exist in the area.

7.1.5 CUSTOMER GENERATION

Interconnection of customer distributed generation will be evaluated on a case-by-case basis. Contact Hyrum City Power before acquiring generation equipment or making any type of interconnection with any type of generating device to determine the requirements that must be met.

7.1.6 GROUNDING AND BONDING

The customer is responsible for ensuring that electrical wiring and service equipment are grounded and bonded in accordance with applicable NEC requirements. The grounding system shall have sufficient grounding electrodes, effectively bonded together, to prevent maximum resistance to ground exceeding 25 ohms. All grounding is to be in accordance with NEC Article 250.

Two ground rods 5/8" diameter x 8' long shall be driven at each three-phase transformer and three phase junction point, at 5' center to center (spacing). One ground rod shall be driven at each single-phase transformer and single-phase primary junction point. All concentric neutrals shall be connected and commonly grounded to the driven ground rod.

In cases where ground rods cannot be installed at transformers, primary junction boxes and switches due to very rocky soil, 100 ft. of bare #2 copper-clad wire can be buried at least 18" deep in place of the ground rod(s). See requirements in Section 7.6.9.

Metallic equipment less than 6 feet from Hyrum City Power equipment requires bonding to the Hyrum City Power equipment.

7.1.7 INSPECTION

All work shall be inspected and approved by the City's Power Department personnel before underground systems are backfilled. Cache County will perform "power to the panel" inspections. Final inspection and energizing the system will be performed by the City's Power Department personnel.

7.1.8 POWER FACTOR

The customer is responsible for maintaining power factor between 95% lagging and 95% leading, or higher. Hyrum City Power recommends that customers provide and maintain codeapproved power factor correction devices to maintain power factor between 95% lagging and 95% leading.

A power factor rate adjustment applies to customers with three-phase service and loads that exceed 200 kilowatts for three (3) consecutive months. This rate adjustment has the effect of increasing the power demand charges to customers who do not maintain a power factor of 95% or higher.

7.1.9 EQUIPMENT PERFORMANCE, PROTECTION, AND HARMONICS

The customer shall provide any power-conditioning devices necessary for the proper performance and protection of voltage-sensitive equipment. The customer is responsible for providing and maintaining code-approved protective devices to protect equipment against overloading, short circuits, ground faults, high or low voltage, and single-phasing of three-phase motors.

Customers shall not generate harmonic distortion that create disturbances on the electrical system that interfere with any other customer's equipment. Customers shall provide harmonic filtering on equipment that can produce harmonic distortion (such as adjustable speed drives, power supplies, and electronic ballasts for lighting) such that harmonic distortion is kept within the limits specified in IEEE Standard 519, Section 10. The customer shall take necessary action, at the customer's sole expense, for the customer's facility to stay within these limits. Failure to operate within these limits can result in termination of electrical service or other remedial action as provided by state regulatory authority (Utah Administrative Code, Rule 746-310-2-D, "Conditions of Service"). Compliance with this requirement is judged by the City's Power Department personnel's measurement at the service point.

7.2 PERMITS AND APPLICATIONS

7.2.1 SERVICE APPLICATION

The customer shall complete an Electric Power Service Request Load Data Sheet to apply for electric service. The customer shall provide accurate load information on the request. The steps for service installation and hook-up are detailed on this request form. Refer to the request forms "Residential Electric Power Service Request" or "Commercial Electric Power Service Request" at the front of this standard.

7.2.2 PERMIT

City ordinances require applicants to obtain appropriate permits as per Hyrum City code before electric service is provided.

7.2.3 EASEMENTS

The customer (developer) shall provide, without cost to Hyrum City, all permits, rights-of-way, and easements required for the installation and maintenance of the public facilities that serve the customer (development). A Public Utility Easement (PUE) will be required in all subdivisions adjacent to the road right-of-way. A ten (10) foot easement is required along all frontages and may be required at rear and side lot lines at the discretion of City staff. If a PUE is required along the rear or the side of lots, the total width may be evenly split between the adjoining lots. No permanent structure or obstruction can be placed within the PUE without prior written approval of all Hyrum City owned utilities.

7.3 SERVICES

7.3.1 TYPES OF SERVICE

Electric service is provided as 60-hertz, alternating current, single-phase or three-phase. Nominal provided secondary voltages and types of service are shown in Table 1.

Table 1-Type and Voltage of Secondary Service

Phases	Voltage	Wiring	Limits
Single-phase	120 volts	Two-wire, grounded	200 amps or less
Single-phase	120/240 volts	Three-wire,	400 amps or less
		grounded	
Three-phase	120/208 volts	Four-wire,	750 kVA or less
		grounded wye	
Three-phase	277/480 volts	Four-wire,	n/a
		grounded wye	

Contact Hyrum City Power to determine the requirements that must be met for primary voltage service at 7,200/12,470 volts.

7.3.2 STANDARD TRANSFORMER SIZES

Standard transformer sizes that are allowed are given in Table 2.

Table 2-Standard Transformer Sizes

Overhead Transformers	Secondary Voltage	Sizes in kVA
Single-phase	120/240 volts	25 50 75 100 167
Single-phase	120/240 00113	23, 30, 73, 100, 107
Three-phase	120/208 volts	75, 150, 225, 300
(bank of 3 single-phase	277/480 volts	75, 150, 225, 300
transformers)		
Pad-mounted Transformers		
Single-phase	120/240 volts	25, 37.5, 50, 75, 100
	120/208 volts	75, 150, 225, 300, 500, 750
Three-phase	277/480 volts	75, 150, 225, 300, 500, 750, 1000, 1500,
		2500

7.4 METER REQUIREMENTS

7.4.1 GENERAL

- 1. The customer is responsible for providing, installing, and maintaining all service equipment.
- 2. Meters shall be located where approved by Hyrum City Power.
- 3. Meters shall be accessible at all times for reading, maintenance, and emergencies.
- 4. Meters located within a gated area or enclosed space shall be approved prior to installation on a case-by-case basis.
- 5. Customers must contact Hyrum City Power before doing any work that involves the meter.
- 6. Meter bases shall be from Hyrum City Power Department's approved list.
- 7. The minimum size meter base is 150 amps.
- 8. Three-phase 200 amp meter bases shall have a lever by-pass.

7.4.2 METER BASE MOUNTING

- 1. Meter bases must be mounted to be plumb in all directions and securely mounted to a rigid surface.
- 2. Prior approval is required for installing meters in any type of enclosure.
- 3. Adequate protection for meters subject to physical damage must be provided.

7.4.3 METER LOCATION

The customer must provide a suitable meter location, with adequate clear working space. Metering equipment **shall not be installed** in the following locations unless prior approval is obtained from Hyrum City Power:

- 1. Any unsafe location, as determined by Hyrum City Power
- 2. Any hazardous location for electrical equipment as defined by the NEC
- 3. Within a 36 inches radius of the gas meter, gas valves, regulators, fittings, unions, or the gas line entrance into a building.
- 4. Directly over any window well, stairway, ramp or steps
- 5. In any entryway
- 6. Within 36 inches horizontally of a window that has a view of a living space or restrooms, or within 36 inches horizontally of a door.
- 7. In any place where moisture, fumes, or dust may interfere with the meter's operation or may damage the meter, as determined by Hyrum City Power
- 8. On any surface subject to excessive vibration, as determined by Hyrum City Power
- 9. In an area where metering is likely to be fenced in
- 10. Where the metering equipment is obstructed by anything including landscaping or other vegetation

5

11. Areas adjacent to fuel storage units

Residential meters shall be installed:

- 1. Outdoors within 10 feet of the front (street side) corner of the dwelling
- 2. On the side of the dwelling closest to the power source
- 3. At a location acceptable to Hyrum City Power, and in accordance with the standards drawings in this document.

Where there is no suitable location on the structure, a free-standing metering installation may be used, at a location approved in advance by Hyrum City Power.

7.4.4 DIRECT METERING

Direct-connect metering is required for residential services, and for single-phase services 400 amps or less, or three-phase services 200 amps or less. There are additional requirements for direct-connect metering installations with more than one meter.

See sections 7.9.2 and 7.9.3 for requirements for non-residential direct metering installations.

7.4.5 CURRENT TRANSFORMER METERING

Current transformer (CT) metering is required for single-phase services greater than 400 amps and three-phase services greater than 200 amps. Hyrum City Power will provide and install: the meter, a meter test switch, CTs, and secondary metering wiring. Hyrum City Power will provide the CT cabinet and CT mounting base, paid for by the customer. The customer shall provide conduit, connectors/terminations, a disconnect after the CT cabinet rated for the load, and bonding for meter and CT enclosures. The customer shall make connections of service wire in the CT cabinet.

See section 7.9.4 for detailed CT metering installation requirements.

7.4.6 SWITCHBOARD METERING (Above 800 amps)

Switchboard metering is required for services greater than 800 amps. The customer shall provide a drawing of the proposed switchboard metering equipment and a mounting pad with dimensions, to Hyrum City Power for review and approval. Approval must be obtained prior to fabrication.

The customer shall provide and install:

- a. Switchboard enclosure with CT compartment
- b. Meter base

c. Metering conduit–one-inch (1") minimum electrical non-metallic tubing (ENT) or flexible PVC for the metering secondary conductors

- d. Locking equipment for the meter enclosure
- e. Concrete mounting pad for the switchboard enclosure

f. A flat permanent surface (such as a concrete pad) extending a minimum of 36 inches (36") out from the switchboard in front of the CT compartment

See section 7.9.5 for the requirements for switchboard metered installations.

7.5 CLEARANCES

7.5.1 OVERHEAD SERVICES

The customer shall provide a point of attachment for overhead service that allows minimum clearances listed in the NESC for service drops and drip loops to be met in all conditions. Contact Hyrum City Power if the service length may be greater than 45', or the service will cross over uneven or sloped ground that may impact clearance height.

The lowest point of the overhead service cable and drip loop shall be at least 18" above the roof. No more than 72" of the service cable can run across the roof of the structure being served. Refer to the overhead service standard drawings in this document.

7.5.2 UNDERGROUND SERVICES

Clear workspace and fire code clearances must be maintained around pad-mounted equipment for underground services. Refer to the underground service standard drawings in this document.

At least 3 feet clear workspace measured from the edge of the equipment pad shall be available on the non-access side of pad mounted equipment.

At least 10' clear workspace measured from the edge of the equipment pad shall be available on the access (working) side of pad mounted equipment.

7.5.3 BETWEEN EQUIPMENT PADS AND BUILDINGS

The front of the equipment pad should always face away from adjacent structures and be free of obstructions. At least 8 feet, must separate the edges of the pad from any adjacent structure. The edges of the pad must be at least 10 feet from any combustible structures.

7.6 UNDERGROUND REQUIREMENTS

All underground service shall be installed in conduit. The customer shall provide conduit in place from the point of connection to the meter base. For residential service Hyrum City Power will pull the secondary service wire. For commercial service the customer shall provide and pull the secondary service wire.

The customer shall be sure that conduit is located where it will not be next to (or underneath) buildings, building foundations, or other structures (including retaining walls.)

The customer shall install six 3-inch conduits at road crossings where there is primary voltage crossing. Where there is secondary conductor that will cross a road the customer shall install three 3-inch conduits.

Hyrum City Power will allow only one overhead-to-underground conduit (or underground-tooverhead conduit—a "riser" or "dip") on an overhead power distribution pole, whether it is primary voltage or secondary.

7.6.1 SERVICE CONDUCTOR

For residential service Hyrum City will provide the wire for underground service.

For commercial service the builder/customer must provide the wire for underground service. Cable shall be tri-plexed aluminum "EC". Individual conductors shall be covered with XLP insulation rated to 600 volts and shall have color coded jacket. The color-coded service cable shall extend from the transformer to the main service breaker.

7.6.2 SERVICE CONDUIT

The customer shall provide and install the conduit. All conduit in the ground shall be not less than Schedule 40 PVC electrical grade (gray with red stripe) conduit, 3-inches in diameter or larger, depending on the cable size and distance. Any conduit above ground shall be aluminum. For commercial three-phase service the minimum conduit size is 4-inches, or greater according to the wire and secondary service size.

7.6.3 BACKFILL

Trench and conduit shall be inspected by Hyrum City Power prior to backfilling. All conduit shall be embedded in sand. The sand shall extend a minimum of 2 inches below and 4 inches above the conduit to prevent the possibility of the conduit being damaged by backfilling with local soil. Backfill material shall be compacted. Install marking tape as required in section 7.6.4.

In areas of the trench where there is no equipment, no paving, or other structural requirement, the local soil may be used as backfill as long as it has no cobbles, construction waste or other refuse or deleterious materials.

A minimum of 30" of backfill above underground secondary/service conduit is required.

Excavated areas that support electrical equipment (transformers, junction boxes, switchgear, etc.), pavement, walks, etc., shall be backfilled with compacted sand. Backfill shall be compacted in lifts no more than 2 feet. The final compaction beneath areas supporting electrical equipment shall be 95% of the maximum dry density as determined by ASHTO T-99.

7.6.4 MARKING TAPE

Marking Tape shall be installed 12" above all buried conduits. It shall be red in color, 3'' - 6'' wide and state, "Caution—Buried Electric Cable Below"
7.6.5 JUNCTION BOXES

Primary and secondary junction boxes shall be placed on well compacted and level ground, meeting the backfill requirements in Section 7.6.3 and also placed so as to avoid being filled with drainage water. The secondary junction box shall be an upright pedestal type, Pencell-AG-20-HDX or approved equal.

7.6.6 BOXPADS

Box pads shall be placed on compacted and level ground meeting the backfill requirements in Section 7.6.3.

7.6.7 TRANSFORMER PADS

The transformer pads for transformers less than 100 kVA shall be Nordic single-phase box pad #CBP-37-43-15A (with cable openings 12" x 24") or approved equal. The top of the transformer pad shall be at least 2 inches above the sidewalk. Concrete pads must meet the following requirements and shall be approved by Hyrum City Power:

7.6.7.1 Site Preparation

All dirt beneath the pad site must be compacted meeting the backfill requirements in Section 7.6.3, and level prior to setting or pouring the pad to prevent settling.

7.6.7.2 Concrete

Concrete shall be made using 6 bags of standard brand of Portland cement per cubic yard. Steel reinforcement shall be No. 4 bars placed on 12" centers and in accordance with the concrete transformer pad drawing. The pad must be poured at least three full days prior to setting the transformer. Concrete shall be kept above freezing at least 72 hours after pouring. The finished surface must be completely flat and level.

7.6.7.3 Conduit Window Layout

Low voltage conduits shall be formed as tightly as possible against the right side of the opening and shall in no case extend further than 20" from the right side of the conduit window on a small pad (96" x 78") or 30" on a large pad (100" x 103"). Do not put any concrete in or under the conduit window. Use dirt to separate conduits. All construction shall be in accordance with the latest International Electric Code and approved by Hyrum City Power.

7.6.8 CLEARANCES

The front of the pad should always face away from adjacent structures and be free of obstructions. At least 8 feet must separate the edges of the pad from any adjacent structure. The edges of the pad must be at least 10 feet from any combustible structures.

7.6.9 GROUNDING METHODS

Driven ground rods are required at services, transformers, primary junction boxes and switches. In cases where ground rods cannot be installed at transformers, primary junction boxes and

switches due to very rocky soil, 100 ft. of bare #2 copper-clad wire can be buried at least 18" deep in place of the ground rod. At least 100 total feet of wire, laid approximately straight, is required. Wire may be installed in a single length or several connected lengths, such as in a grid pattern.

7.7 OVERHEAD SERVICE REQUIREMENTS

Hyrum City Power provides all service wire to the meter mast (weatherhead) on overhead connections.

All residential overhead services shall be sized in accordance with Table 3. The minimum residential service permitted shall be a 150-amp service. Customers shall provide all service secondary conductor from the point of connection (weatherhead) to the meter base on overhead services.

Square Footage of Residence	Service Size	Secondary Conductor Size	Neutral Conductor Size
Under 1200 s.f.	150 amp	1/0 Aluminum	#2 AWAC
1200 s.f. & above	200 amp	4/0 Aluminum	2/0 AWAC

Table 3-Residential Secondary Conductor Size—Customer Overhead Service Wire from Weatherhead to Meter

The customer shall provide a point of attachment for overhead service that allows minimum clearances to be met in all conditions. Contact Hyrum City Power if the service length may be greater than 45', or the service will cross over uneven or sloped ground that may impact clearance height.

Mast shall be 2" or 3" rigid conduit, depending on the size of the service (see Table 4). The meter mast shall be securely connected to the structure with at least 2 points of attachment using Unistrut and 3/8" minimum lags.

Table	4-Meter	Mast	Conduit Size

Service Size	Conduit Size for		
	Meter Mast		
200 amp or less	2" min.		
201 – 400 amp	3" min.		
Above 400 amp	Contact Hyrum City		
	Power		

Mast weatherhead shall pass through the building eve and extend at least 24" above the roof, unless the weatherhead is mounted on the gable end of the building. The lowest point of the

overhead service cable and drip loop shall be at least 18" above the roof. No more than 72" of the service cable can run across the roof of the structure being served.

If the point of attachment is more than 36" above a point of support on the mast, two independent guys are required.

7.8 MULTI-FAMILY RESIDENTIAL BUILDINGS

7.8.1 GENERAL

This section describes services with separate meters for multi-family residential buildings with three or more units. Hyrum City Power requires grouping of service entrance conductors at a common location.

Requirements:

- 1. All meters shall be in a common location.
- 2. Meter banks shall be installed on the side of the building closest to the power source.
- 3. The service entrance and meter shall be installed in locations meeting the requirements of Section 7.4.
- 4. The service entrance shall be sealed.

7.8.2 MULTIPLE-METERS

All multiple meter installations shall meet the following requirements.

Requirements:

- 1. Meter bases shall not be used as junction boxes.
- 2. Meter bases shall be selected from the Hyrum City Power Department list of acceptable meter bases.
- 3. A main disconnect is required when more than six services are connected. If an existing installation expands beyond six services, a main disconnect shall be installed.
- 4. NEC-approved load calculations are required when the sum of distribution section ampacities exceeds the pulling section ampacities. (See NEC Article 220, Branch-Circuit, Feeder, and Service Calculations.)
- 5. The cable pulling section must be appropriately sized for service termination.
- 6. Each service shall have a lockable and easily accessible disconnect in sight of the meter base location. If the disconnect is not in sight of the meter base, a label shall be placed at the meter base location indicating the location of the disconnect.
- 7. All required labels shall be correctly installed before the service is energized. Labels shall:

- a. be permanently affixed to the equipment
- b. be of sufficient durability to withstand the local environment. Engraved metal or hard plastic labels are required.

- c. not be attached to removeable covers
- 8. Each metered service and associated breaker shall be labeled to identify the dwelling unit address. Service will not be connected until permanent labels are attached.
- It is the responsibility of the customer to ensure the meter bases are correctly labeled. These labels shall be kept current for the life of the facility.
- 10. A minimum vertical clearance of at least 66" from the center of the lowest meter to the final grade is required. However, a minimum vertical clearance of 36" to the center of the lowest meter is acceptable if a minimum 36" wide, flat, permanent surface (such as a concrete pad or walkway) below the meter is provided at the final grade and extends at least 18" on either side of the meter cabinet.
- 11. All unused openings shall be covered and secured by the customer.
- 12. Meters and metering equipment shall be located outdoors.
- 13. Panel covers must be secured in place prior to service equipment being energized.

7.9 COMMERCIAL, INDUSTRIAL, AGRICULTURAL SERVICES (ALL NON-RESIDENTIAL SERVICES)

This section provides the Hyrum City Power requirements for non-residential services. These services may be single-phase or three-phase, direct-connect or current transformer (CT) metered. Single-phase service up to 400 amps (A) and three-phase services up to 200 A can use direct-connect metering. CT metering equipment is required for single-phase service greater than 400 A and three-phase services greater than 200 A.

Non-residential customers should be sure to communicate with Hyrum City Power before purchasing and installing equipment.

The "General Requirements" in section 7.9.1 apply to all single-phase, three-phase, directconnect, and CT metered commercial, industrial, and agricultural services. The subsequent sections provide additional requirements for direct-connect metering and CT metering, including multiple direct-connect meters, combination direct-connect and CT metering, and CT metering using switchboard (switchgear) equipment.

7.9.1 GENERAL REQUIREMENTS

- 1. All meter base enclosures shall be ring-type.
- 2. Acceptable meter bases are those manufactured in accordance with current EUSERC, ANSI-C12, and UL/ANS 1-414 requirements.
- 3. A main disconnect is required when more than six services are connected. If an existing installation expands beyond six services, a main disconnect shall be installed.
- 4. NEC-approved load calculations are required when the sum of distribution section ampacities exceeds the pulling section ampacities. (See NEC Article 220, Branch-Circuit, Feeder, and Service Calculations.)

- 5. Each service shall have a lockable and easily accessible disconnect in sight of the meter base location. If the disconnect is not in sight of the meter base, a label shall be placed at the meter base location indicating the location of the disconnect.
- 6. All required labels shall be correctly installed before the service is energized. Labels shall:
 - a. be permanently affixed to the equipment
 - b. be of sufficient durability to withstand the local environment. Engraved metal or hard plastic labels are required.
 - c. not be attached to removeable covers.
 - d. be kept current for the life of the facility.
- 7. Each metered service and associated breaker shall be labeled to identify the unit address. Service will not be connected until permanent labels are attached.
- 8. A minimum vertical clearance of at least 48 inches (48") from the center of the lowest meter to the final grade is required. However, in installations of three or more ganged meters, a minimum vertical clearance of 36 inches (36") to the center of the lowest meter is acceptable if a minimum 36 inches (36") wide, flat, permanent surface (such as a concrete pad or walkway) below the meter is provided at the final grade and extends at least 18 inches (18") on either side of the meter cabinet.
- 9. On overhead services, the customer must furnish all lugs and connect conductors to the line- side terminals. The customer is responsible for bringing the service entrance conductor to the connection of the utility service drop.
- 10. Cable termination connectors should have two bolts per connector. When mechanical lugs are used, two setscrews per conductor should be used where feasible.
- 11. All unused openings shall be covered and secured by the customer.
- 12. Meters and metering equipment shall be located outdoors.

7.9.2 DIRECT-CONNECT METERING, SINGLE INSTALLATIONS

The required types of direct-connect meter bases for commercial, industrial, and agricultural services are listed in Table 5. Typical direct connect meter bases and typical service connections are illustrated in the figures in this section.

Direct-connect meter bases serving continuous duty motors are limited to 60 hp or less at 120 V/ 208 Y or 120 V/240 V, three-phase, and 125 hp or less at 277 V/480 Y, three-phase.

13

Three-phase 200-amp meter bases shall have a lever by-pass

Table 5. Direct-connect Meter Base Requirements

Direct-connect	Amperage	Meter Base	Figure
Service Type		Requirement	
Single-phase	200 A max.	EUSERC 305	Figure 1
Single-phase,	201-400 A	EUSERC 302B	Figure 3
Overhead Only			
Single-phase,	201-400 A	na	Figure 3
Overhead and			
Underground			
Network	200 A max.	EUSERC 305	
Three-phase	200 A max.	Lever By-Pass	Figure 2



Figure 1 EUSERC 305 Single Phase



Figure 2 200-A Three-phase with Lever By-Pass

400 Amp Max



Figure 3 EUSERC 302B

SECTION 7 General Requirements and Specifications for Electrical Installations



Figure 4 Typical Single-phase Service Connections (Meter Base Front View)



Figure 5 Typical Three-phase Service Connection (Meter Base Front View)

7.9.2.1 UNDERGROUND SERVICE METER PEDESTALS

Service meter pedestals meeting EUSERC 308 requirements can be used for non-residential underground service installations.

7.9.2.2 FREE-STANDING SERVICE METER INSTALLATIONS

Free-standing installations may be used for non-residential underground service or overhead service.

7.9.2.2.1 Underground Service

The installation requirements for direct connection, underground service, free-standing meters are listed below. These requirements are in addition to the general requirements in this section.

Requirements:

- 1. The customer shall consult Hyrum City Power to determine the location of the freestanding meter base.
- 2. The free-standing meter base shall meet all local ordinance requirements.
- 3. The meter base shall be protected from damage by use of barrier posts or other suitable protection approved by Hyrum City Power.

4. The customer shall furnish, install and maintain approved steel or wood post(s). If a wood post is used, it shall be no less than 6"x 6" (nominal) and pressure-treated with an American Wood Preservative Association approved preservative.

The typical meter installations for a free-standing installation using steel posts is shown on drawing A.11

7.9.2.2.2 Overhead Service

Free-standing installations may be used for non-residential overhead service. The installation requirements for direct connection, overhead service, free-standing meters are listed below. These requirements are in addition to the general requirements in this section.

Requirements:

- Wood poles shall be of sound timber. The pole or timber must be free of any defects that may weaken the wood, such as sucker knots and spike knots larger than 1/2 of any face. Cracks greater than 1/2 -inch wide are not permitted. No visible wood decay is allowed.
- 2. The pole height must provide required clearance for the Hyrum City Power's service drop and any other attachments. The customer shall install the meter base and service equipment on a wood pole no less than 25 feet long and 5-1/2 inches in diameter at the top, or a (nominal) 6"x 6" x 25' timber, set no less than 60 inches below ground level, with suitable backfill. The pole or timber shall be pressure- or thermally- treated with an approved preservative.
- 3. The pole or timber shall be easily accessible by Hyrum City Power power-lift aerial equipment.
- 4. In unstable soil, conductor lengths in Table 18 may be reduced; guying or bracing shall be required.
- 5. The conductor must be at least 24 inches (24") in length outside the weatherhead.

7.9.3 DIRECT-CONNECT METERING, MULTIPLE INSTALLATIONS

This section lists the requirements in addition to the general requirements for directconnect, non-residential, single-phase and three-phase installations with more than one metered service.

Before being energized, the meter base shall be properly wired and grounded, and all necessary permits shall be in place. Ganged, modular, and switchboard styles of metering base equipment are approved for use.

Consult with Hyrum City Power regarding the design of the multiple metering services before purchasing and installing equipment.

Requirements:

- 1. Metering conductors shall not pass through adjacent metering compartments except in enclosed wireways.
- 2. A test bypass facility (TBF) with rigid insulating barriers shall be furnished, installed, and wired or bussed to the meter bases. TBF cover panels shall be sealable and fitted with a lifting handle.
- 3. A pull box section is required for two or more services and must meet EUSERC 343 and 343A requirements for the type and size of service. In addition:
 - a. Only Hyrum City Power conductors are allowed inside the pull box;
 - b. The pull box shall be sealable, and will be sealed by Hyrum City Power;
 - c. Customer-owned devices shall not be installed in the pull box;
 - d. No taps are allowed inside the pull box; and,

e. The customer shall not terminate their grounding electrode conductor in the pull box or use the pull box as a junction point for the grounding or to ground the electrode conductors.

- 4. For ganged meters, where the face of a cabinet exceeds the depth of the adjacent meter cabinet, clearances shall be in accordance with NEC.
- 5. For switchboard metering installations, the customer must provide a concrete pad for switchboard metering service sections and pull boxes.

7.9.4 CT METERING, UP TO 800 A

This section lists the requirements for CT metered services rated up to 480 V and 800 A.

Table 6 identifies customer-provided material for CT metering. Hyrum City Power will provide and install the meter, a meter test switch, current transformers, and secondary metering wiring. Hyrum City Power will provide the CT cabinet and CT mounting base, paid for by the customer.

The customer shall make connections of service wire in the CT cabinet.

Customer Provides	See for More Information	Requirements/Application Notes
Conduit	Section 7.9.4.3	The conduit between the meter base
		enclosure and the CT cabinet, see Section
		7.9.4.3.
Connectors/Terminators		Connectors for the load-side conductors to
		CT mounting base, as well as overhead
		service.

17

Table 6 Customer Provided Material for CT-Metering

Customer Provides	See for More Information	Requirements/Application Notes
Disconnect		Downstream of CT cabinet rated for the load
Bonding	Section 7.9.4.4	Bonding per Section 7.9.4.4 for all meter and CT enclosures.

7.9.4.1 CT CABINET

The CT cabinet consists of two parts: the enclosure and the mounting base for the current transformers. The cabinet is exclusively for Hyrum City Power metering equipment.

Requirements:

- 1. Only equipment associated with Hyrum City Power metering shall be permitted in the CT cabinet.
- 2. The door shall have factory-installed hinges for side opening and shall be sealable.
- 3. The door shall be equipped with a device to hold it in the open position at 90° or more.
- 4. The top of the CT mounting base shall not be more than 72 inches (72") above the finished grade.
- 5. The customer's service entrance conduits must exit the cabinet on the load side of the CT.
- 6. Customer conductors are not permitted in the Hyrum City Power termination space.
- 7. The customer shall not terminate their principal (main) grounding electrode conductor in the CT cabinet or use it as a junction point for grounding or grounding electrode conductors.
- 8. For multiple metered circuits, a separate termination pull box must be provided for the Hyrum City Power service lateral. The CT cabinet shall not be used as a load distribution center.

Type of Service	EUSERC	Minimum (Cabinet Dimer	EUSERC # for CT	
	# for CT	Width	Height	Mounting Base	
	Cabinets				
Single-phase, 401-800 A	316, 317	24"	48"	11″	328A
Three-phase, 201-800 A	316, 318	36″	48″	11″	329A

18

Table 7 CT Cabinet Requirements

Notes:

- 1. Where both line and load conductors enter or exit from the top or bottom of the cabinet a larger cabinet is required.
 - a. The dimension of the cabinet shall be 48"W x 48"H x 14"D. (These dimensions are greater than EUSERC316and 318 minimums.)
 - b. The cabinet shall have two sealable, hinged doors with handles.
- 2. The door shall have factory-installed hinges for side opening and shall be sealable.

Meter Base Location:

- 1. For single-hinged CT cabinets the meter base shall be located opposite the hinged side, and not above or below the cabinet.
- 2. For dual-hinged CT cabinets, the meter base can be mounted on either side of the cabinet but not above or below it.

7.9.4.2 CT MOUNTING BASE AND CABLE TERMINATION

CT mounting bases are provided by Hyrum City Power, paid for by the customer.

Requirements:

- 1. The CT mounting base shall meet the ratings for the available fault current at the location installed (50,000 A minimum).
- 2. For existing four-wire delta services, the high (power) leg conductor must be identified by orange marking and located on the right-hand bus position. The bus shall also be marked and readily identified.
- 3. The mounting base shall accept bar-type current transformers only.
- 4. No alteration of the mounting base is allowed.
- 5. Line and load-side cable terminations on EUSERC 328A or 329A CT landing pads require two bolts per connector.
- 6. Cable termination can only be made on the manufacturer-supplied studs of the transformer mounting base.

7.9.4.3 CT METERING CONDUIT

The customer must provide conduit between the meter base and the CT cabinet. When installing conduit, the following requirements shall be met:

19

Requirements for a meter within 12" of a CT cabinet:

1. Conduit shall be one-inch (1") IMC, Schedule 40 PVC, or greater.

2. Proper fittings and bushings shall protect metering conductors.

Requirements for a meter greater than 12" and up to 50' from the CT cabinet:

- 1. The meter base must be visible from the CT cabinet.
- 2. Conduit runs must be less than 50 feet (50').
- 3. Conduit shall be 1-1/4 " IMC or greater.
- 4. Conduit runs may not have more than three bends totaling 270°. No single bend greater than 90° is allowed.
- 5. Removable conduit fittings shall have sealing provisions.
- 6. LB connectors are not allowed between the CT cabinet and the meter base.

7.9.4.4 CT CABINET BONDING

The CT cabinet must be properly bonded and grounded per the NEC. Figure 6 illustrates one acceptable solution.





7.9.4.5 CT METERING, FREE STANDING

This section lists the requirements in addition to the general requirements in this section for of free-standing CT metering installations on posts. Free-standing installations are owned by the customer. Installation requirements for service to free-standing installations are listed below.

20

Requirements:

- 1. The customer shall consult Hyrum City Power to determine the location of the freestanding meter installation.
- 2. The free-standing meter base shall meet all city ordinance requirements.
- 3. The meter base shall be protected from damage by use of barrier posts or other suitable protection approved prior to installation by Hyrum City Power.
- 4. The CT cabinet must be properly supported with a minimum of two three-inch (3") steel posts with installed caps, or two wood post no less than 6" x 6" (nominal) and pressure- treated with an American Wood Preservative Association approved preservative. When equipment is less than 72 inches (72") apart, it shall be bonded according to the NESC.
- 5. The customer shall furnish, install and maintain posts, hardware, conduit, fittings, and concrete pads sufficient to support the metering.

7.9.4.6 Combination Direct-Connect and CT Metering

Installations requiring both direct-connect and CT metering services shall meet the requirements of both types of services as described in the previous sections. An approved wall-mounted equipment installation is shown below. Switchboard combination units are also allowed. Refer to Section 9.5, Switchboard Metering up to 4000 A for requirements.

7.9.5 SWITCHBOARD METERING, UP TO 4000 A

This section lists the requirements in addition to the general requirements in this section for switchboard metered service installations. A EUSERC-approved switchboard metering section is required when the service entrance rating is greater than 800 A. Switchboard metering may also be used for three-phase services over 200 A or single-phase services over 400 A.

Consult with Hyrum City Power regarding the design of the switchboard metering services before purchasing and installing equipment.

Requirements:

 The customer shall provide a drawing of the proposed service equipment, including EUSERC reference numbers and a mounting pad with dimensions, to Hyrum City Power for review and approval. Hyrum City Power approval must be obtained prior to fabrication.

- 2. The customer shall provide and install:
 - a. Switchboard enclosure with CT compartment
 - b. Meter base

- c. Metering conduit-one-inch (1") minimum electrical non-metallic tubing (ENT) or flexible PVC for the metering secondary conductors
- d. Locking equipment for the meter enclosure
- e. Concrete mounting pad for the switchboard enclosure
- f. A flat permanent surface (such as a concrete pad) extending a minimum of 36 inches (36") out from the switchboard in front of the CT compartment
- 3. The metering CTs shall be located in the CT compartment.
- 4. The CT compartment shall have a hinged door.
- 5. For a single service, the meter and test switch shall be mounted remotely (outside the cabinet).
- 6. Installing two or more metering services requires mounting on the compartments' hinged meter panels.
- 7. The metering conduit in the switchboard section shall terminate in the CT compartment in front of the CTs.
- 8. The door shall be equipped with a device to hold it in the open position at 90° or more.
- 9. Lugs for terminating the customer's ground wire (or other grounding conductors) shall be located outside the sealable section and shall be designed to allow the customer's neutral system to be readily accessible.
- 10. All pull and termination sections shall have full front access.
- 11. All removable cover panels shall have two lifting handles and be limited to a maximum weight of 25 pounds.
- 12. The customer will terminate the line side service conductors on lug landings in the pull section.
- 13. Bus bars are required from the pull section for service above 800 amps. Termination lugs are required and shall meet EUSERC 347.
- 14. Any customer-owned locking equipment for the metering enclosure must allow independent access by Hyrum City Power.
- 15. Only Hyrum City Power service conductors are allowed inside the pull section.

Minimum dimensions for switchboard pull boxes (termination enclosures) are shown in Figure 7 and Table 8:



Figure 7 Switchboard Section with Termination Enclosure

Table 8 Minimum Dimensions for Switchboard Pull Box (Termination Enclosures)

Switchboard rating	Minimum Access Opening ("W")		Height Dime	ension ("X")
	3-wire Service	4-wire Service	Min.	Max.
Below 400 A	Consult with Hyrum City Power			
400-800 A	24"	24"		
801-1200 A	24"	30″	42″	
1201-2000 A	30"	35″		72″
2001-3000 A	-	42"	60"	
3001-4000 A	-	44"		

7.10 STREETLIGHTS

7.10.1 SUBDIVISION POLE-TOP LUMINARIES

The customer shall install conduit and secondary junction boxes for streetlights according to the Hyrum City design. Hyrum City Power provides and installs streetlights at the customer's expense. The concrete base for the light pole will be installed by Hyrum City and paid for by the customer.

HYRUM CITY Power Department

SECTION 7

STANDARD DETAIL DRAWINGS





SECTION 7 General Requirements and Specifications for Electrical Installations

























Fraud Risk Assessment

Continued

*Total Points Earned: 355/395 *Risk Level: Very Low Low Moderate High Very High > 355 316-355 276-315 200-275 < 200

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

*Entity Name: Hyram City

*Completed for Fiscal Year Ending: June 30 2022 *Completion Date: May 5. 2022
*CAO Name: Stephonie Miller *CFO Name: Toll Perkins
*CAO Signature: 15phanie Mille * CFO Signature: Colla
*Required

Basic Separation of Duties

See the following page for instructions and definitions.

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

* MC = Mitigating Control

Basic Separation of Duties

Continued

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

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

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

Definitions:

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

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

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

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

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

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

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



OFFICE OF THE STATE AUDITOR

Revised December 2020

Fraud Risk Assessment

INSTRUCTIONS:

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

HYRUM CITY CORPORATION

OPERATING BUDGETS FISCAL YEAR 1 2022-23



HYRUM CITY PROPOSED OPERATING BUDGETS GENERAL, ENTERPRISE, AND SPECIAL FUNDS 2022-23 TABLE OF CONTENTS

Table of Contents	1
Community Profile	
Community Profile	3
Community Profile Statistics	5
Community Growth	7
Organization	
Organization	9
Organization Chart	10
Council Assignments & Citizen Committees Chart	11
Budget Message & Summary	
Executive Summary	12
Budget Summary Chart	14
Expenditure History	15
Budget Summary by Category	19
Property Taxes	
Hyrum Municipal Tax Rate	20
Property Tax Assessments	22
Community Tax Rates	23
General Fund Revenues	
General Fund Revenue Graph	24
General Fund Revenues Percentages	25
Tax Revenue by Source	26
General Fund Revenues	27
General Fund Revenues Narrative	28
General Fund Expenditures	
General Fund Expenditures Graph	31
Property & Sales Tax Compared With Expenditures	32
Expenditure Percentages	33
Expenditures by Department	34
Budget Expense Appropriations	35
Council	36
J.P. Court	37
Mavor	38
Administration	30
Non-Departmental	40
General Buildings	41
Elections	42
Planning Commission	42
Law Enforcement	44
TABLE OF CONTENTS 2022-23 (CONTINUED)

General Fund (Continued)	
Emergency Management Services	45
First Responders	46
Fire Department	48
Animal Control	50
Roads	52
Solid Waste	54
Shop	55
Parks	56
Engineering	58
Recreation	59
Museum	60
Youth Council	61
Senior Citizens	62
Library	64
Cemetery	67
Community Progress	68
Capital Projects Fund	00
Capital Projects Fund	69
Utility Funds	00
Utility Reserve Balances	71
Culinary Water Fund	<i>,</i> ,
Culinary Water Fund	72
Wastewater Treatment Fund	12
Wastewater Treatment	78
Flectric Fund	10
Electric Fund	84
Irrigation Fund	04
Irrigation Fund	03
Storm Water Fund	90
Storm Water Fund	00
Personnel and Insurance	90
Personnel and Insurance	100
Fee Schedules	IUZ
Fee Schedules	102
	103



HYRUM CITY CORPORATION COMMUNITY PROFILE

Hyrum City was settled by Mormon Pioneers in 1860. Named for the brother of Joseph Smith, Hyrum was built at a time when local leaders envisioned a neighboring city in the area now known as "College Ward" which would be called "Joseph."

For many years, Hyrum's population remained stable at 1,700 people. Then, following a growth spurt in the early 1970's, Hyrum leveled off at 3,900. Over the next 40 years, the population inched upward until an influx of people from outside the valley created a need for new housing. New figures estimate 2021 population at 9,750.



Surrounded by farms and countryside, Hyrum remains a rural community in nature. Its chief employer is JBS Swift (formerly

known as E.A. Miller, Inc.), a meat packing plant with approximately 1,500 employees.

People list the rural atmosphere high among the chief reasons why they locate in Hyrum. Quiet neighborhoods with a blending of country living mixed with urban convenience make Hyrum an ideal community in many ways.

Those who do not work at JBS Swift, West Point Dairy, or in any one of the city's 200 other businesses (divided between commercial and home locations), find employment with Cache County School District, Utah State University, or commute to Thiokol, Autoliv, nearby Logan for work.

Hyrum offers ample land zoned for commercial or industrial uses. The Blacksmith Fork Industrial Park, a 79-acre site east of the city, is home to a number of businesses, including Mountain Fiber Insulation and Recycling, Timber wolf Cabinet, Royal Dog Boarding, Hyrum Self Storage, Artistic Metal Works and Smitt's Used Cars and Mechanic. The Blacksmith Fork Subdivision has completed its infrastructure and provides additional industrial and commercial business space. There are many new subdivisions and a lot of residential growth on the East side of Hyrum.

Hyrum City offers many recreational



opportunities through its own parks and facilities including group picnic areas on the City Square and AJ Park and the Canyon Lodge in Blacksmith Fork Canyon. In addition, and operates the

the state owns and operates the Hardware Ranch elk preserve and the Hyrum State Park, which has boating and camping facilities, adjacent to Hyrum Dam. The state park draws people from a wide area for fishing, swimming, and other water sports and activities.

Blacksmith Fork River provides some of the best fishing in the state and the canyon includes four Forest Service campgrounds in addition to city camping areas up Left Hand, at the CCC Camp, and near the hydroelectric plant.

The hydroelectric generator, located 11 miles up Blacksmith Fork Canyon, forms the foundation of the city's municipal electric utility and offers recreational opportunities in park facilities located on the river by the plant.



Other public buildings and facilities include the Elite Hall, with one of Utah's few remaining spring-loaded dance floors, the Civic Center, with its attractive multipurpose room, and the city's rodeo arena located on the East Park complex. The Senior Citizen Center provides weekday activities (9 a.m. to 2 p.m.) for seniors from Hyrum and surrounding communities.

The Library is located at 50 West Main and provides an attractive setting for individuals and families to enjoy reading and other educational experiences.



Hyrum City is widely known for its annual 4th of July celebration complete with fireworks, rodeo, and parade. Hyrum's Star Spangled Week provides oldfashioned fun and entertainment for people of all ages.

Medical, dental and chiropractic services are available in Hyrum and the community provides a wide range of municipal services including culinary and secondary water, wastewater collection and electricity, treatment. fire protection. emergency medical technicians, parks and recreation programs, library and other cultural opportunities. Law enforcement. ambulance service, mosquito abatement, building inspection, recycling and solid waste collection are provided through contracts with Logan Environmental.

Community leaders continue to provide for continued, orderly growth, both commercial and residential, through a revised general plan and appropriate zoning.

HYRUM CITY, UTAH

Date of settlement Date of incorporation Population estimate Form of government Area Elevation Miles of streets	April 6, 1860 February 10, 1870 9,750 Traditional 5.99 Square miles 4,750 54.81
Fire protection: Number of stations Number of firemen and officers	1 34 Volunteers
First responders:	15 Volunteers
Police protection	Contract with Cache County
Schools:	
Lincoln Elementary	
Number of classrooms	28
Number of teachers	30
Number of students	539
Canyon Elementary	
Number of classrooms	32
Number of teachers	40
Number of students	717
South Cache 8-9 Center	
Number of classrooms	50
Number of teachers	52
Number of students	1,054
Mountain Crest High School	
Number of classrooms	80
Number of teachers	77
Number of students	1,500
Municipal water department:	
Number of connections	3.359
Annual consumption in gallons	1.300.045.000
Miles of water mains	91.38
Wells	3
Springs	4
Storage capacity: 3 Reservoirs	5,000,000 Gallons
Municipal sewer department:	
Number of connections	3.158
Miles of sewer lines	57.68
Treatment plants	1 Mechanical
Lift stations	6

Municipal electric department: Number of connections Annual consumption in kilowatt hrs Miles of distribution lines Power sources:	3,589 53,971,134 100.37 Hyrum City Hydroelectric Plant San Juan Plant Colorado River Storage Project Intermountain Power Project Hunter II Power Plant Nebo Power Project Pleasant Valley Wind Project
	Richmond Irrigation Hydro
Municipal irrigation department: Number of connections Annual consumption in acre feet Miles of distribution lines Water Sources: Wells Water shares Water shares Water Reuse Plant Municipal storm water department Number of connections	2,290 3,760 acre feet 48.03 1 3,278 1 3,190
Solid waste and disposal department	Contract with Logan Environmental
Public buildings:	Civic Center Elite Hall Senior Citizen Center Canyon Lodge Library/Museum
Public parks:	East Park Pride Park City Square Soccer Fields CCC Camp Left Hand Property Canyon Park AJ's Park Canyon Campground Salt Hollow Blacksmith Fork (Construction phase)

COMMUNITY GROWTH 2022-23

This chart graphs new single family residences including town homes constructed between 2010 and 2021:



There has been 24 town home units built in 2021 compared to 67 in 2020. The construction of townhomes increased the numbers significantly starting in 2017. With less town homes and more single family homes it looks like building permits may level off.

The total number of permits for each category for 2016 through 2021 is as follows:

	2016	2017	2018	2019	2020	2021
Single family homes	62	69	80	94	124	174
Townhouse-total units	1 1	58	75	77	67	24
Multi-family housing	0	1	0		12	
Residential-additions/garages/sheds	27	37	37	62	45	80
New commercial construction	7	6	4	10	7	4
Commercial remodel/additions	0	1	5	3	8	3
Solar	5	11	4	5	5	13
Totals	112	183	205	251	268	298

Approved residential subdivisions under construction are listed with their remaining lots. As of April 1, 2022 there are 154 lots in the following approved subdivisions:

COMMUNITY GROWTH 2022-23 (CONTINUED)

*Silver Willow	1	Mt. Sterling (Ph 3)	2
Auburn Hills (Ph 5	1	Mt. View South (Ph 1)	1
Canyon Estates (Ph 2)	1	Rolling Hills (Ph 10)	12
Canyon Estates (Ph 3)	4	Rolling Hills (Ph 11)	7
Cobble Creek	8	Rolling Hills (Ph 9)	8
Elk Mt. (PH 14)	9	Scenic Mt.	41
Hidden Valley (Ph 1)	5		
Hidden Valley (Ph 2)	34		
Industrial Park	17		
Little Bear Creek (Ph 2)	3		

*Retirement communities

Additional residential subdivisions that have been approved or are in the infrastructure/construction phase are: Canyon Estates (Phase 4-6), Mt. Sterling (Phase 4), and Mountain View Estates South (Phase 2).



HYRUM CITY CORPORATION

ORGANIZATION



HYRUM CITY CORPORATION ORGANIZATION FISCAL YEAR 2022-23

MAYOR	FROM:	τo
Stephanie Miller	1-1-2022	1-1-2026
COUNCILMEMBERS		
Stephen G. Adams Jared L. Clawson Paul C. James Vicky McCombs Craig L. Rasmussen	1-1-2020 1-1-2022 1-1-2022 1-1-2020 1-1-2020	1-1-2024 1-1-2026 1-1-2026 1-1-2024 1-1-2024

CITY ADMINISTRATOR

Ronald Salvesen

CITY RECORDER

Stephanie Fricke

CITY TREASURER

Todd Perkins

CITY ENGINEER / ZONING ADMINISTRATOR Matt Holmes

JUSTICE OF THE PEACE

Paul Larsen

DEPARTMENT HEADS

Animal Control	Frank Christiansen
Electrical Superintendent	Matt Draper
EMT President	Blake Christensen
Fire Chief	Kevin Maughan
Librarian	Emily Coltrin
Museum Director	Jami Van Huss
Parks Superintendent	Brad Call
Senior Citizens Director	Vicky McCombs
Wastewater Superintendent	Kevin Maughan
Water/Roads Superintendent	Kade Maughan
•	s and a grian







HYRUM CITY CORPORATION OPERATING BUDGETS FISCAL YEAR 2022-23 EXECUTIVE SUMMARY

To the City Council and the Citizens of Hyrum City:

It's a new year! At the beginning of a new year I like to reflect back on the past year and plan for the new year. It has been a year of happiness and a year of sorrow. When I focus on the positive, I more clearly see how many times of trial bless and strengthen our lives. I also recognize what an important part those around us have in our lives. It continues to amaze me at the service many do for others. I quote William James when I say, "Act as if what you do makes a difference. It does." I hope this year we will be able to gather as a community again and celebrate the 4th of July! We are blessed to live in America! Many sacrificed their lives so that we may live with the freedoms we have today. I appreciate the opportunity to serve another term as your mayor! Significant projects completed this year include: a new fire station; new rodeo bleachers; a big portion of Blacksmith Fork Park developed; replacement of old steel water lines; planning and construction of an upgraded Waste Water Treatment Plant; the completion of the substation on Hammer Road; new transmission lines out to West Point Dairy; continued work on the trail up Blacksmith Fork Canyon; new check valves in the irrigation department; replacing sumps on 300 South; and many new subdivisions approved and developed. It's my hope that the year 2022 will be a good year for you!

We are essentially complete with the sewer plant rebuild. Even with the delays and supply problems we were able to stay on budget. The rebuild included doubling the water basins, giving us the ability to handle growth in the future. You will soon notice the paint on the Elite Hall being removed to restore the original brick. Because the brick is soft the paint must be removed chemically to avoid damage to the brick. We can do this due to several years of RAPZ tax money that we received along with money budgeted from the city. Building of the new skate and BMX bike track at Blacksmith Fork Park will soon be underway. It is estimated to take approximately four months to be completed and ready for use in late summer. The plans are to finish the entire near 30-acre park this summer. The park will include use of new ball diamonds, an amphitheater, playground, additional restrooms, additional pickleball courts, and pavilions. Logan City gave notice to Cache County that they will not be collecting garbage in the county but will only be serving Logan residents after December 2023. The county, along with Mayors throughout the valley are looking into alternative sources to provide this service for our county and will have everything ready by that date. More details will be given as things progress.

EXECUTIVE SUMMARY (CONTINUED) FISCAL YEAR 2022-23

During calendar year 2017, there were 69 building permits issued for single family homes, 58 townhomes. Compared to 2021; 174 single family homes, and 24 town home. We are anticipating 200 more single family/town homes/multi family homes for 2021-22. There are currently sixteen subdivisions with lots available for construction. With all the new subdivisions well under way we are expecting an increase in the number of homes being built in Hyrum. We have budgeted 100 homes for 2022-23. Sales tax have also shown an upswing and we remain positive in the coming budget year with JBS, Kilgore and online sales adding new revenue.

Today we try to manage a community of more than 9,000 people and provide the quality of service they expect with the least impact on their finances.

With the unsettled economy we feel at Hyrum City that we are in great financial shape being able to provide adequate utilities and services to our citizens. Because of past budgeting and future planning, Hyrum has come out on top with many projects that are green and necessary for future growth.

Hyrum has been blessed to have leaders, employees, businesses and citizens that have worked together through the years to provide the quality of life that we now enjoy. I will continue to take care of the present and plan for the future of our great city! Thanks to each of you for what you contribute.

* * * * *

Stephanie Miller Mayor



May 5, 2022

13

COMBINED GENERAL& ENTERPRISE FUNDS REVENUE & EXPENDITURE SUMMARY 2022-23 REVENUES

	2022	2022	2023	PERCENT
	PROPOSED	PROJECTED	PROPOSED	INCREASE/
FUND	BUDGET	REVENUES	BUDGET	DECREASE
GENERAL	6,931,252	8,396,343	7,406,132	6.85%
CAPITAL PROJECTS	1,672,072	1,419,624	1,201,800	-28.13%
WATER	1,635,400	1,956,911	1,713,500	4.78%
SEWER	2,412,180	3,389,321	2,224,500	-7.78%
ELECTRIC	7,642,000	10,811,103	14,084,700	84.31%
IRRIGATION	407,950	538,381	1,733,882	325.02%
STORM WATER	256,700	333,585	342,750	33.52%
TOTALS	20,957,554	26,845,268	28,707,264	36.98%

EXPENDITURES

	2022	2022	2023	PERCENT
	PROPOSED	PROJECTED	PROPOSED	INCREASE/
FUND	BUDGET	EXPENDITURES	BUDGET	DECREASE
GENERAL	6,931,252	8,595,451	7,406,132	6.85%
CAPITAL PROJECTS	1,672,072	1,419,624	1,201,800	-28.13%
WATER	1,587,150	1,683,967	2,061,950	29.92%
SEWER	2,145,452	2,823,859	2,102,232	-2.01%
ELECTRIC	9,012,200	12,145,042	14,023,000	55.60%
IRRIGATION	374,100	272,195	1,555,850	315.89%
STORM WATER	224,200	149,204	256,300	14.32%
TOTALS	21,946,426	27,089,342	28,607,264	30.35%

HYRUM CITY 2022-23 EXPENDITURE HISTORY

The following charts show the history of actual expenditures (projected for 2022 and budgeted for 2023). Since the necessity for capital expenditures fluctuates from year to year, these charts

indicate ongoing operational expenses and do not include any capital outlay for equipment, buildings, special projects, or land.

GENERAL FUND

Expenditures in the general fund continue to rise as the population of Hyrum grows and expanded services are provided to the residents.

2021 reflects an increase due to CARES act expenditures, the new EMS contract and transfers to the Capital Project Fund. We are transferring more starting in 2018-19 to the Capital Projects fund to construct the fire station and Blacksmith fork Tail. In 2021-22 The transfer is for Blacksmith Fork Park. The increases in 2020-21 is from CARES act expenditures EMS contract and the mass transit tax. Transfers were made to the Debt Service fund to pay off the library in 2016 and 2017. 2020-21 budget included a CDBG grants (\$100,000) for The Family Place. Northing is budgeted to transfer to the Capital project fund for Blacksmith Fork Park in 2021-22. As transfers and federal funding go away it decreases the operational expenditures.



WATER FUND

Maintenance of the distribution system has steadily increased as infrastructure ages and the system expands with additional development projects. Expenditures for professional services, utility costs and maintenance continue to increase the budgeted amounts. Starting in 2010 re-payment of the 2 Million gallon

reservoir bond were included; No transfers to the General Fund have been done since 2016 and no transfer is budgeted for 2022-23; but money is budgeted for new meters. The decrease in expenditures is mainly because the 2 MG Water tank is paid off.

HYRUM CITY 2022-23 EXPENDITURE HISTORY (CONTINUED)



SEWER FUND

A concerted effort is being made to curtail any increase in costs for utilities and chemicals. In 2012 the increase is due to repayment of a bond on a water recycling project. The water recycling project will reduce the cost of treatment chemicals. The sharp increase starting in 2015 is due to large number of plates being purchased to continue running the plant. The increase in 2016-17 is due to paying off the water recycling bond, for the purchase of new replacement plates and additional pumping/treatment cost from a very wet year. With the new upgrades plates will not need to be replaced. As the plant ages chemical cost and plate cost steadily increase with the capital improvements completed to the plant we are hoping some of these cost will decrease with efficiency. The increase from 2020 to 2021 is because of the chemical T-Floc that is keeping the plant running efficiently while the plant receives its much needed upgrade. In 2021-22 includes paying off the original WWTP bond and starting the bond. new WWTP upgrade



HYRUM CITY 2022-23 EXPENDITURE HISTORY (CONTINUED)

ELECTRIC FUND

Demand for electricity continues to increase and power purchase costs. A rate increase was passed by the council in 2010. An increasing population including additional air conditioning and other electrical requirements in new homes also contributes to the steady operational increases. Also JBS new plant is on line this contributes to additional power needing to be purchased as well as Kilgore and the addition to West Point

Dairy. The new metering system is now installed and contributed to the increases in 2017 and 18. 2012 a small decrease is due to no transfer to the General Fund. No transfer to the General Fund is budgeted for 2021-22. The spike in 2020-23 is due to many new homes/subdivision, increased inventory, and increased cost to purchase materials with long lead times.



IRRIGATION FUND

Expenditures in this fund have remained fairly consistent over the last several years with slight increases for utility and personnel costs. 2012 and 2013 show a decrease because of an employee leaving

and not being replaced. Additional employees were added in 2014. A budgeted increase for 2022-23 is for additional employees to install meters for the secondary metering grant.

HYRUM CITY 2022-23 EXPENDITURE HISTORY (CONTINUED)



STORM WATER FUND

The storm water fund was created in 2006. As the collection system facilities expand maintenance costs increase. The spike in 2011 is due to a storm water audit done by the State in 2010. To stay in compliance with the State requirements, additional training and professional services are required. The drop in 2011-2014 is due to less professional service we anticipate that we will not have the

audit or any other major engineering. The spike in 2016-17 is due to repairs associated with this fund and a storm water inspector being hired. Storm Water is becoming more and more of a concern and more work is done by employees to stay in compliance. \$30,000 is budgeted in 2022-23 in professional services to pay for a storm water inspector.



HYRUM CITY BUDGET SUMMARY								
2022-23								
	GENERAL	CAPITAL	WATER	SEWER	ELECTRIC	IRRIGATION	STORM	
	FUND	PROJECTS	FUND	FUND	FUND	FUND	WATER	TOTALS
REVENUES;								
Property taxes	690,000							690,000
Other taxes	2,740,000							2,740,000
Licenses & permits	78,000							78,000
Intergovernmental revenues	850,000					805,000		1,655,000
City services	1,314,000		1,442,400	1,975,000	10,360,000	351,000	340,000	15,782,400
Impact fees	299,600		249,800	209,400	126,500	59,550		944,850
Fines	106,900							106,900
Interest on investments	20,300	9,300	15,300	12,700	13,200	3,300	2,750	76,850
Rents & concessions	30,100			17,400				47,500
Miscellaneous income	333,000		6,000	10,000	585,000	5,000		939,000
Interfund transfers						510,032		510,032
Contributions - private	59,000							59,000
Contributions - desig. fund	30,500	150,000						180,500
Transfer from reserve funds	854,732	1,042,500						1,897,232
Transfer fm/(to) restricted								0
Bonds					3,000,000			3,000,000
Total Revenues	7,406,132	1,201,800	1,713,500	2,224,500	14,084,700	1,733,882	342,750	28,707,264
EXPENDITURES:								
Personnel costs	1,473,200		423,300	576,000	1,274,300	147,300	28,800	3,922,900
Materials & supplies	409,120		152,250	679,500	1,045,000	71,050	4,000	2,360,920
Systems maintenance			260,000	50,000	750,000	30,000	15,000	1,105,000
Special departmental	426,300						3,000	429,300
Prof/contract services	1,468,000		20,000	30,000	65,000	10,000	30,000	1,623,000
Insurance	66,540		7,000	17,500	25,000	3,500	500	120,040
Miscellaneous	471,240		1,000	2,000	40,000			514,240
Power purchase					7,600,000			7,600,000
Assessments						80,000		80,000
CAPITAL:								
Land/water stock								0
Buildings & grounds	60,500	50,000						110,500
Improvements	200,000	1,001,800						1,201,800
Equipment	415,200	150,000	150,000	50,000	318,700			1,083,900
New construction	1,906,000		906,000	512,532	2,905,000	1,214,000	175,000	7,618,532
DEBT SERVICE:								
Principal				142,800				142,800
Interest				40,900				40,900
Issuance cost				1,000				1,000
CONTRIBUTIONS:								
To General Fund								0
To Debt Service Fund								0
To Capital Projects Fund	510,032							510,032
Cont to Rest Fund Bal			142,400					142,400
Total Expenditures	7,406,132	1,201,800	2,061,950	2,102,232	14,023,000	1,555,850	256,300	28,607,264
Pudaeted Curstine			(240.450)	400.000	64 700	470.000	00.450	400.000
Duageteo Surpius	0	0	(348,450)	122,268	61,700	178,032	86,450	100,000
Totals	7,406,132	1,201,800	1,713,500	2,224,500	14,084,700	1,733,882	342,750	28,707,264



HYRUM MUNICIPAL TAX RATE 2022-23

It is helpful to review the process used in determining the Certified Property Tax Rate because of the way the State computes theses taxes.

In 2003, the Utah State Legislature passed HB-116, which modified the Property Tax Act by changing the method in which the certified tax rate is calculated. The certified tax rate is now computed based on the previous year's <u>budgeted</u> tax revenue instead of the previous year's <u>collected</u> tax revenue. Even though tax funds are tied to the budgeted amount of revenue, the certified tax rate continues to decline annually unless cities choose to go through the lengthy process to raise the tax rate.

A history of the Utah State Property Tax Act follows:

Since local governments rarely collected all of the budgeted property tax, there was a continuous annual decrease in the amount of property taxes collected of its connection to the because "collected" amount of tax. This phenomenon of decreasing property tax was created in 1987 when the State Legislature, in an attempt to slow the growth of property taxes in the State, changed the levy from a "mill levy" that could increase revenues up to six percent a year to a "certified tax rate" that limited cities to the same amount of revenue collected plus new growth the previous year.

The Utah League of Cities and Towns provided this information: "The Utah Code Annotated 59-2-9, et.seq. set forth the methodology for achieving the legislative intent. For the first two years after the legislation was adopted, the statutory language read as follows: 'The Certified Tax Rate means a tax rate that will provide the same ad valorem property tax revenues for a taxing entity as were levied by that taxing entity for the prior year.' UCA 59-2-924 (2)(a)(1). Two years later, in 1991, the word was changed yet again to 'collected,' which is the word currently found in the statute. The reasons for these wording changes have faded with time, but their impact in today's environment is clear.

"It is important to note that new growth, delinguent taxes, and interest and penalties were not included in the calculation of certified tax rate, since they vary from year to year. The purpose of the legislation, simply stated, was to assure cities that they would receive the same revenue as they were entitled to receive the previous year. Unfortunately, there was a serious problem that arose from using the word 'collected.' Simply stated, if the revenue collected by the county was less than the taxing entity was entitled to receive, that lesser amount (the shortfall) became that base for the following year.

"The possible reasons for shortfalls have to do with the fact that setting the tax rate involves many parties-the state tax commission (valuing centrally assessed property, handling property tax appeals for centrally assessed and appeal from the county board of equalization), counties (estimating personal property and relieving taxes through the board of equalization), court decisions (involving property tax appeals), property taxpayer declarations (for personal property), and even the taxpayer himself (by the timing of

HYRUM MUNICIPAL TAX RATE 2022-23 (CONTINUED)

when he pays his taxes). While this will not prevent shortfalls or windfalls in the year they occur, it will prevent them from being compounded by incorporating them into the revenue calculation for subsequent years." The following graph shows the annual change in property taxes using the Certified Tax Rate. A tax rate adjustment was approved for fiscal 2010-11. The drop in 2009 was due to the drop in home prices that is why an adjustment was made. No adjustment to 2022 taxes is anticipated.



PROPERTY TAX ASSESSMENTS 2022-23

This graph represents the allocation of property tax dollars. The property tax assessment on a home with a market value of \$365,000 would be \$1,922.98

This total is calculated as follows:

Home value	\$365,000
45% of the home value is exempt	-164,250
Taxable value of home	\$200,750

These figures and graph are based on 2021 property tax percentages:

Cache County School District	\$1,373.33	.006841
Cache County	\$ 361.95	.001803
Hyrum City	\$ 176.66	.000880
Mosquito Abatement	\$ 11.04	.000055
	\$1,922,98	



Three thousand five hundred homes at \$176.66 each will generate \$618,310 in property tax revenue. Based on 2022-23 General Fund budget estimates, Hyrum City provides approximately \$1,856.04 worth of General Fund services to each home (not including solid waste collection or utility services). This means that \$1,679.38 of those services must come from sources other than property tax.

CACHE COMMUNITY TAX RATES 2022-23

The following graph indicates Certified Tax Rates published for the year 2021 by the Utah State Tax Commission. We will not know how much our rate for 2022 changes until after the budget is approved, but are using 2021 figure of .00088 for purposes of this budget.



These community tax rates are the published figures for 2021 from Utah State

Tax Commission web site. The actual Certified Tax Rates are as follows:

Municipality Tax Rate Lewiston 0.002288 Cornish *0.002199 Niblev *0.001732 Mendon 0.001619 Richmond *0.001551 Providence 0.001500 Smithfield 0.001460 North Logan 0.001344 Clarkston 0.001337 Logan 0.001290 Hyde Park *0.001230 Newton *0.001127 Wellsville 0.000949 ***Hyrum City 0.000880 Paradise *0.000857 Millville *0.000836 **River Heights** 0.000706 Amalga 0.000572 Trenton 0.000546 Lewiston 0.002288

*The rates for these cities include cemetery district taxes.



24



GENERAL FUND REVENUES 2022-23

This chart tracks total General Fund revenue compared with taxes, transfers, and other revenues. Revenues budgeted for 2022-23 are 6.85% more than those budgeted in 2021-22. No Transfer is budgeted for 2022-23 and has not been sense 2017. The mass Transit tax was imposed in 2013 increasing the overall tax revenue. Tax revenue was also increased due to the Kilgore, and JBS annexations. CARES act funding was also a big contributing factor in the large increase in 2020-21 and ARPA Funds in 2021-22.

GENERAL FUND BUDGET 2022-23 REVENUE PERCENTAGES



Taxes remain the largest source of General Fund revenue for 2022-23. Tax revenues include property tax, delinquent property tax collections, fee in lieu, sales tax, franchise, energy taxes and a mass transit tax.

Contributions are donations from private sources and include money donated to the senior citizen center and miscellaneous other donations to fire, first responders, parks, museum etc.

ARPA funds are included in the intergovernmental part of the graph. Transfers are dollars moved from one fund to another and no transfer is budgeted for 2022-23. A transfer is proposed on the expenditure side from the General Fund to the Electric Fund.

Intergovernmental Funds this year include, \$600,000 B&C and additional road funds from the State. State and federal Grants this year are budgeted include (\$22,000) population grant, (\$200,000) TAP sidewalk grant, (\$5,900) CLEFT grant, and (\$22,100) from other grants.

Fines include those received from the Justice of the Peace Court, the Library, and parking citations.

26

TAX REVENUES BY SOURCE 2022-23



Tax dollars projected for 2022-23 supply 46% of General Fund revenues.

Sales tax continues to be the largest source of tax revenue, contributing 53% of total tax dollars. Sales Tax has really increased the last few year with JBS and Kilgore being annexed. Energy tax projections make up 15% of the tax revenue and property tax revenues are projected to be 20%.

The final 12% of tax revenue is made up of franchise taxes, fees-in-lieu and the Mass Transit Tax. The Mass Transit Tax is just a pass through we record it as a revenue and an expenditure.

HYRUM CITY GENERAL FUND 2022-23 REVENUES

						2022	2022	2023	PERCENT
		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
CODE	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
3110	Property taxes - current	518,237	557,855	608,426	656,552	499,621	656,552	675,000	2.81%
3115	Fee in lieu	45,289	45,059	46,354	50,000	20,962	48,879	50,000	0.00%
3120	Property taxes - delinquent	8,796	6,543	6,129	15,000	182	4,641	15,000	0.00%
3130	General sales taxes	1,166,328	1,285,754	1,550,838	1,450,000	891,796	1,785,796	1,800,000	24.14%
3140	Franchise taxes	54,653	54,524	52,775	55,000	15,064	52,441	55,000	0.00%
3145	Energy sales & use tax	463,266	441,300	465,425	500,000	232,727	505,312	510,000	2.00%
3150	Mass Transit Tax	171,078	207,340	279,086	305,000	150,189	295,189	310,000	1.64%
3210	Business licenses	14,808	17,619	17,792	15,000	3,670	17,840	17,000	13.33%
3221	Building permits	68,483	112,438	115,521	50,000	55,310	115,633	50,000	0.00%
3225	Animal licenses	10,377	9,669	10,882	11,000	1,164	11,312	11,000	0.00%
3340	State, County & Federal grants	405,025	119,136	294,065	605,000	3,132	610,879	250,000	-58.68%
3341	CARES Act			720,793	480,700				-100.00%
3342	ARPA					510,032	1,020,064		
3356	Class C Road allotment	352,534	487,825	578,803	540,000	220,040	596,211	600,000	11.11%
3358	State liquor allotment	6,206							
3370	County fire grant	15,569	15,743						
3413	Zoning & subdivision fees	205,571	27,185	214,780	50,000	39,587	169,190	50,000	0.00%
3415	Sale of maps & publications	314	197	85	1,000	19	66	1,000	0.00%
3422	Special protective services	128,068	119,731	118,520	100,000	1,652	143,442	120,000	20.00%
3440	Solid waste collection	749,831	788,323	892,580	930,000	483,808	972,590	1,000,000	7.53%
3441	Emergency Medical Services			99,588	186,200	88,028	177,524	200,000	7.41%
3455	Animal control fees	1,958	2,785	1,751	3,000	2,074	2,710	3,000	0.00%
3473	Recreation	20,527	15,241	15,429	20,000	2,430	16,109	20,000	0.00%
3474	Community Progress activities	825	4,229	,	2,000			2,000	0.00%
3475	Youth Council activities	2,907	2,107	1,491	3,000	1,520	3,011	3,000	0.00%
3476	Library use fees	44,250	49,480	48,388	55,000	2,567	48,866	55,000	0.00%
3477	Road impact fees	200,982	188.518	99,712	77,900	65,436	155,800	77,900	0.00%
3479	Parks impact fees	405,711	434,532	456 702	221,700	223,917	443,400	221,700	0.00%
3480	Cemetery	47,625	53,050	60.510	50,000	41,050	73,760	60,000	20.00%
3490	Miscellaneous	90,685	79.020	238,197	100,000	17,242	53,597	100,000	0.00%
3510	Court fines	75.689	102,266	103,792	100.000	56,538	124,407	100,000	0.00%
3512	Library fines	6,790	4.345	2.348	6.500	2.237	3,118	6,500	0.00%
3513	Parking tickets	145	325	130	400	100	320	400	0.00%
3610	Interest earnings	31.617	35.770	11.282	10.300	6,460	12.916	20,300	97.09%
3620	Building & facility rents	34.356	30,183	34,723	25,000	18.179	40,308	30,000	20.00%
3622	Library room rental	10			100	10	20	100	0.00%
3640	Sale of Fixed Assets	126.492		11.753	160.000	35.000	157.000	35.000	-78,13%
3650	Sale of materials & supplies	14.309	11.152	3,440	10.000	14.393	14.670) 10.000	0.00%
3651	Sale of library materials	2.250	1,660	1,160	1.000	1.576	1.892	2 1.000	0.00%
3652	Library conv & jaminating fees	1,399	1.011	679	2.000	518	851	2,000	0.00%
3830	Contributions - utility	.,	.,	0.0	-,			_,	
3870	Contributions - private Serior Citizens	5.526	6.257	1.295	10.000	1.966	3.969	10.000	0.00%
3871	Contributions - sr citizen trins	9,007	1 1 1 1	710	10,000	-18	500	10.000	0.00%
3872	Contribution - Library	400	.,		2,000	100	100) 2.000	0.00%
3874	Contributions - Elite Hall	10.663	833		10.000		500	. 10.000	0.00%
2875	Contributions - Museum	6 602	15 292	9 333	20.000	26 420) 41.386	20,000	0.00%
2876	Contributions - Misc	2 548	3 361	44 865	7 000	869	1 958	3 7 000	0.00%
3804	Trans from desig funds (FD)	21040	0,001	1,000	23.900	000	11.614	4 30.500	27.62%
2803	Trans from den fund unapp				20,000		11,01-	854.732)
3030					0.001.055	0 707 707	0.000.0		
	Total General Fund Revenues	5,527,796	5,338,769	7,220,132	6,931,252	3,737,566	8,396,343	3 7,406,132	6.85%

28

GENERAL FUND REVENUES

2022-23

ACCOUNT TITLE	2022 BUDGET	2022 PROJECTED REVENUES	2023 PROPOSED BUDGET	BUDGET NOTES
Property Taxes - Current	656,552	656,552	675,000	The County Assessor assures us that property values have increased in Cache County and the increased property tax revenue reflects a decrease in the Certified Tax Rate but an increase for new growth. JBS and Kilgore are fully Annexed and have increased the overall property tax.
Fee in Lieu – Motor Vehicles	50,000	48,879	50,000	These funds are assessed and collected by Cache County and charged on all motor vehicles, recreational vehicles, etc. All vehicles are assessed at the same rate statewide.
Property Taxes – Delinquent	15,000	4,641	15,000	Revenues from delinquent property tax collections.
Sales Taxes	1,450,000	1,785,796	1,800,000	Sales tax revenue have increased due to JBS and Kilgore being annexed. Online sales have also increased the sales tax revenue.
Franchise Taxes	55,000	52,441	55,000	Franchise taxes remain constant each year. These fees are received from cable franchise and both land and cell telephones.
Energy Sales & Use Tax	500,000	505,312	510,000	The budgeted amount is based on projected amounts for 2021-22.
Mass Transit Tax	305,000	295,189	310,000	In 2013 this tax was applied to Hyrum on the CVTD. It is just a pass through. Expenditures are budgeted to cover the cost.
Business Licenses	15,000	17,840	17,000	Included in this fund is Landlords and regular business licenses.
Building Permits	50,000	115,633	50,000	The Cache County Building Department issues building permits and provides all inspections for Hyrum City. The County returns 20% of the building permit fee to the City. 2022-23 estimates are based on construction of 100 new dwelling units located throughout the community.
Animal Licenses	11,000	11,312	11,000	Dog license fees remained constant. \$12 spayed or neutered \$22 for unaltered and \$5 late fee.
State, Federal, County Grants	605,000	610,879	250,000	This includes; \$5,900 CLEFT grant, \$22,000 population grant, \$200,000 TAP Sidewalk Grant, and \$22,100 from other grants.
CARES Act	480,700			CARES Act is Federal funding that helps with any COVID-19 budget shortfalls.
ARPA		1,020,064		ARPA funds will be transferred and expended in the Sewer fund and Irrigation fund respectively.
Class C Road Allotment	540,000	596,211	600,000	This money is used to fix and repair roads. Additional money was approved with the new County transportation sales tax.
Zoning & Subdivision Fees	50,000	169,190	50,000	These are fees paid by developers and tied to the engineering cost estimates for professional services and fees associated with new development. They continue to fluctuate from year to year as building increases so does this fund.

	2022	2022 PROJECTED	2023 PROPOSED	
ACCOUNT TITLE	BUDGET	REVENUES	BUDGET	BUDGET NOTES
Sale of Maps & Publications	1,000	66	1,000	Based on average sales during the past several years. This includes the sale of the history book.
Special Protective Services	100,000	143,442	120,000	This figure represents annual contracts for fire coverage with Nibley and Millville at \$11.50 per capita. It also includes reimbursement for fire protection to County areas and Forest Service ground.
Solid Waste Collection	930,000	972,590	1,000,000	Hyrum City adds five percent to solid waste charges to cover billing costs and \$1 per service per month to pay for dumpsters brought in for the Spring clean- up in April. Recycling adds a mandatory \$3 to each bill, however green waste containers remain optional. An increase for residential was approved by Logan Environmental and took effect January 1 st 2021.
Emergency Medical Services	186,200	177,524	200,000	This fee was started in January 2021 at \$4.00 per service per month. These fees will help off set the new EMS expenditures. This goes up 3% every July 1 st .
Animal Control Fees	3,000	2,710	3,000	These are fees charged for impounded animals, boarding, stray pen, sale of animals, etc. generated by the Animal Control Department. Blacksmith Fork Veterinary Clinic houses stray dogs until they are claimed by their owners, sold, or euthanized.
Recreation	20,000	16,109	20,000	Fees collected for ball registrations to cover costs of equipment, umpire fees, insurance, and other expenses associated with operation of the baseball/softball programs for the south end of the valley. Wellsville, Nibley, Millville, and Mendon, participate in the program and are billed according to the number of players who enroll in the program. All registration is now done online.
Community Progress Activities	2,000	0	2,000	Revenue fluctuates in this category from year to year based on July 4 celebration and whether other city-related items are sold to the public
Youth Council Activities	3,000	3,011	3,000	Funds generated through activities organized and promoted by the Youth Council. The July 4^{th} youth dance remain their primary fundraisers. Also, the sale of penny candy at the cabins.
Library User Fees	55,000	48,866	55,000	Includes 2021-22 amounts assessed to Wellsville and Nibley for use of the library and individual user fees paid by those in cities not participating. The rate will increase from \$41 to \$42 in 2021-22
Road Impact Fees	77,900	155,800	77,900	Road impact fees continue to be used to pay the cost of the road extension of 300 South to 1300 East. They are based on construction of 50 homes east of 800 East at \$1,558 each.
Park Impact Fees	221,700	443,400	221,700	Park impact fees are also based on 100 homes constructed throughout the community at \$2,217 each. These fees are used for design and development of new park areas.

				30
ACCOUNT TITLE	2022 BUDGET	2022 PROJECTED REVENUES	2023 PROPOSED BUDGET	BUDGET NOTES
Cemetery	50,000	73,760	60,000	Includes charges for the purchase of cemetery lots and opening/closing of graves. Prices were increased April 2018.
Miscellaneous	100,000	53,597	100,000	Miscellaneous revenues include copy fees, sale of materials, publications, etc. This budget amount is based on amounts received during the last several years.
Court Fines	100,000	124,407	100,000	Revenues have increased due Nibley and Mendon coming to Hyrum.
Library Fines	6,500	3,118	6,500	Library fines are projected to remain constant during 2022-23.
Parking Tickets	400	320	400	Parking citation revenue have slowly decreased the last few years.
Interest Earned	10,300	12,916	20,300	Interest rates are currently at .5741 % for funds invested at the Cache Valley Bank. The rates have increased due to the Federal Reserve increasing rates.
Building & Facility Rents	25,000	40,308	30,000	Includes rental fees from the Civic Center, Elite Hall and canyon areas.
Library room rental	100	20	100	This room is rented sporadically, \$100 has been budgeted for 2022-23.
Sale of Fixed Assets	160,000	157,000	35,000	Based on sales of items declared surplus by the City Council. This Includes \$10,200 for the sale of an old roller from the Roads and \$24,500 from surplus property.
Sale of Materials & Supplies	10,000	14,670	10,000	These funds are received primarily from sales of craft items and quilts at the Senior Center.
Sale of Library Materials	1,000	1,892	1,000	This revenue source comes from reimbursement for lost library items, outdated library materials, and book fairs.
Library copy and laminating fees	2,000	851	2,000	This revenue source is for copies and laminating at the library for the public.
Contributions – Utilities	0	0	0	The 2022-23 budget is proposing no transfer from the electric utility.
Contributions – Private	10,000	3,969	10,000	This budget includes contributions for lunches at the Senior Citizen Center.
Contributions – Sr. Center Trips	10,000	500	10,000	The Senior Center likes to take trips this is to offset the cost.
Contributions – New Library	2,000	500	2,000	This was previously in the library trust fund.
Contributions – Elite Hall	10,000	500	10,000	This fund is to track money for the Elite Hall.
Contributions – Museum	20,000	41,386	20,000	This Fund is set up to track Museum donations. The Museum is asking for donations for exhibit development.
Contributions – Misc.	7,000	1,958	7,000	This Fund is set up for Misc. donations.
Transfer from designated funds	23,900	11,614	30,500	This is revenue to offset money spent from departments designated funds. \$5,000 is for Senior Center kitchen sink, \$4,000 kitchen and craft room flooring, \$1,500 for new toilets. \$10,000 library, and \$10,000 for the Museum exhibit development.
Transfer from general fund un appropriated	0	0	854,732	This line item is used to balance the budget if needed.
Total General Fund Revenues	6,931,252	8,396,743	7,406,132	
		 	1	
Ł	I	I	I	



31

GENERAL FUND EXPENDITURES 2022-23



This chart depicts General Fund expenditures over the past 11 years.

Increases are primarily for capital projects started and completed during these years.

In the years since 2008, the General Fund has made annual contributions to both the Capital Projects and Debt Service Funds; \$1,000,000 is proposed for 2021-22 for the Capital Projects Fund for Blacksmith Fork Park. The library bond was paid off in January 2017 ending the need for the Debt Service Fund. \$1,500,000 transfer to the electric department is being proposed in 2021-22 and ARPA funds \$510,032 in 2021-22 for Sewer and \$510,032 in 2022-23 for Irrigation.

The largest expenditures included in this year's budget are road rebuild and slurry seal including 900 West Road rebuild; 300 South sidewalk in roads. The Elite Hall restoration in General Government buildings will be completed in 2021-22.




This chart compares sales and property tax to total General Fund expenditures. Property taxes have fluctuated over the past 11 years from a low of 7.64% of expenditures in 2022 to a high of 12.72% in 2017.

A property taxes increase in 2008-09 made the percentage 10.71%. With the property tax increase in 2010-11, the percentage increased to 12.21%. No tax increase is proposed at this time.

Sales tax revenue have also fluctuated during the last 11 years fluctuating between 19.99% of sales

tax compared to expenditures in 2020 and 24.30% in 2023. Sales tax increased from 2010-13 due to Ruby pipeline.

The spike in expenditures is due to CARES act money and transfer to capital projects and enterprise funds. Also the Elite Hall restoration.

Property and sales taxes remain the primary sources of revenue for the General Fund. The remaining funding must come from other sources. Property Tax and Sales tax have been helped by the annexation of JBS and Kilgore.

GENERAL FUND BUDGET 2022-23 EXPENDITURE PERCENTAGES



Capital is the largest expense in 2022-23. A large portion of capital includes a transferred to the Irrigation fund for secondary water metering. The Debt service is no longer needed because the library bond was payed off January 2017. Contract includes law enforcement coverage, solid waste and newly added EMS contract.

Capital expenditures this year total \$3,091,732 and include:

- EMS- Equipment updates\$5,000.
- EMT- Equipment updates \$5,000.
- Fire- Ice rescue suit \$3,000.
- Roads- \$200,000 to finish the sidewalk on 300 South from (400 East-Center); \$35,000 for sidewalk grinding/leveling; these two are in the 480 account. A trade in of a roller (\$55,200-10,200); \$75,000 for a flat bed truck for the mag chloride tank; slurry seal \$179,500; road rebuilds \$1,026,500 and \$700,000 for 900 West (Hwy 165-700 North) rebuild and widening.
- Shop- New forklift \$50,000
- Parks- Includes a rodeo grounds shop driveway \$20,000; two more pickle ball courts at East Park \$65,000; tree trimming at East Park \$15,000; Mt. Sterling Park 50% impact fees \$105,000; Little Bear roadway parking strip sign landscaping \$5,000; playground equipment for Salt Hollow/BSFP \$10,000; a new flatbed truck \$65,000; Grass Hopper mower \$25,000; walk behind sod cutter \$6,500; a John Deere Gator \$25,000; stand on field groomer \$35,000; Stiner blower attachment for leaves \$5,500.
- Museum- New Exhibits \$10,000.
- Senior Center- A new kitchen sink \$5,000; kitchen and craft room flooring \$4,000; new toilets \$1,500.
- Library- Includes \$7,000 to replace flooring in the children's area; \$2,000 to replace the couches; and \$1,000 for a new magazine rack.
- Cemetery- Capital includes a furnace and power hookups to the new cemetery building \$20,000; and a new compact mini loader split with water dept. \$50,000.
- Irrigation- ARPA money for secondary water metering \$510,032.



HYRUM CITY GENERAL FUND 2022-23 BUDGET EXPENSE APPROPRIATIONS

						2022	2022	2023	PERCENT
		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
CODE	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
4110	Council	33,033	31,269	34,805	43,850	19.514	39.609	43.900	0.11%
4120	J.P. Court	68,761	70,348	96,425	118,600	64,945	140,505	123,300	3.96%
4130	Mayor	20,493	21,132	23,085	29,800	12,774	26,058	29,800	0.00%
4140	Administration	137,260	165,282	155,880	190,000	87,552	172,152	189,200	-0,42%
4150	Non-Departmental	11,152	12,473	10,521	17,300	11,260	12,510	17,300	0.00%
4160	General Buildings	65,318	174,577	64,212	214,700	19,007	477,960	56,000	-73.92%
4170	Election	257	2,638	1,595	20,400	339	339	1,500	-92.65%
4180	Planning & Zoning	59,988	48,043	65,133	79,550	31,663	69,951	88,350	11.06%
4210	Law Enforcement	288,770	282,564	246,035	295,500	295,379	295,379	295,500	0.00%
4212	Emergency Management Services	15,517	21,083	72,315	136,750	66,415	133,461	144,950	6.00%
4215	First Responders	37,302	39,086	34,049	92,670	25,377	82,798	48,450	-47.72%
4220	Fire Department	125,779	110,070	97,108	149,700	65,742	105,358	151,600	1.27%
4253	Animal Control	35,500	40,006	37,432	41,210	18,817	39,085	41,710	1.21%
4410	Roads	1,052,567	1,161,479	1,033,649	1,871,000	542,071	1,119,828	2,635,000	40.83%
4420	Solid Waste	688,918	733,976	819,834	835,000	440,937	895,368	910,000	8.98%
4440	Shop	24,865	23,231	25,536	45,900	11,861	24,965	83,700	82.35%
4510	Parks	620,263	555,824	541,973	766,800	378,241	737,688	789,300	2.93%
4550	Engineering	9,630	13,254	29,099	75,750	15,430	71,740	38,550	-49.11%
4561	Recreation	28,541	27,413	28,643	51,400	4,115	31,139	52,500	2.14%
4562	Museum	56,483	77,055	65,874	69,000	43,878	115,365	76,000	10.14%
4563	Youth Council	7,136	4,819	2,512	12,550	2,277	6,448	10,550	-15.94%
4564	Senior Citizens	112,227	112,697	85,264	132,300	52,585	105,960	149,400	12.93%
4580	Library	276,113	281,464	297,288	319,550	175,863	323,516	334,050	4.54%
4590	Cemetery	71,704	68,057	63,391	149,800	64,690	156,179	160,090	6.87%
4620	Community Progress	521,747	354,798	1,230,629	900,100	153,887	402,058	425,400	-52.74%
4700	Contribution-Debt Service								
4800	Contribution-Capital Project	716,978	2,000,000	1,000,000	272,072		1,000,000		-100.00%
4900	Transfer to Enterprise Funds						510,032	510,032	
5000	Transfer to Electric Fund						1,500,000		
	Total GF Expenditures	5,086,302	6,432,638	6,162,287	6,931,252	2,604,619	8,595,451	7,406,132	6.85%
	Surplus	441,494	(1,093,869)	1,057,845	0	1,132,947	(199,108)) 0	
	Totals	5,527,796	5,338,769	7,220,132	6,931,252	3,737,566	8,396,343	7,406,132	6.85%

HYRUM CITY GENERAL FUND 2022-23 CITY COUNCIL

Current Councilmembers with their terms are:

	From	<u>To</u>
Stephen G. Adams	1-1-20	1-1-24
Jared L. Clawson	1-1-22	1-1-26
Paul C. James	1-1-22	1-1-26
Vicky McCombs	1-1-20	1-1-24
Craig L. Rasmussen	1-1-20	1-1-24

The City Council is the legislative branch of municipal government and is comprised of five members, all of whom are elected at large. The Council is responsible to evaluate and pass ordinances, approve the budget, and consider other items that come before them during Council meetings.

PERSONNEL: This budget proposes no salary increase.

OPERATION AND MAINTENANCE: Travel includes funding for attendance at the annual and mid-year League training conferences (\$10,000).

RELATED REVENUES: None

		BUDG	ET EXPE	ENSE AP	PROPRIA	TIONS			
						2021	2022	2023	PERCENT
CODE		2019	2020	2021	2021	6 MONTH	EST	PROPOSED	OF
4110	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
	Employee salaries &								
110	wages	24,000	24,000	30,000	30,000	15,000	30,000	30,000	0.00%
130	Employee benefits	2,441	2,432	3,004	3,250	1,148	3,005	3,300	1.54%
230	Travel & meetings	6,054	3,674	1,660	10,000	2,775	5,937	10,000	0.00%
510	Insurance	297	328	342	300	292	292	300	0.00%
610	Miscellaneous	240	835	(201)	300	299	375	300	0.00%
	Total Council	33,032	31,269	34,805	43,850	19,514	39,609	43,900	0.11%



HYRUM CITY GENERAL FUND 2022-23 J.P. COURT

The Hyrum City Justice Court offers a variety



of services to the residents of Hyrum and surrounding communities. The court resolves citations, handles small claims, and other judicial procedures.

The Court Clerk is available Monday through Friday 11:00 to 4:30 p.m. and the Municipal Justice Court Judge is available from 4:00 to 6:00 p.m. on Tuesdays. Trials and small claims are by appointment only. A court bailiff is in attendance any time the judge holds court. Availability of the Internet allows the court access to state agencies and gives them the ability to post outstanding court warrants statewide. The internet also provides a way for the judge to do arraignments over the internet so prisoners at the county jail are no longer transported to Hyrum.

In 2012-13 Paul Larsen was hired and trained on the duties of a Judge. This past year Lori Hatch was hired as the new Court Clerk. The Court combined with Nibley and Mendon July 1st 2019. RELATED REVENUES: Revenues from citations issued within Hyrum City are divided between the City and the State according to the nature of the citation. The combining of the courts brings in additional revenue.

PERSONNEL: Court personnel include a part time Municipal Justice Court Judge (salaried), one part time court clerk at 1,560 hours, and a part time assistant who works two hours per week when court is in session. The budget no longer provides for the bailiff services. The Cache County Sheriff provides bailiff services as part of their annual contract.

OPERATION AND MAINTENANCE: The 2022-23 budget is based on 2021-22 projection. Jon Jenkins of Daines & Jenkins, LLP now provides prosecution service as of May 15th 2019 for the same amount as the County (\$2,000 per month). This is now moved to the Administration fund as of 2017.

CAPITAL: No capital request are included in this budget.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4120	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	48,157	50,367	70,854	84,900	47,367	108,739	89,500	5.42%
115	Overtime					6	25	100	
130	Employee benefits	12,717	13,400	18,995	22,600	11,907	22,672	22,600	0.00%
210	Books, subs & memberships	513	692	782	700	634	634	700	0.00%
230	Travel & training	4,005	1,141		4,000			4,000	0.00%
240	Office supplies & expense	1,137	1,140	1,603	1,500	1,275	1,715	1,500	0.00%
250	Equipment supplies & maint	509	1,545	1,142	1,400	863	1,935	1,400	0.00%
280	Telephone	440	480	470	1,000	240	520	1,000	0.00%
310	Attorney fees								
510	Insurance	593	656	683	700	583	583	700	0.00%
610	Miscellaneous supplies	160				27	27		
620	Witness, jury & bailiff fees	530	927	1,896	1,800	2,043	3,655	1,800	0.00%
740	Equipment								
	Total J.P. Court	68,761	70,348	96,425	118,600	64,945	140,505	123,300	3.96%

HYRUM CITY GENERAL FUND 2022-23 MAYOR

The current Mayor is Stephanie Miller whose term of office is: 1-1-14 to 1-1-26

In Hyrum City, the Mayor is the chief administrative officer and is responsible for the day-to-day operation of the city. The Mayor is elected to a four-year term of office.

RELATED REVENUES: None

PERSONNEL: The proposed budget includes no salary increase just an adj for a phone allowance. An adjustment was made in 2021-22.

OPERATION AND MAINTENANCE: The 2022-23 budget is based on 2021-22 projections.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4130	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	12,000	12,000	18,075	18,000	9,150	18,300	18,400	2.22%
130	Employee benefits	2,611	2,606	3,195	5,600	1,384	3,195	5,600	0.00%
210	Books, subs & memberships	350	350	150	500		350	500	0.00%
230	Travel & meetings	4,488	5,208	1,263	4,500	1,300	3,932	4,500	0.00%
240	Office supplies & expense	67	11 1	32	100		30	100	0.00%
280	Telephone	365	409	52	400			0	-100.00%
510	Insurance	156	173	180	200	153	153	200	0.00%
610	Miscellaneous	456	275	138	500	787	98	500	0.00%
	Total Mayor	20,493	21,132	23,085	29,800	12,774	26,058	29,800	0.00%



39

HYRUM CITY GENERAL FUND 2022-23 ADMINISTRATION

Administration oversees the general accounting and billing functions of the City. Staff members prepare agendas, record minutes, schedule building rental, and provide numerous other services to the general public. They also provide efficient service to the public and effective support of elected officials, department heads, and other staff and volunteer workers.

RELATED REVENUES: Sale of maps, copying and miscellaneous revenue.

PERSONNEL: The City Administrator 30%, Administrative Secretary 40%, Nuisance Officer 25%, The Treasurer is charged 10% to this department. The Recorder is charged 15%, and three receptionists are charged one at 25%, one at 45%, and one at 5% to this department.

PROFESSIONAL SERVICES: Legal fees are charged to specific projects, however, \$3,000 is budgeted in Administration to cover miscellaneous professional services, including computer support. Also Included in this account is \$32,000 for Attorney fees for Court appointed Attorneys.

OPERATION AND MAINTENANCE: The 2022-23 budget is based on 2021-22 projections and changes to personnel distributions.

CAPITAL: There are no capital requests for 2022-23.

				10271111		<u> </u>			
						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4140	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	66,129	83,410	83,592	90,500	41,838	87,022	91,800	1.44%
115	Overtime	2,931	4,691	633	3,000	291	557	3,000	0.00%
130	Employee Benefits	22,821	29,217	25,764	42,500	18,850	32,883	40,400	-4.94%
210	Books, subs & memberships	873	1,234	1,079	1,000	1,086	1,436	1,000	0.00%
220	Public notices	309	517		1,000			1,000	0.00%
230	Travel & training	531	1,799	16	2,500	16	16	2,500	0.00%
240	Office supplies & expense	6,784	3,383	3,172	5,000	2,598	3,932	5,000	0.00%
250	Equipment supplies & maint	4,314	3,482	7,084	4,500	1,776	7,084	4,500	0.00%
280	Telephone	1,463	1,596	1,667	2,000	1,042	2,010	2,000	0.00%
285	Internet service				1,000			1,000	0.00%
310	Professional services/Attorney Fees	29,607	34,338	31,056	35,000	18,748	35,883	35,000	0.00%
510	Insurance & bonds	1,318	1,458	1,518	1,500	1,296	1,296	1,500	0.00%
610	Miscellaneous	181	157	299	500	11	33	500	0.00%
740	Equipment								
	Total Administration	137,261	165,282	155,880	190,000	87,552	172,152	189,200	-0.42%

RUDGET EVDENCE ADDDODDIATIONS



HYRUM CITY GENERAL FUND 2022-23 NON-DEPARTMENTAL

Non-departmental funds are those activities not directly attributable to any single department. It provides for payment of the annual dues to the League of Cities and Towns, publishes the City's newsletters, and provides funds for the General Fund portion of the audit.

RELATED REVENUES: None

OPERATION AND MAINTENANCE: Memberships include the City's annual assessment from the Utah League of Cities and Towns the cost is based on population so as population goes up so does the price of membership. Professional services provide for that portion of the annual audit fee pertaining to the General Fund. Insurance and bonds pays for the annual employee bond.

CODE 4150	DESCRIPTION	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	2022 6 MONTH TOTAL	2022 EST TOTAL	2023 PROPOSED BUDGET	PERCENT OF CHANGE
210	Memberships	0	4,062	4,062	4,100	5,320	5,354	4,100	0.00%
220	Public notices	6,025	3,184	1,350	8,000	831	2,047	8,000	0.00%
310	Professional services	5,000	5,100	5,000	5,000	5,000	5,000	5,000	0.00%
510	Insurance & bonds	127	127	109	200	109	109	200	0.00%
	Total Non- Departmental	11,152	12,473	10,521	17,300	11,260	12,510	17,300	0.00%



HYRUM CITY GENERAL FUND 2022-23 GENERAL BUILDINGS

This department funds the maintenance and operation of the Civic Center and Elite Hall. Other buildings are being funded by their respective departments, i.e. fire, first responders, shop, senior citizens, library/museum, and electric.

RELATED REVENUES: Rental receipts from City facilities including City parks and buildings, and canyon properties are combined in one account in the General Fund called Building and Facility Rents. In 2019 \$125,000 RAPZ grant was awarded for Elite Hall Exterior Masonry Rehabilitation and is included in 2021-22 Grants. An additional RAPZ application was applied for in March 2022 for \$300,000. PERSONNEL: Current staffing includes one part-time custodian responsible for the Civic Center; one part time custodian for the Elite Hall and one office staff at 5%. The office staff provides scheduling of all buildings and park areas that are now offered online.

OPERATION AND MAINTENANCE: The 2022-23 budget is based on 2021-22 projections.

CAPITAL: During 2021-22 the parking lot at the Civic Center received a seal coat. Major work on the Elite Hall restoration including exterior brick and a new front entry way will be finished. No capital request are included in 2022-23.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4160	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salarles & wages	7,729	8,748	4,922	10,500	858	3,332	13,900	32,38%
130	Employee benefits	2,021	2,019	1,054	2,900	614	1,278	4,800	65.52%
250	Equipment supplies & maint	1,837	1,078	714	2,000	217	692	2,000	0.00%
260	Bldg & grnds supplies & maint	16,142	15,851	24,999	13,000	4,236	21,890	13,000	0.00%
261	CVC/Ellte hall cleaning								
270	Utilities	5,138	5,614	3,822	13,000	1,417	4,953	13,000	0.00%
280	Telephone	102							
510	Insurance	10,037	9,099	1,951	6,800	5,740	5,740	6,800	0.00%
610	Miscellaneous supplies	994	300		1,000	325	325	1,000	0.00%
620	Miscellaneous services	1,003	975	50	1,500	1,100	1,750	1,500	0.00%
720	Building Improvements	20,315	130,893	26,700	164,000	4,500	423,000		-100.00%
740	Equipment								
	Total General Buildings	65,318	174,577	64,212	214,700	19,007	462,960	56,000	-73.92%



HYRUM CITY GENERAL FUND 2022-23 ELECTIONS

This department funds the cost of municipal elections. The next municipal election will be held November 2025.

RELATED REVENUES: None

OPERATION AND MAINTENANCE No primary election was held in 2019 or 2021 elections. When an election is held the cost will increase substantially because of the vote by mail. The election will all be administered by Cache County.

		BU	DGET EX	VPENSE	APPROP	RIATIONS			
						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4170	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
220	Public notices	257	363	702	500	339	339	500	0.00%
240	Election supplies		1,675	893	18,900			500	-97.35%
620	Election services		600		1,000			500	-50.00%
	Total Election	257	2,638	1,595	20,400	339	339	1,500	-92.65%



HYRUM CITY GENERAL FUND 2022-23 PLANNING COMMISSION

The Planning Commission is responsible for maintenance of the General Plan as well as zoning and subdivision ordinances. The Planning Commission also considers and makes recommendations regarding conditional use applications, subdivisions, zoning changes and other land-use issues.

During 2021-22 the Planning Commission was very busy with all the new subdivisions.

RELATED REVENUES: Zoning and subdivision fees are charges assessed for conditional use applications, subdivision plat

approval, and construction inspection fees. This year's revenues increased significantly due to all the subdivisions being approved.

PERSONNEL: This department currently requires the services of The City Administrator (10%), a Zoning Administrator (25%), a part time Nuisance officer (75%) and one part-time secretary (25%).

OPERATION AND MAINTENANCE: Expenditures for 2022-23 are based on 2021-22 levels.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4180	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
440		00.044	04 70 4	00.000	44.000	00.004	00 070	10.000	10.000
110	Employee salary & wages	26,641	24,794	38,299	41,600	20,624	39,873	48,600	16.83%
115	Overtime		234		200			200	0.00%
130	Employee benefits	9,678	9,630	14,299	15,900	7,527	14,702	17,700	11.32%
220	Public notices	907	1,030	42	1,000		33	1,000	0.00%
230	Travel & training	988	393	139	1,500	997	1,312	1,500	0.00%
240	Office supplies & expense	117	434	127	200	58	100	200	0.00%
250	Equipment supplies & maint		2,106	2,201	1,000	755	1,829	1,000	0.00%
280	Telephone	308	534	750	600	320	641	600	0.00%
310	Professional services	20,858	8,346	8,712	17,000	900	10,979	17,000	0.00%
510	Insurance	490	542	564	550	482	482	550	0.00%
610	Miscellaneous								
	Total Planning Commission	59,987	48,043	65,133	79,550	31,663	69,951	88,350	11.06%



HYRUM CITY GENERAL FUND 2022-23 LAW ENFORCEMENT

This department provides funding for law enforcement activities within Hyrum City. Hyrum City contracts with the Cache County Sheriff for law enforcement.

RELATED REVENUES: Liquor Patrol funds from the State of Utah are now distributed Directly to Cache County Sheriff's, annually in December. Revenues are based on the population, convictions, number of liquor outlets, and the county population. The State Tax Commission retains a small fee to administer the program and the funds vary from year to year. These funds help cover Cache County Sheriff's costs associated with liquor patrol.

OPERATION AND MAINTENANCE: In 2008-09 an additional deputy was added to the Hyrum City patrol. There are now three shifts covered by Cache County deputies. No additional hours are contracted for 2022-23. Also included is the bailiff services for the court.

CODE		2019	2020	2021	2022	2022 6 MONTH	2022 EST	2023 PROPOSED	PERCENT OF
4210	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
310 311	Contract services Liquor patrol	282,564 6,206	282,564	246,035	295,500	295,379	295,379	295,500	0.00%
	Total Law Enforcement	288,770	282,564	246,035	295,500	295,379	295,379	295,500	0.00%



HYRUM CITY GENERAL FUND 2022-23 EMERGENCY MANAGEMENT SERVICES

The Emergency Management Services (EMS) department has been created to facilitate and update the City's emergency response plan. The plan has been implemented to keep City personnel in line with Federal requirements called NIMS (National Incident Management System). The department will also manage the City's CERT (Community Emergency Response Team) program. Starting in 2010-11, CERT training was available to the public; the department converted a medical trailer to the CERT Trailer and upgraded Emergency Operation Center. Full scale disaster drills (or table top drills) will be conducted annually to test the capability of the City's planning. These drills were canceled due to COVID put are looking to make a comeback. The EMS will also train all public officials and City emplovees regarding their roles and responsibilities in case of a disaster. In 2021 the County took over the EMS Services line item (310).

RELATED REVENUES: Starting January 2021 a fee was placed on utility bills to help offset the cost of the agreement we have with the County for EMS services the fee is \$4 per residence and more according to the call volume of business. This fee increases by 3% on July 1st.

PERSONNEL: The department is staffed by one part-time employee.

OPERATION AND MAINTENANCE: 2022-23 expenditures are based on 2021-22 levels.

CAPITAL: The 2022-23 budget is requesting \$5,000 for equipment.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4212	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Salary & Wages	5,090	5,124	5,124	5,400	2,562	5,124	5,600	3.70%
130	Employee Benefits	585	407	403	700	196	403	700	0.00%
220	Public Notices				100			100	0.00%
230	Travel & training		2,402	1,495	1,000	485	635	1,000	0.00%
240	Office supplies & expense				200			200	0.00%
250	Equipment supplies & maint	1,153	386	3,440	2,000	1,395	2,817	2,000	0.00%
310	Professional Services			61,680	125,000	61,680	123,360	130,000	4.00%
510	Insurance	99	109	114	150	97	97	150	0.00%
610	Miscellaneous		51	0	200		25	200	0.00%
740	Equipment	8,591	12,605	59	2,000		1,000	5,000	150.00%
	Total	15,518	21,084	72,315	136,750	66,415	133,461	144,950	6.00%



HYRUM CITY GENERAL FUND 2022-23 FIRST RESPONDERS

First responders provide preliminary medical assistance on the scene of an accident, lifethreatening illness or similar occurrence and receive training that helps make the responders an effective, efficient team. Certification and up-to-date training of each active First Responder is conducted annually.

Cache County Firefighters/EMTs staff the ambulance 24 hours a day. Cache County pays the salaries of each EMT who covers the ambulance service. Although the ambulance is stationed in Hyrum, volunteer EMT's are still called out to respond to emergency



46

situations within Hyrum. The County EMTs moved to their new building up by the cemetery in September 2016. Defibrillators are located at the City Office, Senior Center, City Shop, Squads 80, 81, Engine 80 City Library and Sewer Plant.

PERSONNEL: There is a minimum of onehour pay per response. Fifteen personnel are available to take calls on a rotating schedule with an EMT President who assists in safety management, training, coordination, and updating the emergency preparedness plans of the City.

OPERATION AND MAINTENANCE: Travel and training provides for EMT recertification and continuing medical education for all EMT's. Professional services covers the costs associated with the vaccinations and testing required for First Responders.

CAPITAL: \$5,000 is budgeted to update equipment in 2021-22.

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Total number of calls:	170	166	201	215	291	295	275	386



47^L

HYRUM CITY GENERAL FUND 2022-23 FIRST RESPONDERS (CONTINUED)

;	BUDGET EXPENSE APPROPRIATIONS										
						2022	2022	2023	PERCENT		
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF		
4215	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE		
110	Employee salary & wages	20,246	19,476	19,496	19,300	13,412	16,850	19,600	1.55%		
130	Employee benefits	2,152	1,976	2,229	2,200	1,026	2,026	2,300	4.55%		
210	Books, subs & memberships	52	80	150	200		30	200	0.00%		
230	Travel & training	4,605	4,264	3,752	10,300	1,720	3,795	10,300	0.00%		
240	Office supplies & expense	76			150	156	156	150	0.00%		
250	Equipment supplies & maint	2,319	8,558	3,603	6,000	5,666	6,373	6,000	0.00%		
280	Telephone	1,027	1,043	825	1,200	320	641	1,200	0.00%		
310	Professional services		790	255	300		250	300	0.00%		
510	Insurance	2,621	2,899	3,020	3,020	2,577	2,577	3,000	-0.66%		
610	Miscellaneous				400	500	500	400	0.00%		
740	Equipment	4,204		719	49,600		49,600	5,000	-89.92%		
	Total First Responders	37,302	39,086	34,049	92,670	25,377	82,798	48,450	-47.72%		



HYRUM CITY GENERAL FUND 2022-23 FIRE DEPARTMENT

The Hyrum City Fire Department operates as a volunteer unit and provides fire suppression, not only within Hyrum City limits, but also primary response in Cache County Zone 8 (from the Blacksmith Fork River Bridge in Nibley to 7400 South up Blacksmith Fork Canyon to the Rich and Weber County lines) and contracts with Nibley City and Millville for primary alarm response.

RELATED REVENUES: The Fire Department also receives private contributions that usually range from \$500 to \$2,000 per year. Contracts with Nibley and Millville provide additional revenue.

Based on a population estimate of 9,750 Hyrum residents will pay approximately \$15.25 per capita for fire protection. Nibley and Millville will be billed at \$11.50 in 2022-23 as per the agreement. PERSONNEL: There are currently 34 trained volunteer firemen in Hyrum's department.

CAPITAL: The 2022-23 budget is requesting \$3,000 to purchase an Ice rescue suit.

The 2018-19 budget had accumulated fund of approximately \$1,108,067. These funds were held in reserve until now to provide funding for the purchase of a new fire station. Funds were previously set aside for a new fire engine. The fire engine was purchased in 2014-15 to replace an existing 1975 engine. The total cost of the new engine was \$350,045 and was delivered in 2015. The extra funds from the fire truck \$300,000, the funds set aside for the fire station and some General Fund transfers to the Capital Project fund were used to build the new fire station. The shop part of the Fire Station was completed in 2018-19 and the Administration building was completed in 2019-20.



HYRUM CITY GENERAL FUND 2022-23 FIRE DEPARTMENT (CONTINUED)

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4220	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	61,350	51,108	36,788	73,100	33,616	37,667	74,100	1.37%
130	Employee benefits	7,091	6,040	4,844	8,000	2,572	4,911	8,900	11.25%
210	Books, subs & memberships	990	200	920	1,000		938	1,000	0.00%
220	Public notices								
230	Travel & training	11,021	5,181	3,358	10,000	511	8,377	10,000	0.00%
240	Office supplies & expense	9	39	66	500	11	12	500	0.00%
250	Equipment supplies & maint	18,499	19,103	29,280	25,000	5,496	23,999	25,000	0.00%
260	Building maintenance	853	1,449	1,109	2,500	493	1,677	2,500	0.00%
270	Utilities	8,574	5,060	3,511	5,000	1,093	4,215	5,000	0.00%
280	Telephone	2,128	2,848	2,615	2,500	1,245	2,497	2,500	0.00%
285	Internet service	906			1,600			1,600	0.00%
310	Professional services	131		179	1,000		190	1,000	0.00%
510	Insurance	12,504	14,924	14,406	15,000	12,295	12,295	15,000	0.00%
610	Miscellaneous	1,723	1,528	32	1,500		170	1,500	0.00%
720	Building Improvements								
740	Equipment		2,590		3,000	8,410	8,410	3,000	0.00%
	Total Fire Department	125,779	110,070	97,108	149,700	65,742	105,358	151,600	1.27%



HYRUM CITY GENERAL FUND 2022-23 ANIMAL CONTROL



The Hyrum City Animal Control Department provides a means for tracking lost or stray dogs and returning them to their rightful owners.

Animal control officers provide a valuable service to pet owners and non-owners alike by ensuring that all dogs in the City are properly vaccinated against the spread of rabies and are restrained by their owners to avoid dog bites and other injuries. During calendar year 2021, 147 citations were issued; 55 dogs were impounded, of which 48 were returned to their owners; 6 dogs were sold; and 1 dogs were euthanized.

RELATED REVENUES: Animal violation citations are reported as part of court fines. From July 2021 to March 2022, impound, stray, and board fees totaled \$2,479 Dog license sales for the same period totaled \$9,011 for a total of \$11,490 or 28% of the total proposed budget for 2022-23.

PERSONNEL: The Animal Control Department is staffed by two part-time officers, who respond on a per-call basis to animal complaints and also patrol each day. The 2022-23 budget provides for 1,100 hours of patrol, recordkeeping, and other activities related to the operation of the department.

OPERATION AND MAINTENANCE: Professional services provides boarding of impounded dogs, and euthanization services. The Blacksmith Fork Veterinary Clinic houses stray dogs and takes care of euthanization. Special department supplies include dog tags, license books and other materials unique to Animal Control.

CAPITAL: No capital requests are included in this budget.

STATICTICS: The charges for dog licenses are: \$12 for spayed or neutered animals, \$22 for unspayed females, and for un-neutered males. Late fees of \$5 per dog are charged beginning March 1 for dogs over four months that should have been licensed prior to the deadline. New dogs and those reaching four months after March 1 are not charged a late fee. Dog owners moving into the City have 30 days in which to license their dogs without penalty.

	LICENSED	LICENSE
	DOGS	FEES
2019	665	10,008
2020	654	10,204
2021	696	10,722

2021 CALENDAR YEAR



51

HYRUM CITY GENERAL FUND 2022-23 ANIMAL CONTROL (CONTINUED)

	BUDGET EXPENSE APPROPRIATIONS								
						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4253	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	26,971	28,389	28,133	29,000	14,731	29,258	29,000	0.00%
130	Employee benefits	2,695	2,826	2,792	2,800	1,108	2,878	2,800	0.00%
210	Memberships				80			80	0.00%
220	Public notices				100			100	0.00%
230	Travel & training	2,972	3,061	3,070	3,000	1,270	3,411	3,500	16.67%
250	Equipment supplies & maint	107	324	577	500	6	432	500	0.00%
280	Telephone	480	480	480	1,000	240	480	1,000	0.00%
310	Professional services	1,832	4,451	1,889	3,500	1,035	2,199	3,500	0.00%
480	Special departmental supplies	181	185	189	350	169	169	350	0.00%
510	Insurance	262	290	302	390	258	258	390	0.00%
610	Miscellaneous								
620	Miscellaneous services				490			490	0.00%
740	Equipment								
	Total Animal Control	35,500	40,006	37,432	41,210	18,817	39,085	41,710	1.21%



HYRUM CITY GENERAL FUND 2022-23 ROADS

The Roads Department provides for maintenance and construction of all City streets, curbs, gutters, and sidewalks, including snow removal, sign maintenance and curbside tree maintenance.

RELATED REVENUES: The City receives Class C Road and Funds from the state to help with road maintenance within the City. These funds are budgeted at \$600,000 for 2022-23. Class C funds may be used for road construction and maintenance as well as the road purchase of new maintenance equipment. Road impact fees charged on new construction east of 800 East can only be used to pay for roads constructed specifically to access certain areas. We have budgeted the use of these impact fees to continue paying for the road construction project on 300 South between 800 and 1300 East. This road was completed during 2006-07 at a total cost of \$1.2 million. With road impact fees at \$1,558 per home, these fees will be transferred to the General Fund each year until the \$1.2 million has been recovered. A Grant will be awarded for the 300 South Sidewalk as construction continues.

PERSONNEL: Personnel are charged to the Road Department as follows: one at 20%, seven at 25%, one at 50% and one crossing guard. All overtime accumulated during winter snow removal is charged to roads and this is budgeted at \$10,000 for 2022-23. Included is one additional employee for 2022-23 budget at 25%.

CAPITAL: In 2021-22 Road rebuilds include: 100 West (200-300 West); 100 West (100-100-300 North); 300 North (100-200 West; and Hyrum Blvd. (1250-1405 East). 300 south sidewalk has started but will not be finished until 2022-23 budget year.

The 2022-23 budget requests include: \$200,000 to finish the sidewalk on 300 South from (400 East-Center); \$35,000 for sidewalk grinding/leveling; these two are in the 480 account. A trade in of a roller (\$55,200-10,200); \$75,000 for a flat bed truck for the mag chloride tank; slurry seal \$179,500; road rebuilds \$1,026,500 and \$700,000 for 900 West (Hwy 165-700 North) rebuild and widening.



53

HYRUM CITY GENERAL FUND 2022-23 ROADS (CONTINUED)

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4410	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	71,887	78,405	93,550	95,100	40,973	74,180	116,100	22.08%
115	Overtime	11,792	10,303	9,218	10,000	295	5,149	10,000	0.00%
120	Seasonal/temporary employees	11,819	6,951	6,562	5,600	2,215	4,790	6,200	10.71%
130	Employee benefits	41,565	45,133	44,959	46,700	16,153	34,782	60,500	29.55%
230	Travel & training				2,000			2,000	0.00%
240	Office supplies & expense				100			100	0.00%
250	Equipment supplies & maint	31,997	37,787	28,351	30,000	7,460	22,498	30,000	0.00%
260	Bldg & grounds sup & maint	4,909	1,445	605	5,000	340	560	5,000	0.00%
270	Utilities				500			500	0.00%
280	Telephone	551	594	425	800	185	310	800	0.00%
310	Professional services	4,384		3,993	2,500	435	435	2,500	0.00%
410	Road construction & maint	34,068	28,462	11,549	35,000	13,278	18,431	35,000	0.00%
450	Public safety supplies	35,734	55,210	39,062	40,000	10,581	37,878	40,000	0.00%
480	Sidewalk construction & maint	140,378	12,266	49,044	300,000	1,937	231,262	235,000	-21.67%
481	Street tree maintenance	67	5,462	6,360	10,000	5,075	27,793	25,000	150.00%
482	Curb & gutter const & maint			16,169	20,000	4,498	9,485	20,000	0.00%
510	Insurance	8,176	9,044	9,420	9,500	8,039	8,039	9,500	0.00%
610	Miscellaneous supplies		439	224	500	200	424	500	0.00%
620	Miscellaneous services				100		25	100	0.00%
720	Buildings								
740	Equipment	324,860	226,161	14,530	166,300	6,620	168,620	130,200	-21,71%
750	Other improvements	330,378	643,817	699,628	1,091,300	423,787	475,167	1,906,000	74.65%
	Total Roads	1,052,565	1,161,479	1,033,649	1,871,000	542,071	1,119,828	2,635,000	40.83%



HYRUM CITY GENERAL FUND 2022-23 SOLID WASTE COLLECTION

Hyrum City contracts with the Logan Environmental for solid waste collection and disposal. The City charges five percent above the rates set by Cache County to help pay for the costs of billing and collection plus \$1 per service per month for the annual spring cleanup costs. Making the price for a 90 gallon with recycling \$21.11 and a 60 gallon with recycling \$18.75. The cost for those who choose to have an individual green waste can is an additional \$5 per month per can. Logan City gave notice to Cache County that they will not be collecting garbage in the county but will only be serving Logan residents after December 2023. The county, along with Mayors throughout the valley are looking into alternative sources to provide this service for our county and will have everything ready by that date.

RELATED REVENUES: Projected revenues for 2021-22 are approximately \$972,590. This includes the regular garbage cans which are emptied weekly, the blue recycling cans which are emptied every other week.

OPERATION AND MAINTENANCE: Office supplies include a portion of the cost of postage, billing forms, envelopes, and other materials related to producing and mailing the monthly billings. Most of these expenses are equally divided among Solid Waste and the four utilities. Contract services (310) include the monthly service charge to collect and dispose of the solid waste. Logan Environmental raised their prices in January 2021. The increase in expenditures is due to Logan Environmental increase and growth.

	BUDGET EXPENSE APPROPRIATIONS									
						2022	2022	2023	PERCENT	
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF	
4420	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE	
240	Office supplies & expense	75	66	99	3,000	12	34	3,000	0.00%	
310	Contract services	683,317	727,359	813,262	825,000	440,925	888,861	900,000	9.09%	
311	Community clean-up	5,527	6,551	6,473	7,000		6,473	7,000	0.00%	
	Total Solid Waste	688,919	733,976	819,834	835,000	440,937	895,368	910,000	8.98%	



55

HYRUM CITY GENERAL FUND 2022-23 SHOP

The Shop maintains City vehicles and equipment. Parts are billed directly to the individual departments and the City makes no charge for repair and maintenance labor.

PERSONNEL: The Shop is staffed by two full time employee one at 20% and another at 5%.

OPERATION AND MAINTENANCE: The 2022-23 shop budget are based on 2021-22 levels.

CAPITAL: Includes a new forklift \$50,000.

		BUDGE	T EXPENS	E APPROF	PRIATIONS				
						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4440	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	10,666	10,581	11,077	11,500	5,758	11,305	12,700	10.43%
115	Overtime				100	128	128	100	0.00%
130	Employee benefits	5,085	6,062	6,609	7,100	3,291	6,914	8,700	22.54%
250	Equipment supplies & maint	7,183	5,391	5,474	10,000	1,536	5,332	10,000	0.00%
280	Telephone	17			600	31	69	600	0.00%
480	Special dept. supplies	1,525	768	1,929	1,000	735	810	1,000	0.00%
510	Insurance	388	429	447	500	382	382	500	0.00%
610	Miscellaneous				100		25	100	0.00%
740	Equipment				15,000			50,000	233.33%
	Total Shop	24,864	23,231	25,536	45,900	11,861	24,965	83,700	82.35%



HYRUM CITY GENERAL FUND 2022-23 PARKS

The Parks Department provides for the maintenance and care of all public parks located within City limits except the CCC Camp. These include the City Square, East Park, Soccer Fields, Pride Park, Salt Hollow Park and Blacksmith Fork Park that is in the construction stage. All canyon facilities are maintained by the electric utility and these include the Left Hand property, the CCC Camp, AJ's, the Canyon Lodge, and the grounds around the power plant.

During 2021-22 the Parks Department added new rodeo bleachers; a new rodeo grounds shop; and continuous work at Blacksmith Fork Park.

RELATED REVENUES: Park impact fees are currently \$2,217 and are being collected on each new residential construction. These fees are used to purchase and develop new park areas like Blacksmith Fork Park. Blacksmith Fork Park will now be moved to Capital Projects Fund starting in 2020-21. PERSONNEL: The Parks Department is staffed by two full time and nine seasonal employees. Some summer mowing was bid out to independent contractors.

OPERATION AND MAINTENANCE: Expenditures for 2022-23 are based on 2021-22 levels.

CAPITAL: Includes a rodeo grounds shop driveway \$20,000; two more pickle ball courts at East Park \$65,000; tree trimming at East Park \$15,000; Mt. Sterling Park 50% impact fees \$105,000; Little Bear roadway parking strip sign landscaping \$5,000; playground equipment for Salt Hollow/BSFP \$10,000; a new flatbed truck \$65,000; Grass Hopper mower \$25,000; walk behind sod cutter \$6,500; a John Deere Gator \$25,000; stand on field groomer \$35,000; Stiner blower attachment for leaves \$5,500.



51

HYRUM CITY GENERAL FUND 2022-23 PARKS (CONTINUED)

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4510	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	117,086	117,507	117,099	124,500	65,426	137,016	138,700	11.41%
115	Overtime	1,658	3,200	4,320	2,800	2,856	6,905	2,800	0.00%
120	Seasonal/temporary employees	41,116	36,374	26,049	40,000	22,801	24,581	50,000	25.00%
130	Employee benefits	73,220	72,863	69,640	78,700	38,891	73,714	86,100	9.40%
230	Travel & training	137			300			300	0.00%
250	Equipment supplies & maint	25,103	19,982	16,633	20,000	10,726	17.540	20.000	0.00%
260	Bldg & grnds supplies & maint	62,436	50,563	91,855	60,000	38,762	57,566	60.000	0.00%
280	Telephone	848	1,085	1,071	1,200	470	941	1.200	0.00%
310	Professional services	7,129	18,227	18,907	40,000	15,616	27.107	40.000	0.00%
510	Insurance	6,276	6,942	7,230	7,300	6,171	6.171	7.300	0.00%
610	Miscellaneous supplies	2,134	56	16	400	165	165	400	0.00%
620	Miscellaneous services				500		25	500	0.00%
720	Buildings				35,000	37.587	50.207	20.000	-42.86%
730	Park improvements	98,384	130,749	86,266	248.600	52.810	249,790	200.000	-19 55%
731	Blacksmith park	133,894	91,418		•	··· , -··			1010010
740	Equipment	50,842	6,858	102,887	107.500	85.960	85,960	162 000	50 70%
			• -		,	2010.00	00,000	104,000	00.1070
	Total Parks	620,263	555,824	541,973	766,800	378,241	737,688	789,300	2.93%



HYRUM CITY GENERAL FUND 2022-23 ENGINEERING

Hyrum City hired Matt Holmes in October 2019 to be the City Engineer. In addition to engineering functions, this department provides design review and inspection of all subdivisions. Engineering for special projects are charged to the specific project.

During 2021-22 many development were completed, with many more in the approval process.

RELATED REVENUES: City ordinance established subdivision and inspection review

fees of 2.5% of the estimated cost of the infrastructure. These charges help offset the cost of providing inspections, plan review, etc.

PERSONNEL: The City Administrator is charged (10%) to this department and the new City Engineer (10%).

OPERATION AND MAINTENANCE: Engineering review of developments within the City is charged to the professional services account.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4550	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL.	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salary & wages	4,191	5,338	17,153	17,700	9,098	17,582	19,600	10.73%
130	Employee benefits	1,698	2,718	7,912	8,600	4,166	8,126	9,500	10.47%
230	Travel & meetings		1,697	1,638	1,500	265	1,223	1,500	0.00%
240	Office supplies & expense	5	148		100	28	28	100	0.00%
250	Equipment supplies & maint	682	1,635	412	800	500	1,431	800	0.00%
280	Telephone	308	534	750	700	320	692	700	0.00%
310	Professional services	1,666			5,000		1,600	5,000	0.00%
510	Insurance	1,071	1,184	1,234	1,300	1,053	1,053	1,300	0.00%
610	Miscellaneous	10			50		25	50	0.00%
740	Equipment				40,000		39,980		-100.00%
	Total Engineering	9,631	13,254	29,099	75,750	15,430	71,740	38,550	-49.11%



HYRUM CITY GENERAL FUND 2022-23 RECREATION

The Recreation Department provides those recreation programs sponsored wholly, or in part, by the City. These programs include minor and major league baseball, girls' softball, girls' fast pitch and tee ball. All registration is now online on the Hyrum City web site; you can register from home.

RELATED REVENUES: Other communities involved in league play reimburse Hyrum for their portion of expenses. Registration fees include the cost to purchase T-shirts and hats and a portion of the cost for umpire fees. PERSONNEL: Steve Webb is our sports director running both the boys and girls ball programs. He organizes the teams and coordinates games and expenses with other communities (Wellsville, Paradise, Nibley, Millville, and Mendon).

OPERATION AND MAINTENANCE: Field preparation supplies cover the cost of pumice (diamond dust) and lime to prepare the fields for ballgames.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4561	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
120	Seasonal/temporary employees	6,000	7,000	7,200	7,600	1,800	7,800	8,600	13.16%
130	Employee benefits	610	709	721	800	138	767	900	12.50%
220	Public notices				200		25	200	0.00%
230	Travel								
240	Office supplies & expense				100		25	100	0.00%
250	Equipment supplies & maint	2,568	4,082	1,050	7,000		2,567	7,000	0.00%
480	Special departmental supplies	8,566	5,135	7,644	12,950		7,618	12,950	0.00%
481	Field preparation supplies	893	7,276	4,288	9,000	403	4,403	9,000	0.00%
510	Insurance	1,662	1,838	1,915	1,950	1,634	1,634	1,950	0.00%
609	Tournament/league registrations				1,000		200	1,000	0.00%
610	Miscellaneous supplies	925			800		25	800	0.00%
620	Misc services (ump fees)	7,317	1,373	5,825	10,000	140	6,075	10,000	0.00%
	Total Recreation	28,541	27,413	28,643	51,400	4,115	31,139	52,500	2.14%



HYRUM CITY GENERAL FUND 2022-23 MUSEUM

The Hyrum City Museum is located in the basement of the library at 50 West Main. On January 12th, 2013 the museum was reopened under a new director Jami Van Huss. Museum hours of operation are Tuesday and Thursday 10:00 AM - 5:00 PM, Wednesday 10:00 AM - 3:00 PM, 2nd Saturday of each month 10:00 AM - 3:00 PM and by appointment.

In 2021-22 the Museum welcomed a new exhibits including: H2O today Smithsonian exhibit, Boa Ogoi "The River is Life, and communities for immunity traveling exhibit.

RELATED REVENUES: Museum admission is free of charge although private donations are accepted. Hot Wheels in Hyrum brings in money every year. These donations mostly go for the museum expansion. Also \$10,000 will come from the designated funds to pay for capital improvements.

OPERATION AND MAINTENANCE: The museum is staffed by two part time employees the museum director and a curator.

CAPITAL: Capital projects for 2021-22 budget includes \$10,000 for new exhibits.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4562	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Salary & Wages	34,589	42,064	43,723	42,600	25,357	49,327	48,800	14.55%
130	Employ ee Benefits	7,195	8,371	9,002	8,100	5,133	10,019	8,900	9.88%
210	Books, subscrip & memberships	392	599	608	500	320	558	600	20.00%
220	Museum promotion	1,413	845	871	600	595	1,030	600	0.00%
230	Travel	2,940	3,123	2,690	2,500	4,354	6,796	2,500	0.00%
240	Office supplies	613	653	467	500	134	402	500	0.00%
250	Equipment, supplies & maint	774	538	1,077	750	649	1,595	750	0.00%
260	Bidg & grnds supp & maint	214	105	118		120	180	100	
280	Telephone	624	624	624	650	312	624	650	0.00%
310	Contract services		378	32			32,032		
480	Museum artifacts & materials	1,042	635	507	800	293	873	1,000	25.00%
510	Insurance	490	542	565	600	482	482	600	0.00%
610	Miscellaneous	3,499	1,122	1,567	1,000	880	1,833	1,000	0.00%
720	Building Improvements	2,697	17,456	4,023	10,400	5,249	9,614	10,000	-3.85%
	Total Museum	56,482	77,055	65,874	69,000	43,878	115,365	76,000	10.14%



HYRUM CITY GENERAL FUND 2022-23 YOUTH COUNCIL

The Hyrum Youth Council provides an opportunity for community involvement and service during each one-year term of office.

Youth Council activities include a dunking booth, youth parade, and a teen dance for the July 4 celebration. They also provide help with the patriotic meeting, Elk Festival, Top of Utah Marathon, Hyrum Holiday at Hardware, Dairy Princess Pageant, Easter Egg Hunt, posting the flags at the cemetery with the American Legion for Memorial Day and volunteering at the historic cabins.

Council members attend the annual Day at the Legislature in January where they meet with their local representatives and observe the legislature in session. They also receive training at the annual Youth Council Conference held in March at Utah State University. This conference includes representatives from youth councils throughout Utah. The Youth Council also does a day around Hyrum.

RELATED REVENUES: Youth Council fund raising activities typically generate several hundred dollars each year and they use these funds for worthy causes.

OPERATION AND MAINTENANCE: The decrease in the 230 account is due to Covid-19 not allowing the youth council to do much travel and training. They added the unused funds from 2020-21 to 2021-22 to do a conference for all YC members.

BUDGET EXPENSE	APPROPRIATIONS
----------------	-----------------------

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4563	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
210	Memberships	50			50	50	50	50	0.00%
230	Travel & training	3,433	3,090	180	7,000	396	1,487	5,000	-28.57%
250	Equipment & supplies	290	569		500		,	500	0.00%
610	Miscellaneous supplies	3,363	1,074	2,332	4,500	1.831	4,911	4 500	0.00%
620	Miscellaneous services		86	·	500	-,	.,	500	0.00%
	Total Youth Council	7,136	4,819	2,512	12,550	2,277	6,448	10,550	-15.94%



HYRUM CITY GENERAL FUND 2022-23 SENIOR CITIZENS

The Senior Center is open Monday through Friday from 9:00 a.m. to 2:00 p.m. The Senior Center serves lunch at noon with a suggested donation of \$3.00; except Thursdays.

The center is open approximately 247 days a year with about 4,000 people coming through and 8,540 meals served.

Daily activities include exercise and health programs, entertainment programs, educational programs, and many other fun activities.

Yearly events include: a snowflake party in January, a Royalty Pageant, a leprechaun party & program, mother/daughter party, Fourth of July celebration, August summer social, a fall craft fair in October, a Thanksgiving feast & program, December holiday boutique and a Christmas dinner & program.

The Senior Center offers fun road trips. With new vans the Senior Center can now accommodate 29 seniors on these trips.

PERSONNEL: The Senior Citizens Center is staffed by three part-time employees. The director has 2,028 hours, a cook at 1,300 hours, and a custodian at 240 hours. Our board of directors and volunteers help as

needed and we appreciate their efforts. The Senior Center also has an advisory board made up of seniors from other cities.

RELATED REVENUES: The annual craft fair is held the first week in December. The Senior Center also receive monetary donations throughout the year and sell beautiful quilts all year long. The Senior Center also sponsors a fall craft fair with vendors. The vendor fees go to the Senior Center.

The food pantry has been very generous to the Senior Center and they really help with our food costs.

SENIOR NEWS: A monthly newsletter is provided in the city newsletter and in surrounding cities newsletters. The Local paper and radio is used also.

OPERATION AND MAINTENANCE: Expenditures for 2022-23 are based on 2021-22 expenditures.

CAPITAL: In 2020-21 the Senior Center completed a digital marquee that helps inform the public of upcoming activities for Seniors and the City. Capital for 2022-23 include a new kitchen sink \$5,000; kitchen and craft room flooring \$4,000 and new toilets \$1,500.



HYRUM CITY GENERAL FUND 2022-23 SENIOR CITIZENS (CONTINUED)

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4564	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries	49,219	46,678	37,387	60,100	28,627	49,873	72,100	19.97%
115	Overtime		540		1,000			1,000	0.00%
130	Employee benefits	11,546	11,500	10,442	12,400	6,109	12,102	16,100	29.84%
220	Public notices			453	300		85	200	-33.33%
230	Travel & training	9,438	5,182	945	12,000	805	1,332	10,500	~12.50%
240	Office supplies	55	22	20	300	53	73	500	66.67%
250	Equipment supplies & maint	2,583	721	2,212	6,000	1,051	2,332	6,000	0.00%
260	Bldg & grnds supplies & maint	241	710	2,428	2,000	426	472	2,000	0.00%
270	Utilities	1,282	1,877	1,020	1,500	331	1,350	1,500	0.00%
280	Telephone	1,936	1,360	1,420	1,000	320	825	1,000	0.00%
285	Internet service		769	1,519	700	1,108	1,120	1,500	114.29%
480	Food Cost	2,752	2,794	4,973	5,000	2,722	5,884	7,000	40.00%
510	Insurance	3,422	3,785	3,942	4,000	3,365	3,365	4,000	0.00%
610	Craft Fair	11,119	14,454	16,317	10,000	6,838	18,811	10,000	0.00%
620	Miscellaneous services	2,447	1,759	2,186	5,500	830	1,836	5,500	0.00%
720	Buildings	16,188	20,546		10,500		6,500	10,500	0.00%
740	Equipment								
		112,228	112,697	85,264	132,300	52,585	105,960	149,400	12.93%



HYRUM CITY GENERAL FUND 2022-23 LIBRARY

The Hyrum Library currently serves the cities of Hyrum, Nibley, and Wellsville with 3,005 active patrons. While the majority of our library patrons come from these cities, we do have some patrons from all over Cache Valley, including North Logan and Smithfield. The library currently houses 49,695 books, and provides access to 278,501 e-books, eaudio, and e-video titles available for library patrons to download. The library has circulated 198,311 items with an average of 16,525 checked out monthly, 18,620 titles were held for library patrons. Library patrons have requested 458 Inter-library loan items, includina individual books, movles, audiobooks, and book club sets requested by the many book clubs in our community.

64



With the library fully open from the closer the previous year, the library was a very busy place! Story time was held in person, and each session was filled to capacity. The library holds programs throughout September – April; some of the programs consist of a Magic Tree house Book club, story time, and various teen activities.

During the months of June and July the library holds a Summer Reading program which is geared towards all ages, with programs that appeal to all. The Summer Reading program, like previous years, is our biggest event. The theme for Summer Reading was "Tails and Tales", the library held an annual kickoff party where over 1,000 people were in attendance. 2,186 individuals signed up which consisted of 536 families. Attendance for all programs stayed constant throughout the summer months, which helped increase our circulation statistics.

During the month of February, the library holds an amnesty month when all fines are "paid" with items that will benefit a nonprofit organization. This year the library accepted items that could be donated to the Little Lambs Foundation, items included diapers, hygiene kits, blankets, and soft toys. The library waived over \$1,500.00 in fines and donated a truck load of items.

Just as previous years, the library staff continues to make changes to the library collection, which gives the library a more appealing, and keeps items organized and orderly. The library staff also continues to attend training through the Utah State Library, and watch webinars, and listen to podcasts, all of these ways of training help bring new ideas and new programs to our community. Along with the training and informational webinars, the library director attended graduate school and graduated with a masters in Library and Information Science in May of 2021.

Goals set for 2022-23 include:

- Continue to arrange the library to make it more appealing to the patrons that we serve.
- Send staff members to more conferences, webinars, and uplift training.
- Add additional programing and provide more community outreach.
- Redesign the library board room to make it more inviting for outside groups to hold speakers and presentations.

65

HYRUM CITY GENERAL FUND 2022-23 LIBRARY (CONTINUED)

PERSONNEL: The Library is currently staffed by 10 individuals; hours are reported annually and includes: One part-time Library Director at (2,028 hours), one Part-time Assistant Library Director at (1,560 hours), one part-time Library Assistant at (1,560 hours), one parttime Library Assistant at (1,300 hours), one part-time Children's Librarian at (1,404 hours), one part-time Young Adult Librarian at (1,508 hours), three Library Pages at (988 hours) each, and one Custodian at (624 hours).

OPERATION AND MAINTENANCE: The 2022-23 budget is based on 2021-22. projections. The Library Trust Fund was done away with in 2016-17 and added into the General Fund.

CAPITAL: Includes \$7,000 to replace flooring in the children's area; \$2,000 to replace the couches; and \$1,000 for a new magazine rack.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PRÓPOSED	OF
4580	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	148,929	145,707	148,003	165,000	92,099	174,722	175,000	6.06%
115	Overtime				100				-100.00%
130	Employee benefits	25,416	25,253	26,211	38,400	16,554	31,218	39,000	1.56%
210	Books, subs & memberships	1,325	1,826	2,604	2,500	3,201	1,253	2,500	0.00%
220	Library promotion	3,642	4,735	3,099	8,000	1,707	3,998	8,000	0.00%
230	Travel	389	524	125	750		346	750	0.00%
240	Office supplies	3,917	7,368	5,193	6,000	4,236	6,240	6,000	0.00%
250	Equipment supplies & maint	8,697	12,677	15,642	10,000	7,953	13,633	10,000	0.00%
260	Buildings & grounds sup & maint	12,679	7,511	10,062	11,500	7,685	13,777	11,500	0.00%
270	Utilities	1,682	6,842	5,127	6,000	1,798	6,981	6,000	0.00%
280	Telephone	3,480	1,939	1,972	3,000	1,089	2,220	3,000	0.00%
285	Internet	4,491	3,450	1,892	3,500		723	3,500	0.00%
310	Professional services	122	634	210	200	132	164	200	0.00%
480	Library books & materials	29,231	27,934	31,998	30,000	18,682	38,474	30,000	0.00%
481	Library tapes	6,858	8,406	5,593	10,000	4,494	8,679	10,000	0.00%
510	Insurance	9,805	10,650	11,093	11,100	9,467	9,467	11,100	0.00%
609	State Grant	5,880	6,785	4,660	6,500	513	5,172	6,500	0.00%
610	Miscellaneous supplies	653	140	239	500		102	500	0.00%
620	Miscellaneous services	1,690	76	169	500	196	290	500	0.00%
740	Equipment	7,226	9,007	23,396	6,000	6,057	6,057	10,000	66.67%
	Total Library	276,112	281,464	297,288	319,550	175,863	323,516	334,050	4.54%

LIBRARY CIRCULATION



This chart looks at library circulation from 2011-2022. The circulation took a big jump in 2020 than into a big dive with COVID-19 from 362,871 in 2020 to 143,259 in 2021. It is making a come back with new patron and online services are not included in these figures.



LIBRARY COST PER ITEM CHECKED

This chart demonstrates the cost per book checked out of the library based on circulation and budget (Without costs associated with capital, new books and tapes) Cost per unit went from .68 cents in 2020 to 1.91 cents in 2021 because of COVID-19. Cost per check out is coming down as new patrons check out books at the library and online services not reported.

6

HYRUM CITY GENERAL FUND 2022-23 CEMETERY

The Cemetery Department provides funding for the grounds and equipment pertaining to operation and maintenance of the Cemetery.

During 2021-22 a new restroom was completed.

RELATED REVENUES: The purchase price of each cemetery lot sold is credited to cemetery revenue as are the opening and closing fees for individual graves at the time they are used. Fees were increased April 19th 2018; fees had not been changed since 2005.

PERSONNEL: The cemetery is staffed by a sexton split with other departments at 20%,

another employee at 5% and one office staff at 10%. In 2017-18 budget year we bid out the yard maintenance of the cemetery so now the two other seasonal workers are not needed. That independent contractor will be charged in the 310 account.

OPERATIONS AND MAINTENANCE: These budgets are based on 2021-22 expenditures.

CAPITAL: Capital includes a furnace and power hookups to the new cemetery building \$20,000; and a new compact mini loader split with water dept. \$50,000.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4590	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salary & wages	10,666	10,581	11,075	25,500	8,208	14,325	27,000	5.88%
115	Overtime	2,571	1,297	2,037	3,000	567	1,421	3,000	0.00%
120	Seasonal/temporary employees	5,187			8,000			8,000	0.00%
130	Employee benefits	6,806	6,687	7,703	9,200	4,533	8,894	10,900	18.48%
240	Office supplies & expense				300		50	300	0.00%
250	Equipment supplies & maint	2,561	3,065	1,317	7,000	198	531	7,000	0.00%
260	Bldg & grnds supplies & maint	10,550	3,353	7,310	6,000	5,271	8,651	6,000	0.00%
280	Telephone					38	83	90	
310	Contract Services	19,200	24,480	22,255	24,000	16,675	26,100	26,000	8.33%
510	Insurance	1,120	1,239	1,290	1,300	1,101	1,101	1,300	0.00%
610	Miscellaneous	121	795	(107)	500	600	600	500	0.00%
720	Building improvements				65,000	27,499	94,423	20,000	-69,23%
730	Cemetery improvements	12,922	16,560	10,511					
740	Equipment							50,000	
	Total Cemetery	71,704	68,057	63,391	149,800	64,690	156,179	160,090	6.87%




HYRUM CITY GENERAL FUND 2022-23 COMMUNITY PROGRESS

Community Progress provides funding for the 4th of July celebration, the Hyrum Royalty Pageant, the City's parade float, Night out against Crime, Hyrum Holiday at Hardware and business breakfasts. Hundreds of hours are donated by volunteers involved with the various events held under the direction of the Community Progress Committee.

RELATED REVENUES: Community Progress revenue comes from booth rentals at the July 4th celebration. Along with donations from various businesses to support these events.

Mass transit tax was added in community progress it is offset by taxes collected. During

2016-17 the Kilgore Annexation agreement that provides a tax break for Kilgore at 50% of property tax and sales tax for 10 years was added. CARES act expenditures were also added to this fund and are offset by CARES act funds on the revenue side. ARPA funds will not be in this fund but in Sewer and Irrigation respectively.

PERSONNEL: Community Progress involves the efforts of many people, all of whom serve as volunteers.

CAPITAL: No Capital projects are included in 2022-23 budget.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
4620	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
210	Night Out Against Crime	947	1098		1,000	899	899	1,000	0.00%
211	Easter Egg Hunt	1026	135		1,000			1,000	0.00%
212	Business Conference				1,000			1,000	0.00%
220	Holiday at Hardware	884	1,033		1,000	940	940	1,000	0.00%
240	Photography & scrapbook		5		600		25	600	0.00%
250	Parade float supplies & pull	94		36	1,000		250	1,000	0.00%
311	CDBG grant	290,669	65,831	62,805					
510	Insurance	231	256	266	300	227	227	300	0.00%
610	Miscellaneous supplies		875	122	3,000	922	922	3,000	0.00%
611	July 4th celebration	17,983	12,525	18,917	20,000	612	20,544	20,000	0.00%
612	Hyrum Royalty Pageant	1,260	1,016		2,500		1,138	2,500	0.00%
613	Fair booth	292							
614	Mass Transit	171,078	207,340	279,086	305,000	150,189	293,510	310,000	1.64%
615	Kilgore Tax Reimbursement	34,436	62,156	83,307	80,000	i i	80,922	81,000	1.25%
620	Miscellaneous services	848	528	373	1,000	l	583	1,000	0.00%
621	Hyrum Hornets	2,000	2,000	2,000	2,000	ł	2,000	2,000	0.00%
622	CARES Act			720,793		98			
623	COVID Recovery City Funds			62,924			98	l	
720	ARPA Funds				480,700	1			
	Total Community Progress	521,748	354,798	1,230,629	900,100	153,887	402,058	425,400	-52.74%

BUDGET EXPENSE APPROPRIATIONS

HYRUM CITY CORPORATION CAPITAL PROJECTS FUND



69

HYRUM CITY 2022-23 CAPITAL PROJECTS FUND

The Capital Projects Fund has been created to accumulate funds in the General Fund to finish projects that may take more than one fiscal year to complete. Balances in this fund are carried over from one year to another and set up in reserves to provide funding for future projects.

REVENUES: In 2020-21 a generous donation of \$425,000 from JBS was received for Blacksmith Fork Park including the skate park. The Fire Station was paid for by accumulating funds in the Designated Funds. The 2021-22 budget is proposing a transfer of \$1,000,000 from the General Fund to Capital Projects to put toward Blacksmith Fork Park; this money comes from surplus from the General Fund.

						2022	2022	2023
		2019	2020	2021	2022	6 MONTH	EST	PROPOSED
ACCT NO.	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET
45-3341	Grants for Park/Trails			485,644	272,072			
45-3342	Gen Fund Transfer	716,978	2,000,000	1,000,000			1,000,000	
45-3490	Mis. Donations			425,000				
45-3620	Interest Earnings	13,527	4,989	8,880	7,500	3,843	7,686	9.300
45-3630	Contribution - Library Foundation							-,
45-3640	Gen Fund trans misc. revenues							
45-3830	Loan From - Electric Utilities							
45-3831	County rent on fire station							
45-3838	Gen Fund trans							
45-3839	City Hall Gen Fund Transfer							
45-3340	General Fund Transfer							
45-3895	Trans from Cap Proj unapprop				1.242.500		411 938	1 042 500
45-3889	Trans from desig fnd - fire engine				150,000		-11,000	150.000
45-3896	Trans to desig fnd fire station	1.108.067			100,000			100,000
45-3899	Trans to desig fnd City Hall							
	Total revenues	1,838,572	2,004,989	1,919,524	1,672,072	3,843	1,419,624	1,201,800

CAPITAL PROJECT REVENUES

EXPENDITURES: for 2022-23 Include \$1,001,800 for Blacksmith Fork Park; \$150,000 for a ladder truck and \$50,000 to complete the Fire Station.



HYRUM CITY 2022-23 CAPITAL PROJECTS FUND

CAPITAL PROJECT EXPENDITURES

						2021	2021	2022
		2018	2019	2020	2021	6 MONTH	EST	PROPOSED
	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET
45-4220-720	New Fire Station	1,063,659	534,430	40,087	50,000	6,167	6,167	50,000
45-4220-740	New fire engine				150,000	32,398		150,000
45-4510-730	Blacksmith Fork Park			1,339,517	1,472,072	338,398	1,413,457	1,001,800
45-4150-720	City Hall							
45-4510-731	Blacksmith Fork Trail	34,645	499,839	142,456				
	Total expenditures	1,098,304	1,034,269	1,522,060	1,672,072	376,963	1,419,624	1,201,800





71





This chart shows the changes in utility cash reserves from June 2012 to June 2021.

The fluctuations in reserve funds over the last nine years are due to increased operating costs, capital investments and transfers to the General Fund and Capital Projects Fund.

Between June 2020 and June 2021 Culinary Water cash reserves increased by 5% to \$2,491,560. The increase is from new growth. As of February 2022, reserves were \$3,049,276.

During the same time period, Sewer cash reserves increased by 60% to \$2,171,881. As of February 2022, the reserves are \$2,182,992. Reserves increased due to growth and an updated plant; rates were also increased in January 2020 with a built-in dollar increase in January to offset some of these costs.

Electric cash reserves decreased by 33% during 2021 from \$5,102,489 to \$3,407,554; as of February 2022, the reserves are \$2,124,075 these are down in large part because of West Point Dairy's construction for the transmission line upgrades, lots of projects, inflation and a lot of new growth.

Irrigation cash reserves decreased by 8% in 2021 to \$521,593. As of February 2022, they have increased to \$704,638. Most of this is due to the pond expansion expenses.

Storm Water increased from \$346,579 in 2020 to \$417,482 in 2021 due to a fee increases. As of February 2022, Storm Water has a reserve balance of \$566,895.

Total reserves increased by 7% between June 2019 and June 2020 from \$9,145,357 to \$9,742,736. The total of all funds as of February 2021 is \$7,876,208.

HYRUM CITY CORPORATION CULINARY WATER FUND



HYRUM CITY CORPORATION 2022-23 WATER FUND

The City's water sources include four springs located in Blacksmith Fork Canyon and three wells—two located at the mouth of Blacksmith Fork Canyon and one located on the southeast corner of East Park.

METERED WATER SALES: Rates were raised in January 2019. The base rate for residential was changed from \$12 to \$15. Commercial rates also increased 6 cents per 1,000 gallons for three years beginning Jan. 1 2020. Charges for overage were also increased and are computed after both residential and commercial customers have used the basic 10,000 gallons. Residential water meters are read May through October and commercial and agricultural meters are read throughout the year. The water department has over 3,300 connections.

NEW CONNECTION FEES: Rates and policies were changes in 2017-18; property owners are now responsible for new water

connections. Meter and City inspection fees are now \$424 each. We are anticipating 100 new homes.

INTEREST EARNINGS: Interest revenues are based on maintaining an average reserve of \$2,883,266 at .5282%.

IMPACT FEES: Impact fees are divided into four accounts: buy-in, storage, distribution, and professional services. Buy-in is the contribution new customers make to the existing system. These funds are revenue to the utility and can be used as part of the revenue base. Storage, distribution, and treatment impact fees must be held in reserve to be used on future projects built specifically for the benefit of those who contribute these fees. Impact fees are transferred to and held in a restricted fund balance until used. Water Storage Impact fees were used to build the 2 million gallon water tank and we will continue to recoup cost from the storage impact fees.

. <u> </u>		WA	TER REVE	NUES					
						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
51	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
3711	Metered water sales	1,032,084	1,183,561	1,284,652	1,325,000	677,328	1,354,656	1,400,000	5.66%
3714	New connection fees	66,347	76,128	82,382	42,400	43,248	84,800	42,400	0.00%
3717	Water Development Fees	10,500	49,000	6,930					
3718	Sale of material		1,000	525	1,000			1,000	0.00%
3719	Miscellaneous revenues	25,512	6,568	1,806	5,000	6,185	6,879	5,000	0.00%
3721	Interest earnings	34,906	38,906	13,876	12,200	5,486	10,976	15,300	25.41%
3723	Prof/Loss Sale of fixed Asset		80,000	117,500					
3725	Impact fee - buy-in	32,661	36,184	37,219	17,200	17,544	34,400	17,200	0.00%
3726	Impact fee - storage	170,182	188,539	193,528	89,100	90,882	178,200	89,100	0.00%
3727	Impact fee - distribution	271,986	301,325	309,299	142,400	145,248	284,800	142,400	0.00%
3729	Impact fee - professional services	2,101	2,328	2,389	1,100	1,172	2,200	1,100	0.00%
3743	2 MG Water bond /loan fund								•••
	Total Water Revenues	1,646,279	1,963,539	2,050,106	1,635,400	987,093	1,956,911	1,713,500	4.78%

HYRUM CITY CORPORATION 2022-23 WATER FUND (CONTINUED)

PERSONNEL: The Water Department is charged for 12 full-time employees whose salaries are shared with other departments; one part time meter reader (shared with the electric department); three part-time office employees whose salaries are shared with other departments, and one seasonal employee. Corey retired after 42 years and Kade Maughan replace him as the department head.

CAPITAL: During 2021-22 engineering and design of 900 west was done in anticipation of the capital project in 2022-23. Capital requests for 2022-23 include: A new John Deer mini loader split with the Cemetery \$65,000; a new tilt deck trailer \$18,000; a new

big tilt deck trailer for the 306 excavator \$49,000; a computer program for source inventory \$18,000; replace steel lines \$555,000; SCADA and building upgrade for well 1 \$40,000; backup generator at well house up the canyon well 1 \$111,000; new water main on 900 West \$200,000; Included in the 255 account is \$100,000 to upgrade meters.

CONTRIBUTIONS: The 2022-23 isn't requesting a contribution to the General Fund; the additional funds from not contributing to the General Fund were used to pay off the 2 MG water tank bond. The Bond was paid off in June 2018. Funds are now used to update the system.



74

HYRUM CITY CORPORATION 2022-23 WATER FUND (CONTINUED)

		WATE	ER EXPEN	DITURES					
						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
5100	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	195,054	251,121	215,487	238,100	110,004	221,127	261,900	10.00%
115	Overtime	4,578	4,365	6,301	4,000	2,215	3,965	4,000	0.00%
116	Standby time	10,031	10,049	9,679	10,000	4,971	9,871	10,000	0.00%
120	Seasonal	13,415	19,669	11,018	14,400			14,400	0.00%
130	Employee benefits	100,462	111,298	119,438	122,100	54,059	108,422	133,000	8.93%
210	Books, subs & memberships	1,260	1,257	1,334	1,500	202	1,459	1,500	0.00%
220	Public notices	392	424		250			250	0.00%
230	Travel & training	3,387	5,552	1,750	5,000	1,320	1,320	5,000	0.00%
240	Office supplies & expense	8,725	6,562	5,923	5,000	1,390	5,232	5,000	0.00%
250	Equipment supplies & maint	31,815	45,222	43,790	35,000	15,927	38,939	35,000	0.00%
255	Distribution system maint	263,324	156,283	303,688	240,000	158,747	294,923	260,000	8.33%
260	Bidg. & grnds. Supp. & Maint.	4,491	2,321	8,002	3,000	72	1,903	3,000	0.00%
270	Utilities	76,602	68,879	99,885	70,000	65,839	112,266	100,000	42.86%
280	Telephone	1,595	1,900	2,576	2,000	1,425	2,693	2,500	25.00%
310	Professional services	22,716	25,640	17,341	20,000	8,004	13,727	20,000	0.00%
510	Insurance	6,055	6,502	6,931	7,000	5,780	5,780	7,000	0.00%
610	Miscellaneous supplies	201	268	995	1,000	133	442	1,000	0.00%
720	Buildings								
740	Equipment	47,911	131,915	410,252	396,400	59,373	521,402	150,000	-62.16%
750	New construction	375,970	373,228	413,466	270,000	2,855	50,000	906,000	235.56%
751	2 MG Water Tank								
810	Debt service - Principal								
820	Debt service - Interest	3,401							
830	Bond Issuance cost								
920	Contribution - General Fund								
921	Contribution - Capital Proj								
950	Contributions - restricted FB	271,986	301,325	309,299	142,400	145,248	290,496	142,400	0.00%
	Total Water Expenditures	1,443,371	1,523,780	1,987,155	1,587,150	637,564	1,683,967	2,061,950	29.92%
	Budgeted reserves	202,908	439,759	62,951	48,250	349,529	272,944	(348,450)	
	Totals	1,646,279	1,963,539	2,050,106	1,635,400	987,093	1,956,911	1,713,500	4.78%





This chart depicts the relationship between metered water billings (not total revenue) and operating expenses (less capital), including contributions to the General and Capital Projects Fund. The increase in expenditures since 2012 is due to the repayment of a bond for the 2 million gallon water tank. The 2 million gallon water tank was payed off in June 2018. In 2012 and 2013 we did not transfer to the General Fund. In 2020-21 the

expenditures are up because of new meters being purchased for growth in the 255 account. On the revenue side rates were raised for commercial users in 2016-17. In January 2019 rates were also increased on all user. Rates are being looked at in the face of drought conditions to promote conservation. The 2022-23 budget is proposing no transfer to the General Fund.



76

WATER FUND INCOME & BUDGET STATEMENT 2022-23

						2023	Percent
	2019	2020	2021	2022	2022	Proposed	of
Description	Actual	Actual	Actual	Budget	Estimate	Budget	Change
Operating to concern							
Operating revenues:	1 000 004	4 400 504	4 004 050	4 005 000	4.054.050	4 400 000	E 0.00/
Quetomer service & other	1,002,004	1,103,001	1,284,052	1,325,000	1,354,656	1,400,000	5,66%
	20,012	7,000	2,001	6,000	0,879	6,000	0.00%
Total operating revenues	1,057,596	1,191,129	1,286,983	1,331,000	1,361,535	1,406,000	5.66%
Operating expenses:	202 540	200 502	004.000	200.000	040.005	400.000	0.000/
Salaries & benefits	323,340	395,502	361,923	388,600	343,385	423,300	8.93%
Accided benefits	2,020 100.087	01,040 400 447	(19,102) 162.260	101 750	460 040	450.050	05 050/
Distribution system maintenance	763 301	156 292	202 600	240.000	103,012	152,250	20.00% 0.00%
Professional services	200,024	25 640	17 2/1	240,000	284,923 19,797	200,000	0.00%
Insurance & miscellaneous	22,710 6.256	20,040 6 770	7 026	20,000	6 222	20,000	0.00%
Depreciation	203 515	224 500	254 072	260,000	0,222	205 000	0.00%
Depreciation	200,010	554,550	334,072	300,000	070,004	303,000	0.94%
Total operating expenses	1,040,143	1,083,447	1,189,028	1,138,350	1,195,623	1,248,550	9.68%
Non-operating revenues							
Now connection foor	76 9/7	105 100	00.240	40.400	04 000	40.400	0.000/
Impact foos	10,041	120,120 600.076	00,012 540.405	42,400	04,000 400.600	42,400	0.00%
Interact carnings	31 006	20,070	042,400 12.076	249,000	499,000	249,800 15,200	
Interest exposes	04,800 (3.401)	30,900	10,070	12,200	10,910	10,500	20.41%
Drofit (lose) calo of assote	(0,401)	80.000	117 600				
		60,000	117,000				
Total Non-operating revenues							
(expenses)	585,282	772,410	763,123	304,400	595,376	307,500	1.02%
Income before operating transfers	602,735	880,092	861,078	497,050	761,288	464,950	-3.00%
Operating transfers in (out)							
Contributions							
Contributions - restricted FB	(271,986)	(301,325)	(309,299)	(142,400)	(290,496)	(142,400)	0.00%
Net income	330,749	578,767	551,779	354,650	470,792	322,550	-3.00%

CULINARY WATER UTILITY CHARGES

SERV	ICE RATES:		
RESI	DENTIAL:		
3/4"	meter	\$15.00	first 10,000 gallons
1"	meter	\$16.96	И
COM			
1"	meter	\$16.06	
1-1/2"	meter	\$47.26	"
2"	meter	\$73.50	31
3"	meter	\$157.51	н
4"	meter	\$367.51	**
6"	meter	\$420.01	"
8"	meter	\$490.00	11
10"	meter	\$560.00	17
OVER	AGE.		
RESI			
10	001-50 000 gallons		78 per 1 000 gallons
ov	er 50,000 gallons		1.08 per 1,000 gallons
0014			
	VIERUIAL:		
10	7,001-50,000 gailons		.96 per 1,000 gallons
ÖV	er 50,000 gallons		1.08 per 1,000 gallons
OUTS	DE CITY LIMITS:		
Users	beyond Hyrum City limits	3	1-1/2 times city rates
CON	NECTION FEES:		
Prope	rty owner responsible for	connection	
Meter	& City inspection fee		\$424.00
IMPA	CT FEES:		
Resid	ential, single family		\$2,498.00
Reser	ntial, multi-family per unit		\$1,872.75
Comn	nercial/Industrial		Equiv meter ratio x \$272.33
			,



HYRUM CITY CORPORATION 2022-23 SEWER FUND

Hyrum City's Sewer Department operates a wastewater collection system and mechanical treatment plant that serves over 3,100 homes and businesses.

The mechanical plant became operational January 1, 2005 and it processes up to two million gallons per day. The plant functions with technology called membrane bio-reactor (MBR). The effluent waters meet or exceed water quality standards established by State and Federal requirements and is now pumped into the pressurized irrigation system during the irrigating months.

SEWER SERVICE: For purposes of this budget, the proposed residential rate of \$47.00 per month is being used. Millville is also in the process of sending their sewer to Hyrum, this will be in the near future but does not reflect in this budget book.

SEWER LINE EXTENSIONS: The cost of extending sewer lines to individual homes is the responsibility of the homeowner. If the property is located within 300 feet of an existing line it must be connected to the sewer system. Both the cost of engineering and construction are billed to the property owner.

Because of the depth of most sewer lines and government regulations requiring specialized trenching equipment, the City now requires that qualified contractors hired by builders or those requesting the connection make all sewer connections. City personnel inspect all connections made to the municipal system.

CUSTOMER SERVICE FEES: This includes inspection fees for new sewer service lines and is set at \$50.

INTEREST EARNINGS: Interest revenue is based on maintaining an average reserve balance of \$2,399,823 at .5282 percent. The City earns interest on its reserve funds.

IMPACT FEES: Impact fees are divided into two accounts: treatment and collection. These other two impact fees are used to recoup cost on projects previously completed. The southeast sewer impact fee and the buy in fee were done away with in 2012, when the impact distribution was changed.

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
52	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL.	BUDGET	CHANGE
3340	Grants			1,088,658		480,342	531,740		
3718	Sale of Material								
3731	Sewer service	1,444,909	1,581,590	1,760,835	1,785,000	937,056	1,874,111	1,975,000	10.64%
3736	Sewer line extension fees			4,498					
3740	Customer service fees	3,221	4,020	6,520	5,000	4,700	9,800	5,000	0.00%
3741	Interest earnings	60,549	76,401	10,940	8,900	5,322	10,651	12,700	42.70%
3742	Rent from non-op property	17,362	17,362	17,362	17,400	17,362	17,362	17,400	0.00%
3743	Bond/loan funds		2,402,000	2,402,000					
3744	Miscellaneous revenues	270,517	11,725	1,908	386,480	6,153	6,153	5,000	-98.71%
3745	Impact fee - buy-in								
3747	Impact fee - collection	81,307	90,822	93,310	43,700	44,036	87,200	43,700	0.00%
3748	Impact fee - treatment	277,594	325,132	349,982	165,700	171,136	342,272	165,700	0.00%
3830	Transfer from General Fund						510,032		
	Total Sewer Revenues	2,155,459	4,509,052	4,647,355	2,412,180	1,185,765	3,389,321	2,224,500	-7.78%

SEWER REVENUES

HYRUM CITY CORPORATION 2022-23 SEWER FUND (CONTINUED)

PERSONNEL: The Sewer Department is staffed by four full time employees, the City Recorder, City Engineer/Zoning Administrator, and the City Administrator and one part time receptionist are split between other funds. Five more employees were added to this fund in 2021-22 including two receptionists at 10%, one more receptionist at 25%, the Utility Billing Clerk at 15% and the City Treasurer at 25%.

OPERATION AND MAINTENANCE: Costs in travel and training continue to reflect expenses for maintaining certification and also training of other city personnel to meet safety requirements for the state. Utility costs (electricity and natural gas) for 2021-22 totaled \$188,495 estimated total. A conscious effort is being made to reduce the chemical cost which is a large part of the cost of the sewer plant. With the water reuse plant chemical cost continue to be low and the new upgrades. The plant was replaced with SP600 plates and a new blower/screens and headworks. This will increase efficiency and capacity of the plant. This was paid for by a grant (\$1,569,000), some reserves (\$1,200,000) and a small bond (\$2,402,000).

CAPITAL: In 2021-22 replacement of membranes with SP 600 a new blower/screens and many much-needed upgrades to the plant were completed. 2022-23 capital request include a Crain truck to repair lift stations \$50,000; upgrading drying beds \$310,032; belt press upgrades \$40,000; and new screens \$160,000.



80

HYRUM CITY CORPORATION 2022-23 SEWER FUND (CONTINUED)

SEWER EXPENDITURES

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
5200	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
440		000 704	004 004	070 505	040.000	400.005	000 000	051.000	(0.000)
110	Employee salaries & wages	230,731	261,291	278,505	316,200	166,885	322,282	354,200	12.02%
115		37,064	19,418	31,276	10,000	4,427	20,735	10,000	0.00%
116	On call pay	8,108	9,086	9,023	10,000	4,769	9,382	10,000	0.00%
120	Seasonal	1,750	((20.000	2,000		/ • • • • •	2,000	
130	Employee benefits	147,653	156,985	169,898	186,000	93,588	186,734	199,800	7.42%
210	Books, subs & memberships	255	340		2,000	100	100	2,000	0.00%
220	Public notice				500	1,066	1,066	500	0.00%
230	Travel & training	900	1,899	1,525	5,000		2,419	5,000	0.00%
240	Office supplies & expense	6,530	7,671	5,831	5,000	1,200	5,957	5,000	0.00%
250	Lab supplies	1,799	3,633	4,797	5,000	258	5,026	5,000	0.00%
251	Water Reuse	531			1,000			1,000	0.00%
254	Plant equip supplies & maint	193,768	231,172	199,707	250,000	79,807	171,763	250,000	0.00%
255	Collection system maint	48,676	30,294	78,363	46,000	51,421	52,812	50,000	8.70%
256	MBR cleaning chemicals	157,503	219,685	206,705	130,000	3,600	40,315	130,000	0.00%
257	Aluminum sulfate	17,661	38,367	66,169	30,000	6,682	37,334	30,000	0.00%
260	Bldg & grnds supplies & maint	1,245	1,910	(122)	500		236	500	0.00%
270	Utilities	222,264	173,105	176,228	240,000	102,157	188,495	240,000	0.00%
280	Telephone	4,425	5,579	3,836	4,500	1,360	2,641	4,500	0.00%
285	Internet service	780	975	1,642	900	2,201	6,822	6,000	566.67%
310	Professional services	46,321	43,746	41,054	30,000	19,311	40,985	30,000	0.00%
510	Insurance	15,100	16,507	17,193	17,500	14,673	14,673	17,500	0.00%
610	Miscellaneous	433	563	69	2,000	140	140	2,000	0.00%
700	Amortization of bond costs				2,500			2,500	0.00%
740	Equipment		84,032	8,338	50,000			50,000	0.00%
750	New construction	113,746	2,371,116	2,457,385		326,901	909,231	,	
752	Reuse Water Pump Station								
753	ARPA Funds							510.032	
810	Debt service-principal bonds				704.000		704.000	,	-100.00%
812	Debt service-wwtp upgrade princip	al bonds	2.402.000		42,100	20.915	45.518	142,800	239,19%
820	Debt service - interest bonds	16.758	13.843	8.630	9.152		9.152	,	-100.00%
822	Debt service - interest wwtp upora	de	36,784	59.092	41.600	20.881	45 041	40,900	-1 68%
840	Debt Service Trustee Fees			1.000	2.000	1.000	1.000	1 000	-50.00%
841	Cost Of Issuance			1,000	2,000	1,000	1,000	1,000	00.0070
950	Addition to restricted FB								
000	Addition to restricted t D								
	Total Sewer Expenditures	1,274,001	6,130,001	3,826,144	2,145,452	923,342	2,823,859	2,102,232	-2.01%
	Budgeted reserves	881,458	(1,620,949)	821,211	266,728	262,423	565,462	122,268	
	Totals	2,155,459	4,509,052	4,647,355	2,412,180	1,185,765	3,389,321	2,224,500	-7.78%

HYRUM CITY CORPORATION 2022-23 SEWER FUND (CONTINUED)

SEWER FUND



This chart depicts the relationship between sewer billings and operating expenses (less capital).

Revenue increases are due in part to rate hikes and growth. An increase in 2020 to \$45.00, \$46.00 in 2021 and \$47.00 in 2022 to cover the costs associated with growth, operating costs, and bond repayment. Also Millville is in the works to bring their sewer to Hyrum.

Operating costs have increased primarily because of utility and chemical costs associated with the new larger sewer plant. The Water Reuse project has decreased chemical cost but utilities have increased due to pumping the effluent and repayment of a

bond. In 2016-17 \$311,626 was spent to pay off the Water Reuse bond. Also large quantities of plates have been purchased since 2015 driving expenditures up. Chemical cost spiked in 2020-21 due to a cleaning Chemical T-Floc that was used to help the plant run cleaner, now the upgrades are done chemical cost will go back down. The expenditure remained high for the 2021-22 budget due to bond repayments and exceed the sewer sales. This is due to the repayment of the remaining sewer bond with the State \$704,000 and starting a new sewer bond for 2021-22 upgrades. With the new bond repayments and additional employees expenditures will remain higher than past years.

28

SEWER FUND INCOME & BUDGET STATEMENT 2022-23

	0040	0000				2023	Percent
Departmen	2019	2020	2021	2022	2022	Proposed	of
Description	Actual	Actual	Actual	Budget	Estimate	Budget	Change
Onerating revenues:							
Sewer service	1 / / / 000	1 581 500	1 760 025	1 705 000	1 074 444	1 075 000	10 0402
Customer service & other	1,444,909 20,592	1,001,090	1,700,000	1,700,000	1,074,111	1,975,000	10.64%
	20,000	21,002	20,002	22,400	27,102	22,400	0.00%
Total operating revenues	1,465,492	1,602,972	1,784,717	1,807,400	1,901,273	1,997,400	10.51%
Operating expenses:							
Salaries & benefits	425 306	446 780	488 702	524 200	530 133	576 000	0 9 9 9/
Accrued benefits	2 767	24 623	22 702	024,200	000,100	010,000	9.0070
Material & supplies	607 661	684 336	666.318	674 400	462 174	670 500	0.76%
Collection system maintenance	48 676	30 294	78 363	46 000	52 812	50,000	0.70% 9.70%
Professional services	46,321	43 746	41 054	30,000	10 025	30,000	0.7070
Insurance & miscellaneous	15,521	47,070	18 262	21 500	15 913	20,000	4.650/
Depreciation	369 180	369 180	317 684	525,000	524 017	20,000	-4.00% 0.00%
	500,100	505,100	047,004	523,000	551,017	040,000	2.80%
Total operating expenses	1,515,444	1,616,029	1,663,175	1,821,100	1 ,641,934	1,896,000	4.11%
Non-operating revenues (expenses):							
New connection/extension fees							
Impact fees	358.901	415 954	443 292	209 400	429 472	200 /00	0.00%
Interest earnings	60 549	76 401	10,202	8 900	10 651	12 700	10 700/0
Interest expense	(16 758)	(50,627)	(67 722)	(50 752)	(5/, 103)	/// 000	42.7070
Miscellaneous	(10,100)	(00,027)	(07,124)	(00,102)	(04,100)	(40,500)	-19.41%
Total Non-operating revenues							
(expenses)	402,692	441,728	386,510	167,548	385,930	181,200	8.15%
Income before operating transfers	352,740	428,671	508,052	153,848	645,269	282,600	83.69%
Contributions							
Operating transfers in (out)							
Contributions - restricted FB							
Net income	352,740	428.671	508.052	153.848	645,269	282 600	83 69%

SEWER UTILITY CHARGES

	(Current		
Residential	\$	47.00		
Multiple Units	\$	47.00	per month per unit	
Residential With Lift Station	\$	51.00		
Commercial				
Commercial #1	\$	47.28		
	Ŧ	1111110		
Comercial #2	\$	104 40		
	Ψ	101110		
Comercial #3	\$	381.64		
	Ψ	001.04		
Comercial #1	¢	662 69		
	ψ	565.66		
Compress High Spherel	¢	1 01/ 66		
	Φ	1,214.00		
Appinted Linder	• •••	Desident.		
Assisted Living	See	Resolution	n 17-14	
			la unua atala uttal Ela au Ormala a	
		N	lonresidential User Surcha	irges
		N	lonresidential User Surcha Average	rges
	Para	N ameter	lonresidential User Surcha Average <u>Concentration</u>	rges Surcharge
	Para BOI	N ameter D	lonresidential User Surcha Average Concentration 200 mg/l	rges Surcharge 0.2700
	Para BOI TSS	N ameter D S	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l	rges Surcharge 0.2700 0.2700
	Par BOI TSS Pho	N ameter D S osphorus	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l 4 mg/l	<u>Surcharge</u> 0.2700 0.2700 1.0800
	Par BOI TSS Pho	ameter D S Sphorus	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l 4 mg/l	<u>Surcharge</u> 0.2700 0.2700 1.0800
	Par BOI TSS Pho	N ameter D S sphorus st SR 165	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES:	Par BOI TSS Pho	N ameter D S sphorus st SR 165	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide	Par BOI TSS Pho Wes	N D S Disphorus St SR 165	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l 4 mg/l <u>East SR 165</u> n/a	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide	Par BOI TSS Pho We	N D S Disphorus St SR 165	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l 4 mg/l <u>East SR 165</u> n/a	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES:	Par BOI TSS Phc We	N D S Sphorus st SR 165	Ionresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide	Par BOI TSS Phc We	N ameter D Sophorus st SR 165 \$50.00	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l 4 mg/l <u>East SR 165</u> n/a \$50.00	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide	Par BOI TSS Phc We	ameter D S Sphorus st SR 165 \$50.00	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a \$50.00	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES:	Par BOI TSS Phc We	N ameter D Sosphorus st SR 165 \$50.00	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a \$50.00	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES: Residential, single family	Par. BOI TSS Phc We n/a	N ameter D Sophorus st SR 165 \$50.00 \$2,358.42	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l 4 mg/l <u>East SR 165</u> n/a \$50.00 \$2,358.42	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES: Residential, single family Residential, multi-family per unit	Par. BOI TSS Phc We n/a	N ameter D Sophorus st SR 165 \$50.00 \$2,358.42 \$2,358.42	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a \$50.00 \$2,358.42 \$2,358.42	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES: Residential, single family Residential, multi-family per unit Commercial/Industrial	Par BOI TSS Phc We n/a	N ameter D Sophorus <u>st SR 165</u> \$50.00 \$2,358.42 \$2,358.42 uivalent me	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a \$50.00 \$2,358.42 \$2,358.42 ter ratio x \$1.227.98 (both	<u>Surcharge</u> 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES: Residential, single family Residential, multi-family per unit Commercial/Industrial	Par BOI TSS Phc We n/a	N ameter D Sophorus st SR 165 \$50.00 \$2,358.42 \$2,358.42 uivalent me	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a \$50.00 \$2,358.42 \$2,358.42 ter ratio x \$1,227.98 (both	surcharge 0.2700 0.2700 1.0800 west and east)
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES: Residential, single family Residential, multi-family per unit Commercial/Industrial	Par BOI TSS Phc We n/a	N ameter D Sophorus st SR 165 \$50.00 \$2,358.42 \$2,358.42 uvalent me	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a \$50.00 \$2,358.42 \$2,358.42 ter ratio x \$1,227.98 (both	Surcharge 0.2700 0.2700 1.0800 west and east)
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES: Residential, single family Residential, multi-family per unit Commercial/Industrial BOND CREDIT	Par BOI TSS Phc We n/a	N ameter D Sosphorus st SR 165 \$50.00 \$2,358.42 \$2,358.42 uivalent me	lonresidential User Surcha Average Concentration 200 mg/l 200 mg/l 4 mg/l East SR 165 n/a \$50.00 \$2,358.42 \$2,358.42 ter ratio x \$1,227.98 (both	Surcharge 0.2700 0.2700 1.0800
CONNECTION FEES: City-wide INSPECTION FEES: City-wide IMPACT FEES: Residential, single family Residential, multi-family per unit Commercial/Industrial BOND CREDIT 2022 19th year	Par BOI TSS Phc We n/a	N ameter D Sophorus st SR 165 \$50.00 \$2,358.42 \$2,358.42 uvalent me	lonresidential User Surcha Average <u>Concentration</u> 200 mg/l 200 mg/l 4 mg/l <u>East SR 165</u> n/a \$50.00 \$2,358.42 \$2,358.42 ter ratio x \$1,227.98 (both -\$152.00	surcharge 0.2700 0.2700 1.0800



HYRUM CITY CORPORATION 2022-23 ELECTRIC FUND

Hyrum City's electric utility serves approximately 3,600 residential, commercial, and industrial customers. The utility buys most of its power from outside sources. Five of these sources are owned in part by the City: San Juan, Hunter II, IPP, Nebo Power Station, Pleasant Valley Wind Facility, and the Horse Butte Wind Project. The remainder comes from generating plants on the Colorado River, Richmond/Cove Irrigation hydro, and Hyrum's own generating plant in Blacksmith Fork Canvon, which supplies less than four percent of the City's energy.

Projects completed during 2021-22 include: Electrical work for, Canyon Estates, Scenic Mountain, Mountain View Estates, Mt. Sterling, 8th East feeder project is under way, this will pull load off 8th east substation and move it to Hammer sub. Additionally, many projects have been done to improve the efficiency of the Dam and canyon properties surrounding the Dam. Transmission lines are being built to West Point Dairy. Rocky Mountain Power upgraded their lines coming into the City to increasing capacity.

METERED ENERGY SALES: A rate increase was passed and implemented in 2010-11 in order to maintain reserve funds for the electric department. There has not been any increases in electric rates since then.

With increased cost, rates are being looked at and a power study being performed. A higher rate was passed for those that would like to buy clean energy in 2012. The customer service charge was adjusted in Sept. 2021.

CONNECTION FEES: Connection fees have been implemented for new residential construction. Single family connections are \$750 in a major subdivision and \$1,200 for mini subs or undeveloped lots. Multi-family, commercial, certain other types of connections, extra poles and if the property requires a transformer are billed at the actual cost of construction.

MISCELLANEOUS: Miscellaneous revenues include customer service fees, reconnect fees, miscellaneous charges, subdivision electrical work and any credits from UAMPS. Also included is work done in subdivisions.

INTEREST EARNINGS: Based on average reserves of \$2,493,452 at .5282 percent interest.

IMPACT FEES: Impact fees were approved and are charged on all new residential and commercial connections. The rates are Residential 0-200 Amp \$1,265; 201-400 Amp \$2,530. Commercial is also charged a different rate (see electric utility charges).

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
53	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
3751	Metered energy sales	6,845,926	6,812,579	7,288,791	7,000,000	4,316,437	7,904,269	10,450,000	49.29%
3752	Energy discounts	(44,232)	(47,346)	(17,683)	(90,000)	(24,091)	(46,573)	(90,000)	0.00%
3755	New connection fees	91,640	159,573	177,178	85,000	93,798	168,798	85,000	0.00%
3757	Sale of materials		9,666	40,548		250	250		
3758	Miscellaneous revenues	344,562	1,295,251	1,370,776	500,000	374,204	1,019,504	500,000	0.00%
3759	Miscellaneous grants								
3761	Interest earnings	116,454	97,264	24,847	20,500	5,915	11,855	13,200	-35.61%
3767	Impact fee - Distribution			12,650	126,500	127,765	253,000	126,500	0.00%
3855	Transfer from General Fund						1,500,000		
3860	Bond Proceeds							3,000,000	
								. ,	
	Total Electric Revenues	7,354,350	8,326,987	8,897,107	7,642,000	4,894,278	10,811,103	14,084,700	84.31%

ELECTRIC REVENUES

166

HYRUM CITY CORPORATION 2022-23 ELECTRIC FUND (CONTINUED)

ELECTRIC EXPENDITURES

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
5300	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	492,521	612,497	675,784	705,100	366,114	702,043	799,100	13.33%
115	Overtime	8,179	21,772	55,826	45,000	39,191	62,351	55,000	22.22%
116	Standby time	9,515	9,512	9,151	10,000	4,417	9,170	10,000	0.00%
120	Seasonal/Temporary Employee				10,000			20,000	100.00%
130	Employee benefits	234,060	298,480	332,773	364,100	179,219	351,730	390,200	7.17%
210	Books, subs & memberships				200			200	0.00%
220	Public notices	85		103	300		51	300	0.00%
230	Travel & training	14,452	11,420	2,467	25,000	12,506	15,324	25,000	0.00%
240	Office supplies & expense	6,162	8,662	9,765	7,500	1,956	8,691	10,000	33.33%
250	Equipment supplies & maint	94,895	132,508	147,086	75,000	104,955	182,196	125,000	66.67%
255	Generation & dist sys maint	623,501	649,192	(131,825)	500,000	625,656	1,199,962	750,000	50.00%
256	Tree city/consumer education	68,576	75,917	102,554	75,000	62,070	85,854	85,000	13.33%
257	Generator costs			195				730,000	
258	Christmas decorations	1,341	206	726	61,000	13,293	13,293	10,000	-83.61%
259	Hydro plant maintenance	23,025	55,376	491,494	10,000	633	6,633	10,000	0.00%
260	Bldg & grnds supplies & maint	14,831	10,244	53,290	30,000	24,503	52,179	35,000	16.67%
270	Utilities	5,738	7,445	5,781	8,000	969	6,603	8,000	0.00%
280	Telephone	4,849	5,696	5,569	6,000	2,997	5,858	6,000	0.00%
285	Internet					174		500	
310	Professional services	25,164	59,875	58,149	40,000	40,687	61,465	65,000	62.50%
311	Hydro plant relicensing								
510	Insurance	18,887	20,940	21,556	23,000	18,397	18,397	25,000	8.70%
610	Miscellaneous supplies	6,496	9,580	13,224	10,000	9,111	17,627	10,000	0.00%
620	Miscellaneous services	27,013	28,311	38,506	25,000	22,112	43,657	30,000	20.00%
621	Miscellaneous utility relief								
630	Power purchase	4,932,701	4,766,674	5,555,665	5,200,000	3,766,372	6,620,092	7,600,000	46.15%
710	Land								
720	Buildings	481,584	245,897						
735	Canyon Park Improvements	7,559	3,203	7,565	6,000		3,500	5,000	-16.67%
740	Equipment	65,297	242,196	373,272	453,000	220,662	400,662	318,700	-29.65%
750	New Construction	858,396	153,696	1,206,015	1,323,000	340,460	2,277,704	2,900,000	119.20%
920	Contribution to General Fund					-			
921	Contributions - Capital Proj								
	, ,								
	Total Electric Expenditures	8,024,827	7,429,299	9,034,691	9,012,200	5,856,454	12,145,042	14,023,000	55.60%
	Budgeted reserves	(670,477)	897,688	(137,584)	(1,370,200)	(962,176)	(1,333,939)	61,700	
		<u> </u>				·			
	Totals	7,354,350	8,326,987	8,897,107	7,642,000	4,894,278	10,811,103	14,084,700	84.31%

HYRUM CITY CORPORATION 2022-23 ELECTRIC FUND (CONTINUED)

PERSONNEL: The Electric Department is staffed by one superintendent, Matt Draper, five full time linemen, a part time electrical secretary, a part time meter reader (shared with the Water Department), a seasonal parks maintenance worker, and nine office personnel shared with other departments.

OPERATION AND MAINTENANCE: Expenditures are based on 2022-23 projections.

DISTRIBUTION SYSTEM: 2022-23 expenses are for regular maintenance and new subdivisions.

TREE CITY/CONSUMER EDUCATION: This line item covers costs for trimming trees, planting new trees, the Arbor Day celebration, and other related costs associated with the Tree Committee whose members were appointed to facilitate Hyrum's designation as a Tree City. POWER PURCHASE: The annual power figure is based on an average monthly billing of \$633,333. As of March 2022, the average monthly billing is \$575,273.

CAPITAL: The 2021-22 capital requests for the electric department are: \$5,000 canyon park improvements; a new AT 40-G service Truck \$138,600; a new crew truck \$65,000; a self-loading wire trailer \$47,100; a tilt deck trailer equipment hauler \$23,000; a new truck \$45,000; and system upgrades including West Pt. substation and 46 KV line \$2,900,000. Included in the 257 account includes 3 natural gas generators \$730,000 that will be used to produce power during peak loads.

CONTRIBUTIONS: No operating transfer is budgeted from the Electric Department during 2022-23. A \$1,500,000 transfer was made in 2021-22 budget from the General Fund to the Electric Fund to help with upgrades to the system.





ELECTRIC FUND

This chart shows the relationship between electric billings and operating expenses including power purchase (less capital).

In spring of 2016 JBSs new plant became operational. Also West Pt. Dairy is doing a major upgrade to their operations this should see additional metered energy sales. We anticipate revenue and power purchases to slowly increase as they have in the past.

Although this chart does not include capital expenses, they are a big factor in the depletion of electric reserves.

The main reasons for the expenditures exceed revenues is because of increased inventory cost and long lead times, Hydroelectric upgrades, and increased power purchase costs. A lot has been done to increase the new meters/metering system also a lot of subdivisions electrical work and upgrades were done to the system. Additionally, 2 - 3natural gas generators are included in the 2022-23 expenditures to help with high loads in the summer. Some of these revenue not shown on this graph include reimbursement from developers for electrical work and West Pt. Dairy contributing to the new transmission line.

Transfer to the general fund also play a major factor in the depletion of the electric fund reserves. No transfers were made in 2012 that is why expenditures dipped in 2012. In budget year 2022-23 no transfer is budgeted. A transfer of \$1,500,000 from the General fund is being proposed help to the electric department in 2021-22.

88



ENERGY BILLINGS COMPARED WITH PURCHASES

This chart depicts the margin between electric utility billings and power costs. Power costs have increased over the last year begging the question do we need a rate increase? JBS new plant was on line in 2016. Power purchases remained fairly steady. Also West Point Dairy will be upgrading their plant. We anticipate more in the way of energy cost in 2022-23 and more energy billed.



NET ELECTRIC BILLINGS COMPARED WITH TOTAL CASH OUTLAY

This chart shows the relationship of only electric billings (not total revenue) to total expenditures.

In the years since 2012 there have been five years when expenditures have exceeded billings. 2019, 2020, 2021, 2022 and 2023 these are due to inflation, high energy cost and many subdivisions being built, the Hydro Plant upgrades and the West Pt. Dairy Line. Some of the cost will be paid for (not reflected in the graph) by West Point and the developers.

In the years revenue exceeded expenditures some reserves were built up and in 2012 no transfer was made to the General Fund increasing the reserve. Also, no transfer was made from 2018-2022. In 2021-22 a transfer from the General fund of \$1,500,000 is proposed to help the Electric Fund.

90

ELECTRIC FUND INCOME & BUDGET STATEMENT 2022-23

	2019	2020	2024	2022	2022	2023 Proposod	Percent
Description	Actual	Actual	Actual	Budget	Estimate	Budget	Channe
		, , , , , , , , , , , , , , , , , , , ,	, , , , , , , , , , , , , , , , , , , ,	Daagot		Dudgot	Unungo
Operating revenues:							
Metered energy sales	6,845,926	6,812,579	7,288,791	7,000,000	7,904,269	10,450,000	49.29%
Energy discounts	(44,232)	(47,346)	(17,683)	(90,000)	(46,573)	(90,000)	0.00%
Total operating revenues	6,801,694	6,765,233	7,271,108	6,910,000	7,857,696	10,360,000	49.93%
Operating expenses:							
Salaries & benefits	744,275	294,261	1.073.534	1.134.200	1.125.294	1.274.300	12.35%
Accrued benefits	13,805	25,485	42,101	.,	-1	.,,	
Material & supplies	233,954	307,474	819,030	298,000	376,682	1,045,000	250.67%
Distribution system maintenance	623,501	649,192	(131,825)	500,000	1,199,962	750,000	50.00%
Professional services	25,164	59,875	58,149	40,000	61,465	65,000	62.50%
Insurance & miscellaneous	52,396	58,831	73,286	58,000	79,681	65,000	12.07%
Power purchase	4,932,701	4,766,674	5,555,665	5,200,000	6,620,092	7,600,000	46.15%
Depreciation	327,401	354,184	538,743	400,000	723,743	750,000	87.50%
Total operating expenses	6,953,197	6,515,976	8,028,683	7,630,200	10,186,919	11,549,300	51.36%
Non-operating revenues (expenses):							
New connection fees	91,640	159,573	177,178	85,000	168,798	85,000	0.00%
Impact fees			12,650	126,500	253,000	126,500	0.00%
Interest earnings	116,454	97,264	24,847	20,500	11,855	13,200	-35.61%
Miscellaneous	344,562	1,304,917	1,411,324	500,000	1,019,754	500,000	0.00%
Total Non-operating revenues (expenses)	552,656	1,561,754	1,625,999	732,000	1,453,407	724,700	-1.00%
Income before operating transfers	401,153	1,811,011	868,424	11,800	(875,816)	(464,600)	- 4037.29%
Operating transfers in (out)							
,							
Contributions							
							-
Net income	401,153	1,811,011	868,424	11,800	(875,816)	(464,600)	4037.29%

ELECTRIC UTILITY CHARGES

SERVICE RATES:

Residential:	
Customer Charge	\$6.00
KWH's	
First 500	0.084560
Next 250	0.110295
All over 750	0.137648
Residential: Renewable Energy	
Customer Charge	\$6.00
KWH's	
First 500	0.107391
Next 250	0.140080
All over 750	0.174812
Residential: Blacksmith Fork Canvon	
Customer Charge	\$10.00
KWH's	+
First 500	0 084560
Next 250	0.110295
All over 750	0.137648
Small Commercial:	0.1010-0
Customer Charge	\$10.00
Demand on all kw/s greater than 5	φ10.00 \$8.00
KW/H's	φ0.00
First 1 500	0 097750
All over 1 500	0.037750
Large Commercial: (over 35 kw)	0.001700
Customer Charge	\$20.00
Demand on all low's greater than 5	φ20.00 ¢Q 00
Eirst 50 0000 KWH	φ0.00 0.062500
Greater than 50,000 KWH	0.002000
Industrial:	0.040700
Special rates by agreement	
Tomporony Sorvice:	
Customer Chorge	00.00
Not Motor	\$30.00
	MO 00
Customer Charge	\$6.00
FIRST 500	0.08456
Next 250	0.110295
Over 750	0.137648
Feed in Larit	*
Customer Charge	\$6.00
First 500	0.08456
Next 250	0.110295
Over 750	0.137648
Production Credit	0.04/kwh
CUSTOMER SERVICE DEPOSIT	
Residential	\$200.00
Commercial/Industrial	\$300.00

.

ELECTRIC UTILITY CHARGES (CONTIUED)

RECONNECT FEE (charged when power is turned off for non-payment)	
During business hours	
(Monday - Friday 8:00 a.m. to 5:00 p.m.)	
For the 1st shut-off	\$15.00
2nd	\$30.00
3rd	\$45.00
4th	\$60.00
Additional amount after business hours	\$30.00
CONNECTION FEES:	
Residential, single family (major subdivision)- overhead/underground	\$750.00
Redidential, single family (min-subs, undeveloped)- overhead/underground	actual cost
Overhead - each new pole required	actual cost
Requiring a transformer	actual cost
Residential, mobile home, multi-family per unit	actual cost
Canyon	actual cost
Commercial/industrial- single and three phase	actual cost
Temp panel connect/disconnect fee	\$75.00
IMPACT FEE:	
Residential 0-200 Amp	\$1,265.00
Residential 201-400 Amp	\$2,530.00
Commercial	actual cost
Disconnection/Reconnect Fee-	
Customer Requested	
Blacksmith Fork	\$50.00
Residential, Small Commercial, Large	\$25.00
Commercial, Industrial	φ20.00



93

HYRUM CITY CORPORATION 2022-23 IRRIGATION FUND

Hyrum City's pressurized irrigation system provides secondary water to over 2,300 homes and properties within the City.

The main goal of the Irrigation Department is to utilize the existing water supply in the best way possible to conserve water and yet provide the citizens of Hyrum with an adequate supply. During 2020-21 the irrigation pond was expanded, and upgrades were made to the pond to provide additional water for irrigating. The lates legislative session approved a grant of 70% for metering the secondary water systems. Additionally, ARPA funds are also being used to help with these conservation efforts. IRRIGATION BILLINGS: Rates were increased in 2015.

NEW CONNNECTION FEES: Property owners are now responsible for the irrigation connections.

INTEREST EARNINGS: Interest is based on reserves of \$624,436 at .5282 percent interest.

IMPACT FEES: All impact fees are now included in the buy-in portion and can be used to support any irrigation fund expenditure. In 2011-12 impact fees changed to a standard rate throughout the city of \$794 for a single-family home. 75 homes are budgeted for 2022-23.

2 CRIPTION AC	2019 ;TUAL	2020 ACTUM	2021	2022	6 MONTH	EST	PROPOSED	OF
CRIPTION AC	TUAL.	ΔΟΤΗΛΙ	107111					
		AUTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
al Grants							805.000	
/ice 3:	20,381	319,906	330,750	340,000	167,909	335,909	350,000	2.94%
ion fees		1,588		1,000			1,000	0.00%
es							,	
ie {	58,356	5,048	4,849	5,000	75,160	81,048	5,000	0.00%
ngs	24,699	19,870	2,807	2,400	1,160	2,324	3,300	37.50%
buy-in 2	29,934	46,052	63,520	59,550	38,906	119,100	59,550	0.00%
General Fund							510,032	
ו ו	e ł ngs ź uy-in ź General Fund	e 58,356 ngs 24,699 uy-in 29,934 General Fund	e 58,356 5,048 ngs 24,699 19,870 uy-in 29,934 46,052 General Fund	e 58,356 5,048 4,849 ngs 24,699 19,870 2,807 uy-in 29,934 46,052 63,520 General Fund	e 58,356 5,048 4,849 5,000 ngs 24,699 19,870 2,807 2,400 uy-in 29,934 46,052 63,520 59,550 General Fund	e 58,356 5,048 4,849 5,000 75,160 ngs 24,699 19,870 2,807 2,400 1,160 uy-in 29,934 46,052 63,520 59,550 38,906 General Fund	e 58,356 5,048 4,849 5,000 75,160 81,048 ngs 24,699 19,870 2,807 2,400 1,160 2,324 uy-in 29,934 46,052 63,520 59,550 38,906 119,100 General Fund	e 58,356 5,048 4,849 5,000 75,160 81,048 5,000 ngs 24,699 19,870 2,807 2,400 1,160 2,324 3,300 uy-in 29,934 46,052 63,520 59,550 38,906 119,100 59,550 General Fund 510,032

IRRIGATION REVENUE

PERSONNEL: Now includes seven full time employees; three at (15%); one at (10%); and two at (5%) and a new two new employees at (50%). The two new employees will help install meters according to the grant for secondary water metering. OPERATION AND MAINTENANCE: The 2022-23 budget is based on 2021-22 projected expenditures.

CAPITAL: Includes a new VFD drive in bench line pump house \$18,000; a reclaimed sewer water SCADA \$46,000; radios for future metering \$150,000; and irrigation upgrades for secondary water grant \$1,000,000.

HYRUM CITY CORPORATION 2022-23 IRRIGATION FUND (CONTINUED)

IRRIGATION SHARES: Hyrum City owns the following water shares:

94

Porcupine Reservoir Company		1,431.00
Hyrum Irrigation Company		982.00
Porcupine Highline Canal Com	ipany	735.00
Hyrum Blacksmith Fork Irrigation	72.75	
Miscellaneous Other		57.00
	Total	3,277.75

IRRIGATION EXPENDITURES

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
5400	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	38,779	45,536	51,936	48,400	19,707	40,407	87,400	80.58%
115	Overtime	1,887	2,998	2,891	2,000	623	2,529	2,000	0.00%
130	Employee benefits	20,007	24,185	23,814	29,200	10,176	20,858	57,900	98.29%
220	Public Notice				500			500	
240	Office supplies & expense	5,162	7,072	7,643	4,500	1,562	7,849	4,500	0.00%
250	Equipment supplies & maint	400	9,850		10,000		350	10,000	0.00%
255	Distribution system maint	38,882	36,181	70,827	30,000	59,372	22,515	30,000	0.00%
260	Bldg & grnds supplies & maint	375	3,198		1,000		350	1,000	0.00%
270	Utilities	41,621	42,334	42,662	55,000	31,892	45,374	55,000	0.00%
280	Telephone					50		50	
310	Professional services	7,474	8,887	7,705	10,000	6,274	8,374	10,000	0.00%
510	Insurance	3,179	3,320	3,458	3,500	2,951	2,951	3,500	0.00%
540	Irrigation assessments	64,144	71,304	70,616	80,000	15,503	70,638	80,000	0.00%
610	Miscellaneous supplies	27							
710	Land & stock								
740	Equipment			7,210	50,000		50,000		
750	New construction	144,102	637,172	53,088	50,000			1,214,000	2328.00%
	Total Irrigation Expenditures	366,039	892,037	341,850	374,100	148,110	272,195	1,555,850	315.89%
	Budgeted reserves	67,331	(499,573)	60,076	33,850	135,025	266,186	178,032	
	Totals	433,370	392,464	401,926	407,950	283,135	538,381	1,733,882	325.02%



95

HYRUM CITY CORPORATION 2022-23 IRRIGATION FUND (CONTINUED)



IRRIGATION FUND

This chart depicts the relationship of irrigation billings to operating expenses less capital. In 2015 rates were increased. The spikes in billings is due to pumping being required and additional charges being assessed on customer's bills. Expenditures were down in 2013 and 2014 estimate because of an employee not being charged.

2015 had additional employees charged against the fund. The 2022-23 proposed

budget has two additional employees charged 50% to this fund. The employees will be hired to help install secondary water meters. Expenses each year reflect costs associated with maintenance of the pumping system, irrigation lines, increased annual assessment fees and utility costs. Revenues have increased due to growth but with growth comes additional expenditures.



IRRIGATION FUND INCOME AND BUDGET STATEMENT 2022-23

						2023	Percent
	2019	2020	2021	2022	2022	Proposed	of
Description	Actual	Actual	Actual	Budget	Estimate	Budget	Change
Operating revenues							
Monthly isor foor	200 204	210.000	220 750	240.000	225 000	260 000	0.040/
Customer service & other	320,301	319,900	330,750	340,000	330,909	300,000	2.94%
Customer service & other							
Total operating revenues	320,381	319,906	330,750	340,000	335,909	350,000	2.94%
Operating expenses:							
Salaries & benefits	60,673	72,719	78,641	79,600	63,794	147.300	85.05%
Accrued benefits	638	3,812	(7,487)		,	,	
Material & supplies	47,558	62,454	50,305	71,000	53,923	71,000	0.00%
Distribution system maintenance	38,882	36,181	70,827	30,000	22,515	30,000	0.00%
Professional services	7,474	8,887	7,705	10,000	8,374	10,000	0.00%
Insurance & miscellaneous	3,179	3,320	3,458	3,500	2,951	3,500	0.00%
Irrigation assessments	64,144	71,304	70,616	80,000	70,638	80,000	0.00%
Depreciation	210,094	215,355	218,861	230,000	222,367	230,000	0.00%
Total operating expenses	432,642	474,032	492,926	504,100	444,562	571,800	13.43%
Non-operating revenues (expenses):							
New connection fees		1,588		1,000		1,000	0.00%
Impact fees	29,934	46,052	63,520	59,550	119,100	59,550	0.00%
Interest earnings	24,699	19,870	2,807	2,400	2,324	3,300	37.50%
Miscellaneous	58,356	5,048	4,849	5,000	81,048	5,000	0.00%
Total Non-operating revenues							
(expenses)	112,989	72,558	71,176	67,950	202,472	68,850	1.32%
Income before operating transfers	728	(81,568)	(91,000)	(96.150)	93.819	(152.950)	59.07%
······		(,)	(,•••)	(,)	,0	()	0010110
Operating transfers in (out)							
Contributions, restricted FB							
Net income	728	(81,568)	(91,000)	(96,150)	93,819	(152,950)	59.07%

97

PRESSURIZED IRRIGATION UTILITY CHARGES

SERVICE RATES:

Monthly user rate based on lot size:

0.00	to	.50 acres	\$11.10
0.51	to	1.00 acres	\$13.58
1.01	to	1.25 acres	\$14.83
1.26	to	2.49 acres	\$18.06
2.50	to	3.74 acres	\$24.04
3.75	to	4.99 acres	\$30.60
5.00	to	9.99 acres	\$38.66
10.00	to	14.99 acres	\$56.25
15.00	to	19.99 acres	\$79.94
20.00	acre	\$107.96	
Mount	ain C	\$540.00	

CONNECTION FEES:

Property owner responsible for connection

IMPACT FEES WITH WATER:	
Residential, single family	\$794.00
Residential, multi-family per unit	\$248.00
Commercial/Industrial, per acre	\$675.00
IMPACT FEES WITHOUT WATER:	
Residential, single family	\$4,366.00
Residential, multi-family per unit	\$1,396.00
Commercial/Industrial per acre	\$3,567.00
HYRUM CITY CORPORATION STORM WATER FUND



Section 11. Item C.

HYRUM CITY CORPORATION 2022-23 STORM WATER FUND

Hyrum City's storm water fund has been implemented to comply with Federal and State mandates to provide for water run-off from storms, excess ground water, and other unplanned occurrences.

The Fund was set up in 2005-06 and a budget approved, however storm water fees were not charged on utility bills until May 2006. Record-keeping and reporting requirements increase every time a meeting is held with State representatives. Inspections of new construction will also be the responsibility of City representatives. In 2009-10 a State Storm Water audit was completed. Due to the audit and new regulations; increased funding is required. During 2021-2022 many efforts were made to inform the public about storm water requirements. Including a storm water fair held each spring. Additionally, a new vac truck was purchased that will help clean out storm drains.

STORMWATER FEES: Residential storm water fees were raised January 2022 to \$6.50 per month for each property, it was previously \$6.00. Commercial fees add an additional charge based on the amount of impervious surface on each property. An additional connection fee was implemented in 2017 requiring new homes pay \$150 for lots that require Storm Water inspections.

STORM WATER REVENUES

						2022	2022	2023	PERCENT
CODE		2019	2020	2021	2022	6 MONTH	EST	PROPOSED	OF
55	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
3740	Storm water inspection fee	14,700	17,850	23,850	15,000	14,250	25,650	15,000	0.00%
3779	Miscellaneous		20,000			30,000	30,000		
3781	Storm water fees	169,949	205,943	245,147	240,000	132,971	276,032	325,000	35.42%
3785	Miscellaneous revenues								
3791	Interest earnings	2,705	5,102	1,877	1,700	943	1,903	2,750	61.76%
	Total Storm Water Revenues	187,354	248,895	270,874	256,700	178,164	333,585	342,750	33.52%

OPERATION AND MAINTENANCE: 2022-23 budgets continue to be at an elevated level due to increased compliance to storm water laws. Three full time employees are charged to this fund; one at (5%); and two at (10%). \$30,000 is budgeted for a storm water inspector form JUB and is included on the 310 line.

CAPITAL: 2022-23 includes Rosewood, Glenwood, and Canyon View Drive sumps \$ 75,000 and 900 West storm drain \$100,000.



HYRUM CITY CORPORATION 2022-23 STORM WATER FUND (CONTINUED)

STORM WATER EXPENDITURES

						2022	2022	2023	PERCENT
CODE		2019	2020	2022	2022	6 MONTH	EST	PROPOSED	OF
5500	DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	BUDGET	TOTAL	TOTAL	BUDGET	CHANGE
110	Employee salaries & wages	11,430	9,882	17,810	16,800	9,285	19,949	18,300	8.93%
115	Overtime		37	184	1,000	141	390	1,000	0.00%
130	Employee benefits	5,300	5,053	8,294	7,900	4,475	8,680	9,500	20.25%
220	Public notices				500			500	0.00%
230	Travel & training	124	888		1,000	674	674	1,000	0.00%
250	Equipment supplies & maint	267	1,591	261	2,500	845	1,921	2,500	0.00%
255	Collection system maint	1,076	637	3,930	15,000	2,219	36,029	15,000	0.00%
280	Telephone					25			
310	Professional services	19,426	24,347	31,147	30,000	15,507	31,208	30,000	0.00%
450	Flood Control	150			3,000			3,000	0.00%
510	Insurance	359	397	413	500	353	353	500	0.00%
710	Land	40,566							
730	Grounds improvements								
740	Equipment				50,000		50,000		
750	New construction	8,853	65,218	83,769	96,000			175,000	82.29%
	Total Storn Water Expenditures	87,551	108,050	145,808	224,200	33,524	149,204	256,300	14.32%
	Budgeted reserves	99,803	140,845	125,066	32,500	144,640	184,381	86,450	
	Totals	187,354	248,895	270,874	256,700	178,164	333,585	342,750	33.52%



Section 11. Item C.

100

STORM WATER FUND INCOME & BUDGET STATEMENT 2022-23

						2023	Percent
	2019	2020	2021	2022	2022	Proposed	of
Description	Actual	Actual	Actual	Budget	Estimate	Budget	Change
Operating revenues:							
Storm water fee	160.040	205 042	045 447	040.000	070 000	005 000	05 100/
Customer service & other	109,949	200,943	240,147	240,000	276,032	325,000	35.42%
Customer service & other							
Total operating revenues	169,949	205,943	245,147	240.000	276.032	325.000	35.42%
		·		,			
Operating expenses							
Salaries & henefits	16 730	1/ 072	<u> </u>	26 700	20.010	00 000	10.000/
Accrued benefits	648	1 165	20,200	20,700	23,019	20,000	12.00%
Material & sunnlies	541	2 470	961	7 000	2 505	7 000	0.000/
Collection system maintenance	1.076	2,473	201	15,000	2,090	15,000	0.00%
Drafassianal convision	1,070	007	0,900	10,000	30,029	15,000	0.00%
	19,420	24,347	31,147 442	30,000	31,208	30,000	0.00%
	40,600	397 40 770	413	000	353	500	0.00%
Debleciation	42,028	42,776	45,929	49,000	49,082	53,000	8.16%
Total operating expenses	81,408	86,773	109,133	127,200	148,286	134,300	5.58%
Non operating revenues (average)							
Non-operating revenues (expenses).	44 700	47.050	00.050	45 000	05 050	15.000	
New connection/inspection lees	14,700	17,850	23,850	15,000	25,650	15,000	0.00%
Impact rees	0.705	5 400	(077	4 700	4 6 6 6		
Interest earnings	2,705	5,102	1,877	1,700	1,903	2,750	61.76%
Interest expense		<u>00.000</u>					
MISCEllaneous		20,000			30,000		
Total Non-operating revenues							
(expenses)	17,405	42,952	25,727	16,700	57,553	17,750	6.29%
Income before operating transfers	105.946	162 122	161 741	129 500	185 299	208.450	RN 07%
	100,010	102,122	101,711	120,000	100,200	200,400	00.01 %
Contributions							
Operating transfers in (out)							
Contributions - restricted FB							
Net income	105,946	162,122	161,741	129,500	185,299	208,450	60.97%

-

STORM WATER UTILITY CHARGES

SERVICE RATES:Residential\$6.50 per monthCommercial\$6.50 per month + \$1.46 per ERU

ERU (Equivalent Residential Unit) = 2,700 square feet

INSPECTION FEES:Lots requiring Storm Water inspection\$150.00

.



102

EMPLOYEE BENEFIT COST SUMMARY 2022-23

2021-22 (estimate)	2,452,965	2022-23	2,655,581
2021-22 (estimate)		2022-23	
FICA	187,652	FICA	203,152
Retirement	364,211	Retirement	394,935
Health & life insurance	435,839	Health & life insurance	471,840
Workman's comp	52,218	Workman's comp	56,531
Disability	12,298	Disability	13,287
Total benefits (estimate)	1,052,218	Total benefits (estimate)	1,139,745
Total 2021-22 payroll &		Total 2022-23 payroll &	
benefits (estimate)	3,505,183	benefits (estimate)	3,795,326

PERSONNEL: One additional employee is budgeted for 2022-23 in the roads, water and irrigation Funds. Inflation has hit causing COLA to go up.

BENEFITS: Only full-time employees are covered by medical and dental insurance and if they opt out of insurance, the City will contribute seventy five percent of the benefit to a 401-k account at the State Retirement Office.

INSURANCE PREMIUM COMPARISON

This chart tracks the history of monthly health and dental insurance premiums over the last 5 years. This chart displays the increases through the 2022-23 fiscal year. PEHP anticipated 5.8% increase in health rates and a .9% decrease in dental rates in 2022-23 budget year.





New Fees/Deposits 2022

	Res	ident	Non-Resident			
• •	Rental Fee	Deposit	Rental Fee	Deposit		
Civic Center Limit 75	\$50/Slot	\$200.00	\$150/Slot	\$400.00		
Civic Center 250 Limit	\$100/Slot	\$200.00	\$200/Slot	\$400.00		
Public MTG, Golden Ann. 250	No Rent	\$300 +\$25 v	weekend			
Civic Center Admission Charged	\$250/Slot	\$500.00	\$500/Slot	\$700.00		
Elite Hall Private Function Limit 75	\$50/Slot	\$200.00	\$150/Slot	\$400.00		
Elite Hall Limit 500	\$800/Slot	\$1,500.00	\$1200/Slot	\$3,000.00		
Elite Hall City Sponsored \$1/person (USU Swing)	\$100.00	\$300.00				
Elite Hall City Sponsored \$1/person	\$200.00	\$300.00				
(Ducky Shin Crackers/MC)						
Canyon Lodge	1/2 Day \$50 Full Day \$100	\$200.00	Half Day \$150 Full Day \$300	\$400.00		
** WEEKENDS additional	\$25.00		\$25.00			
After Hour Key Pickup	\$25.00		\$25.00			
		PARKS				
	½ Day	Full-day	½ Day	Full-day		
AJ Park	\$25.00	\$50.00	\$50.00	\$100.00		
Black Smith Fork Park	\$25.00	\$50.00	\$50.00	\$100.00		
City Square	\$25.00	\$50.00	\$50.00	\$100.00		
Salt Hollow Park	\$25.00	\$50.00	\$50.00	\$100.00		
	Per Space	e/Per night	Per Space	/Per night		
CCC Camp	\$10.00		\$20.00			
Canyon Campground	\$10.00		\$20.00			
Left Hand Campground	\$10.00		\$20.00			

MAKING SUMMER PLANS?

The following is a list of properties owned by Hyrum City. Reservations can be made at the Hyrum City Offices 435-245-6033.

A.J. Park – Located eight miles east of the mouth of Blacksmith Fork Canyon on the north side of Highway 101. A pavilion with 16 tables that can seat approximately 120 people, fire pit and sand volleyball pit can be reserved. Restrooms are available. Fees are: Residents - \$25 Half Day and \$50 Full Day Rental Fee. Non Residents - \$50 Half Day and \$100 Full Day Rental Fee.

Blacksmith Park – The Blacksmith Park property is located at approximately 1300 East 200 South. The concept plan for this park includes 3.25 miles of trails, two playgrounds, over 11.5 acres of turf grass over 330 trees, two pavilions, three restrooms, two baseball field and stand, one acre leash free dog park, amphitheater, tennis court, basketball court, pickleball court, splash pad, sledding hill, volleyball, skate park, and a one-half mile bike lane. Fees are: Residents - \$25 Half Day and \$50 Full Day Rental Fee. Non Residents - \$50 Half Day and \$100 Full Day Rental Fee.

Camp Hollow - For many years the Camp Hollow Monument occupied the northwest corner of East Park it was recently restored to its original site at approximately 394 North 600 East. The site is available for residents, as well as scout and youth groups to enjoy and to reflect upon our pioneer heritage.

Canyon Campground – Located eight miles east of the mouth of Blacksmith Fork Canyon on the south side of Hwy 101. There are 14 campground spaces with electrical hook-ups. In the center of the campground there is a pavilion with tables that can accommodate up to 50 people. Restrooms are available. The rental fee per space, per day are: Residents - \$10. Non Residents - \$20.

Canyon Lodge – Located eight miles east of the mouth of Blacksmith Fork Canyon on the south side of Hwy 101. The lodge has a kitchen, large room with tables, and restroom facilities. The Canyon Lodge is for day-use only and can accommodate approximately 60 people. Reservations are required. The fees per day are: Residents - \$50 Half Day and \$100 Full Day Rental Fee and Non Residents - \$150 Half Day and \$300 Whole Day Rental Fee.

Canyon Park – Located eight miles east of the mouth of Blacksmith Fork Canyon on the south side of Hwy 101 between the Canyon Lodge and Canyon Campground. There are eight picnic tables with freestanding BBQ devices nearby, volleyball court, and playground equipment. No reservations are required. Portable toilets are available.

CCC Camp – Located at the mouth of Blacksmith Fork Canyon, approximately ¼ mile upstream of the retired power plant. This 30 acre natural park has 5 campground spaces that can be reserved. The rental fee per space, per day are: Residents - \$10. Non Residents - \$20. This site is unimproved and restroom facilities are not available.

City Square Pavilion – Located on the same block as City Hall. There is a pavilion, playground equipment, and sand volleyball pit. The pavilion can be reserved through the City Offices. The pavilion has 14 tables that seat approximately 100 people. Restrooms are available. Pavilion fees are: Residents - \$25 Half Day and \$50 Full Day Rental Fee. Non Residents - \$50 Half Day and \$100 Full Day Rental Fee.

East Park – Located on the northwest corner of Main Street and 800 East, it is Hyrum City's largest improved park at 17.5 acres. The rodeo grounds, a lighted baseball and softball diamond, four other baseball/softball diamonds, two lighted tennis courts, concessions stand, and playground equipment are found at East Park. The tennis courts and playground equipment are open to the public but, reservations are required for the rodeo grounds and ball diamonds.

Left Hand Fork Property – Located seven miles east of the mouth of Blacksmith Fork Canyon, the Left Hand Fork is north of the main canyon. There are 17 campground spaces in the campground. The rental fee per space, per day are: Residents - \$10. Non Residents - \$20. This site is unimproved and restroom facilities are not available.

Pride Park – Located on Glenwood Drive, this half-acre pocket park has playground equipment for all to enjoy.

Salt Hollow Park – This Park is located at 350 West 100 North. It offers a great gathering place for families and groups. It has several fun areas: Splash Pad for summer fun, sledding hill for the winter, bowery, playground, rest rooms, picnic areas, disc (frisbee) golf, water feature and trails throughout the park. Fees are: Residents - \$25 Half Day and \$50 Full Day Rental Fee. Non Residents - \$50 Half Day and \$100 Full Day Rental Fee.

Soccer Complex - Located between 100 and 200 South on 800 East. There are six soccer fields with portable bleachers, goals and nets. The fields occupy approximately 6 acres.