



CITY COUNCIL REGULAR MEETING

Tuesday, September 15, 2020, at 7:00 PM
Court Room/Council Chambers (2nd Floor) and Online

PUBLIC COMMENT & PUBLIC HEARING PARTICIPATION

As with all City Council and Planning Commission Meetings, we will continue to invite the public to provide "Public Comment" (30-minute duration, maximum of 5-minutes per comment). We will also continue to hold Public Hearings, as needed, and required on specific issues. We invite the public to provide comment in the following ways:

- **By Email** – Comments will be accepted by email up to 5:00 P.M. on the date of the meeting. Comments will be read during the meeting and made part of the official record of the city. Comments should be submitted to PublicComment@Santaquin.org
- **By Telephone** – For those who would like to have their own voice heard during the Public Comment or Public Hearing periods, please submit an email to PublicComment@Santaquin.org providing us your Telephone Number. When it is your turn to speak, a Santaquin City staff member will call you and put you on speakerphone so that you can personally share your comments within the meeting.
- **In Person** – For those who would like to attend in person, we welcome you but ask that you follow all public health guidelines regarding hygiene as outline by the Utah Health Department

ADA NOTICE

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

AGENDA

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION / INSPIRATIONAL THOUGHT

DECLARATION OF ANY CONFLICT OF INTEREST

CONSENT AGENDA - MINUTES, BILLS, ITEMS

- [1.](#) Minutes - September 1, 2020 - City Council Work Session
- [2.](#) Minutes - September 1, 2020 - City Council Regular Meeting
- [3.](#) Bills - \$1,197,484.34

PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

4. Recognition Award - Chris Lindquist - Utah Certified Emergency Manager Designation
- [5.](#) Award of the Service Agreement for the Update to the General Plan to People + Place, LLC

FORMAL PUBLIC HEARING

BUILDING PERMIT & BUSINESS LICENSE REPORT

6. FY2020-2021 Budget Amendment #1

NEW BUSINESS

RESOLUTIONS

7. Resolution 09-03-2020 "A Resolution Approving Amendment No. 1 to the FY2020-2021 Budget"

REPORTS BY MAYOR AND COUNCIL MEMBERS

Council Members


Mayor Hunsaker

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

ADJOURNMENT

CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda was e-mailed to the Payson Chronicle, Payson, UT, 84651, posted on www.santaquin.org, as well as posted on the State of Utah's Public Website.

BY: 
K. Aaron Shirley, City Recorder



CITY COUNCIL REGULAR MEETING

Tuesday, September 15, 2020, at 7:00 PM
Court Room/Council Chambers (2nd Floor) and Online

MINUTES

The meeting was called to order by Mayor Kirk Hunsaker at 7:00 p.m.

Council Members Attending: Mayor Kirk Hunsaker, Council Member Nicholas Miller, Council Member Betsy Montoya, Council Member Lynn Mecham, Council Member David Hathaway, Council Member Jennifer Bowman.

Other's Attending: City Manager Benjamin Reeves, Assistant City Manager Norm Beagley, Community Development Director Jason Bond, Legal Counsel Brett Rich

PLEDGE OF ALLEGIANCE

Led by Council Member Miller.

INVOCATION / INSPIRATIONAL THOUGHT

Council Member Mecham offered an invocation.

DECLARATION OF ANY CONFLICT OF INTEREST

CONSENT AGENDA - MINUTES, BILLS, ITEMS

1. Minutes - September 1, 2020 - City Council Regular Meeting
2. Minutes - September 1, 2020 - City Council Work Session
3. Bills - \$1,197,484.34

Motion: Council Member Miller motioned to approve the consent agenda.

Council Member Mecham seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

Public Forum

Name: Jessica Isenbarger

Comment: Our family loves to go to Centennial Park for picnics. I wanted to make you aware that the picnic tables at the pavilion are in abysmal shape. The tabletops are uneven and the paint is flaking off. The benches are wobbly. Can this be a budget item for 2021, please? Additionally, the playground equipment is wonderful but would you consider putting a shade up so that plastic doesn't get so hot for playing? Or could a fundraiser to make these improvements be created?

Thanks!

Name: Jody Reid

Comment: Dear Mayor and City Council Members,

First, I wanted to thank you for your efforts in posting the agendas for both this meeting and the work meeting on the preceding Friday! I feel confident that this will help the citizens have time to consider the issues and communicate clearly their positions and concerns, to help build the best Santaquin City for all of us.

At the last meeting, I appreciated seeing the map of the new City Hall complex. How will the citizens have input as we build the "heart of our city"? The more collaborative effort we acquire in this endeavor the more we can help to unify our city.

I also took the opportunity to watch the video from the newly formed Historic Preservation Committee and am grateful to see efforts to obtain grants and funding for the preservation of the museum which are bringing good and knowledgeable people together for this purpose.

When recently asked, "What drew you to Santaquin?" Mayor Hunsaker said in his interview with the Payson Santaquin Chamber of Commerce:

—"...The rural area, it was nice to get out of the city."

—"I miss farm life. There are still enough farmers around the area to make me feel like I am home again."

—"To get out of the rat race that's up north, be with good, down to earth people. Santaquin is unique for its orchards and open space."

—"My vision of Santaquin is formed by the city fathers and mothers of the past that have done their best to make Santaquin what it is today."

—"I think the new City Hall could really bring the town together."

—"I see the engineers and the studies that say that Santaquin could grow to 40 or 50,000 population. I don't really see that, but the citizens of Santaquin want it to be a place where their children can live, so I guess we'll have growth whether we want it or not."

—"We need to manage it right so that number one we are safe and number two that we all have the quality of life that we want".

Manager Reeves has said, "We as city staff work at the pleasure of the Mayor and Council. We're here to do what you asked us to do the very best that we can."

So, I ask you, Council, this question: What exactly is the driving force behind the growth in our city? I realize that there is a tax base needed to support our city, but when will we know that we've reached our limit of high density developments? Mr. Reeves identifies that our city is being carried along in a river of growth, but it seems clear that responsible

legislative action can take control of the destiny of our city with serious consideration of future growth PRIOR to annexations, zone changes, and PUDs requiring substantial infrastructure. When will the City Council prioritize commercial growth and agritourism with rooftops? How can the citizens of Santaquin help the Council know when we've reached a sustainable size for a good quality of life for the citizens of Santaquin?

If the city truly feels that there's a river driving the growth of our city, we must find a way to direct the river to be beneficial to current and future citizens of Santaquin.

Thank you very much for your hard work and consideration of these concerns.

Mayor Hunsaker assigned Council Members Hathaway and Montoya to address Jody Reid's comments and concerns and asked that City Manager Reeves look into placing new benches, tables, and a sun shade for playground equipment at centennial park.

4. Recognition Award - Chris Lindquist - Utah Certified Emergency Manager Designation

Fire Chief Lind presented Chris Lindquist to the Council and stated "". Mayor Hunsaker thanked Chris for all that he does for the city and for the prompt responses he always gives for any and all questions. A certificate and gift basket were presented and a photo with the Mayor was taken.

5. Award of the Service Agreement for the Update to the General Plan to People + Place, LLC

Community Development Director Bond informed the Council that the award for the General Plan by given to People + Place, LLC by the City's selection committee. The project manager Christie Brown for the General Plan update participated in the meeting via Zoom and Bond went over the scoring criteria and the scores by the various bidders on the request for qualifications including a 93% by People + Place, LLC. On behalf of the selection committee, Bond recommended that the Council award the General Plan update to People + Place, LLC

Firm	Project Team (20 points possible)	Project Experience (35 points possible)	Approach to the Project (35 points possible)	Subtotal Score	Fee Proposal Points (10 points possible)	Total Score	Normalized Score	Rank
Horrocks Engineers	94	150	166	410	45	455	65%	5
Landmark Design	119	227	183	529	55	584	83%	3
Rural Community Consultants	113	204	216	533	70	603	86%	2
Fregonese Associates	113	205	202	520	47	567	81%	4
People + Place	132	231	234	597	54	651	93%	1

Council Member Montoya wanted to point out something that Christie had said and was quoted in Community Development Director Bond's memo which was:

"the self-selecting survey work we usually do provide an opportunity for the public to learn together, talk together, and carefully weigh the consequences (intended or not) of various choices. When people have been a part of this type of process, we believe they have the space to develop more informed and thoughtful opinions on the issues at hand. If we see we are missing key demographic segments, we can target them (e.g. meet with the Chamber for business opinions, hold a school assembly for high school students). While there is certainly a place for statistically significant polling, it doesn't necessarily yield a thoughtful response. When answering a cold call, a survey participant is likely busy thinking about something else and doesn't have much time to answer a question. The response is more likely a gut response, not necessarily a thoughtful or informed one."

Christie echoed that statement and said that she was confident her team would be able to appropriately engage the public to get meaningful feedback for the General Plan.

Council Member Montoya Motion to award the Santaquin City general plan update to People+Place, LLC at a price-not-to-exceed \$107,800.

The motion was seconded by Council Member Bowman.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

FORMAL PUBLIC HEARING

6. FY2020-2021 Budget Amendment #1

Council Member Miller motioned to open the public hearing regarding FY2020-2021 Budget Amendment #1.

Motion was seconded by Council Member Hathaway.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

Finance Director Shirley went over the budget amendments on both the revenue and expenditure sides. Shirley explained that the conservative original budget that had the 15% budget cuts were slowly being eased off as both the Sales Tax and Building Permit revenues were exceeding expectations despite any initial projected decreases due to COVID-19. Building permits were reduced by 50% in initial projections but after seeing the unprecedented trend in just the first three months of the fiscal year, projecting 300 units this fiscal year was

still considered a conservative figure by Community Development Director Bond. Sales Taxes have been positively affected by COVID-19, because 1) Santaquin is a bedroom community and people are shopping local and 2) the new grocery store/business development has generated more point of sale tax dollars. Expenditures restored to the budget include merit increases for employees, Council approved projects such as the new basketball court in Centennial Park, and capital vehicle purchases such as the police car rotation program.

Public Comments:

NO PUBLIC COMMENTS

Council Member Miller motioned to close the public hearing regarding FY2020-2021 Budget Amendment #1.

Motion was seconded by Council Member Montoya.

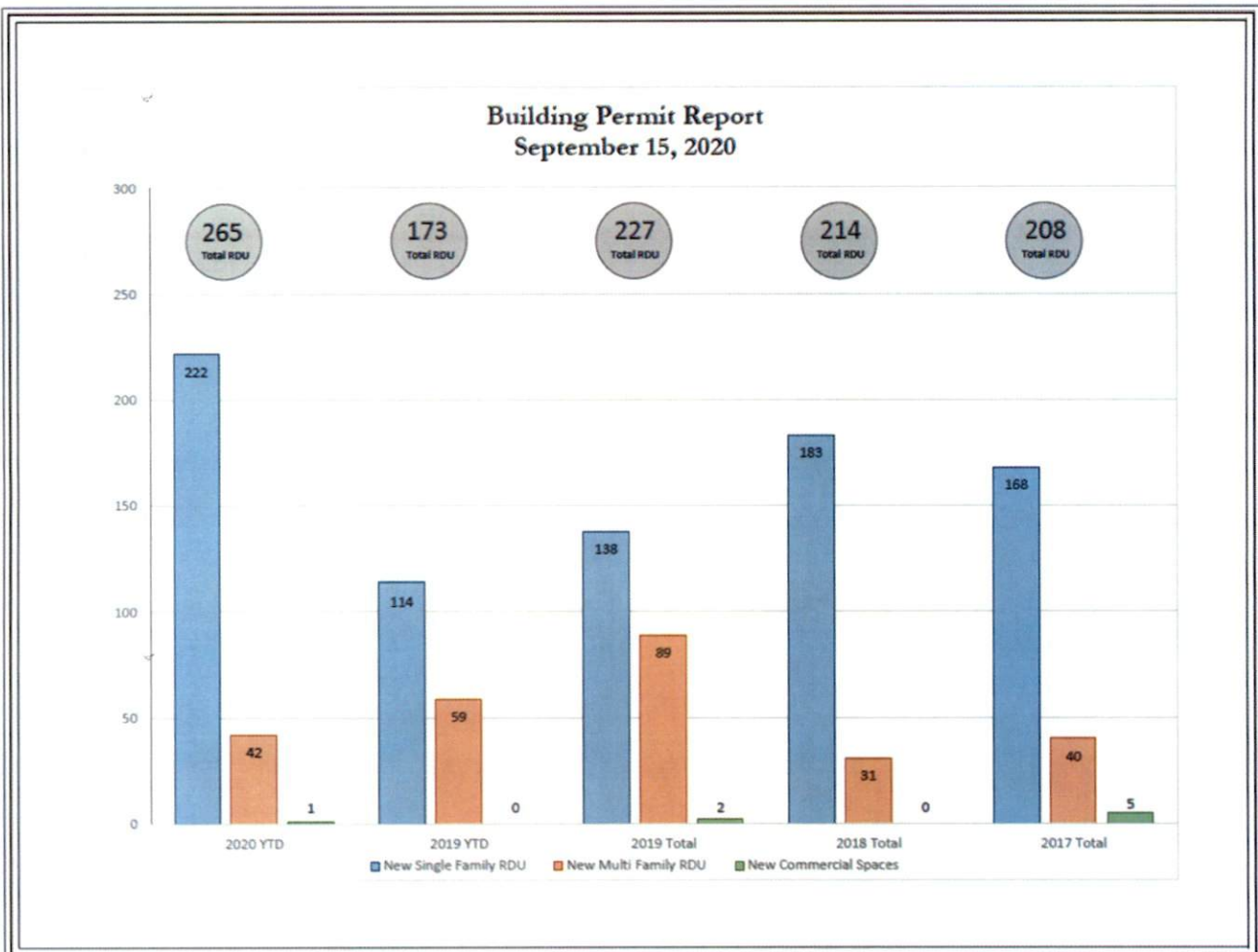
Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

BUILDING PERMIT & BUSINESS LICENSE REPORT

Community Development Director Bond echoed Finance Director Shirley's statements that building permits are not slowing down and year to date there have been 265 total new residential dwelling units with 222 of those being single family units and the remaining 42 are multi-family units.



New Business Licenses

Name	Owner	Address	Description	BL#
Lance Groups Homes	Kylie Lance	19 W. Main Street	Real Estate Brokerage	BL-4521
Sur Le Pointe: Academy of Dance	Amanda Wright	849 N. 150 W.	Minor Home Occupation Dance Studio	BL-4522
TuggysTees	Hayden Johnson	325 W. 750 N.	Online Store for Screen Printing	BL-4523
Hone Excavation, LLC	Theodore Hone	916 E. 370 S.	Home Office for General Excavation, etc.	BL-4524

RESOLUTIONS

7. Resolution 09-03-2020 "A Resolution Approving Amendment No. 1 to the FY2020-2021 Budget"

Motion: Council Member Miller motioned to approve Resolution 09-03-2020 "A Resolution Approving Amendment No. 1 to the FY2020-2021 Budget"

Council Member Mecham seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

City Manager Benjamin Reeves –

- Most of his report was discussed in the work meeting.
- Staff is working extremely hard lately.
- City staff is working this Columbus Day for the annual training/service project day.

Assistant City Manager Norm Beagley –

- Road Projects are starting up.
- There are two areas of overlays that are currently under warranty with developers that have not attempted to meet their plans of road overlays but there are warranty funds held by the city from those developers for this contingency purpose and he would like Council approval for use of these funds.
- EWP/debris basin project will be underway and everything will need to be done by December 7th.
- NRCS Watershed Ops will pay 100% for flood watershed projects and will potentially pay a portion of the water recreational aspects of the irrigation pond #2 as proposed last Council Meeting by Dan Olsen.
- DNR expects to have a formal decision on what they're doing on their property where the city is having issues with illegal shooting by October 1st.

Community Development Director –

- Last night (September 14th) the City hosted Utah State University in a revolving forum over a 4-hour period where stakeholders met to talk over various topics in terms of community development and the agritourism initiative by exit 242.
- The plaza development is moving forward with the plaza going up this past week and the clock tower is still anticipated for December of this year. People can anticipate a lot of concrete work in the coming weeks.
- Building Inspector I position was offered to Public Works employee John Hepworth and will join the Community Development team once he completes some Public Work Department projects he was previously engaged in.
- Council Member Montoya asked when the next stakeholder meeting in Logan at Utah State University would be and Bond responded that it was tentatively planned for the coming February.

REPORTS BY MAYOR AND COUNCIL MEMBERS

Mayor Hunsaker –

- Utah County Commissioner Bill Lee sent a survey about the prospective use of the state prison site of 700 acres and anybody who would like to take it can take it.
- Santaquin American Legion Post 84 has had a change in leadership. The new commander is Arthur Adcock.
- Talking with State Legislatures regarding fires in the last few weeks and there is talks to do something regarding target shooting and he believes the City should pursue a formal City or regional shooting range to promote responsible shooting.
- Sat down with those who live in the notorious high density town homes and the gratitude they feel for being able to afford a property and build some equity in a property despite the expensive housing market.

Council Member Miller –

- Echoed Council Member Montoya's statement on the 911 run/walk event.
- Next steps for the RAP tax funded projects will move forward in the next Recreation Board meeting.

Council Member Montoya –

- Youth City Council resumed meetings last night and they held elections for a youth mayor and secretary.
- 911 run/walk event on the previous Saturday was a great community event and a success.
- Fine Arts Committee meets this Thursday to promote cultural and fine arts in the community.

Council Member Mecham –

- Expressed gratitude to Santaquin City Public Safety, specifically Fire Chief Lind and Emergency Management Director Chris Lindquist for the peace he felt after the Polk Canyon fire broke out because he knew the City had the best people to deal with that situation.

Council Member Hathaway –

- Historic Preservation Committee met and he believes the committee will be a real asset to the City both in preserving the history of the community and financially in the form of getting grants.
- Asked staff about the late night lighting at Callaway field and staff is looking into some unauthorized access into the panels and remedy that situation.

Council Member Bowman –

- Nothing to report.

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

Council Member Montoya motioned to have a five-minute recess and then enter an executive session to discuss the character, professional competence, or physical or mental health of an individual.

Council Member Mecham seconded the motion.

The vote was as follows:

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowen	Aye

The motion passed 5-0

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

At 9:28 pm the Council reconvened the regular meeting and at 9:28 Council Member Miller motioned to enter into an executive session to discuss the pending or reasonable imminent litigation, and/or purchase, exchange, or lease of real property.

Council Member Mecham seconded the motion.

ADJOURNMENT

At 9:49 pm the Council reconvened the regular meeting and at 9:49 Council Member Bowman motioned to adjourn the meeting.

Council Member Mecham seconded the motion.

The vote was as follows:

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowen	Aye

The motion passed 5-0

Attest:

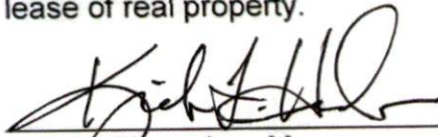

Kirk F. Hunsaker, Mayor


K. Aaron Shirley, City Recorder



CLOSED EXECUTIVE SESSION AFFIDAVIT

I, Kirk Hunsaker, Mayor of Santaquin City, do hereby certify that the Executive Session held on September 15, 2020 was called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property.


Kirk Hunsaker, Mayor

9/15/2020
Date



CLOSED EXECUTIVE SESSION AFFIDAVIT

I, Kirk Hunsaker, Mayor of Santaquin City, do hereby certify that the Executive Session held on September 15th, 2020 was called to discuss the character, professional competence, or physical or mental health of an individual.


Kirk Hunsaker, Mayor

9/15/2020
Date

**TUESDAY, SEPTEMBER 1, 2020
WORK SESSION MINUTES**

The meeting was called to order by Mayor Kirk Hunsaker at 5:30 p.m.

Council Members Attending: Mayor Kirk Hunsaker, Council Member Nicholas Miller, Council Member Betsy Montoya, Council Member Lynn Mecham, Council Member David Hathaway, Council Member Jennifer Bowman

Other's Attending: City Manager Benjamin Reeves, Assistant City Manager Norm Beagley, Finance Director Shirley

DISCUSSION ITEMS*Training – Video(s) on National Incident Management System (NIMS)*

NIMS Training videos were shown to help Council understand their role in setting policies that set forth appropriate Incident Center System (ICS) Emergency Operation Centers (EOC's) in case of an emergency. Videos were shown that outlined the basics of EOC's as well as the basic procedures of an ICS.

City Manager Reeves shared his experiences as City Manager in two cities and emphasized the importance of having an ICS system and EOC to fall back on in those cases of emergencies and disasters.

Financial Report – Discussion Regarding Possible Future Reinstatement of Budgetary Hold Items Stemming from COVID-19 Restrictions

Finance Director Shirley presented on the financial position of the city and informed the Council that both Building Permits and Sales Tax Revenues were going strong and recommended that Council begin restoration of the budget with certain items and a hold on projects for the time being.

*Upcoming Agenda Items, time permitting**Other, time permitting***ADJOURNMENT**

At 6:40 p.m. the meeting was adjourned.

Attest:

Kirk F. Hunsaker, Mayor

K. Aaron Shirley, City Recorder



**TUESDAY, SEPTEMBER 1, 2020
CITY COUNCIL MEETING MINUTES**

The meeting was called to order by Mayor Kirk Hunsaker at 7:00 p.m.

Council Members Attending: Mayor Kirk Hunsaker, Council Member Nicholas Miller, Council Member Betsy Montoya, Council Member Lynn Mecham, Council Member David Hathaway, Council Member Jennifer Bowman.

Other's Attending: City Manager Benjamin Reeves, Assistant City Manager Norm Beagley, Community Development Director Jason Bond, Legal Counsel Brett Rich

PLEDGE OF ALLEGIANCE

Led by Council Member David Hathaway.

INVOCATION/INSPIRATIONAL THOUGHT

Mayor Hunsaker offered an invocation.

CONSENT AGENDA

Minutes:

August 18th, 2020 – City Council Work Meeting Minutes
August 18th, 2020 – City Council Regular Meeting Minutes

Bills:

\$144,065.14

Other:

Approval of Santaquin City's Participation in the Emergency Watershed Protection Project

Motion: Council Member Miller motioned to approve the consent agenda.

Council Member Mecham seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

Appointments

Awards

Volunteer of the Month – Haylee & Hannah Glazner

Penny Reeves read the following:

“Haylee and Hannah Glazner are being recognized as our Volunteer of the Month for a food drive they organized and carried out on July 31st, for the Utah Food Bank. As they watched the impact COVID has had on many families in our state, they felt a strong desire to help-out by collecting food to donate to the food bank. They feel they have been very blessed through this pandemic and wanted to give back in some way to help others.

For the food drive, they organized three collection stations through town and then spread the word through local church leaders, who willingly passed along the information to members. They also visited each business in town and put up flyers on their public boards or windows, put up a sign at Maverick, and they posted information through Facebook on the Indoor Yard Sale pages. Their goal was to collect 500 pounds of food, but they exceeded their goal at 623 pounds. Haylee and Hannah felt they had good participation from the members of our community and would like to thank those who donated.

Hannah and Haylee are daughters of Ben and Karrie Glazner. They share their parents with one brother. Haylee is a student at Utah State University majoring in Business and Hannah is a Payson Jr High student. Thank you, Haylee and Hannah, for being a great example to the youth and adults in our community. You have made a difference in the lives of many.”

A picture with the Mayor was taken.

Payson-Santaquin Business of the Month Award – Nebo Comfort

Ben Glazner, president elect of the Payson-Santaquin Chamber of Commerce presented the award to the owners of Nebo Comfort.

A picture was taken with the Mayor.

Public Forum

Name(s): Denise Roebuck

Comment: A couple of things:

- 1) Why is there a notice of a public hearing in a weekly newspaper?
- 2) The Ordinances on the

Name(s): Doug Roebuck

Comment: Asked if the law had changed because he only had 24 hours’ notice of the City Council Meeting. City Manager Reeves responded at the Mayor’s request that yes there was a state requirement and it was 24 hours prior to the public meeting.

Name(s): Heather Stevenson

Item # 2.

Comment: I just came from the Spanish Fork dog park where we commute from Santaquin several times a week. It is quite a drive though, and sometimes crowded, so when we heard that Santaquin was going to create one (or two?) we got excited! Almost all of our neighbors have dogs as well, and just like pickleball, dog parks are trending.

Here's the thing: we gotta have some grass for this park. That's what makes the SF park so great. Grass and trees for shade keep the pups and people happy. I asked some of the regulars there if they ever heard of a dog park that was gravel. It was a big NO except one guy who said they have a dog park in Sandy, UT that is half and half. People go to the gravel side in the winter when the grass side is muddy. That makes sense and if Santaquin had one that had both grass and gravel, we would use it. If it is entirely gravel however, I know that we would not bring our dog there as the gravel would be really hard on the paws.

If you haven't seen it yet - here is an excellent article on dog park developments.

https://recmanagement.com/feature_print.php?fid=201304fe02&fbclid=IwAR15JlFjl8F3W7CMOpIU-n2iO1OurZmKAhAQxZU6uw7DS0UBgEIUTIW7GQ

Thank you

Name(s): Jody Reid

Comment:

Dear Mayor and City Council Members,

Thank you for your work for our community.

I am very happy to see that revision to the city website is on the agenda for tonight's meeting. Some of the issues that need to be addressed are the search function and the excessive number of screens that must be navigated in order to find information. It is remarkable to me that in a search I did a few days ago, an outdated zoning map, rather than the current one, was what came up as a top result. It also takes eight clicks after landing on the home page to get to the agenda or minutes of a meeting.

Businesses also have a great deal of interaction with the city. If we are attempting to attract businesses to our community, it seems that a functional and user friendly website experience would help them to feel like they are coming to a place that cares about the experiences people have interacting with the city.

On another topic, I understand that the City Council and other meeting agendas are fluid and cannot be determined very far in advance, but posting them with such extremely short notice as we see currently makes it difficult for citizens to be meaningfully involved. If notices were even posted on Friday instead of Monday, for example, it would give citizens time to carefully consider the issues to be discussed. They could then provide thoughtful input that would possibly help city decisions feel less arbitrary and undoubtedly lead to less criticism of city officials. It is sad to discover that hardworking officials feel "beat up" by citizens. This certainly seems indicative of a lack of communication.

Page 6

Thank you for your careful consideration of these matters.

Sincerely,

Name(s): Diann Bowen & Brendan Bowen

Comment: Dear Mayor Hunsaker, City Council, and City Manager.

I recently submitted a GRAMA request for the governing contract for the Foothill Village project to clear up any misunderstandings between the parties involved.

Fortunately, the construction traffic stopped using our neighborhoods the same day the city received my request. What deserves comment here is what is contained within that contract.

In Section II. General Rights and Responsibilities of Owner, 2.1.3 Construction Mitigation is clearly delineated for purposes of minimizing construction traffic impacts on existing residents. We have been told by city officials that 900 south is a right of way and the city cannot legally ask the developer to use the south exit when the contract clearly says otherwise. I have asked for the mitigation plan and was told it doesn't exist yet the contract says otherwise. We have endured years of assault on our senses, good neighbors moving out, three who as they were dying of cancer expressed that they wished they could just go in peace, kids going to and from school among speeding laden trucks, a preschool terrorized by the noise and heavy equipment, corner fencing and trees damaged by trucks, incessant dust harming our trees and plants (many likely beyond recovery), and our comfort, security and overall safety ignored as we were told to just lay down and take it.

All unnecessary and specified in the contract. All this so the developer could save 5 minutes per trip.

Why did the city not uphold the contract and look out for us? This is extremely troubling and demands a response.

Within the contract also (2.3) is a corrected definition of "Frontage Road" to include the completion of Highland Drive connecting the two exists, not just the south piece into the subdivision. Then in section 2.3 language is used such as, "by improving accessibility, traffic flow, and the health, safety and welfare of the residents of the City ..."

Why would the city use this language when enforcing and upholding it is clearly antithesis to its actions? We have begged, pleaded, emailed, attended council meetings, everything we thought we needed to do, even posting signs to get noticed somehow. Our reward has been to be accused of being unreasonable and name slandered and our pleas have been ignored. Although some inappropriate things have been said to Mr. Reeves, it doesn't warrant the city and developer ignoring their contractual obligations.

Our neighborhood deserves better. The trucks could have used the south exit the whole time. We demand an explanation. WHY?

PUBLIC HEARING

Item # 2.

500 West Nebo School District Annexation

Council Member Miller motioned to open the public hearing regarding the 500 West Nebo School District Annexation.

Motion was seconded by Council Member Hathaway.

City Manager explained that the City Recorder Aaron Shirley had failed to place the Notice of Public Hearing on either the Website or the Utah Public Notice website and therefore the annexation process had to start over again with the public hearing scheduled for October 6th but since this public hearing had already been posted in the newspaper the city thought it best to still have the public hearing.

There were no public comments.

Council Member Mecham motioned to continue the public hearing until October 6th.

Motion was seconded by Council Member Montoya.

Orchard Hills II Right of Way Vacation

Motion by Council Member Bowman to enter into a public hearing regarding Orchard Hills II Right of Way Vacation.

Motion was seconded by Council Member Mecham.

There were no public comments.

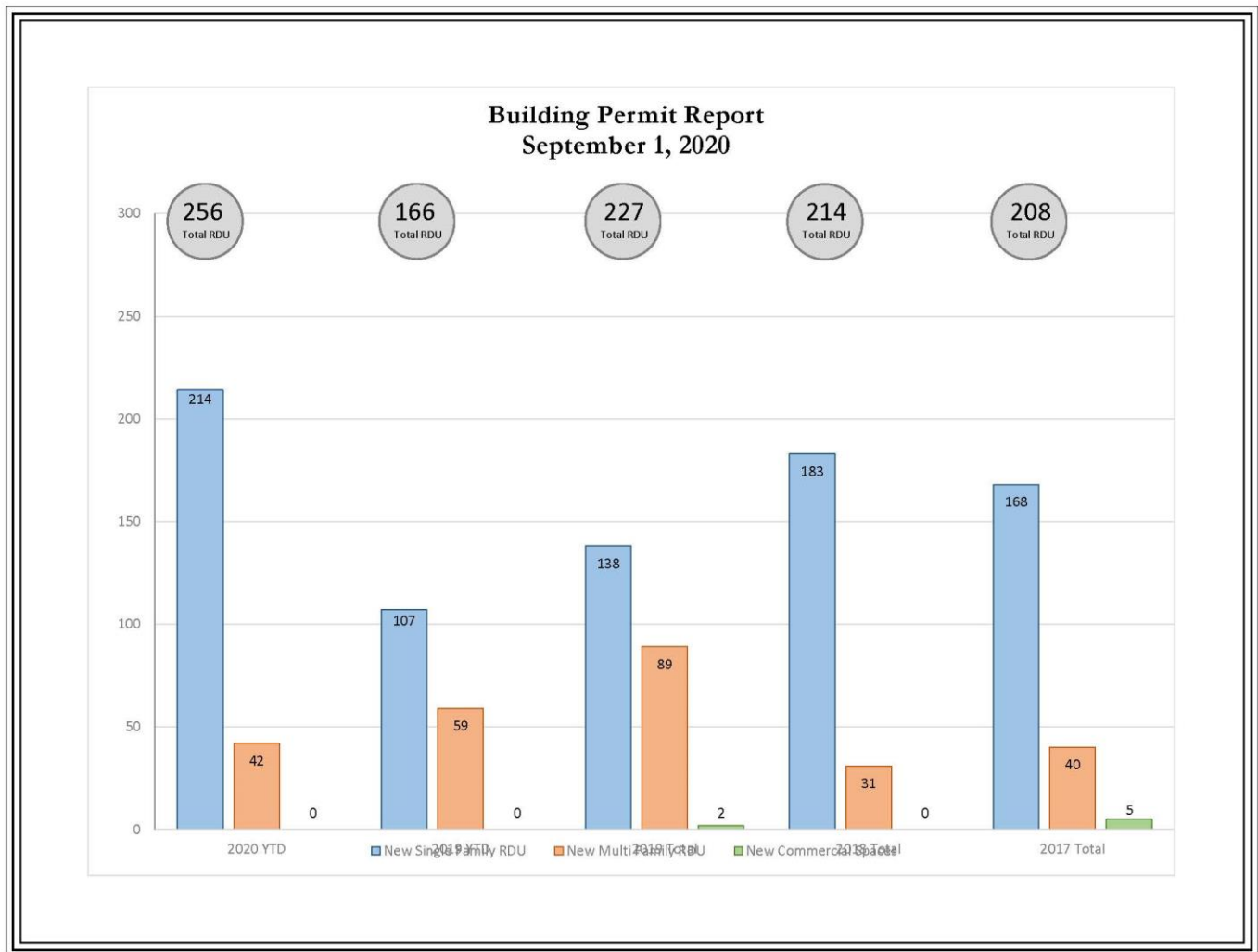
Council Member Montoya motioned to exit public hearing.

Motion was seconded by Council Member Hathaway.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Item # 2.

Community Development Director Bond showed that there were 256 additional units this year with 30 new units since the last Council Meeting.



Community Development Director Bond reported there were four new business licenses issued.

New Business Licenses

Name	Owner	Address	Description	BL#
CB Steam Clean LLC	Christopher Bernhardt	295 W. Cottage Court	Cleaning Commercial and Residential Carpets	BL-4519
Dainty Doe Design	Amanda Dodd	554 S. 190 W.	Handcrafted Clay Jewelry Stands, Online Sales	BL-4520

NEW BUSINESS & ADOPTION OF ORDINANCES AND RESOLUTIONS

The following five ordinances were a part of the Council's direction to the Planning Commission made on the June 2nd, 2020 City Council Meeting to limit high density housing in the MSR Zone. Community Development Director Bond explained that as the Planning Commission went on to make these changes that other issues came up that needed to be addressed resulting in the five ordinances before the Council.

Ordinance 09-01-2020 "An Ordinance Amending Santaquin City Code to Modify Regulations for Attached Accessory Dwelling Units (i.e. Accessory Apartments) and to Define Regulations for Detached Accessory Dwelling Units (i.e. Cottages, Casitas)"

Community Development Director Bond explained that this ordinance regulates accessory dwelling units (ADU's) including the number of ADU's allowed, setbacks, look, height, and square footage.

Council Member Bowman asked for clarification if the ordinance stated that an ADU required parking for two vehicles and Bond confirmed that was correct. Bowman then asked how this came about as a needed change. Bond responded that this empowers property owners to be able to have a use of their property that would provide supplemental space for family or supplemental income.

Council Member Montoya said that ordinance with ADU's allows for property owners to have the power to increase the value of their property while allowing for more housing options.

Ordinance 09-02-2020 "An Ordinance Amending Santaquin City Code Which Repeals Language that Allow Flag Lots"

Community Development Director Bond clarified that this ordinance is to repeal flag lots.

Ordinance 09-03-2020 "An Ordinance Amending Santaquin City Code which Clarifies Land Use Definitions"

Clarifies the definition of Accessory Dwelling Units, either attached or detached, as referenced in Ordinance 09-01-2020, as well as Dwelling for Multiple-Unit or Multiple-Family.

Ordinance 09-04-2020 "An Ordinance Amending Santaquin City Code to Allow Detached Accessory Dwelling Units in the Main Street Residential Area"

Community Development Director Bond stated this allows for detached Accessory Dwelling Units in the MSR Zone and does not allow for multi-family in an area of the MSR zone less than 1 acre and adds the provision of units per acre allowed.

Ordinance 09-05-2020 "An Ordinance Amending Santaquin City Code Allowing Detached Accessory Dwelling Units and Removing Flag Lots from the R-8 Zone"

Council Member Miller asked with the General Plan starting to get under contract as to why this was coming forth right now. City Manager Reeves clarified that the Council's intention was to Council Member Montoya was concerned by more high density sideways triplex coming to the core after a certain complex began construction that caused neighborhood concerns. As the General Plan was not yet in the RFP process, Montoya thought it appropriate to make these changes.

Motion: Council Member Mecham motioned to approve Ordinance 09-01-2020, Ordinance 09-02-2020, Ordinance 09-03-2020, Ordinance 09-04-2020, and Ordinance 09-05-2020.

Council Member Hathaway seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

Ordinance 09-06-2020 "An Ordinance Approving the Vacation of Right of Way at Orchard Hills II (approximately 120 East Highland Drive)"

Motion: Council Member Bowman motioned to approve Ordinance 09-06-2020 "An Ordinance Approving the Vacation of Right of Way at Orchard Hills II (approximately 120 East Highland Drive)"

Council Member Mecham seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

Ordinance 09-07-2020 "An Ordinance Enacting Santaquin City Code Title 4 Chapter 5 Regarding Public Assemblies and Special Events"

City Manager Reeves explained that this ordinance matures the process regarding approval of events and allows for some back up of our law enforcement. City Attorney Rich stated that this ordinance is broad to allow coverage for many types of events and gatherings, whether organized or spontaneous. Chief Hurst says this has been years in the making and gives his department guidance on how to proceed with requests that are forwarded to his department for block parties, for example, and other gatherings. City Manager Reeves said this ordinance allows for a more technical process, that would include an event review committee including various department heads, for approval.

Motion: Council Member Miller motioned to approve Ordinance 09-07-2020 "An Ordinance Enacting Santaquin City Code Title 4 Chapter 5 Regarding Public Assemblies and Special Events"

Council Member Montoya seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye

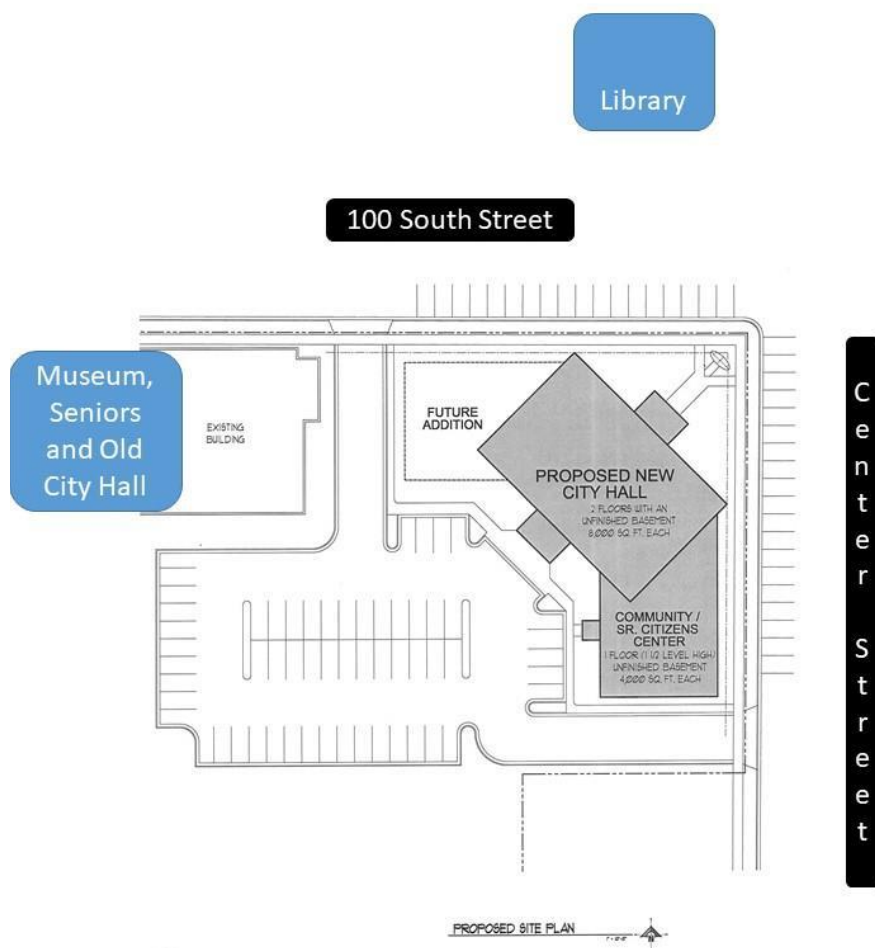
The motion passed 5-0

Resolution 09-01-2020 "A Resolution Approving the Purchase of Real Property 09-065-0001 and 09-065-0006 (approximately 11 West 100 South)

Resolution 09-02-2020 "A Resolution Approving the Purchase of Real Property 09-065-0002 and 09-065-0007 (approximately 148 South Center Street)

City Manager Reeves stated that as the Council has chosen the Museum block for the site of the new City Hall and directed staff for the purchase of the following parcels to allow for:

- 1) Concurrent Use
- 2) Preservation of Field Space
- 3) Prominent Presence



Motion: Council Member Montoya motioned to approve Resolution 09-01-2020 "A Resolution Approving the Purchase of Real Property 09-065-0001 and 09-065-0006 (approximately 11 West 100 South) and Resolution 09-02-2020 "A Resolution Approving the Purchase of Real Property 09-065-0002 and 09-065-0007 (approximately 148 South Center Street) as soon as they should become available.

Council Member Bowman seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

Discussion and Possible Action Regarding Website and Codification Services with Municode

Finance Director Shirley presented to the Council the advantages of switching service providers for both Website Hosting and Codification Services which included better price, more product control, and an integration between the two services. The third software would be a Meeting and Agenda Management Software that would integrate with both the Website and Codification services to create an easier access for the public to city meetings, agendas, packets, and videos.

Motion: Council Member Mecham motioned to approve contract with service provider Municode for 1) website design & hosting, 2) codification self-publishing software, and 3) meeting & agenda management software as outlined in the September 1st, 2020 staff memo.

Council Member Montoya seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

Acceptance of Annexation Petition for the proposed “Nebo School District & 500 West” Annexation

City Manager Reeves explained that this acceptance had to be done again because of a City Recording mistake and a failure of posting on both the City website and Utah Public Notice.

Motion: Council Member Bowman motioned to Accept the Annexation Petition for the proposed “Nebo School District & 500 West” Annexation and continue the Public Hearing for October 6th, 2020.

Council Member Montoya seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye

The motion passed 5-0

Resolution 09-03-2020 “A Resolution Approving a Partial (2nd) Spending Plan for the Use of Santaquin City’s Allocation of CARES Act Federal Funding”

City Manager Reeves explained that the first spending plan previously approved by the Council was to approve items classified as green according to the Utah County classification for CARES Act Expenditures and this second spending plan approves the items classified as both orange and yellow under the same classification as designated in the Resolution.

Motion: Council Member Mecham motioned to approve Resolution 09-03-2020 “A Resolution Approving a Partial (2nd) Spending Plan For the Use of Santaquin City’s Allocation of CARES Act Federal Funding”

Council Member Hathaway seconded the motion.

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowman	Aye

The motion passed 5-0

Presentation Regarding Possible Enhancements to the Summit Creek Irrigation Pond #2 and the future Santaquin City’s Portion of the Central Utah (Water) Project – Former Mayor Dan Olson

Dan Olson explained his background in water to the Council and gave a proposal for the dividing of the Summit Creek Irrigation Pond #2 into two separate parts using the south end of the reservoir for recreational use including a grass area, sandy beach, day use area, camping area, and a services area.

Council Member Miller asked what the next step would be and Assistant City Manager Beagley responded that a feasibility study would be the next logical step for the city stated it wouldn’t be cheap and wouldn’t be done anytime soon as this would be a long-term project.

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

City Manager Benjamin Reeves –

- Asked for Council Direction for the payroll tax holiday proposed by the federal government which is a suspension of social security withholding from a paycheck for one period and a double withholding in the next quarter but staff doesn’t see any benefits to the city. The Council did not want the city to participate.
- Mayor and City Manager Reeves met with County Commissioner Lee for the County Line change.
- Purchase of City Hall properties will close by the next meeting.
- Business Stimulus Program is moving forward with positive reception by the public.
- Kickoff architectural design meeting was held and that is moving forward.

- Mayor Hunsaker asked if the Council would respond to Diann and Brendan Bowen's comments. Council Member Montoya said that she was surprised that Diann and Brendan Bowens didn't mention that she had been emailing back and forth with them since they sent their initial public comment by email this morning. City Manager Reeves stated that the Council was being affected by decisions made by past Council's twenty years ago and the City has even talked with the contractor's multiple times but the City cannot force them to not use the road next to the Bowens. The City has done *everything* it can do to mitigate this problem but Reeves stated that the truth is that the only thing that could've been done better was to bring the neighbors into a meeting with the contractors and developers but even then with Mrs. Bowen's actions being anything but civil she would undermine the very actions that might remedy the situation. Reeves then said he only stopped communicating with Mrs. Bowen over text when her words became personal attacks on his and his family's character and she began to use profanity in the process.

Assistant City Manager Norman Beagley –

- Roads projects are under contract and are about to get underway.

Community Development Director Jason Bond –

- Met with R&O construction on the plaza construction and the pergola structure will start to pop up this coming week.

REPORTS BY MAYOR AND COUNCIL MEMBERS

Mayor Hunsaker –

- Got an email from MAG and there is a \$5 million grant available for non-profits.
- Ekins Annexation Developers are getting frustrated but as staff said the City can't rush into another rushed annexation development agreement like Summit Ridge.

Council Member Miller –

- Thanked City Manager Reeves for his work

Council Member Montoya –

- Read her personal email to Diann and Brendan Bowen earlier in the day prior to their public comments.
- Said that she didn't want to sit down and let City Manager Benjamin Reeves take the blame for her and the Council's decisions anymore.
- Thanked Council for their support for the MSR Zone changes.

Council Member Mechem –

- Has never not had a reason to trust City staff and especially the City Manager for all that they do and wanted to thank City Manager Reeves for all that he does.

Council Member Hathaway –

- Stated he has nothing but total admiration for the City staff and he has seen the City come long ways with not a lot of money.
- Lights on the Walter Callaway field are on Sunday nights and wanted staff to check on that.

Council Member Bowen –

- Beautification Board met this week and ordered signs.
- Prior to being on Council, she remembers how easy it was to judge and think you'd do things differently until you're in the middle of it.

ADJOURNMENT

Item # 2.

At 9:45 pm Council Member Miller motioned to adjourn the meeting.

Council Member Bowen seconded the motion.

The vote was as follows:

Roll Call:

Council Member Miller	Aye
Council Member Montoya	Aye
Council Member Mecham	Aye
Council Member Hathaway	Aye
Council Member Bowen	Aye

The motion passed 5-0

Attest:

Kirk F. Hunsaker, Mayor

K. Aaron Shirley, City Recorder

Page 17

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
280150-3	ACE RENTS INC.	81421	9/8/2020	9/8/2020	\$133.18			
					133.18	6140310	BALLFIELD MAINTENANCE	TRENCHER MINILOADER
14714	AMERICAN PAVEMENT PRESERVATI	81422	9/8/2020	9/8/2020	\$201,821.61			
					201,821.61	4540200	ROAD MAINTENANCE	2020 ROAD PROJECTS
20-IV-4241	APPARATUS EQUIPMENT & SERVICE	81339	9/2/2020	9/2/2020	\$448.00			
					448.00	7657700	WILDLAND FIRE RES EXPEN	SHOVEL/PICK
7203	APPLICANTPRO	81423	9/9/2020	9/9/2020	\$209.00			
					209.00	4340500	SOFTWARE EXPENSE	AUGUST
SI-1678884	AXON ENTERPRISES, INC	81340	9/2/2020	9/2/2020	\$172.50			
					172.50	1054240	SUPPLIES	25 FEET EXTRA PENETRATIO
29093	BARBER METALS	81341	9/2/2020	9/2/2020	\$69.00			
					69.00	1077300	BUILDINGS & GROUND MAIN	FLAT BAR
044242-19252	BIG O' TIRES - SANTAQUIN	81342	9/2/2020	9/2/2020	\$109.97			
					109.97	1060250	EQUIPMENT MAINTENANCE	TIRES
044242-19377	BIG O' TIRES - SANTAQUIN	81342	9/2/2020	9/2/2020	\$16.99			
					16.99	1054250	EQUIPMENT MAINTENANCE	FLAT REPAIR - VIN: 62867
	Vendor Total:				\$126.96			
UT202002259	BLUE STAKES	81343	9/2/2020	9/2/2020	\$243.66			
					243.66	5240210	BOOKS, SUBSCRIPT, MEMBE	AUGUST
49777	BLUELINE BACKGROUND SCREEN	81344	9/2/2020	9/2/2020	\$135.00			
					135.00	1043310	PROFESSIONAL & TECHNICA	PRE-EMPLOYMENT TESTING
1633528	BONNEVILLE INDUSTRIAL SUPPLY C	81345	9/2/2020	9/2/2020	\$48.96			
					48.96	5240520	WRF - SUPPLIES	Safety Glasses
Refund: 810803	BROADBENT, JAMI	81346	9/1/2020	9/1/2020	\$1.24			
					1.24	5113110	ACCOUNTS RECEIVABLE	Refund: 810803 - BROADBENT,
Refund: 364753	CARSON, CHAD & ALISA	81424	9/8/2020	9/8/2020	\$2.28			
					2.28	5113110	ACCOUNTS RECEIVABLE	Refund: 364753 - CARSON, CH
XC09032020-147	CASARA & STEVE MOSSMAN	81410	9/3/2020	9/3/2020	\$50.00			
					50.00	1022375	EMPLOYEE SIGNIFICANT EVE	WEDDING GIFT - EMPLOYEE
090820	CENTRACOM INTERACTIVE	81469	9/8/2020	9/8/2020	\$3,212.45			
					3,212.45	1051280	TELEPHONE	AUGUST
UP30153B	CENTURY EQUIPMENT COMP	81470	9/8/2020	9/8/2020	\$303.09			
					303.09	5140240	SUPPLIES	FUEL FILTERS
20H1073	CHEMTECH-FORD, INC	81349	9/2/2020	9/2/2020	\$123.00			
					123.00	5240520	WRF - SUPPLIES	WRF
20H1096	CHEMTECH-FORD, INC	81349	9/2/2020	9/2/2020	\$100.00			
					100.00	5140310	PROFESSIONAL & TECHNICA	WATER
20H1510	CHEMTECH-FORD, INC	81471	9/8/2020	9/8/2020	\$123.00			
					123.00	5240520	WRF - SUPPLIES	WRF
20H1511	CHEMTECH-FORD, INC	81349	9/2/2020	9/2/2020	\$40.00			
					40.00	5140310	PROFESSIONAL & TECHNICA	WATER
20I0120	CHEMTECH-FORD, INC	81471	9/9/2020	9/9/2020	\$80.00			
					80.00	5240520	WRF - SUPPLIES	WRF
20I0121	CHEMTECH-FORD, INC	81471	9/9/2020	9/9/2020	\$100.00			
					100.00	5140310	PROFESSIONAL & TECHNICA	WATER
20I0122	CHEMTECH-FORD, INC	81471	9/9/2020	9/9/2020	\$60.00			
					60.00	5140310	PROFESSIONAL & TECHNICA	WATER

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
	Vendor Total:				\$626.00			
0384758	CHRISTENSEN OIL	81350	9/2/2020	9/2/2020	\$208.72			
					208.72	1060250	EQUIPMENT MAINTENANCE	CASTROL TRACTOR FLUID
S7134780.002	CODALE ELECTRIC SUPPLY		9/2/2020	9/30/2020	\$1,080.00			
					1,080.00	1022530	STREET LIGHTS (NEW DEVEL	HOLOPHANE STREET LIGHTS
S7157148.001	CODALE ELECTRIC SUPPLY	81351	9/2/2020	9/2/2020	\$74.32			
					74.32	5440240	SUPPLIES	SUPPLIES
	Vendor Total:				\$1,154.32			
7327083-091624	COLONIAL LIFE &	81352	9/2/2020	9/2/2020	\$126.09			
					126.09	1022505	SUPPLEMENTAL	LIFE INSURANCE PREMIUM
090220	COMMUNITY DEVELOPMENT & REN	81353	9/2/2020	9/2/2020	\$15,150.60			
					15,150.60	4540900	TRANSFER TO CDA FUND	GROCERY STORE PLAZA IMP
46180	CORNWELL QUALITY TOOLS	81354	9/2/2020	9/2/2020	\$114.95			
					114.95	7657240	FIRE - SUPPLIES	1/2" FINE TOOTH RAT
5313	DAILY HERALD, THE	81355	9/2/2020	9/2/2020	\$55.44			
					55.44	1043220	NOTICES,ORDINANCES,PUBL	PUBLIC HEARING NOTICE
54459	DAILY HERALD, THE	81355	9/2/2020	9/2/2020	\$51.39			
					51.39	1078220	NOTICE, ORDINANCES & PUB	CODE AMENDMENT NOTICE
	Vendor Total:				\$106.83			
Refund: 6201440	DEGRAFFENRIED, JIMMY	81357	8/31/2020	8/31/2020	\$24.95			
					24.95	5113110	ACCOUNTS RECEIVABLE	Refund: 6201440 - DEGRAFFE
Refund: 6209360	DEGRAFFENRIED, JIMMY	81356	8/31/2020	8/31/2020	\$26.85			
					26.85	5113110	ACCOUNTS RECEIVABLE	Refund: 6209360 - DEGRAFFE
2170000104	DEPT OF ENVIRONMENTAL QUALITY/	81358	9/2/2020	9/2/2020	\$1,100.00			
					1,100.00	5240540	WRF - PERMITS	Permit UT0026000
2170000170	DEPT OF ENVIRONMENTAL QUALITY/	81358	9/2/2020	9/2/2020	\$385.00			
					385.00	5240540	WRF - PERMITS	Permit UT0026000
	Vendor Total:				\$1,485.00			
090220	DOMINION ENERGY INC.	81359	9/2/2020	9/2/2020	\$145.42			
					20.65	1051270	UTILITIES	1205 N CENTER STREET
					7.16	1051270	UTILITIES	200 S 400 W
					27.03	1051270	UTILITIES	275 W Main Street
					31.36	1051270	UTILITIES	45 W 100 S
					30.74	1051270	UTILITIES	55 W 100 S
					7.16	1051270	UTILITIES	98 S CENTER STREET
					21.32	5240500	WRF - UTILITIES	1215 N CENTER STREET
Refund: 1106350	DR HORTON	81361	8/31/2020	8/31/2020	\$80.97			
					80.97	5113110	ACCOUNTS RECEIVABLE	Refund: 1106350 - DR HORTON
Refund: 1501560	DR HORTON	81363	8/31/2020	8/31/2020	\$0.20			
					0.20	5113110	ACCOUNTS RECEIVABLE	Refund: 1501560 - DR HORTON
Refund: 1516800	DR HORTON	81360	8/31/2020	8/31/2020	\$85.19			
					85.19	5113110	ACCOUNTS RECEIVABLE	Refund: 1516800 - DR HORTON
Refund: 1602950	DR HORTON	81362	8/31/2020	8/31/2020	\$56.85			
					56.85	5113110	ACCOUNTS RECEIVABLE	Refund: 1602950 - DR HORTON
COMM38752020	EDUCATORS HEALTH PLANS LIFE, A	9999	9/10/2020	9/10/2020	\$53,587.91			
					48,300.21	1022500	HEALTH INSURANCE	Health Insurance - September 2
					4,866.30	1022501	DENTAL	Dental Insurance - September 2

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
PR082920-383	EFTPS	9999	9/4/2020	9/4/2020	421.40	1022508	VISION	Vision Insurance - September 20
					\$28,291.29			
					15,935.52	1022210	FICA PAYABLE	Social Security Tax
					3,726.98	1022210	FICA PAYABLE	Medicare Tax
					8,628.79	1022220	FEDERAL WITHHOLDING PAY	Federal Income Tax
20119290	EPIC ENGINEERING	81472	9/9/2020	9/9/2020	\$253.50			
					253.50	1022450-207	(INSP) EVERGREEN POINTE	EVERGREEN POINT
20119291	EPIC ENGINEERING	81472	9/9/2020	9/9/2020	\$382.00			
					382.00	1022450-203	(INSP) SECRET GARDEN EST	QUALITY ASSURANCE
20119295	EPIC ENGINEERING	81472	9/9/2020	9/9/2020	\$1,620.00			
					421.20	1022450-239	(INSP) SANTAQUIN MARKET	QUALITY ASSURANCE
					1,198.80	1022450-241	(INSP) RIDLEYS	QUALITY ASSURANCE
20119296	EPIC ENGINEERING	81472	9/9/2020	9/9/2020	\$399.00			
					399.00	1022450-234	(INSP)[A-12] APPLE HOLLOW	QUALITY ASSURANCE
20119299	EPIC ENGINEERING	81472	9/9/2020	9/9/2020	\$1,789.00			
					894.60	1022450-244	(INSP)[PLAT V]FOOTHILL VILL	QUALITY ASSURANCE
					894.40	1022450-246	(INSP)[PLAT W]FOOTHILL VILL	QUALITY ASSURANCE
	Vendor Total:				\$4,443.50			
12469279	EWING IRRIGATION PRODUCTS INC	81473	9/8/2020	9/8/2020	\$215.67			
					215.67	6140310	BALLFIELD MAINTENANCE	PR 50LB TURFACE PRO LEAG
12469376	EWING IRRIGATION PRODUCTS INC	81364	9/2/2020	9/2/2020	\$328.13			
					28.13	6140240	BASEBALL SUPPLIES	CONCRETE PAINT - WHITE
					200.00	6140610	SOCCER EXPENSE	CONCRETE PAINT - WHITE
					100.00	6140630	FLAG FOOTBALL EXPENSE	CONCRETE PAINT - WHITE
	Vendor Total:				\$543.80			
090820	FARONICS TECHNOLOGIES USA INC	81474	9/8/2020	9/8/2020	\$271.47			
					271.47	7240240	SUPPLIES	DEEP FREEZE ENT MAINTEN
101	FIRETECH APPARATUS REPAIR LLC	81365	9/2/2020	9/2/2020	\$414.00			
					414.00	7657700	WILDLAND FIRE RES EXPEN	BRUSH TRUCK SERVICING
20-257	FORENSIC NURSING SERVICES, INC	81475	9/8/2020	9/8/2020	\$260.00			
					260.00	1054311	PROFESSIONAL & TECHNICA	CASE NO. 20SQ02333 & 20SQ
38839	FREEDOM MAILING SERVICES, INC	81366	9/2/2020	9/2/2020	\$2,019.67			
					2,019.67	5140240	SUPPLIES	AUGUST
XC09092020-147	GEO LOGIC	81420	9/9/2020	9/9/2020	\$20.00			
					20.00	7657247	COVID-19 RELATED EXPENDI	STIMULUS COUPONS REIMBU
9/8/2020	Gomez, Jorge	9999	9/8/2020	9/8/2020	\$234,006.00			
					234,006.00	4140704-001	NEW CITY HALL - LAND ACQU	Purchase of property
090220	GORDON'S HARDWARE - ACE	81367	9/2/2020	9/2/2020	\$357.39			
					357.39	5440240	SUPPLIES	SUPPLIES
090320	GORDON'S HARDWARE - ACE	81406	9/3/2020	9/3/2020	\$46.16			
					46.16	5140240	SUPPLIES	PO # JOHN
	Vendor Total:				\$403.55			
12079128	HACH COMPANY	81368	9/2/2020	9/2/2020	\$805.19			
					805.19	5240510	WRF - CHEMICAL SUPPLIES	AMMONIA CHEMICALS
XC09092020-147	HARRISON CARR	81415	9/9/2020	9/9/2020	\$48.01			
					48.01	6440200	PAGEANT EXPENSES	REIMBURSEMENT
090820	HEALTH EQUITY INC,	9999	9/8/2020	9/8/2020	\$318.21			
					112.57	1022502	FSA	Replenish for HCRA - 6xpjj9h

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
					42.63	1022502	FSA	Replenish for HCRA -5ofhg48
					143.01	1022502	FSA	Replenish for HCRA - 4u94kim
					20.00	1022502	FSA	Replenish for HCRA -17rjxr7
81587125	HENRY SCHEIN	81369	9/2/2020	9/2/2020	\$602.22			
					602.22	7657242	EMS - SUPPLIES	MEDICAL SUPPLIES
82119756	HENRY SCHEIN	81476	9/9/2020	9/9/2020	\$99.00			
					99.00	7657242	EMS - SUPPLIES	MEDICAL SUPPLIES
	Vendor Total:				\$701.22			
0551696241	HONEY BUCKET	81370	9/2/2020	9/2/2020	\$80.00			
					80.00	1070300	BUILDINGS & GROUNDS MAI	R0094124
0551696242	HONEY BUCKET	81370	9/2/2020	9/2/2020	\$80.00			
					80.00	1070300	BUILDINGS & GROUNDS MAI	R0021364
0551702484	HONEY BUCKET		9/2/2020	9/30/2020	\$80.00			
					80.00	1077300	BUILDINGS & GROUND MAIN	R1010343
	Vendor Total:				\$240.00			
CASH-BOND-90	HRHJ Holdings, LLC. c/o Jimmy DeGraf	81371	9/2/2020	9/2/2020	\$46,685.58			
					46,685.58	1022450-270-1	(BOND)[Plat G-3]THE ORCHA	CASH BOND RELEASE #1 - O
FG 160200	HUMPHRIES INC	81477	9/9/2020	9/9/2020	\$74.89			
					74.89	7657242	EMS - SUPPLIES	MEDICAL OXYGEN
RT20080813	HUMPHRIES INC	81477	9/9/2020	9/9/2020	\$35.64			
					35.64	7657242	EMS - SUPPLIES	CYLINDER RENTAL
	Vendor Total:				\$110.53			
8103260-01	INDUSTRIAL SUPPLY	81372	9/2/2020	9/2/2020	\$129.77			
					129.77	5240520	WRF - SUPPLIES	GLOVE NYLON/NITRILE
8103260-02	INDUSTRIAL SUPPLY	81478	9/8/2020	9/8/2020	\$10.32			
					10.32	5140240	SUPPLIES	GLOVE NYLON NITRILE YELL
8103260-03	INDUSTRIAL SUPPLY	81478	9/8/2020	9/8/2020	\$51.60			
					51.60	5140240	SUPPLIES	GLOVE NYLON NITRILE YELL
	Vendor Total:				\$191.69			
47539391	INGRAM BOOK GROUP	81479	9/8/2020	9/8/2020	\$25.94			
					25.94	7240210	BOOKS, SUBSCRIPTIONS & M	Books
47803486	INGRAM BOOK GROUP	81479	9/8/2020	9/8/2020	\$168.53			
					168.53	7240210	BOOKS, SUBSCRIPTIONS & M	Books
47913372	INGRAM BOOK GROUP	81479	9/8/2020	9/8/2020	\$152.41			
					152.41	7240210	BOOKS, SUBSCRIPTIONS & M	Books
47944552	INGRAM BOOK GROUP	81479	9/8/2020	9/8/2020	\$33.66			
					33.66	7240210	BOOKS, SUBSCRIPTIONS & M	Books
47944553	INGRAM BOOK GROUP	81479	9/8/2020	9/8/2020	\$83.94			
					83.94	7240210	BOOKS, SUBSCRIPTIONS & M	Books
47977764	INGRAM BOOK GROUP	81479	9/8/2020	9/8/2020	\$15.20			
					15.20	7240210	BOOKS, SUBSCRIPTIONS & M	Books
	Vendor Total:				\$479.68			
1014052036	INTERMOUNTAIN FARMERS, INC.	81373	9/2/2020	9/2/2020	\$247.00			
					247.00	6140310	BALLFIELD MAINTENANCE	SUPPLIES
1014106589	INTERMOUNTAIN FARMERS, INC.	81480	9/8/2020	9/8/2020	\$333.36			
					333.36	1070300	BUILDINGS & GROUNDS MAI	GROUNDS MAINTENANCE
	Vendor Total:				\$580.36			
53432	INTERWEST SAFETY SUPPLY	81374	9/2/2020	9/2/2020	\$276.40			
					276.40	1060240	SUPPLIES	U-CHANNEL POST/DELI

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
XC09022020-147	JARED MASSIC	81405	9/2/2020	9/2/2020	\$1,355.87			
					1,355.87	6140310	BALLFIELD MAINTENANCE	POLES
0123130	JONES & DEMILLE ENGINEERING	81376	9/2/2020	9/2/2020	\$5,088.50			
					5,088.50	1062480	CLOSE LANDFILL	PLANNING/STUDIES/SURVEY
PPI0187434	JONES PAINT & GLASS	81481	9/8/2020	9/8/2020	\$96.24			
					96.24	7240240	SUPPLIES	LIBRARY
XC09092020-147	JONES PAINT & GLASS C/O MICHAEL	81414	9/9/2020	9/9/2020	\$1,295.00			
					1,295.00	6238900	DONATIONS	SPONSORSHIP REFUND
090120	K. SHAWN PATTEN, ATT. AT LAW	81377	9/2/2020	9/2/2020	\$1,499.97			
					1,499.97	1042331	LEGAL	ATTORNEY FEES
XC09092020-147	KEENEYE FAMILY VISION	81419	9/9/2020	9/9/2020	\$40.00			
					40.00	7657247	COVID-19 RELATED EXPENDI	STIMULUS COUPONS REIMBU
24576	KEITH JUDDS PRO-SERVICE, INC	81482	9/8/2020	9/8/2020	\$185.03			
					185.03	1060250	EQUIPMENT MAINTENANCE	AC REPAIRS - VIN: 14658
09765	KUBWATER RESOURCES, INC	81379	9/2/2020	9/2/2020	\$4,058.26			
					4,058.26	5240510	WRF - CHEMICAL SUPPLIES	ZETAG 8846 FS - 2292.8LBS
20141	LANTIS PRODUCTIONS INC.	81380	9/2/2020	9/2/2020	\$8,000.00			
					8,000.00	6240335	FIREWORKS	FIREWORKS - 2020
17-144	LARA, PEGGIE	81381	9/2/2020	9/2/2020	\$50.00			
					50.00	1042310	PROFESSIONAL & TECHNICA	INTERPRETER - 2 HOURS
17-145	LARA, PEGGIE	81483	9/8/2020	9/8/2020	\$50.00			
					50.00	1042310	PROFESSIONAL & TECHNICA	INTERPRETER - 2 HOURS
	Vendor Total:				\$100.00			
EA948576	LES OLSON COMPANY	81484	9/8/2020	9/8/2020	\$682.51			
					682.51	4340300	COPIER CONTRACT	COPIERS
INV5733	LEXIPOL LLC	81485	9/8/2020	9/8/2020	\$5,704.00			
					5,704.00	1054311	PROFESSIONAL & TECHNICA	ANNUAL POLICY MANUAL & D
REIMBURSE-09	LINDQUIST, CHRIS	81416	9/8/2020	9/8/2020	\$112.87			
					112.87	7657700	WILDLAND FIRE RES EXPEN	FIREFIGHTER FOOD
XC09092020-147	MAIN STREET PIZZA	81418	9/9/2020	9/9/2020	\$2,030.00			
					2,030.00	7657247	COVID-19 RELATED EXPENDI	STIMULUS COUPONS REIMBU
REIMBURSE-09	MECHAM, BRYAN	81411	9/2/2020	9/2/2020	\$84.75			
					84.75	6140670	ADULT SPORTS	SOFTBALL HELMETS
REIMBURSE-09	MILLER, NICK	81384	9/2/2020	9/2/2020	\$13.38			
					13.38	1041240	SUPPLIES	SUPPLIES
2191038	MOUNTAIN ALARM	81385	9/2/2020	9/2/2020	\$44.00			
					44.00	1051300	BUILDINGS & GROUND MAIN	AUGUST
S103712880.001	MOUNTAINLAND SUPPLY	81386	9/2/2020	9/2/2020	\$561.05			
					561.05	5440240	SUPPLIES	P.I. SUPPLIES
S103712880.002	MOUNTAINLAND SUPPLY	81386	9/2/2020	9/2/2020	\$315.72			
					315.72	5440240	SUPPLIES	P.I. SUPPLIES
S103712897.001	MOUNTAINLAND SUPPLY	81386	9/2/2020	9/2/2020	\$30.97			
					30.97	5440240	SUPPLIES	P.I. SUPPLIES
S103718215.001	MOUNTAINLAND SUPPLY	81386	9/2/2020	9/2/2020	\$5,214.31			
					5,214.31	5440240	SUPPLIES	WATER METERS
S103720920.001	MOUNTAINLAND SUPPLY	81486	9/9/2020	9/9/2020	\$909.86			
					909.86	5440240	SUPPLIES	P.I. SUPPLIES

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
S103720920.002	MOUNTAINLAND SUPPLY	81486	9/8/2020	9/8/2020	\$151.20 151.20	5140240	SUPPLIES	WATER
S103731848.001	MOUNTAINLAND SUPPLY	81486	9/8/2020	9/8/2020	\$375.54 375.54	5140240	SUPPLIES	WATER
S103733807.001	MOUNTAINLAND SUPPLY	81486	9/8/2020	9/8/2020	\$419.93 419.93	5140240	SUPPLIES	WATER
S103737311.002	MOUNTAINLAND SUPPLY	81486	9/8/2020	9/8/2020	\$170.64 170.64	5140240	SUPPLIES	WATER
S103740196.001	MOUNTAINLAND SUPPLY	81486	9/8/2020	9/8/2020	\$4,186.00 4,186.00	5240240	SUPPLIES	SEWER
S103740196.002	MOUNTAINLAND SUPPLY	81486	9/8/2020	9/8/2020	\$849.57 849.57	5140240	SUPPLIES	WATER
	Vendor Total:				\$13,184.79			
IN1494086	MUNICIPAL EMERGENCY SERVICES	81487	9/9/2020	9/9/2020	\$91.77 91.77	7657242	EMS - SUPPLIES	EMS UNIFORMS - PANTS/BOO
48863	MVP SPORTS	81387	9/2/2020	9/2/2020	\$175.96 79.98 95.98	6140310 6140670	BALLFIELD MAINTENANCE ADULT SPORTS	FIELD PAINT/SOFTBALLS FIELD PAINT/SOFTBALLS
OD200017	MY CITY CHAMBER	81388	9/2/2020	9/2/2020	\$20,101.50 20,101.50	6240610	SANTAQUIN DAYS AD BOOKL	2020 SALES - 57 SPONSORS F
Refund: 361251	NEPOLIS, MICHAEL & JUDY	81389	8/31/2020	8/31/2020	\$127.80 127.80	5113110	ACCOUNTS RECEIVABLE	Refund: 361251 - NEPOLIS, MI
24158	NIELSEN & SENIOR, ATTORNEYS	81390	9/2/2020	9/2/2020	\$20,646.32 20,646.32	1043331	LEGAL	CRIMINAL
24159	NIELSEN & SENIOR, ATTORNEYS	81390	9/2/2020	9/2/2020	\$9,088.96 9,088.96	1043331	LEGAL	CIVIL
	Vendor Total:				\$29,735.28			
1634	NORTH AMERICAN UV INC	81488	9/8/2020	9/8/2020	\$3,660.00 3,660.00	5240520	WRF - SUPPLIES	LAMP/CLEANING GEL
090220	OREM POLICE DEPARTMENT	81391	9/2/2020	9/2/2020	\$75.00 75.00	1054230	EDUCATION, TRAINING & TRA	C.I.T. PROGRAM - KAYSON SH
13342	OUT BACK GRAPHICS, LLC	81392	9/2/2020	9/2/2020	\$12.00 12.00	1043240	SUPPLIES	SEW LOGO
13426	OUT BACK GRAPHICS, LLC	81392	9/2/2020	9/2/2020	\$374.00 374.00	1022531	STREET SIGNS (NEW DEVEL	STREET SIGNS
13464	OUT BACK GRAPHICS, LLC	81489	9/8/2020	9/8/2020	\$94.50 94.50	7657247	COVID-19 RELATED EXPENDI	ORCHARD DAYS SIGNS
	Vendor Total:				\$480.50			
99342	OWEN EQUIPMENT	81490	9/8/2020	9/8/2020	\$2,375.65 2,375.65	1070300	BUILDINGS & GROUNDS MAI	GROUNDS MAINTENANCE
359255	PAYSON AUTO SUPPLY - NAPA	81393	9/2/2020	9/2/2020	\$103.02 103.02	1060250	EQUIPMENT MAINTENANCE	AIR FILTERS
359802	PAYSON AUTO SUPPLY - NAPA	81393	9/2/2020	9/2/2020	\$104.16 104.16	1060250	EQUIPMENT MAINTENANCE	BRAKE CLEAN
360215	PAYSON AUTO SUPPLY - NAPA	81393	9/2/2020	9/2/2020	\$1,299.99 300.00 399.99	1060240 5140240	SUPPLIES SUPPLIES	54-INCH WORKSTATION 54-INCH WORKSTATION

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
					300.00	5240240	SUPPLIES	54-INCH WORKSTATION
					300.00	5440240	SUPPLIES	54-INCH WORKSTATION
360897	PAYSON AUTO SUPPLY - NAPA	81491	9/8/2020	9/8/2020	\$9.48			
					9.48	5240250	EQUIPMENT MAINTENANCE	FHP TRUFLEX V-BELT
	Vendor Total:				\$1,516.65			
2332	PAYSON CHRONICLE	81394	9/2/2020	9/2/2020	\$424.89			
					424.89	1043220	NOTICES,ORDINANCES,PUBL	NEBO ANNEXATION NOTICE #
2461409	PETERSON PLUMBING SUPPLY	81492	9/8/2020	9/8/2020	\$147.00			
					147.00	5240240	SUPPLIES	SEWER
3 - 2018 Fire SC	PNC EQUIPMENT FINANCE	81514	9/10/2020	9/10/2020	\$27,265.00			
					22,174.03	4241061	FIRE SCBA EQUIPMENT LEAS	Principal - 2018 Fire SCBA Equip
					5,090.97	4248200	DEBT SERVICE - INTEREST	Interest - 2018 Fire SCBA Equip
XC09092020-147	QUALITY RV	81412	9/9/2020	9/9/2020	\$447.50			
					447.50	6238900	DONATIONS	SPONSORSHIP REFUND
16248	R & O CONSTRUCTION	105	9/2/2020	9/2/2020	\$15,150.60			
					15,150.60	814410.460	ORCHARD LANE CDA INCENT	GROCERY STORE PLAZA IMP
0864-001506143	REPUBLIC SERVICES LLC	81493	9/8/2020	9/8/2020	\$440.30			
					440.30	1062311	WASTE PICKUP CHARGES	AUGUST
0864-001507518	REPUBLIC SERVICES LLC	81396	9/2/2020	9/2/2020	\$1,021.88			
					1,021.88	1062311	WASTE PICKUP CHARGES	AUGUST
3-0864-9495009	REPUBLIC SERVICES LLC	81493	9/8/2020	9/8/2020	\$31,038.05			
					22,116.44	1062311	WASTE PICKUP CHARGES	AUGUST
					8,921.61	1062312	RECYCLING PICKUP CHARGE	AUGUST
	Vendor Total:				\$32,500.23			
578136	RESCO	81494	9/8/2020	9/8/2020	\$515.38			
					515.38	4340300	COPIER CONTRACT	COPIERS
2843	ROCK MOUNTAIN TECHNOLOGY	81495	9/1/2020	9/1/2020	\$5,032.30			
					2,850.00	4340100	COMPUTER SUPPORT CONT	SERVICE AGREEMENT
					45.00	4340500	SOFTWARE EXPENSE	SPLASHTOP
					1,674.00	4340500	SOFTWARE EXPENSE	\$0.18 PER GB OF CLOUD BAC
					213.30	4340500	SOFTWARE EXPENSE	MICROSOFT OFFICE 365 PRO
					250.00	4340500	SOFTWARE EXPENSE	RACK SPACE
RMP-090920A	ROCKY MOUNTAIN POWER	81496	9/9/2020	9/9/2020	\$39,927.72			
					1,450.43	1051270	UTILITIES	275 W MAIN ST
					397.01	1051270	UTILITIES	98 S CENTER LIBRARY
					164.77	1051270	UTILITIES	45 W 100 S
					18.70	1070270	UTILITIES	313 W 100 S BOWERY
					25.04	1070270	UTILITIES	313 W 100 S RESTROOMS
					94.94	1070270	UTILITIES	280 W 750 N PARK
					14.91	1070270	UTILITIES	310 N ORCHARD LANE PARK
					56.51	1070270	UTILITIES	49 E MAIN AREA LIGHTS
					7.44	1070270	UTILITIES	49 E MAIN PARK LIGHTS
					18.21	1070270	UTILITIES	398 N CHERRY LANE PARK
					82.03	1070270	UTILITIES	705 SUNSET TRAILS PARK
					36.18	1070270	UTILITIES	168 E 610 S CONCESSIONS
					64.08	1070270	UTILITIES	300 W 100 S BALL PARK LIGH
					19.84	1070270	UTILITIES	290 W 800 N RESTROOMS
					275.40	1070270	UTILITIES	250 S 400 W - AREA CONCESS
					249.00	1070270	UTILITIES	250 S 400 W - AREA CONCESS
					11.51	1070270	UTILITIES	250 S 400 W - AREA CONCESS

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
					11.23	1070270	UTILITIES	250 S 400 W - AREA CONCESS
					2.45	1070270	UTILITIES	190 S 400 W RECREATION BL
					465.80	1070270	UTILITIES	190 S 400 W BUILDING RE-MO
					1,872.14	1070270	UTILITIES	592 SUMMIT RIDGE PKY - SO
					774.43	5140273	UTILITIES	910 E 70 N EASTSIDE WELL
					18.21	5140273	UTILITIES	1200 S 100 W - GENERAL SER
					9,295.31	5140273	UTILITIES	3 SUMMIT RIDGE PARKWAY -
					1,669.04	5140273	UTILITIES	21 S CENTER - CITY OWNED
					1,609.65	5140273	UTILITIES	190 E 400 S CULINARY WELL
					97.22	5140273	UTILITIES	1005 S CENTER - CHLORINE
					1,690.73	5140273	UTILITIES	392 N 200 W - PUMP VAULT
					6,087.08	5240270	UTILITIES	6650 W 13800 S PUMP - HAYFI
					1,669.04	5440273	UTILITIES	21 S CENTER - CITY OWNED
					9,295.31	5440273	UTILITIES	3 SUMMIT RIDGE PARKWAY -
					774.43	5440273	UTILITIES	910 E 70 N EASTSIDE WELL
					1,609.65	5440273	UTILITIES	190 E 400 S CULINARY WELL
P22974	ROCKY MOUNTAIN TURF - RMT EQUI	81397	9/2/2020	9/2/2020	\$502.41			
					502.41	1070250	EQUIPMENT MAINTENANCE	STARTER/BLADE 18
267235	RON GORDON TIRE PROS	81497	9/8/2020	9/8/2020	\$295.80			
					295.80	1070250	EQUIPMENT MAINTENANCE	PARKS TRAILER
5555-437283	ROYAL WHOLESALE ELECTRIC	81498	9/8/2020	9/8/2020	\$72.12			
					72.12	5240550	WRF - EQUIPMENT MAINTEN	600V CC TD FUSE
982020	ROYTER, TINA *	9999	9/4/2020	9/8/2020	\$227,430.00			
					227,430.00	4140704-001	NEW CITY HALL - LAND ACQU	Purchase of property
PR082920-266	SANTAQUIN CITY UTILITIES	81499	9/4/2020	9/4/2020	\$986.00			
					730.00	1022350	UTILITIES PAYABLE	Utilities
					256.00	1022350	UTILITIES PAYABLE	Cemetery
XC09092020-147	SANTAQUIN PHARMACY	81413	9/9/2020	9/9/2020	\$1,000.00			
					1,000.00	6238900	DONATIONS	SPONSORSHIP REFUND
STIMULUS-0909	SANTAQUIN SUBWAY	81417	9/9/2020	9/9/2020	\$680.00			
					680.00	7657247	COVID-19 RELATED EXPENDI	STIMULUS COUPON REIMBU
REIMBURSE-09	SHEPHERD, KAYSON	81398	9/2/2020	9/2/2020	\$431.94			
					431.94	1054240	SUPPLIES	UNIFORM - KAYSON SHEPHE
REIMBURSE-09	SHEPHERD, KAYSON	81500	9/8/2020	9/8/2020	\$251.96			
					251.96	1054240	SUPPLIES	UNIFORM - KAYSON SHEPHE
	Vendor Total:				\$683.90			
10271	SNOW COLLEGE	81399	9/2/2020	9/2/2020	\$2,016.00			
					2,016.00	6440300	MISS SANTAQUIN SCHOLARS	TUITION & FEES FOR DEVYN
090820	SO UT VALLEY ANIMAL SHELTER	81502	9/8/2020	9/8/2020	\$55.00			
					30.00	1054350	UTAH COUNTY ANIMAL SHEL	S19580
					10.00	1054350	UTAH COUNTY ANIMAL SHEL	S19582
					10.00	1054350	UTAH COUNTY ANIMAL SHEL	S19579
					2.50	1054350	UTAH COUNTY ANIMAL SHEL	S19583
					2.50	1054350	UTAH COUNTY ANIMAL SHEL	S19581
13789	SOUTH UTAH VALLEY SOLID WASTE	81503	9/8/2020	9/8/2020	\$4,064.40			
					4,064.40	1062312	RECYCLING PICKUP CHARGE	AUGUST
5337435	STAKER PARSON COMPANIES	81504	9/9/2020	9/9/2020	\$272.48			
					272.48	1060240	SUPPLIES	1/2 " ASPHALT
5346886	STAKER PARSON COMPANIES	81504	9/8/2020	9/8/2020	\$913.91			
					913.91	1060240	SUPPLIES	1/2 " ASPHALT

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
	Vendor Total:				\$1,186.39			
7313222078-000	STAPLES	81505	9/9/2020	9/9/2020	\$5.98			
					5.98	1043240	SUPPLIES	ADMIN OFFICE SUPPLIES
090920	STRINGHAM'S HARDWARE	81506	9/9/2020	9/9/2020	\$1,787.53			
					150.00	1043240	SUPPLIES	AUGUST
					2.97	1054240	SUPPLIES	AUGUST
					65.28	1070300	BUILDINGS & GROUNDS MA	AUGUST
					26.95	1077300	BUILDINGS & GROUND MAIN	AUGUST
					780.25	5140240	SUPPLIES	AUGUST
					98.11	5240240	SUPPLIES	AUGUST
					155.28	5240520	WRF - SUPPLIES	AUGUST
					136.93	5440240	SUPPLIES	AUGUST
					214.47	6140310	BALLFIELD MAINTENANCE	AUGUST
					29.98	6140335	MISC SUPPLIES	AUGUST
					40.25	6140610	SOCCER EXPENSE	AUGUST
					26.05	7240240	SUPPLIES	AUGUST
					6.87	7657247	COVID-19 RELATED EXPENDI	LIQUID GEL SOAP
					4.79	7657247	COVID-19 RELATED EXPENDI	4" FORCE CUP PLUNGER
					9.95	7657247	COVID-19 RELATED EXPENDI	TV SCHLAG LOCK KEYBLANK
					39.40	7657250	FIRE - EQUIPMENT MAINTEN	AUGUST
3113792	STRYKER MEDICAL - STRYKER SALE	81400	9/2/2020	9/2/2020	\$78.09			
					78.09	7657242	EMS - SUPPLIES	STRAP, STABILIZATION
3116562	STRYKER MEDICAL - STRYKER SALE	81507	9/8/2020	9/8/2020	\$60,706.64			
					60,706.64	7657247	COVID-19 RELATED EXPENDI	LUCAS BATTERIES/CHARGER
	Vendor Total:				\$60,784.73			
0357239-IN	SYMBOL ARTS, LLC	81508	9/8/2020	9/8/2020	\$95.00			
					95.00	1054240	SUPPLIES	BADGES
1502287	THATCHER COMPANY	81401	9/2/2020	9/2/2020	\$5,330.00			
					5,330.00	5140240	SUPPLIES	CHLORINE & CONTAINER DE
1502289	THATCHER COMPANY	81401	9/2/2020	9/2/2020	(\$2,800.00)			
					-2,800.00	5140240	SUPPLIES	CONTAINER REFUND
	Vendor Total:				\$2,530.00			
051533174207	THE HARTFORD	9999	9/10/2020	9/10/2020	\$2,887.10			
					2,887.10	1022504	LIFE/ADD	Life, ADD, LTD, Sup Life Insuran
090220	TIM DAHLE FORD	81402	9/2/2020	9/2/2020	\$3,320.03			
					3,320.03	7657250	FIRE - EQUIPMENT MAINTEN	MAINTENANCE - VIN: 51268
37169	TISCHNER FORD SALES, INC	81509	9/9/2020	9/9/2020	\$44.58			
					44.58	7657250	FIRE - EQUIPMENT MAINTEN	OIL CHANGE - VIN: 09716
17-117	TOWN OF GENOLA	81407	9/2/2020	9/2/2020	\$8,940.37			
					8,940.37	1022430	COURT FINES AND FORFEITU	AUGUST
17-110	TOWN OF GOSHEN	81408	9/2/2020	9/2/2020	\$548.22			
					548.22	1022430	COURT FINES AND FORFEITU	AUGUST
16191	UPPER CASE PRINTING	81510	9/8/2020	9/8/2020	\$520.55			
					520.55	5440240	SUPPLIES	RECREATION FLYER & CITY N
00025197	UTAH CHIEF'S OF POLICE ASSOCIATI	81403	9/2/2020	9/2/2020	\$200.00			
					200.00	1054311	PROFESSIONAL & TECHNICA	UCOPA MEMBERSHIP DUES
92 - 2011A-2 Se	UTAH STATE DIVISION OF FINANCE	09102028	9/10/2020	9/10/2020	\$10,571.00			
					4,120.24	562540.2	2011A-2 Sewer Revenue Bond r	Principal - 2011A-2 Sewer Reve
					6,450.76	5640860	DEBT SERVICE - INTEREST	Interest - 2011A-2 Sewer Reven

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
PR082920-382	UTAH STATE RETIREMENT	9999	9/4/2020	9/4/2020	\$25,502.68			
					3,211.46	1022300	RETIREMENT PAYABLE	401K
					19,794.26	1022300	RETIREMENT PAYABLE	Retirement
					531.31	1022300	RETIREMENT PAYABLE	401K - Tier 1 Parity
					606.50	1022300	RETIREMENT PAYABLE	Roth IRA
					592.11	1022300	RETIREMENT PAYABLE	457
					767.04	1022325	RETIREMENT LOAN PAYMEN	Retirement Loan Payment
PR082920-361	UTAH STATE TAX COMMISSION		9/4/2020	9/4/2020	\$5,415.38			
					5,415.38	1022230	STATE WITHHOLDING PAYAB	State Income Tax
17-116	UTAH STATE TREASURER	81409	9/2/2020	9/2/2020	\$4,808.91			
					4,808.91	1042610	STATE RESTITUTION	AUGUST
9861388329	VERIZON WIRELESS	81512	9/8/2020	9/8/2020	\$1,314.59			
					449.55	1054280	TELEPHONE	AUGUST
					680.17	1054340	CENTRAL DISPATCH FEES	AUGUST
					80.02	1068280	TELEPHONE	AUGUST
					40.31	5140240	SUPPLIES	AUGUST
					64.54	7657280	TELEPHONE	AUGUST
9861569142	VERIZON WIRELESS	81512	9/9/2020	9/9/2020	\$132.20			
					132.20	1048280	TELEPHONE	ENGINEERING
	Vendor Total:				\$1,446.79			
79445767	WAXIE'S SANITARY SUPPLY	81513	9/8/2020	9/8/2020	\$269.64			
					269.64	7657247	COVID-19 RELATED EXPENDI	DURACELL PROCELL D-CELL
091020	WEST INTERACTIVE SERVICES COR	81515	9/10/2020	9/10/2020	\$4,140.00			
					4,140.00	4340112	WEBSITE CONTRACT - CIVIC	FY2020-2021
17-AUG-2020	WISE, AARON P	81404	9/2/2020	9/2/2020	\$300.00			
					300.00	1042331	LEGAL	REPRESENTATION FOR CASE
	Total:				\$1,197,484.34			
					19,662.50	1022210	GL Account Summary FICA PAYABLE	
					8,628.79	1022220	FEDERAL WITHHOLDING PAY	
					5,415.38	1022230	STATE WITHHOLDING PAYAB	
					24,735.64	1022300	RETIREMENT PAYABLE	
					767.04	1022325	RETIREMENT LOAN PAYMEN	
					986.00	1022350	UTILITIES PAYABLE	
					50.00	1022375	EMPLOYEE SIGNIFICANT EVE	
					9,488.59	1022430	COURT FINES AND FORFEITU	
					382.00	1022450-203	(INSP) SECRET GARDEN EST	
					253.50	1022450-207	(INSP) EVERGREEN POINTE	
					399.00	1022450-234	(INSP)[A-12] APPLE HOLLOW	
					421.20	1022450-239	(INSP) SANTAQUIN MARKET	
					1,198.80	1022450-241	(INSP) RIDLEYS	
					894.60	1022450-244	(INSP)[PLAT V]FOOTHILL VILL	
					894.40	1022450-246	(INSP)[PLAT W]FOOTHILL VILL	
					46,685.58	1022450-270-1	(BOND)[Plat G-3]THE ORCHA	
					48,300.21	1022500	HEALTH INSURANCE	
					4,866.30	1022501	DENTAL	
					318.21	1022502	FSA	
					2,887.10	1022504	LIFE/ADD	
					126.09	1022505	SUPPLEMENTAL	
					421.40	1022508	VISION	
					1,080.00	1022530	STREET LIGHTS (NEW DEVEL	
					374.00	1022531	STREET SIGNS (NEW DEVEL	
					13.38	1041240	SUPPLIES	

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name</u>	<u>Description</u>
					100.00	1042310	PROFESSIONAL & TECHNICA	
					1,799.97	1042331	LEGAL	
					4,808.91	1042610	STATE RESTITUTION	
					480.33	1043220	NOTICES,ORDINANCES,PUBL	
					167.98	1043240	SUPPLIES	
					135.00	1043310	PROFESSIONAL & TECHNICA	
					29,735.28	1043331	LEGAL	
					132.20	1048280	TELEPHONE	
					2,136.31	1051270	UTILITIES	
					3,212.45	1051280	TELEPHONE	
					44.00	1051300	BUILDINGS & GROUND MAIN	
					75.00	1054230	EDUCATION, TRAINING & TRA	
					954.37	1054240	SUPPLIES	
					16.99	1054250	EQUIPMENT MAINTENANCE	
					449.55	1054280	TELEPHONE	
					6,164.00	1054311	PROFESSIONAL & TECHNICA	
					680.17	1054340	CENTRAL DISPATCH FEES	
					55.00	1054350	UTAH COUNTY ANIMAL SHEL	
					1,762.79	1060240	SUPPLIES	
					710.90	1060250	EQUIPMENT MAINTENANCE	
					23,578.62	1062311	WASTE PICKUP CHARGES	
					12,986.01	1062312	RECYCLING PICKUP CHARGE	
					5,088.50	1062480	CLOSE LANDFILL	
					80.02	1068280	TELEPHONE	
					798.21	1070250	EQUIPMENT MAINTENANCE	
					3,325.41	1070270	UTILITIES	
					2,934.29	1070300	BUILDINGS & GROUNDS MAI	
					175.95	1077300	BUILDINGS & GROUND MAIN	
					51.39	1078220	NOTICE, ORDINANCES & PUB	
					281,889.31		Total	
					461,436.00	4140704-001	NEW CITY HALL - LAND ACQU	
					22,174.03	4241061	FIRE SCBA EQUIPMENT LEAS	
					5,090.97	4248200	DEBT SERVICE - INTEREST	
					27,265.00		Total	
					2,850.00	4340100	COMPUTER SUPPORT CONT	
					4,140.00	4340112	WEBSITE CONTRACT - CIVIC	
					1,197.89	4340300	COPIER CONTRACT	
					2,391.30	4340500	SOFTWARE EXPENSE	
					10,579.19		Total	
					201,821.61	4540200	ROAD MAINTENANCE	
					15,150.60	4540900	TRANSFER TO CDA FUND	
					216,972.21		Total	
					406.33	5113110	ACCOUNTS RECEIVABLE	
					8,148.27	5140240	SUPPLIES	
					15,154.59	5140273	UTILITIES	
					300.00	5140310	PROFESSIONAL & TECHNICA	
					24,009.19		Total	
					243.66	5240210	BOOKS, SUBSCRIPT, MEMBE	
					4,731.11	5240240	SUPPLIES	
					9.48	5240250	EQUIPMENT MAINTENANCE	
					6,087.08	5240270	UTILITIES	

SANTAQUIN CITY CORPORATION
Invoice Register - 8/29/2020 to 9/10/2020 - All Invoices

Item # 3.

<u>Invoice No.</u>	<u>Vendor</u>	<u>Check No.</u>	<u>Ledger Date</u>	<u>Due Date</u>	<u>Amount</u>	<u>Account No.</u>	<u>Account Name.</u>	<u>Description</u>
					21.32	5240500	WRF - UTILITIES	
					4,863.45	5240510	WRF - CHEMICAL SUPPLIES	
					4,320.01	5240520	WRF - SUPPLIES	
					1,485.00	5240540	WRF - PERMITS	
					72.12	5240550	WRF - EQUIPMENT MAINTEN	
					21,833.23		Total	
					8,421.10	5440240	SUPPLIES	
					13,348.43	5440273	UTILITIES	
					21,769.53		Total	
					4,120.24	562540.2	2011A-2 Sewer Revenue Bond r	
					6,450.76	5640860	DEBT SERVICE - INTEREST	
					10,571.00		Total	
					28.13	6140240	BASEBALL SUPPLIES	
					2,246.17	6140310	BALLFIELD MAINTENANCE	
					29.98	6140335	MISC SUPPLIES	
					240.25	6140610	SOCCER EXPENSE	
					100.00	6140630	FLAG FOOTBALL EXPENSE	
					180.73	6140670	ADULT SPORTS	
					2,825.26		Total	
					2,742.50	6238900	DONATIONS	
					8,000.00	6240335	FIREWORKS	
					20,101.50	6240610	SANTAQUIN DAYS AD BOOKL	
					30,844.00		Total	
					48.01	6440200	PAGEANT EXPENSES	
					2,016.00	6440300	MISS SANTAQUIN SCHOLARS	
					2,064.01		Total	
					479.68	7240210	BOOKS, SUBSCRIPTIONS & M	
					393.76	7240240	SUPPLIES	
					873.44		Total	
					114.95	7657240	FIRE - SUPPLIES	
					981.61	7657242	EMS - SUPPLIES	
					63,862.39	7657247	COVID-19 RELATED EXPENDI	
					3,404.01	7657250	FIRE - EQUIPMENT MAINTEN	
					64.54	7657280	TELEPHONE	
					974.87	7657700	WILDLAND FIRE RES EXPEN	
					69,402.37		Total	
					15,150.60	814410.460	ORCHARD LANE CDA INCENT	
					\$1,197,484.34		GL Account Summary Total	

Santaquin City General Plan Update Fee Estimate Proposal

Proposed Lump Sum Fee	
Phase 1: Community Vision Development	
Kickoff and background research (includes creation of initial project maps)	\$7,390
Promotion strategy/execution	\$6,770
Steering committee (ongoing meeting costs incorporated into tasks below)	\$2,160
Public visioning virtual/ in-person workshop, open houses and surveys (includes alternative scenarios development, vision development and subsequent general plan concepts)	\$61,160
Phase 2: General Plan Update	
General plan drafting, work sessions, public hearings and final document preparation (optional additional economics studies not included)	\$28,320
Phase 3: Ordinance Updates	
Optional recommended updates	-----
Labor Cost Total	\$98,500
Hard Costs Total (promotions, engagement tools, printing, etc.)	\$2,000
Grand Total	\$107,800

Project Team Hourly Rates and Hours	
Christie Oostema Brown project manager, visioning and public engagement lead, general plan support	\$110/hr 483 hours
John Janson (Planning Solutions) general planning lead, visioning and engagement support	\$100/hr 222 hours
Jake Young (Citta Design) visioning, engagement and general planning support	\$90/hr 125 hours
Jennifer Gardner (Logan Simpson) media lead, engagement and technical support	\$110/hr 126 hours
Olivia Cvetko (Logan Simpson) media, engagement and graphic support	\$80/hr 67 hours

Subconsultant Fees (included in hours and costs above)	
Planning Solutions general planning lead, visioning and engagement support	\$22,200
Citta Design visioning, engagement and general planning support	\$11,250
Logan Simpson media lead, engagement and technical support	\$19,220

MEMO



To: Mayor Hunsaker and City Council Members
 From: Jason Bond, Community Development Director
 Date: September 10, 2020
 Re: **Award of the Santaquin City General Plan Update**

Santaquin City received a total of six proposals to perform the update of the general plan. Unfortunately, one of the proposals was late and therefore wasn't opened. A selection committee was formed to review the remaining five proposals. The selection committee consisted of myself and the following individuals:

City Councilmember Betsy Montoya
 Planning Commissioner Kylie Lance
 City Manager Ben Reeves

City Council Member Jennifer Bowman
 Planning Commissioner Art Adcock
 Assistant City Manager Norm Beagley

The selection committee spent about 3 hours reviewing and discussing the five proposals and unanimously agreed that People + Place was the best option. The criteria used to score the proposals and the final ranking of the proposals is as follows:

Firm	Project Team (20 points possible)	Project Experience (35 points possible)	Approach to the Project (35 points possible)	Subtotal Score	Fee Proposal Points (10 points possible)	Total Score	Normalized Score	Rank
Horrocks Engineers	94	150	166	410	45	455	65%	5
Landmark Design	119	227	183	529	55	584	83%	3
Rural Community Consultants	113	204	216	533	70	603	86%	2
Fregonese Associates	113	205	202	520	47	567	81%	4
People + Place	132	231	234	597	54	651	93%	1

The proposed cost for People+Place to do the update is \$107,800. The proposal indicates that a "soft start" could commence in the fall of 2020 which would include basic research and project preparation. However, an official commencement of the project would not be able to start until January of 2021. To People+Place's credit, they respect their current clients and do not find it fair to overextend themselves with too many projects at one time. With that said, this same attitude would carry over to Santaquin City if they end up being awarded this project.

Opinions will vary on the importance of the project start time. I feel that it is worth considering that a January start time will allow the holiday season to pass (which could create availability challenges for everyone involved) as well as allowing more time for the COVID-19 situation to improve which will also further help improve public engagement. In addition, early 2021 may be a better time for the USU Harvest View agritourism visioning process and a MAG TIP funded active transportation study to happen currently with the general plan update.

A topic of discussion amongst the selection committee members was whether or not a statistically significant survey needed to be included. The selection committee felt like this should be a priority. A statistically significant survey was not a part of People+Place's proposal but this desire has been communicated with Christie Oostema Brown who would be the project manager for the update. She indicated that it could be possible but it would come at an extra cost. Christie also point out the following:

“the self-selecting survey work we usually do provide an opportunity for the public to learn together, talk together, and carefully weigh the consequences (intended or not) of various choices. When people have been a part of this type of process, we believe they have the space to develop more informed and thoughtful opinions on the issues at hand. If we see we are missing key demographic segments, we can target them (e.g. meet with the Chamber for business opinions, hold a school assembly for high school students). While there is certainly a place for statistically significant polling, it doesn't necessarily yield a thoughtful response. When answering a cold call, a survey participant is likely busy thinking about something else and doesn't have much time to answer a question. The response is more likely a gut response, not necessarily a thoughtful or informed one.”

We will look to the City Council to provide direction on whether or not a statistically significant survey needs to be a part of the process.

Recommended Motion: “Motion to award the Santaquin City general plan update to People+Place a price-not-to-exceed of \$107,800.”



Santaquin City General Plan Update



August 21, 2020

people + place

People + Place, LLC
Christie Oostema Brown, MUP, AICP
948 S 800 East, Salt Lake City, Utah 84105 | 801.712.3123

people + place

August 21, 2020

Jason Bond, Community Development Director
275 West Main Street
Santaquin, Utah 84655

Dear Jason:

We are excited to work with Santaquin City to develop a general plan that captures what residents imagine and hope for and charts a course toward the future that citizens want. We will deliver an **engaging and educational process**, drawing out informed and thoughtful ideas as citizens explore the possibilities. We are highly qualified to make that happen alongside the City and its stakeholders, and we are known for our ability to promote, lead, and energize community visioning and planning efforts. We will explore the City's opportunities and challenges in a manner that enables all participants to be heard and to be productive, giving opportunities to express individual feedback and group preferences, minus the soapbox that can derail democratic process.

We propose leading with a visioning effort that will foster broad public support among Santaquin City residents and stakeholders, creating the backing needed for a successful general planning effort. I have led community-engaged visioning and planning efforts for more than 20 years. John Janson's extensive general planning experience is sought after all over the state. We are supported by Jake Young and the Logan Simpson Design firm, who have experience in all aspects of planning and bring additional virtual communication expertise during the COVID-19 crisis. Together, we will deliver a concise, highly graphical plan that will be a true tool for staff and elected officials. **A recent process in Heber City is an example of success: hundreds of citizens helped create a widely supported vision, and from that process flowed a general plan that was adopted unanimously and quickly.**

You'll see that we are committed to take on only what we can do well. While we can "soft start" the project by completing basic research and project preparation this fall, we are prepared to embark on this process in a major way beginning in January, with an energetic approach that wraps up by the end of 2021. We are a small firm committed to giving each project the attention it deserves. We don't over commit, so we propose waiting just a few months to ensure that your project gets the time and creativity it deserves. Further, a slightly delayed timeline may enable more in-person events.

This is an exciting time in the life of Santaquin City, as it grapples with the changes and impacts associated with growth along the larger Wasatch Front and the desire to hold onto what makes the City special. As you know so well, Santaquin is a highly desirable place to live, with access to a variety of recreational opportunities and an incredible rural setting known for its thriving tart cherry industry. But with increased growth pressure in southern Utah County, and with more people seeing working from home as a viable option (thereby enabling living farther from workplaces), we understand the need for an updated plan. The community is changing as many new residents join those with long histories in the City. The current general plan has provided needed guidance, but conditions are changing. We would be honored to work alongside the City, its stakeholders and its citizens to identify both where the City wants to go and how to get there.

Sincerely,



Christie Oostema and the People + Place team

801.712.3123 | christieoostema@gmail.com | 948 S 800 E, Salt Lake City, Utah 84105

2. Executive Summary

Proposed team: a nimble and highly experienced team committed to a successful process

Experience: team members who have created dozens of successful plans in partnership with communities

Approach and workplan: key concepts below capture the approach and workplan in this proposal

Begin with a vision.

Because Santaquin City desires comprehensive engagement in creating a plan for the future, we propose kick-starting the general planning process with an intensive visioning effort. This allows for broad and deep public participation early in the process, to create a vision that is a true reflection of citizen and stakeholder hopes for the future. This process enables citizens and stakeholders to examine and reflect on changing conditions and demographics, help identify trends, and express preferences regarding growth and its impacts. It will yield a vision statement and a collection of vision principles, with each principle becoming the cornerstone of a general plan chapter.

Make pivoting from the visioning process to the general planning process the next logical step.

Updating the general plan to align with a community-created vision will feel like the next logical step to the public. We believe they will want to move forward, and will want to support updates that address their hopes and concerns about the future. Since the vision informs the general plan update, the public will once again see how their ideas shape public policy and, eventually, what happens on the ground. That's exciting!

Create a clear nexus between what the public says and the vision and plan that is created.

Community members will become accustomed to seeing their ideas reflected back during each step of the process. Every participant will have multiple opportunities to see their ideas inform group ideas, and group ideas inform the City's vision. While minority opinions are honored in that there is opportunity to express them, the nexus between broadly shared public views and the vision that emerges will be clear at every point in the process, resulting in a plan that most residents and stakeholders can get excited about.

Steering committee members are stakeholders and project ambassadors.

We propose engaging a steering committee. Members not only impact the process and are impacted by the



process, they are also trusted community members and leaders. They serve as invaluable ambassadors, able to communicate about the visioning and planning effort accurately and with enthusiasm to their networks, adept at inspiring larger participation.

Online engagement is always a significant part of what we do.

While citizens love our interactive in-person public meetings, our projects also always include fun and informational recorded presentations and online activities. Live online meetings are also very doable and can even integrate real time phone polling.

Smart phones as a polling tool? Yes!

Imagine workshop participants using their phones in real time to express their opinions and see those of the larger community. This technology can be used in traditional indoor settings, in outdoor settings where social distancing is possible, or even remotely, with citizens participating from home.

Great graphics are worth a thousand words!

Giving the public an opportunity to express preferences regarding the type of place they imagine, by providing a range of illustrations to react to, is usually far more helpful than talking about abstract ideas like density or affordable housing. Concrete images convey a "sense of place" while illustrating how a growing population with a range of needs could thrive.

Create a clear, concise document that actually gets used.

Rather than producing a bland 100+ page, text-heavy document, we will develop a clean, concise graphical plan. The vision developed early in our process provides the organizing mechanism for the general plan, because the vision uncovers what is really important to Santaquin residents and stakeholders. General plan chapters grow out of vision principles, and these are illustrated with graphics that say more than words could.

3. Project Team

The People + Place Collaborative

The People + Place Collaborative brings decades of experience working in Utah communities alongside city staff, elected officials, stakeholders and the public. We are qualified to deliver an engaging and educational process that draws out informed and thoughtful ideas as citizens explore the possibilities. **Known for our ability to promote, lead and energize community visioning and planning efforts, we love to provide visioning processes that create excitement and support for subsequent general planning efforts and code updates.**

People + Place brings together a collective of individuals hand picked to support Santaquin City's general plan update. **The team includes the following individuals, all with the time available to fulfill designated project roles.**

Christie Oostema Brown | People + Place

Project Role: project manager, visioning and public engagement lead, general plan support



Christie Oostema Brown, MUP, AICP, opened People + Place in 2015, a firm that specializes in listening to, learning from and working alongside municipalities, stakeholders and residents on community and regional visioning, planning and development projects. People + Place allows her to continue and expand working relationships that she enjoyed in Utah and nationwide while directing planning activities at Envision Utah.

Christie sincerely believes that the work she does is for the communities who hire her—she works flexibly to better the experience of city staff she works with, and, ultimately, the experience of residents who participate in the life of their communities. Christie translates geeky planning work (that she loves!) into meaningful and engaging processes that provide clear information and give voice to public hopes for the future. That leads to community thinking that results in creative, pragmatic and highly supported plans. A current example: She led out on a project in Heber City with a visioning effort (conducted both in person and online) that enabled residents to weigh in on the future choices and challenges the City faced. The success of that visioning effort enabled a seamless transition to a completely new general plan. After adopting the vision and plan, her team is crafting companion code, all within 18 months of the initial visioning start date.

Selected Experience:

- Heber City Vision, General Plan and Code Update, Heber City, Utah (lead)
- Orem State Street Districts Rezone and Public Outreach Plan, Orem, Utah
- Layton Vision and General Plan Update, Layton, Utah (lead)
- The Wasatch Choice for 2040, Salt Lake and Utah County, Utah (management team)
- Envision Cache Valley, Cache County, Utah, and Franklin County, Idaho (lead)

John M. Janson | Planning Solutions

Project Role: general planning lead, visioning and engagement support



John M. Janson, AICP, graduated from the University of Utah with a degree in Geography, and he received a Master of City and Regional Planning from Ohio State University. After working as a consultant and then for Davis County, Utah, the majority of John's career has been with West Valley City, Utah, where he was employed as the Planning Director for 25 of his 30 years with the City. His career path has provided him with extensive exposure to the full variety of planning topics, since West Valley is a diverse community known for its progressive attitude in facilitating economic development and addressing issues within the community with the best tools available. As a three term Utah Chapter of the American Planning Association President, frequent local conference speaker, and having performed consultant projects throughout the state, he has significant exposure to regional and city issues.

Recent Relevant Consulting Work:

- Heber City Vision, General Plan and Code Update
- North Ogden General Plan, North Ogden, Utah
- Brigham City General Plan, Brigham City, Utah
- Millcreek City General Plan, Millcreek City, Utah (support for city staff)

Jake Young | Citta Design

Project Role: visioning, engagement and general planning support



Jake Young, AICP, PLA, is a catalytic professional planner and landscape architect in pursuit of thoughtful change for Utah cities and neighborhoods. Jake is currently leading efforts for regional plans in the Wasatch and efforts to improve housing affordability. Jake has in-depth planning

experience working with cities for general plans, form based codes, downtown plans, housing solutions, walkable neighborhoods and sustainable sites. Jake believes city design is a constant effort balancing pros and cons, problem solving systems and making places enjoyable for living, working and recreating.

Jake's general plan experience includes: North Ogden, Brigham City, and Wasatch Canyons. Jake has also worked on a number of downtown plans/codes including: Vineyard, Clearfield, North Logan, Brigham City and North Ogden.

Jennifer Gardner, ASLA | Logan Simpson

Project Role: media lead, engagement and technical support



Over the past 20 years, Jennifer has been dedicated to the planning and design of spaces small and large. Her tireless passion for connecting the natural and built environments has led to an extensive resume of planning and design projects spanning both the public and private sectors. Jennifer is experienced with planning and entitlement, land use code development, design guideline development, and comprehensive plans. Through years of entitlement work, she has gained much insight into the opportunities and challenges that smaller cities face and is focused on building the framework to help each community achieve their ultimate development goals.

Selected Relevant Experience:

- Mixed-Use Design Guidelines, Castle Pines, CO
- Meadowbrook District Form Based Code, Millcreek, Utah
- Millcreek Town Center Code Graphics, Utah
- The River Bottoms Vision Plan, Spanish Fork, Utah
- South Jordan General and Subarea Plans, Utah
- Eagle Comprehensive Plan, Land Use & Development Code Update, Eagle, Utah
- Southwest Salt Lake County Vision, Utah
- North Ogden land Development Code Update, Utah
- Johnstown Comprehensive Plan Update, Colorado

Olivia Cvetko | Logan Simpson

Project Role: media, engagement and graphic support



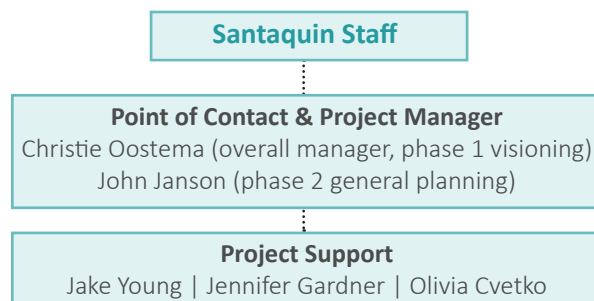
Olivia is a community planner with a demonstrated history of working in both the private and public sectors. With skills in Adobe Illustrator and InDesign, cartography, research, document production, and public outreach, Olivia collaborates with her team to organize materials

and review planning proposals. She has worked on a variety of comprehensive plans projects at various scales, working with both city and county clients. Olivia helps facilitate an efficient and defensible planning process through relevant research, creative, unique tactics to engage the public and elected officials, and assisting in the creation of implementable and community supported goals and strategies.

Selected Relevant Experience:

- The River Bottoms Vision Plan, Spanish Fork, UT
- South Jordan General Plan and Subarea Plans, UT
- Hurricane General Plan Update, UT
- Cache County Three Plans Update, UT
- Eagle Comprehensive Plan, Land Use & Development Code Update, Eagle, UT
- Southwest Salt Lake County Vision, UT
- North Ogden land Development Code Update, UT
- Johnstown Comprehensive Plan Update, Colorado

Communication Flow Chart



Unique Qualifications

Our approach begins with intensive public visioning, which lays the framework for the general plan. This enables a streamlined process and a concise, easy-to-use plan. An example: Heber City's general plan is 88 pages with 10 brief chapters, each including relevant vision principles and associated policies—illustrated with a rich collection of conceptual graphics, photos, infographics and charts.

Internal Quality Control/Cost Control Procedures

At the outset of each project, we initiate a schedule of regular meetings. Key consultant staff generally meet weekly to assess progress and identify next steps, and City staff are asked to be a part of that meeting every other week. Each month, our invoices provide a record of work progress and budget used, illustrating alignment with anticipated work and associated fees and highlighting early any need to make changes based on emerging needs. This process allows us to clearly communicate with our client and to be flexible while adhering to budget constraints.

Project Experience

Heber City Vision, General Plan and Code Update, Heber City, Utah

Heber City's rapid growth and outdated general plan required an aggressive process to jump start proactive City planning to ensure new development was informed by the hopes of community residents and stakeholders. In only 18 months, the City moved through a thorough and comprehensive public visioning process, created and adopted a general plan, and commenced major updates to the City code, including an overlay for a developing area covering nearly 20 square miles and a new Main Street zone.

The visioning effort began in January 2019 with the formation of a steering committee and included the voices of hundreds of Heber City residents, employing social media, a project website, online videos, both quick and in-depth online surveys, in person workshops and open houses, and participation at a public festival, in addition to legally-required hearings with the Planning Commission and City Council. A diverse steering committee representing a range of interests worked throughout the process alongside the consultant team and City staff, vetting materials, providing direction, and committing themselves to a process of genuine public engagement rather than a predetermined outcome. This group trusted that given good information the public would make good choices for their City.

The widely supported vision is the foundation of the new general plan, with vision principles and supporting policy forming the general plan chapters. Because the vision was created directly from publicly-supported and generated ideas, the City and its citizens could move forward together on the general plan itself. The plan was adopted in February 2020, just as major code updates in support of the plan commenced.

Project manager: Christie Oostema (team members: John Janson, Jake Young)

Year completed: 2020 (vision and general plan), ongoing (code update)

Final project cost: Vision (\$47,530), General Plan (\$72,960), Code Updates (\$68,300)

Services performed: Visioning, public engagement, general planning, code updates

Reference: Matt Brower, City Manager, 435-654-0757



Castle Pines Comprehensive Plan and Mixed-Use District Design Guidelines, Castle Pines, Colorado

Logan Simpson worked with the City of Castle Pines, the most recently incorporated city in Colorado, to create their first community-based comprehensive plan in 2015. This small, residential community prides itself on its open spaces and paths that connect a network of stable and well-maintained neighborhoods. Significant new annexations have opened the community to growth and new development which adds much needed diversity of housing stock to the existing largely high-end community. The plan included a hard look at redevelopment concepts for a recently-vacated grocery store and its surrounding retail, transforming the area into a mixed use downtown with integrated higher density housing. Working closely with the residents, business community, HOAs and special districts, the comprehensive plan emphasizes strategic implementation strategies to balance new growth with preservation of the City's character and values.

The comprehensive plan was designed as a living and evolving document that articulates the community's shared values and can adapt to reflect changing City Council priorities, new technologies, emerging trends, and regional opportunities. Subsequent to the adoption of the Comprehensive Plan, the team again worked with the City in the development of Design Guidelines for the Mixed-Use areas defined by the Comprehensive Plan including the new "Downtown". These guidelines included sections on site planning

and design; access and circulation; architectural design; and landscape design. Logan Simpson is currently working on the Comprehensive Plan 5-Year Update.

Project manager: Megan Moore (Logan Simpson)

Year completed: 2016

Final project cost: \$80,000

Services performed: Existing conditions data analysis, public outreach for visioning and opportunities, development of goals and strategies, development of future land use map, development of character districts and community design elements, presentation at adoption hearings

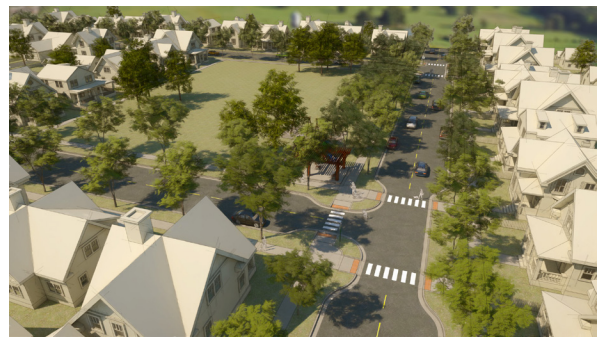
Reference: Sam Bishop, Director of Community Development, 303.705.0225

Envision Layton Vision and General Plan Update, Layton, Utah

The vision created through the Envision Layton process laid the foundation for Layton's general plan update and describes the kinds of neighborhoods, housing choices, economy, transportation options, trails and open spaces that the City's policies should be designed to create. The City and Christie Oostema worked in partnership, with the City providing significant staff support and expertise, and Christie providing direction, advising and facilitation throughout (while contracting through Envision Utah).

The vision developed is a product of unprecedented public engagement for the City, developed with the guidance of hundreds of residents, stakeholders, City staff, and an executive committee. The process included surveys, web/social media, workshops, and town hall meetings to collaboratively create and evaluate growth scenarios and develop a citywide vision.

The shared vision for Layton's future is represented by a vision statement, vision principles and strategies, and a vision map. The vision served as a catalyst for building the relationships, trust and political will to embark on the general plan update. The general plan process built on the vision and principles established



in the vision document and included a substantial public process of exploring goal and policy options to realize the City's hopes for the future. Promotions included the City's youth, with boy scouts distributing thousands of posters. Social and traditional media outlets were also employed. The City adopted its new general plan in 2019 with broad public and political support.

Project manager: Christie Oostema (visioning work completed under contract with Envision Utah)

Year completed: 2019

Final project cost: Vision (\$68,800), General Plan (\$123,500),

Services performed: Visioning, public engagement, economic study, intensive graphical concepts development, public engagement, general planning assistance

Reference: Tim Watkins, Planning Director, (801) 336-3780; Bill Wright (former city manager), (801) 510-8992

Approach to the Project

Total Project Hours: 1,023

Santaquin City requires not just an inspiring, aspirational community vision, but an actionable plan. It needs to be based on listening to City leaders, City staff, stakeholders and citizens, grounded in what's possible, and informed by best practices from the region and beyond. We believe that a vision can be pragmatic at the same time that it is bold—that we can think big! We can realize the hopes and dreams of residents and grasp the opportunities that could come together in Santaquin City.

Because Santaquin City desires comprehensive engagement in creating a vision for the future, we propose kick-starting the general planning process with an intensive visioning effort that looks out 20+ years. This will allow for broad and deep public participation early in the process, so the vision that is created is a true reflection of citizen and stakeholder hopes for the future. This process will enable citizens and stakeholders to examine and reflect on changing conditions and demographics, help identify trends, and express preferences regarding growth and its impacts. It will yield a vision statement and a collection of vision principles, with each principle becoming the cornerstone of a general plan chapter.

The general planning effort which follows the visioning effort will continue working with a steering committee established during the visioning process to draft a

general plan based on the vision. Because of the prior visioning effort, the City, steering committee and planning team will already have an understanding of many of the policies that will be drafted into the plan, making a streamlined general plan drafting process possible. This effort will also include updating the land use map and ensuring compliance with state law. Further, when the public has the opportunity to review and comment on the plan, they will understand that they helped lay its foundation, seeing a nexus between the vision they helped create and the plan that emerged from it. When the plan comes before the Planning Commission and City Council for adoption, both bodies will already be very familiar with the content, as we anticipate having representatives from both bodies participate on the steering committee, encouraging their attendance at public events, conducting needed working meetings, and providing regular updates throughout the process.

Phase 1: Vision Development

P1.1. Kickoff Meeting and Background Research/Preparation Team Members: all | Hours: 73

We look forward to an initial kick-off meeting to learn from City staff, gather needed files, tour areas of focus, and calendar meetings and events. This will be the first of a regular schedule of team/City staff meetings to ensure proper coordination. Our team will review background information, including plans, surveys, and studies available online and provided by the City to understand and internalize previous planning work and to seek synergy, themes, common threads, consensus and alignment between existing planning documents. We will use existing data and mapped layers to create base maps that will be used at subsequent meetings, open houses and workshops. We will also create a future build out map that illustrates a plausible development scenario per current trends and codes. This map can be compared with scenarios created from public input.

P1.2. Promotion Strategy and Community Engagement Strategy Team Members: Christie, Jennifer, Olivia | Hours: 62

Our team will develop a promotion strategy and calendar that outlines a plan for outreach, including:

- branding, website and social media presence
- development of educational and promotional materials
- project steering committee meeting schedule
- virtual/in-person public workshop/open houses
- public surveys (real time and online)
- social media and traditional media releases/posts
- electronic mailers from community leaders

- email or text updates to process participants
- inserts/additions into existing City communication platforms (e.g. utility bills)
- non-traditional outreach methods (e.g. event participation)

A cohesive promotion strategy builds awareness, involvement and excitement. The strategy document will include a simple matrix listing the promotion tactic, who is responsible for executing it, and when it will occur. As the project progresses, this matrix will be referenced, acted on, and adjusted as needed for the best project outcome.

P1.3. Steering Committee Team Members: Christie, John | Hours: 20, hours after kickoff meeting folded into tasks below

Steering committee members are stakeholders who have an interest in Santaquin City, and we believe these include both those who impact and are impacted by this process. Our team proposal supports the idea of working alongside a group of community leaders, perhaps including citizens-at-large, City representatives, nonprofit groups, business leaders and elected/appointed officials.

Steering committee members will be active participants throughout the process, helping shape the project and public process. The committee will experience “dry run” versions of virtual/in-person meetings and activities ahead of the public. This strategy lets us learn from them, and also gives them a chance to genuinely influence the process.

Getting folks in the same room (even if that is a virtual room) enables people to learn from one another, build on ideas together, and reach consensus. It is also a time of trust building. Steering committee members and stakeholders who trust one another and support a common vision will encourage the adoption of general plan elements that align with that vision. Steering committee members also serve as key project ambassadors. Often, they are a major means of getting others involved. As they reach out to people they know—from work colleagues, to family and friends, to neighbors—many more feel inspired and encouraged to participate in and support the effort.

P1.4. Public Visioning Virtual/In-Person Workshop, Open Houses, and Surveys Team Members: all | Hours: 584 (total for entire task)

Public Workshop: Brainstorming Activities and Surveys Team Members: all | Hours: 152 (subtask total)

We will conduct a brainstorming effort with stakeholders and the public that will be key to capturing a

responsive and relevant vision and general plan.

Whether held in-person or online, these workshops will be designed to spark and expand creativity and garner the best ideas from the public. Blending an educational program highlighting local and regional trends with a focused exercise to understand public values and priorities will enable participants to express their thoughts on what exists that should be preserved and enhanced in Santaquin City and express new possibilities they would like to embrace as the City grows in the future.

We anticipate a workshop that includes an interactive educational presentation that brings everyone up to speed on the visioning and general plan process, key issues and possibilities. This will be a balance between highlighting basic quality of life considerations and leading edge ideas of interest to the City and can include discussion on such issues as “promoting commercial growth,” “limiting multifamily housing,” or other issues on the minds of residents. Real time polling will enable residents to see common values emerge and will provide a good introduction for small group brainstorming, described below. Such polling also demonstrates democratizing the visioning process, showing how each engaged individual has a voice.

If small group brainstorming is possible given COVID-era recommendations from the State, we will enable participants with varied perspectives to work together to (1) reflect on what they value most, (2) identify priorities, and (3) express opportunities to realize their priorities on a map. This activity invites people to learn from each other, process new information together, and come up with options that are better because they are informed by and make the most of a variety of perspectives. The ideas of the small groups will be shared with the larger workshop group, so themes among groups begin to emerge and big, catalyst ideas begin to be recognized by all. Rather than giving individuals a soapbox, we emphasize communicating solutions that groups work together to create. If in-person group work is not possible, we rely more on real-time phone polling (mentioned in the prior paragraph) and companion online surveys and activities.

As with all of our projects, a companion, online presence throughout the process will enable anyone to meaningfully participate. In addition, a limited number of small group stakeholder meetings may also be appropriate.

Open Houses: Vision Statement Development
Virtual/In-Person Planning Districts Open Houses:

Public Choosing Survey Team Members: all, Hours: 188 (subtask total)

Working from brainstorming and reflections from the virtual/in-person workshop and online feedback, we will create two or three scenarios that capture the ideas of the public and represent various paths forward for the City. The public will be invited to review the scenarios at district open houses and to (1) express preferences for components of the citywide scenarios, (2) explore “big ideas” or issues embodied in prior public feedback that need to be explored in more detail, (3) identify and explore options for specific city districts. This is an important step in the process which helps clarify the biggest challenges and opportunities and provides the potential to resolve those issues early in the process. We hope that circumstances warrant in-person meetings and believe meeting at a City park would be a fun and safe place. These open houses would likely include a brief educational presentation outlining what we learned from the public. Participants will be able to explore how core values are addressed and what the long-term implications of potential goals and policies are. They will be able to reflect on the values that matter most to them and express their preferences for options that are important to them.

Virtual/In-Person Open House #2: Vision Statement, Guiding Principles, and Initial Exploration of General Plan Goal and Policy Options Team Members: all | Hours: 244 (subtask total)

Based on public feedback from prior public and stakeholder meetings, we will create a vision statement. The vision should be broadly supported given the public process employed, and should enable the County to move forward on the general plan with confidence. The vision will include a brief narrative statement, an illustration of one plausible way the vision could unfold on the ground (a vision map), guiding principles, and a series of graphics that illustrate the guiding principles. These principles and images can then be repeated in introductions to corresponding sections of the general plan. We will also address additional topics that come up as a result of public involvement. This is the first step in creating a cohesive document in which the vision and general plan elements support one another.

While we anticipate communicating and celebrating the vision at this meeting, we also anticipate moving into general planning territory. The guiding principles will help identify a range of goals and policies that could be considered in the general plan update process, and this is a great time to begin exploring them. We anticipate using a series of images and descriptions to characterize a spectrum of choices or various ways

the vision could unfold on the ground. We recommend developing a collection of graphics that the public could examine and select as preferred ways of moving forward in various parts of the City. We expect to conduct a survey to introduce options and gather preferences that will inform the general plan.

Phase 2 – General Plan Elements Team Members: all, Hours: 284 (task total)

State law requires that each general plan address, at a minimum, land use, transportation, and housing. In addition to those chapters, our process will illuminate the other issues that need to be studied. Our process suggests an organic approach that derives the chapter elements by determining the issues that concern City residents. We determine together what the “big issues” are. Each element will include a guiding principle from the visioning process and defined goals and strategies to accomplish the desires of the City and its citizens. We also anticipate a chapter outlining strategies unique to each of the City’s districts.

Based on the “big ideas and issues” and guiding principles identified and developed in the visioning phase, we will develop the goals and strategies for each chapter/element. The goals and strategies are the most important part of the general plan and will require careful review by all. Our general plan language will be deliberate and concise, with each goal accompanied by strategies to help accomplish the goals. Typical general plan chapters are as follows:

P2.1. Land Use (Required)

Land use is the backbone of City planning and guides the long-term direction of the City. The planning team will review current land uses, the existing future land use map, regional plans, and adjacent land uses. We will work with USU to create consensus about land uses for the southern interchange.

P2.2. Housing (Required)

The proposed housing chapter will incorporate the City’s current Moderate Income Housing Plan. We will consider new housing trends and explore the range of housing opportunities. Appropriate locations for higher densities will be explored. The planning team will bring expert knowledge in this realm to the City and consider how to best prepare for quality housing and long-term affordability of the City’s housing stock.

P2.3. Transportation (Required)

This element will focus on resolving potential current and future congestion problems, defining street cross sections, making connections, transit, biking, and the complete streets philosophy. The goal of creating

walkable, connected communities will be central to our efforts.

P2.4. Environmental and Infrastructure Assessment

Although mostly a mapping exercise, identification of wetlands, active agricultural uses, potential sensitive lands, and areas lacking adequate service capacity could lead to many important policy decisions.

We believe a coordinated effort with your public works professionals and regular resource agencies can yield the conceptual plans needed. A collection of maps highlighting physical attributes of the land, such as wetlands, high water tables, contaminated soils, poor soils, slope, and fault lines, will be compiled.

P2.5. Economic Development

As a component of a general plan, our high-level analysis will review the current major businesses and their function within the City. Our team will provide a trend analysis including national trends. The work from home explosion will be examined and compared to home occupation ordinances. Agricultural preservation and the long-term jobs that agriculture provides will be explored.

Option: If more economic study is desired, Benji Becker (Zions Bank) can provide specialized studies and attention to assess feasible strategies during the plan update process.

P2.6. Tourism/Parks and Trails

Parks and trails are essential to healthy communities and attract great residents. The City has a number of quality parks and many trail opportunities. A common approach for parks planning is to analyze the proximity in terms of the walking distance from existing parks to nearby populations and identify locations in need of parks. Trail connections provide not only recreation but also commuting possibilities. We will create a parks and recreation element identifying trails, horse trails, ATV potential, and areas with sidewalk needs. We believe in the “pathways to play” approach in connecting trails to parks, natural areas, neighborhoods, shopping, and community gathering spaces.

P2.7. Additional Chapters

The planning process will most likely suggest additional chapters, and we will address them as needed. Often several topics can be combined in one chapter, since the chapters will be defined by the principles revealed through the process.

P2.8. Document Preparation

The document will go through several draft phases be-

fore it is proposed for adoption. As goals and strategies are formalized, our team will move into final document preparation. As the plan is written, it is anticipated that the term “our team” includes City staff, elected/appointed officials, and the steering committee. As part of document preparation, we will create, the text, maps, concept images and graphics to develop a high-quality, highly graphical general plan document. The document, after staff and steering committee acceptance, will then be shared with the public.

We enjoy sketching visual representations of plan concepts. Graphics may include concept plans, 3D Sketchup concepts as needed, quality pictures, video links, maps, and other illustrations.

We will provide a PDF copy of the general plan, ready for posting or printing.

P2.9. Adoption

Our team will assist the City through the adoption process with two meetings budgeted for the Planning Commission and two for the City Council. This assistance is the norm in most plans for us.

Phase 3: Ordinance Updates (*optional and not part of budget, but recommended after the general plan is adopted*)

After the plan is completed, we recommend an important implementation step: to compare the plan concepts to existing ordinances. It is likely that existing ordinances will need updating and possibly some new ordinances, to achieve alignment with the general plan. It is an excellent planning strategy to update ordinances as soon as possible to maintain the momentum of the visioning and general planning effort. At the same time, it is useful to incorporate any updates needed to comply with state law.

Our team has extensive ordinance creation, ordinance modification, ordinance adoption, and state law update experience. Together we have written more ordinances than we can remember, many on the cutting edge of planning over the years.

City Assistance

This approach assumes that the City assists with securing venues, forming and communicating with the steering committee, sending out legally required public notices, and assisting where needed with technical and promotional tasks. While the consultant is committed to doing most of the work and being the public “face” of the project, we realize that processes work best in a partnership.

Project Schedule	Jan	Feb	Mar	Apr	Ma	Jun	Jul	Aug	Sep	Oct	Nov	Dec
PHASE ONE: VISIONING												
P1.1. Kickoff Meeting/Preparation (note: we could “soft start” this task in the fall)												
Kickoff meeting with City	★											
Data gathered and reviewed												
Base maps/layers/projection created												
P1.2. Promotion and Engagement Strategy												
Promotion strategy document completed												
Promotions kit developed (execution ongoing)												
Website developed (updates ongoing)												
P1.3. Steering Committee												
Kickoff steering committee meeting completed (regular meetings ongoing)	★											
P1.4. Public Visioning Virtual/In-Person Workshop, Open Houses, and Surveys												
Two steering committee meetings completed in advance of workshop		★	★									
Public workshop: brainstorming activities and surveys completed (noticing required)			★									
Two steering committee meetings completed in advance of open house #1				★	★							
Alternative growth scenarios developed and refined												
Virtual/in-person district open houses #1: public choosing survey (noticing required)							★					
Two steering committee meetings completed in advance of open house #2							★	★				
Vision statement, vision principles, vision map developed and refined												
Virtual/in-person open house #2: vision presented, initial exploration of general plan goal/policy options (noticing required)									★			
PHASE TWO: GENERAL PLAN DEVELOPMENT												
P2.1.-10. General Plan Drafting												
One steering committee meeting										★		
General plan elements drafted and refined												
P2.11. Document Preparation												
Public-ready general plan document prepared												
2.12. Adoption												
Two Planning Commission and two City Council meetings completed (noticing required)												★



RESOLUTION 09-03-2020 FY2020/2021 BUDGET AMENDMENT #1

BE IT HEREBY RESOLVED:

SECTION 1: The attached document represents year-end adjustments to the Fiscal Year 2020/2021 Budget.

SECTION 2: This Resolution shall become effective immediately upon passage.

APPROVED THIS 15th DAY OF SEPTEMBER, 2020.

Kirk F. Hunsaker, Mayor

Attest:

K. Aaron Shirley, City Recorder

SEE ATTACHED BELOW

Santaquin City

Fiscal Year 2020-2021 - Budget Amendment (1)
September 15, 2020

Budget Changes by Fund:		Prior Budget	Amendment (1) [Change]	Final Budget	Notes:
General Fund:					
<u>Revenues:</u>					
10-31-300	SALES & USE TAXES	\$ 1,593,651	\$ 227,800	\$ 1,821,451	FY2019-20 Actuals + \$175,000
10-32-210	BUILDING PERMITS	\$ 775,000	\$ 326,665	\$ 1,101,665	Based on 300 units instead of 150
Total Changes to Revenues:			\$ 554,465		
<u>Expenditures:</u>					
10-41-230	EDUCATION, TRAINING, & TRAVEL	\$ -	\$ 3,000	\$ 3,000	Council Training
10-41-615	LEGISLATIVE - DEPT - CALENDAR	\$ 82,280	\$ 7,000	\$ 89,280	Calendar
10-42-120	COURT - DEPT - PART TIME WAGES	\$ 76,218	\$ 830	\$ 77,048	Merit Increase
10-42-130	COURT - DEPT - EMPLOYEE BENEFITS	\$ 11,392	\$ 124	\$ 11,516	Merit Increase
10-43-110	ADMINISTRATIVE - DEPT - SALARIES & WAGI	\$ 197,745	\$ 2,133	\$ 199,878	Merit Increase
10-43-130	ADMINISTRATIVE - DEPT - EMPLOYEE BENEF	\$ 99,475	\$ 578	\$ 100,053	Merit Increase
10-43-220	NOTICES, ORDINANCES, PUBLICATIONS	\$ 6,500	\$ 1,153	\$ 7,653	Codification Services - Municode
10-43-610	OTHER SERVICES	\$ 5,000	\$ 10,000	\$ 15,000	Columbus Day Training
10-48-110	ENGINEERING - DEPT - SALARIES & WAGES	\$ 219,674	\$ 2,313	\$ 221,987	Merit Increase
10-48-130	ENGINEERING - DEPT - EMPLOYEE BENEFITS	\$ 112,979	\$ 640	\$ 113,619	Merit Increase
10-48-120	BUILDINGS/GROUNDS - DEPT - PART TIME W	\$ 16,189	\$ 176	\$ 16,365	Merit Increase
10-48-130	BUILDINGS/GROUNDS - DEPT - EMPLOYEE B	\$ 1,553	\$ 17	\$ 1,570	Merit Increase
10-54-110	POLICE - DEPT - SALARIES & WAGES	\$ 882,510	\$ 9,432	\$ 891,942	Merit Increase
10-54-120	POLICE - DEPT - PART TIME WAGES	\$ 52,524	\$ 376	\$ 52,900	Merit Increase
10-54-130	POLICE - DEPT - EMPLOYEE BENEFITS	\$ 695,152	\$ 3,856	\$ 699,008	Merit Increase
10-60-110	STREETS - DEPT - SALARIES & WAGES	\$ 109,028	\$ 1,176	\$ 110,204	Merit Increase
10-60-130	STREETS - DEPT - EMPLOYEE BENEFITS	\$ 64,073	\$ 327	\$ 64,400	Merit Increase
10-68-110	BUILDING INSPECTION - DEPT - SALARIES & W	\$ 155,560	\$ 56,654	\$ 212,214	Merit Increase
10-68-120	BUILDING INSPECTION - DEPT - PART TIME V	\$ 24,989	\$ 272	\$ 25,261	Merit Increase
10-68-130	BUILDING INSPECTION - DEPT - EMPLOYEE B	\$ 89,947	\$ 40,000	\$ 129,947	Merit Increase
10-68-230	BUILDING INSPECTION - TRAINING	\$ 7,000	\$ 8,000	\$ 15,000	New Building Inspector
10-70-110	PARKS - DEPT - SALARIES & WAGES	\$ 61,585	\$ 654	\$ 62,239	Merit Increase
10-70-130	PARKS - DEPT - EMPLOYEE BENEFITS	\$ 32,263	\$ 180	\$ 32,443	Merit Increase
10-77-110	CEMETERY - DEPT - SALARIES & WAGES	\$ 41,835	\$ 451	\$ 42,286	Merit Increase
10-77-130	CEMETERY - DEPT - EMPLOYEE BENEFITS	\$ 23,779	\$ 127	\$ 23,906	Merit Increase
10-78-110	PLANNING & ZONING - DEPT - SALARIES & W	\$ 145,959	\$ 1,563	\$ 147,522	Merit Increase
10-78-120	PLANNING & ZONING - DEPT - PART TIME W	\$ 24,989	\$ 272	\$ 25,261	Merit Increase
10-78-130	PLANNING & ZONING - DEPT - EMPLOYEE BE	\$ 93,243	\$ 452	\$ 93,695	Merit Increase
10-90-200	TRANSFER TO CS-SPORTS	\$ 80,000	\$ 1,610	\$ 81,610	Merit Increase
10-90-300	TRANSFER TO CS-MUSEUM FUND	\$ 11,750	\$ 3,136	\$ 14,886	Merit Increase
10-90-400	TRANSFER TO CS-LIBRARY FUND	\$ 89,230	\$ 1,513	\$ 90,743	Merit Increase
10-90-500	TRANSFER TO CS-SENIORS FUND	\$ 37,750	\$ 431	\$ 38,181	Merit Increase
10-90-510	TRANSFER TO CS-ADMINISTRATION FUND	\$ 167,250	\$ 1,378	\$ 168,628	Merit Increase
10-90-520	TRANSFER TO CS-CLASSES FUND	\$ 30,000	\$ 1,000	\$ 31,000	Merit Increase
10-90-600	TRANSFER TO CAPITAL PROJECTS	\$ 265,500	\$ 86,270	\$ 351,770	Centennial Basketball Court
10-90-700	TRANSFER TO CAPITAL VEHICLES	\$ 165,000	\$ 245,000	\$ 410,000	Police Cars (4 @ \$60K) & Community Development Inspector Truck
10-90-800	TRANSFER TO CS-EVENTS FUND	\$ 54,000	\$ 390	\$ 54,390	Merit Increase
10-90-860	TRANSFER TO FIRE DEPT. FUND	\$ 370,000	\$ 64,981	\$ 434,981	Merit Increase & New Fire Chief
Total Changes to Expenditures:			\$ 554,465		
Additional Contribution to Fund Balance Requirements (5-18%):					
Grand Total Changes to Expenses & Equity:			\$ 554,465		

Capital Projects Fund:Revenues:

	USE OF FUND BALANCE (BEEHIVE DRIVE)		\$	7,000	\$	7,000
	GRANT PROCEEDS UTAH JAZZ		\$	10,000	\$	10,000
41-39-100	TRANSFER FROM GENERAL FUND		\$	86,270	\$	86,270
Total Changes to Revenues:			\$	103,270		

Expenditures:

41-40-XXX	CENTENNIAL PARK BASKETBALL COURT	\$	-	\$	103,270	\$	103,270
Total Changes to Expenditures:			\$	103,270			

Centennial Park Basketball Court
Centennial Park Basketball Court
Centennial Park Basketball Court

Item # 7.

Capital Vehicles Fund:Revenues:

42-39-100	TRANSFER FROM GENERAL FUND	\$	165,000	\$	245,000	\$	410,000
Total Changes to Revenues:			\$	245,000			

Expenditures:

42-40-058	VEHICLE PURCHASES	\$	95,528	\$	245,000	\$	340,528
Total Changes to Expenditures:			\$	245,000			

Police Cars (4 @ \$60K) & Community
Development Inspector Truck

Police Cars (4 @ \$60K) & Community
Development Inspector Truck

Computer Technology Fund:Revenues:

43-39-140	USE OF FUND BALANCE	\$	10,000	\$	16,500	\$	26,500
Total Changes to Revenues:			\$	16,500			

Expenditures:

43-40-112	WEB CONTRACT	\$	4,140	\$	12,700	\$	16,840
43-40-115	MEETINGS MANAGEMENT - MUNICODE	\$	-	\$	3,800	\$	3,800
Total Changes to Expenditures:			\$	16,500			

Municode

New Website Design & Hosting -
Municode
Meeting & Agenda Management
Software - Municode

Water FundRevenues:

51-37-100	WATER SALES	\$	1,239,578	\$	3,365	\$	1,242,943
Total Changes to Revenues:			\$	3,365			

Expenditures:

51-40-110	SALARIES & WAGES	\$	194,325	\$	2,081	\$	196,406
51-40-120	SALARIES & WAGES (PART TIME)	\$	62,564	\$	593	\$	63,157
51-40-130	EMPLOYEE BENEFITS	\$	117,604	\$	691	\$	118,295
Total Changes to Expenditures:			\$	3,365			

Merit Increase

Merit Increase
Merit Increase
Merit Increase

Sewer FundRevenues:

52-37-100	USER FEES	\$	1,972,962	\$	3,330	\$	1,976,292
Total Changes to Revenues:			\$	3,330			

Expenditures:

52-40-110	SALARIES & WAGES	\$	201,838	\$	2,162	\$	204,000
52-40-120	SALARIES & WAGES (PART TIME)	\$	50,812	\$	466	\$	51,278
52-40-130	EMPLOYEE BENEFITS	\$	116,258	\$	702	\$	116,960
Total Changes to Expenditures:			\$	3,330			

Merit Increase

Merit Increase
Merit Increase
Merit Increase

P.I. FundRevenues:

54-37-100	P.I. WATER SALES	\$	1,057,609	\$	2,357	\$	1,059,966
Total Changes to Revenues:			\$	2,357			

Expenditures:

54-40-110	SALARIES & WAGES	\$	146,624	\$	1,567	\$	148,191
54-40-120	SALARIES & WAGES (PART TIME)	\$	34,634	\$	297	\$	34,931
54-40-130	EMPLOYEE BENEFITS	\$	83,808	\$	493	\$	84,301
Total Changes to Expenditures:			\$	2,357			

Merit Increase

Merit Increase
Merit Increase
Merit Increase

Park Impact Fee Fund:					
<u>Revenues:</u>					
				\$	-
Total Changes to Revenues:				\$	-
<u>Expenditures:</u>					
	IMPACT FEES (PARKS - GENERAL)	\$ 31,305	\$ 75,000	\$	106,305
57-40-511	CENTENNIAL PARK BASKETBALL COURT	\$ 75,000	\$ (75,000)	\$	-
Total Changes to Expenditures:				\$	-
RAP Tax Fund:					
<u>Revenues:</u>					
66-38-800	RAP TAX REVENUE	\$ 55,575	\$ 2,667	\$	58,242
66-38-100	INTEREST EARNINGS	\$ 425	\$ 42	\$	467
Total Changes to Revenues:				\$	2,709
<u>Expenditures:</u>					
66-40-720	RAP TAX EXPENSE	\$ 56,000	\$ 2,709	\$	58,709
Total Changes to Expenditures:				\$	2,709
CS - Sports Fund					
<u>Revenues:</u>					
61-39-100	TRANSFER FROM GENERAL FUND	\$ 80,000	\$ 1,610	\$	81,610
Total Changes to Revenues:				\$	1,610
<u>Expenditures:</u>					
61-40-110	SALARIES & WAGES	\$ 68,324	\$ 704	\$	69,028
61-40-120	SALARIES & WAGES (PART TIME)	\$ 59,984	\$ 654	\$	60,638
61-40-130	EMPLOYEE BENEFITS	\$ 52,151	\$ 252	\$	52,403
Total Changes to Expenditures:				\$	1,610
CS - Events Fund					
<u>Revenues:</u>					
62-39-100	TRANSFER FROM GENERAL FUND	\$ 54,000	\$ 390	\$	54,390
Total Changes to Revenues:				\$	390
<u>Expenditures:</u>					
62-40-110	SALARIES & WAGES	\$ 28,149	\$ 303	\$	28,452
62-40-130	EMPLOYEE BENEFITS	\$ 14,985	\$ 87	\$	15,072
Total Changes to Expenditures:				\$	390
CS - Museum Fund					
<u>Revenues:</u>					
63-39-100	TRANSFER FROM GENERAL FUND	\$ 11,750	\$ 3,136	\$	14,886
Total Changes to Revenues:				\$	3,136
<u>Expenditures:</u>					
63-40-120	SALARIES & WAGES (PART TIME)	\$ 11,720	\$ 126	\$	11,846
63-40-130	EMPLOYEE BENEFITS	\$ 913	\$ 10	\$	923
63-40-300	BUILDING & GROUNDS MAINTENANCE	\$ 750	\$ 3,000	\$	3,750
Total Changes to Expenditures:				\$	3,136

CS - Administration Fund						
<u>Revenues:</u>						
67-39-100	TRANSFER FROM GENERAL FUND	\$ 167,250	\$ 1,378	\$ 168,628	Merit Increase	
Total Changes to Revenues:			\$ 1,378			
<u>Expenditures:</u>						
67-40-110	SALARIES & WAGES	\$ 82,069	\$ 886	\$ 82,955	Merit Increase	
67-40-120	SALARIES & WAGES (PART TIME)	\$ 20,820	\$ 216	\$ 21,036	Merit Increase	
67-40-130	EMPLOYEE BENEFITS	\$ 50,490	\$ 276	\$ 50,766	Merit Increase	
Total Changes to Expenditures:			\$ 1,378			
CS - Classes Fund						
<u>Revenues:</u>						
68-39-100	TRANSFER FROM GENERAL FUND	\$ 30,000	\$ 1,000	\$ 31,000	Merit Increase	
Total Changes to Revenues:			\$ 1,000			
<u>Expenditures:</u>						
68-40-110	SALARIES & WAGES	\$ 28,149	\$ 303	\$ 28,452	Merit Increase	
68-40-120	SALARIES & WAGES (PART TIME)	\$ 51,096	\$ 557	\$ 51,653	Merit Increase	
68-40-130	EMPLOYEE BENEFITS	\$ 19,834	\$ 140	\$ 19,974	Merit Increase	
Total Changes to Expenditures:			\$ 1,000			
CS - Library Fund						
<u>Revenues:</u>						
72-39-410	TRANSFER FROM GENERAL FUND	\$ 89,230	\$ 1,513	\$ 90,743	Merit Increase	
Total Changes to Revenues:			\$ 1,513			
<u>Expenditures:</u>						
72-40-110	SALARIES & WAGES	\$ 60,432	\$ 650	\$ 61,082	Merit Increase	
72-40-120	SALARIES & WAGES (PART TIME)	\$ 57,635	\$ 627	\$ 58,262	Merit Increase	
72-40-130	EMPLOYEE BENEFITS	\$ 29,166	\$ 236	\$ 29,402	Merit Increase	
Total Changes to Expenditures:			\$ 1,513			
CS - Seniors Fund						
<u>Revenues:</u>						
75-39-410	TRANSFER FROM GENERAL FUND	\$ 37,750	\$ 431	\$ 38,181	Merit Increase	
Total Changes to Revenues:			\$ 431			
<u>Expenditures:</u>						
75-40-120	SALARIES & WAGES (PART TIME)	\$ 36,206	\$ 394	\$ 36,600	Merit Increase	
75-40-130	EMPLOYEE BENEFITS	\$ 3,436	\$ 37	\$ 3,473	Merit Increase	
Total Changes to Expenditures:			\$ 431			
Fire Department Fund:						
<u>Revenues:</u>						
76-36-150	CONTRIBUTION FROM FUND BALANCE	\$ -	\$ 67,916	\$ 67,916	Use of Fund Balance for PD	
76-39-100	TRANSFER FROM GENERAL FUND	\$ 370,000	\$ 64,981	\$ 434,981	Expenditures (August 18th Action)	
Total Changes to Revenues:			\$ 132,897		Merit Increase	
<u>Expenditures:</u>						
76-57-750	CAPITAL PROJECTS	\$ -	\$ 67,916	\$ 67,916	CARES Act Dollars to be used for Cardiac Units, these dollars reallocation to PD	
75-40-120	SALARIES & WAGES (PART TIME)	\$ 397,122	\$ 64,506	\$ 461,628	Merit Increase & Full Time Fire Chief	
75-40-130	EMPLOYEE BENEFITS	\$ 41,817	\$ 475	\$ 42,292	Merit Increase	
Total Changes to Expenditures:			\$ 132,897			

Santaquin City

Fiscal Year 2020-2021 - Budget Amendment (1)
September 15, 2020

Transfers

General Fund Transfers:

<u>Acct No</u>	<u>Acct Description</u>	<u>Amount</u>
10-90-200	TRANSFER TO CS-SPORTS	\$ 1,610.00
10-90-300	TRANSFER TO CS-MUSEUM FUND	\$ 3,136.00
10-90-400	TRANSFER TO CS-LIBRARY FUND	\$ 1,513.00
10-90-500	TRANSFER TO CS-SENIORS FUND	\$ 431.00
10-90-510	TRANSFER TO CS-ADMINISTRATION FUND	\$ 1,378.00
10-90-520	TRANSFER TO CS-CLASSES FUND	\$ 1,000.00
10-90-600	TRANSFER TO CAPITAL PROJECTS	\$ 86,270.00
10-90-700	TRANSFER TO CAPITAL VEHICLES	\$ 245,000.00
10-90-800	TRANSFER TO CS-EVENTS FUND	\$ 390.00
10-90-860	TRANSFER TO FIRE DEPT. FUND	\$ 64,981.00

Other Fund Transfers:

<u>Acct No</u>	<u>Acct Description</u>	<u>Fund</u>	<u>Amount</u>
61-39-100	TRANSFER FROM GENERAL FUND	CS-SPORTS	\$ (1,610.00)
63-39-100	TRANSFER FROM GENERAL FUND	CS-MUSEUM	\$ (3,136.00)
72-39-410	TRANSFER FROM GENERAL FUND	CS-LIBRARY	\$ (1,513.00)
75-39-410	TRANSFER FROM GENERAL FUND	CS-SENIORS	\$ (431.00)
67-39-100	TRANSFER FROM GENERAL FUND	CS-ADMINISTRATION	\$ (1,378.00)
68-39-100	TRANSFER FROM GENERAL FUND	CS-CLASSES	\$ (1,000.00)
41-39-100	TRANSFER FROM GENERAL FUND	CAPITAL PROJECTS	\$ (86,270.00)
42-39-100	TRANSFER FROM GENERAL FUND	CAPITAL VEHICLES	\$ (245,000.00)
62-39-100	TRANSFER FROM GENERAL FUND	CS-EVENTS	\$ (390.00)
76-39-100	TRANSFER FROM GENERAL FUND	FIRE DEPARTMENT	\$ (64,981.00)