



CITY COUNCIL REGULAR MEETING

Tuesday, February 20, 2024, at 7:00 PM
Council Chambers at City Hall Building and Online
110 S. Center Street, Santaquin, UT 84655

MEETINGS HELD IN PERSON & ONLINE

The public is invited to participate as outlined below:

- **In Person** – The meeting will be held in the Council Chambers on the Main Floor in the City Hall Building
 - **YouTube Live** – Some public meetings will be shown live on the Santaquin City YouTube Channel, which can be found at <https://bit.ly/2P7ICfQ> or by searching for Santaquin City Channel on YouTube.
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ADA NOTICE

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

AGENDA

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION / INSPIRATIONAL THOUGHT

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

Minutes

- [1.](#) 02-02-2024 City Council Budget Planning Meeting Minutes
- [2.](#) 02-03-2024 City Council Budget Planning Meeting Minutes
- [3.](#) 02-06-2024 City Council Work Session Minutes
- [4.](#) 02-06-2024 City Council Regular Meeting Minutes

Bills

- [5.](#) City Expenditures from 02/03/2024 to 02/16/2024 in the amount of \$394,958.25

Items

- [6.](#) Fire Department Out of State Training Request - Chief Lind

PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

Public Forum

BUILDING PERMIT & BUSINESS LICENSE REPORT

NEW BUSINESS

Resolutions

- [7.](#) Resolution 02-03-2024 - Approval of UDOT Updated Funding Agreement
- [8.](#) Resolution 02-04-2024 - Approval of MAG Funding Agreement Addendum #2
- [9.](#) Resolution 02-05-2024 - Award of the Main Street Construction Contract
- [10.](#) Resolution 02-06-2024 - Approval of the Rocky Mountain Power Relocation Agreement
- [11.](#) Resolution 02-07-2024 - Approval of the Lumen Relocation Agreement
- [12.](#) Resolution 02-08-2024 - Approval of Dominion Energy Relocation Agreement
- [13.](#) Resolution 02-09-2024 - Agreement With J-U-B Engineers for Water Reclamation Facility (WRF) Facility Upgrade Design
- [14.](#) Resolution 02-10-2024 - Agreement with VanCon on Use of City Property for Staging During CUP/ULS Water Line Installation

Ordinances

- [15.](#) Ordinance 02-02-2024 - Temporary Concrete Batch Plant in the PF Zone Code Amendment
- [16.](#) Ordinance 02-03-2024 - Landscaping & Water Efficiency Code Amendment
- [17.](#) Ordinance 02-04-2024 - Update to Public Safety Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA)

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

REPORTS BY MAYOR AND COUNCIL MEMBERS

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

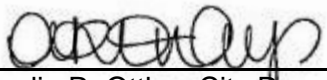
EXECUTIVE SESSION (May be called to discuss the pending or reasonably imminent litigation, and/or purchase, exchange, or lease of real property)

ADJOURNMENT

CERTIFICATE OF MAILING/POSTING

The undersigned duly appointed City Recorder for the municipality of Santaquin City hereby certifies that a copy of the foregoing Notice and Agenda may be found at www.santaquin.org, in three physical locations (Santaquin City Hall, Zions Bank, Santaquin Post Office), and on the State of Utah's Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

BY:



Amalie R. Ottley, City Recorder



CITY COUNCIL BUDGET PLANNING MEETING

Friday, February 2nd, 2024 at 5:00 PM
Santaquin City Hall, 110 S. Center Street

MINUTES

Mayor Olson called the meeting to order at 5:00 p.m.

ATTENDANCE

City Council Members present included Councilor Adcock, Councilor Del Rosario, Councilor Keel, Councilor Mecham, Councilor Siddoway.

Others presented included City Manager Norm Beagley, Assistant City Manager Jason Bond, Finance Director Shannon Hoffman, Police Chief Rod Hurst, Fire Chief Ryan Lind, City Engineer Jon Lundell, Community Services Director John Bradley, and Public Works Director Jason Callaway.

No members of the public attended the meeting.

DISCUSSION

Mayor Olson welcomed all who attended the FY2024-2025 Budget Planning Meeting. City Finance Director Hoffman addressed housekeeping items and discussed the purpose of the Annual Budget Planning Meeting. Each department representative presented a "Departmental Review" at which time current structure, needs, projects, and initiatives were all addressed. (See attached.)

ADJOURNMENT

At the conclusion of the Departmental Reviews and after questions were answered, Mayor Olson adjourned the meeting.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder



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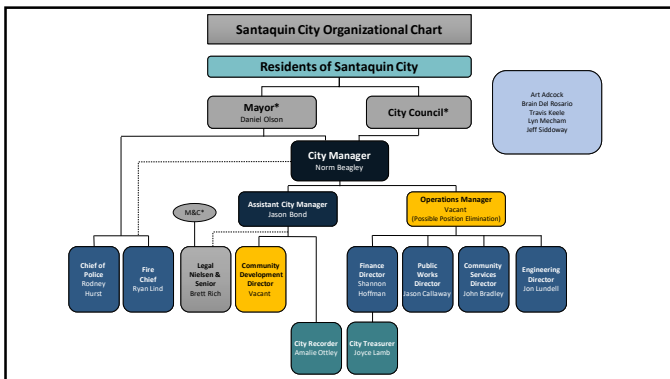
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Where do we stand?




A Brief Look Back
Review of Current Financial Statement
Upcoming Budget Amendment




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Budget Timeline

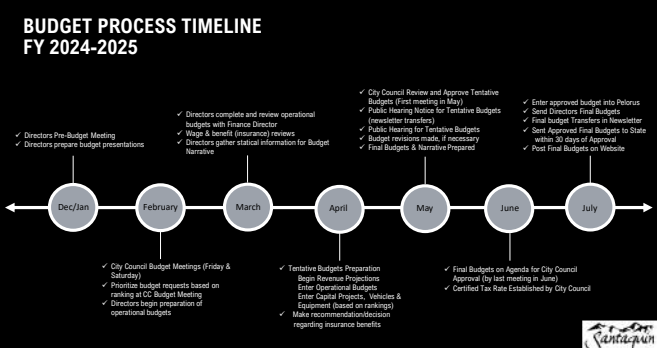


What's on the Horizon?
Review Budget Timeline & What Comes Next




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BUDGET PROCESS TIMELINE FY 2024-2025




- Dec/Jan**
 - Directors Pre-Budget Meeting
 - Directors prepare budget presentations
- February**
 - City Council Budget Meetings (Friday & Saturday)
 - Prioritize budget requests based on ranking at CC Budget Meeting
 - Directors begin preparation of operational budgets
- March**
 - Directors complete and review operational budgets with Finance Director
 - Wage & benefit (insurance) reviews
 - Directors gather statistical information for Budget Narrative
- April**
 - City Council Review and Approve Tentative Budgets (First meeting in May)
 - Public Hearing Notice for Tentative Budgets (newsletter transfers)
 - Public Hearing for Tentative Budgets
 - Budget revisions made, if necessary
 - Final Budgets & Narrative Prepared
- May**
 - Tentative Budgets Preparation
 - Begin Revenue Projections
 - Enter Operational Budgets
 - Enter Capital Projects, Vehicles & Equipment (based on rankings)
 - Make recommendation/decision regarding insurance benefits
- June**
 - Final Budgets on Agenda for City Council Approval (by last meeting in June)
 - Certified Tax Rate Established by City Council
- July**
 - Enter approved budget into Pelorus
 - Send Directors Final Budgets
 - Final Budget Transfers in Newsletter
 - Send Approved Final Budgets to State within 30 days of Approval
 - Post Final Budgets on Website

* Budget Process Timeline is adjusted for TNT




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FY 2024-2025 Budget Timeline



- Dec 15th** Pre-Budget Meeting for Directors
- Dec 16th - Jan 15th** Directors - Prepare presentations for CC Budget Planning Meeting
- Jan 20th - Feb 1st** Shannon & Norm Prepare presentations for CC Budget Planning Meeting
- Feb 2nd - Feb 3rd** Budget Planning Meetings with City Council
- Feb 5th - Feb 9th** Prioritize requests based on ranking in Budget Planning Meeting
- Feb 12th - Mar 6th** Director's work on FY 2024-2025 Operational Budget Worksheets
- March 1st - 15th** Meet with Directors to review FY 2024-2025 Operational Budgets
- March 1st** Tax increase is considered by CC - Notice to Utah County
- March 1st - Apr 12th** Budget updates to wages and benefits (Survey is applicable)
- Prepare FY 2024-2025 Tentative Budget**
- Project revisions**
- Enter operational budgets from worksheets & meetings with Directors**
- Work on Budget Narrative - Get requests to Directors for updated info**
- April 20th** Prepare newsletter with FY 2024-2025 Transfers & Notice Public-Hearing Date (May 21st)
- May 7th** Governing Body passes FY 2024-2025 Tentative Budget (first meeting in May)
- May 14th** Notice of Public Hearing for FY 2024-2025 Tentative Budget
- May 21st** Public Hearing for FY 2024-2025 Tentative Budget
- May 22nd - June 14th** Governing Body & Staff review FY 2024-2025 Tentative Budget & make revisions
- June 18th** Governing Body Adopts FY 2024-2025 Final Budget & Certified Tax Rate
- Unless adopting a tax rate greater than the certified tax rate, then before September 1st
- Governing Body certifies rate to the county auditor by June 22nd.
- Public Notice for Amendments to the FY 2023-2024 Budget
- Final Budget Amendment for FY 2023-2024
- June 28th Adopted budget submitted to the Office of the State Auditor within 30 days of adoption.



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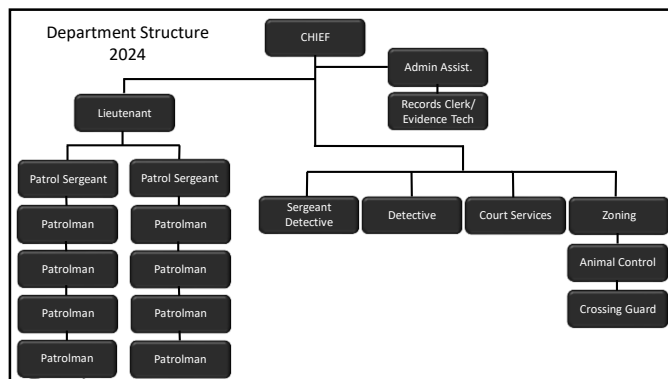
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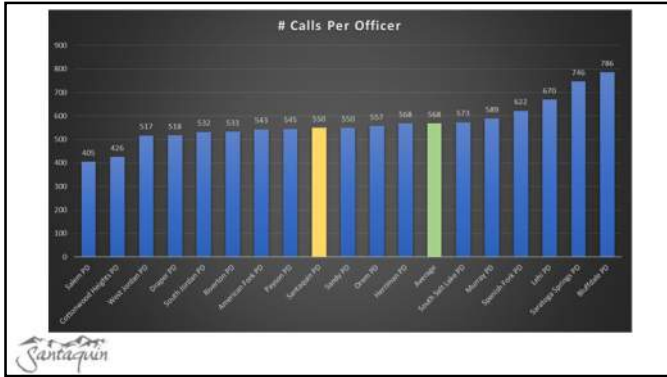
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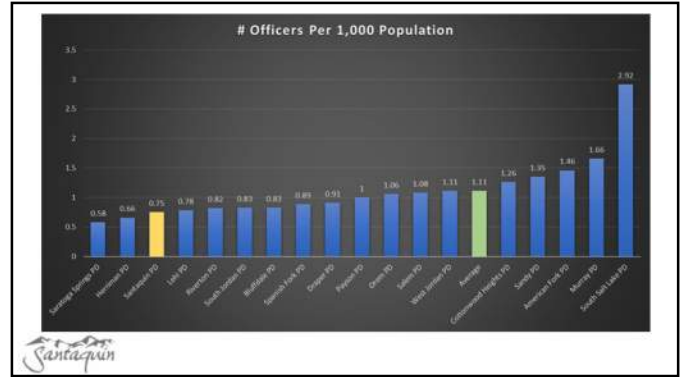
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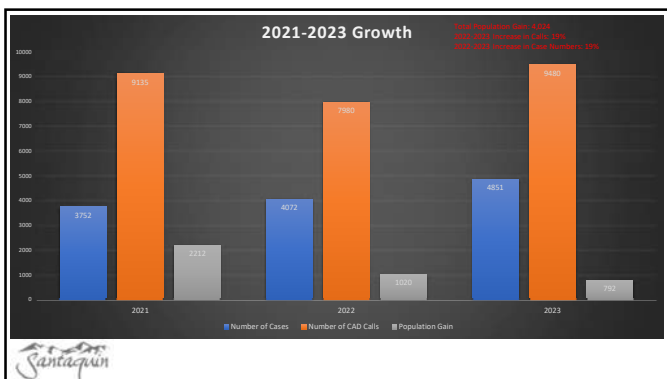
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Personnel

- Full-time Police Officer** \$98,000
 Police Operational Budget - FT Salaries & Wages - Includes Wages & Benefits
 Increase to Operational Budget - General Fund
- Part-time Office Clerk (312 hours)** \$6,800
 Police Operational Budget - PT Salaries & Wages - Includes Wages & Benefits
 Increase to Operation Budget - General Fund

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Police
Equipment & Vehicles

- **Tranquilizer Gun** \$2,900
 Police Operational Budget - Equipment Rotation
 General Fund
- **(4) Ford F-150 Police Responders** \$260,000
 Capital Vehicles - Equipment
 Transfer from General Fund

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Police
Projects & Initiatives

- **Early Intervention System Implementation** \$3,000
 State Legislative action required by Police Departments
 Police Operational Budget - General Fund
- **Increases to Operations Expenses** \$TBD
 Known and/or anticipated increases in services and/or contracts
 Animal Shelter - 5%
 Traffic Cameras - 20%
 Major Crimes - 84%
 Dispatch - ?
 Vehicle Maintenance - ?
 Video Data Collections - ?
 Police Operational Budget - General Fund

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Questions or Comments



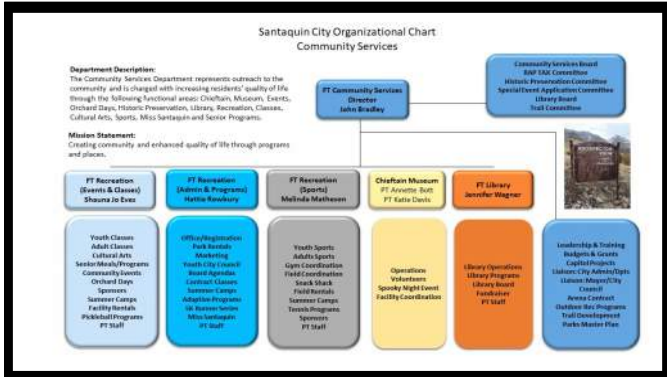
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**Santaquin City
 Community
 Services**
 (Recreation, Events, Library, Museum, Seniors)

Budget Requests
 2024-2025




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Community Services: By the Numbers 2023

18,360 Recreation participation increase from 8,894 in 2019	1,084 Youth soccer participation, the largest youth sport each year	5/70+ Full time/part time members of staff
\$75,000 Largest annual Recreation revenue earning program is Cheer/Tumbling	66 Number of special events held each year, increased from 26 in 2019	150+ Number of Seniors served meals Tuesdays and Thursdays each week
1500+ Number of volunteer hours developing Prospecter View Park & Trailhead since start in 2022	\$359,000 Department grant dollars earned since 2019	2,281 Annual Visitation at Santaquin Cheatham Museum in 2023
\$371,382 Dollars spent toward RAP TAX projects since funding was made available in 2019	\$5 Million+ Park Impact Fee dollars invested in Santaquin projects since 2019	6,429/ 44,427 Library Cardholders/ Number of Library visitors in 2023

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Community Services Projects & Initiatives

- ▢ **New Library** \$2.0M
Design & Construction West Wing @ City Hall
Capital Projects – Transfer from General Fund
- ▢ **Museum Enhancement Plan** \$Staff Time
Develop Strategic Plan
- ▢ **Museum Bat Removal** \$23,550
Capital Projects – Transfer from General Fund
- ▢ **Museum Indoor/Outdoor Restroom Improvements** up to \$400,000
Capital Projects – Transfers from Park Impact Fee or General Fund
- ▢ **Museum ADA Accessibility Improvements** \$6,000
Capital Projects – Transfers from General Fund
- ▢ **Museum Fire Escape Replacement** \$35,000
Capital Projects – Transfers from General Fund (#1 Priority due to safety concerns)

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Community Services Projects & Initiatives Continued

- ▢ **Senior Program Expansion** \$6,000
Senior's Citizens Operational Budget – Increase Transfers from General Fund
- ▢ **Rodeo Bucking Chutes & Fencing** \$72,000
Capital Projects – Increase Transfer from General Fund
- ▢ **Skate Park** \$485,000
Impact Fee Eligible – Parks Impact Fees or Possible 50% Grant Funded
- ▢ **Holly Days Event Enhancement** \$10,000
Events Operational Budget – Increase Transfer from General Fund

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Community Services

Personnel

- **Part-time Seniors Staff - Expanded Hours** \$22,000
 Senior Citizens Operational Budget - PT Salaries & Wages
 Increase Transfers from General Fund
- **Part-time Museum Expanded Staffing** \$16,200
 Museum Operational Budget - PT Salaries & Wages
 Increase Transfers from General Fund
- **Part-time Library Staff - Expanded Hours** \$13,000
 Library Operational Budget - PT Salaries & Wages
 Increase Transfers from General Fund

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Community Services

Equipment & Vehicles

- **Wrestling Mats** \$7,800
 Sports Operational Fund - Capital Equipment
 Increase in Revenue Participation/Increase Transfers from General Fund
- **(2) E-Bikes** \$12,000
 Sports Operational Fund - Capital Equipment
 Increase Transfers from General Fund
- **Field Painter** \$22,500
 Capital Equipment
 Transfers from General Fund
- **Soccer Goal Set** \$3,500
 Sports Capital Equipment
 Increase in Revenue Participation/Increase Transfers from General Fund

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Community Services

Projects & Initiatives

- **City Center Block Development** \$7.0M (TBD)
 Impact Fee Eligible - Park Impact Fees - Would need to be phased
- **Foothill Village Playground** \$103,000
 Impact Fee Eligible - Park Impact Fees
 Possible Partial Funding by RAP Tax
- **Centennial Park Improvements** \$582,000
 Impact Fee Eligible - Park Impact Fees & Possible 50% Grant Funded
 Replace & Upgrade to "All Abilities" Playground with Rubber Surface
- **10' Trail around Harvest View Sports Complex** \$150,000
 Impact Fee Eligible - Park Impact Fees
 Possible Partial Funding by RAP Tax

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Community Services

Projects & Initiatives Continued ...

- **Prospector View Park** \$15,000
 Impact Fee Eligible - Park Impact Fees
- **Harvest View Ballfield "Phased Approach Consultant"** \$11,500
 Impact Fee Eligible - Park Impact Fees

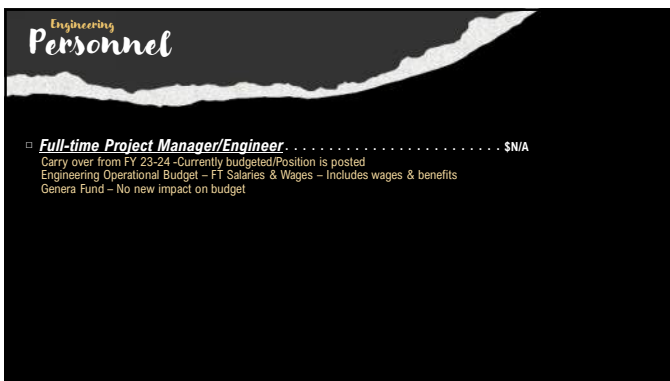
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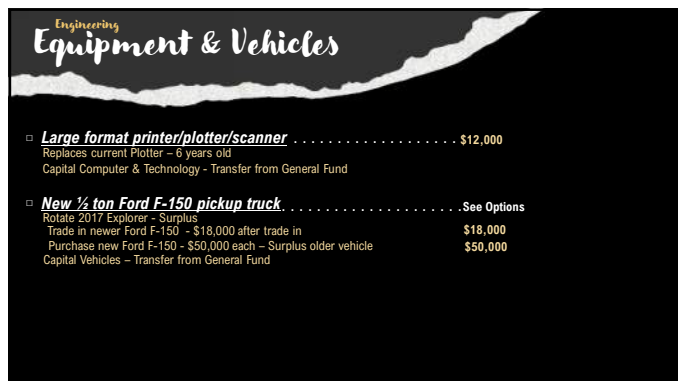
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Engineering
Projects & Initiatives

- **Santaquin Cemetery Mapping & Records Management** \$Staff Time
- **Create GIS Data Bases & Mapping of the following** \$Staff Time
 - Street signs
 - Streetlights

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Engineering
Capital Projects

- **Santaquin Main Street Widening** \$16.5 M
 - Carry over from FY 23-24 \$15.3 M
 - 93% of cost funded to MAG TIP funds and UDOT funds \$1.2 M
 - 7% of cost from Santaquin City
 - Capital Roads – Grant Funds
 - Anticipated Construction Start – March 2024
 - Anticipated Construction end – End of Summer 2025
- **Design & Construction of WRF Improvements** \$9.0M
 - Impact Fee Eligible – Sewer (Carryover from last year)
 - Contract with JUB to design improvements for WRF
 - Contract with a general contractor for a Construction Manager/General contractor (CMGC) to assist with the design
 - Up to \$8-\$9 million for construction

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Engineering
Capital Projects Continued

- **New Culinary Water Well Study & Design** \$240,000
 - Carry Over from FY 23-24
 - Location Study (\$80K)
 - Preliminary Design (\$160K)
 - Impact Fee Eligible - Water Impact Fees
- **Santaquin Peaks Subdivision Improvements** \$CDRA Budget
 - Phase 1 Constructed
 - Phase 2 Under Construction
 - Phase 3 Pending
- **Santaquin Reach of ULS 5ft pipeline** \$Staff Time
 - Deliver Santaquin portion of Strawberry Water to Santaquin
 - No City funds required/staff time needed for project
 - Construction start in Spring 24

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Questions or Comments



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Public Works Statistics

Miles of paved roads	81
Miles of Culinary Water Main	89.7
Miles of PI Main	77.3
Miles of Storm Drain	25.5
Storm Drain Sumps	481
Storm Drain Manholes	705
Acres of Debris Basins	15.7
Miles of Sewer Main	71
Sewer Manholes	1684
Acres of Sod	67
Acres of Park Strip (Coble) (Sod) (ROW)	79.3
Miles of Paved Trails	6.3
Miles of Dirt Trails	11.8
Open Space	121
Total Acreage	304.7

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Public Works Personnel

- Full-time Parks Maintenance Worker** \$66,500
Water/PI/Sewer Operational Budget – FT Salaries & Wages – Includes wages & benefits
 Water/PI/Sewer Enterprise Funds
- Public Works On-call Pay** \$8,300
Changes to PW on-call pay - Change to Employee Personnel Policy Handbook required
 Water/PI/Sewer Operational Budget – FT Salaries & Wages – Includes wages & benefits
 Water/PI/Sewer Enterprise Funds

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Public Works
Vehicles

□ (2) New 1/2 ton Ford F-150 Trucks	See Options
Trade in (2) newer F-150's - \$18,000 each after trade in	\$36,000
Purchase (2) F-150's - \$50,000 each - Surplus older vehicle	\$100,000
Transfer from Water/Sewer/PI	
□ New Snowplow	\$281,000
Capital Vehicles - Streets - Authorization to Order for FY 26-27- No Budget Impact this FY	
□ Used Bucket Truck	\$30,000
Capital Vehicles - Streets/Parks	
Transfer from General Fund	
□ Used Water Truck	\$80,000
Capital Equipment - Water/Sewer/PI	
Transfer from Water/PI/Sewer	
□ Used Vac Truck	\$350,000
Capital Equipment - Water/Sewer/PI	
Transfer from Water/PI/Sewer	

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Public Works
Equipment (Streets)

□ New Crack Sealer	\$90,000
Capital Equipment - Streets	
Transfer from General Fund	
□ Used Forklift	\$40,000
Capital Equipment - Streets	
Transfer from General Fund	
□ New Tire Changer/Balancer/Lift	\$25,000
Capital Equipment - Streets	
Transfer from General Fund	
□ New Excavator	\$40,000
Capital Equipment - Streets - Lease to Own - 5 year @ \$40,000 per Year	
Transfer from General Fund	
□ Small Paver	\$175,000
Capital Equipment - Streets	
Transfer from General Fund	

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Public Works
Equipment (Water, PI & Sewer)

□ Line Locator	\$16,000
Capital Equipment - Water & PI	
Transfer from - Water/PI	
□ Keypads for offsite buildings	\$10,000
Capital Equipment - Water & PI - Security for all Wells & Pumphouses	
Transfer from Water/PI/Sewer	

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Public Works
Equipment (Parks & Grounds)

□ (2) Grasshopper Mowers	\$40,500
Capital Equipment - Parks - Purchase (2) new mower @ \$20,250 each	
Transfer from General Fund	
□ Dump Trailer	\$12,000
Capital Equipment - Parks	
Transfer from General Fund	
□ Ventrac Debris Collection System	\$10,000
Capital Equipment - Parks	
Transfers from General Fund	

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Public Works
Equipment (Sewer)

- **Blowers for WRF**\$20,000
 Sewer Enterprise Fund -Operational Budget – Capital Projects
- **Mixers for WRF**\$18,500
 Sewer Enterprise Fund -Operational Budget – Capital Projects
- **Spare Plant Drain Pump**\$10,000
 Sewer Enterprise Fund -Operational Budget – Capital Projects
- **Spare 40HP VFD**\$7,000
 Sewer Enterprise Fund -Operational Budget – Capital Projects
- **Spare 30 HP VFD**\$5,500
 Sewer Enterprise Fund -Operational Budget – Capital Projects


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Public Works
Projects & Initiatives

- **New Type 1 PI Pump**\$80,000
 Impact Fee Eligible – PI Impact Fees
- **Building for Equipment @ Cemetery**\$120,000
 Impact Fee Eligible- Park Impact Fees
- **Culinary Water Meter Change Out**\$350,000 (1-year plan)
 Change out Culinary Water Meters to be compatible with new towers \$175,000 (2-year plan)
 Capital Project – Water \$116,700 (3-year plan)
 \$87,500 (4-year plan)
 \$77,000 (5-year plan)
- **SCADA Upgrades**\$35,000
 Ongoing updates to technology used for controlling, monitoring & analyzing utility systems
 Wtr/PI/Swr Capital Projects – Current Funding Level

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Questions or Comments



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**Santaquin City
 Community
 Development**
 (Planning & Building)

Budget Requests
 2024-2025



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Planning/Building
Personnel

- **Full-time Planner I** \$N/A
Carry over from FY 23-24 - Currently budgeted - Waiting for graduates to post & backfill
Planning & Zoning Operational Budget - FT Salaries & Wages - includes wages & benefits
General Fund - No new impact on budget
- **(2) Commercial Inspection Certifications** \$4,080
Building Operational Budget - Wages
General Fund

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Planning/Building
Equipment & Vehicles

- **New Ipad for Building Inspector** \$1,000
Building Operational - Supplies

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Planning & Building
Projects & Initiatives

- **"Contractor Coins"** \$1,000
Building Operational - Supplies
General Fund
- **Vehicle Rotation/Replacement Schedule** \$ Staff Time
Work with non-public safety departments to plan & implement vehicle rotation program
- **Storm Drain Master Plan Update** \$150,000
Impact Fee Eligible - Storm Drainage Impact Fees

Culinary Water	(2021)	PI Water	(2021)
Sewer	(2023)	Storm Drain	(2019)
Transportation	(2020)	PRTOS	(2023)
Public Safety	(2020)	General Plan	(2022)

(year last updated)

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Planning/Building
Department Summary

Only Minor Operational Adjustments

Building Inspection:

FY22-23	FY23-24	FY23-24
\$42,900	\$40,550	\$45,000
(Not Including Wages, Benefits, and Overtime) (\$4,450 increase)		

Planning & Zoning:

FY22-23	FY23-24	FY24-25
\$18,080	\$15,340	\$19,130
(\$3,790 increase)		

(Not Including Wages, Benefits, Overtime, and General Plan/Master Plan)

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Planning/Building
Possible Grant Opportunity

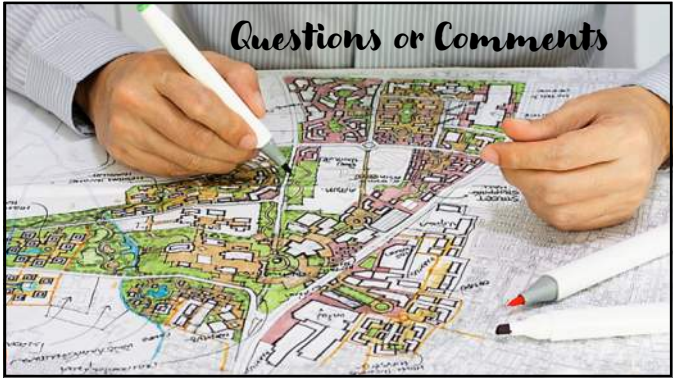
□ **Corner Kiosk** \$8,500 - \$16,000
 Capital Projects



- ❖ T-Mobile Grant could cover approximately half the actual costs (\$17,000 – \$32,000)
- ❖ Maintenance is very low
- ❖ Approximately 20-year life
- ❖ Donors could contribute to cost and have plaque included on kiosk



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Santaquin City
 Fire Department

Budget Requests
 2024-2025



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Personnel

- **Part-time 24/7 Fire Coverage** \$350,000
 Increase PT Coverage to (5) members during day & (3) members at night
 Fire Operational Budget – PT Salaries & Wages – Includes wages & benefits
 Increase Transfer from General Fund
- **Overtime Paid to Scheduled Staff on Holiday** \$10,000
 Change to Employee Personnel Policy Handbook Required
 Fire Operational Budget – PT Salaries & Wages – Includes wages & benefits
 Increase Transfer from General Fund
- **(3) Full-time Captains** \$425,000
 Captains work 40/80 schedule would be one of the 3/3 members
 Fire Operational Budget – PT Salaries & Wages – Includes wages & benefits
 Increase Transfer from General Fund – Contingent upon SAFER Grant – 100%, 66%, 33%

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Fire
Equipment & Vehicles

- **(5) Sets of Personal Protective Equipment (PPE)** \$20,000
 Annual Equipment Rotation – Current level of funding \$20,000
 Capital Equipment - Fire
 Transfer from General Fund
- **(20) New Portable Radios** \$90,000
 Capital Equipment - Fire
 Increase Transfer from General Fund
- **(6) MSA G1 SCBA Airpack's** \$24,000
 Capital Equipment – Fire – Current level of funding \$25,000 (Current debt services Pd in Full 9/24)
 Transfer from General Fund
- **(10) MSA G1 SCBA Cylinders** \$10,000
 Capital Equipment - Fire
 Increase Transfer from General Fund

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Fire
Projects & Initiatives

- **Public Safety Building Parking Lot** \$150,000
 Carry over project from FY 23-24
 Capital Roads
 Transfer from General Fund
- **Small Storage Unit on South side of Station** \$7,500
 Capital Projects – Fire
 Increase Transfer from General Fund
- **Canopy over entry doors/Heat tape** \$7,500
 Capital Projects – Fire
 Increase Transfer from General Fund
- **Living Facilities @ Public Safety Building** \$75,000
 Capital Projects
 Transfer from General Fund

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Questions or Comments

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**Santaquin City
 Administrative
 Services**
 (Finance, Utilities, Payroll/HR, Cemetery Records)

Budget Requests
 2024-2025

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Administrative Service

Personnel

- **No additional staffing requests for FY 24-25** \$N/A
Recently filled last PT hours that were had not been filled, due to slowdown

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Administrative Services

Equipment & Vehicles

- **New Ford Expedition** \$65,000
Employee trainings & Admin/Elected official meetings/Not purchased last year due to cuts
Capital Vehicles – Transfer from General Fund

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Administrative Services

Projects & Initiatives

- **Employee Retention** \$TBD
Continue to provide competitive wages
Salary Surveys (if necessary) / COLA increase (behind from last years inflated cost of living)
General Fund & Enterprise Funds
- **Employee Benefits** \$TBD
Cost of insurance is one the rise (again) – Renewal rates released April 2024
Providing employee competitive benefits while keeping cost increase minimal
General Fund & Enterprise Funds

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Personnel

Position	Department	Funding	Estimated Cost	Rank (1-10)
Full-time Public Safety Officer	Public Safety/Police	General Fund	\$28,000	1
Part-time Public Safety Officer	Public Safety/Police	General Fund	\$6,000	2
Part-time Security Guard	Public Safety/Police	General Fund	\$3,000	3
Part-time Maintenance Worker	Public Works/Utilities	General Fund	\$3,000	4
Part-time Public Works Maintenance Worker	Public Works/Utilities	General Fund	\$3,000	5
Part-time Public Works Maintenance Worker	Public Works/Utilities	General Fund	\$3,000	6
Part-time Public Works Maintenance Worker	Public Works/Utilities	General Fund	\$3,000	7
Part-time Public Works Maintenance Worker	Public Works/Utilities	General Fund	\$3,000	8
Part-time Public Works Maintenance Worker	Public Works/Utilities	General Fund	\$3,000	9
Part-time Public Works Maintenance Worker	Public Works/Utilities	General Fund	\$3,000	10

Equipment

Item Description	Department	Funding	Estimated Cost	Rank (1-10)
Tractor	Public Works/Utilities	General Fund	\$10,000	1
Tractor	Public Works/Utilities	General Fund	\$10,000	2
Tractor	Public Works/Utilities	General Fund	\$10,000	3
Tractor	Public Works/Utilities	General Fund	\$10,000	4
Tractor	Public Works/Utilities	General Fund	\$10,000	5
Tractor	Public Works/Utilities	General Fund	\$10,000	6
Tractor	Public Works/Utilities	General Fund	\$10,000	7
Tractor	Public Works/Utilities	General Fund	\$10,000	8
Tractor	Public Works/Utilities	General Fund	\$10,000	9
Tractor	Public Works/Utilities	General Fund	\$10,000	10

Priority Ranking

70

Vehicles

Item Description	Department	Funding	Estimated Cost	Rank (1-10)
Tractor	Public Works/Utilities	General Fund	\$10,000	1
Tractor	Public Works/Utilities	General Fund	\$10,000	2
Tractor	Public Works/Utilities	General Fund	\$10,000	3
Tractor	Public Works/Utilities	General Fund	\$10,000	4
Tractor	Public Works/Utilities	General Fund	\$10,000	5
Tractor	Public Works/Utilities	General Fund	\$10,000	6
Tractor	Public Works/Utilities	General Fund	\$10,000	7
Tractor	Public Works/Utilities	General Fund	\$10,000	8
Tractor	Public Works/Utilities	General Fund	\$10,000	9
Tractor	Public Works/Utilities	General Fund	\$10,000	10

Capital Projects

Project Description	Department	Funding	Estimated Cost	Rank (1-10)
Tractor	Public Works/Utilities	General Fund	\$10,000	1
Tractor	Public Works/Utilities	General Fund	\$10,000	2
Tractor	Public Works/Utilities	General Fund	\$10,000	3
Tractor	Public Works/Utilities	General Fund	\$10,000	4
Tractor	Public Works/Utilities	General Fund	\$10,000	5
Tractor	Public Works/Utilities	General Fund	\$10,000	6
Tractor	Public Works/Utilities	General Fund	\$10,000	7
Tractor	Public Works/Utilities	General Fund	\$10,000	8
Tractor	Public Works/Utilities	General Fund	\$10,000	9
Tractor	Public Works/Utilities	General Fund	\$10,000	10

Priority Ranking

71

Priority Ranking

Capital Projects - Impact Fee Eligible

Project Description	Department	Funding	Estimated Cost	Rank
Water Impact Fee	Public Works/Utilities	Water Impact Fees	\$140,000	1
Wastewater Impact Fee	Public Works/Utilities	Wastewater Impact Fees	\$40,000	2
Parks Impact Fee	Community Services/Parks	Park Impact Fees	\$40,000	3
Stormwater Impact Fee	Public Works/Utilities	Stormwater Impact Fees	\$10,000	4
City Center Block Development	Community Services/Parks	Park Impact Fees	\$7,000,000	5
Health Village Regeneration	Community Services/Parks	Park Impact Fees	\$400,000	6
Community Park Regeneration	Community Services/Parks	Park Impact Fees	\$200,000	7
Off-Trail and Shared Use Sports Complex	Community Services/Parks	Park Impact Fees	\$150,000	8
Prospector View Park - Ongoing Improvements	Community Services/Parks	Park Impact Fees	\$15,000	9
Prospector View Park - "Phased Approach Consultant"	Community Services/Parks	Park Impact Fees	\$15,000	10
Building for Equipment @ Cemetery	Public Works/Utilities	Park Impact Fees	\$10,000	11
Storm Drain Impact Fee	Community Services/Planning	Stormwater Impact Fees	\$10,000	12
Property Acquisition @ San Benito Station	Public Works/Utilities	Stormwater Impact Fees	\$2,000	13

72



73

Santaquin City Community Services

2024-2025

Creating Community



Enhance Quality of Life: Programs



Enhance Quality of Life: Places



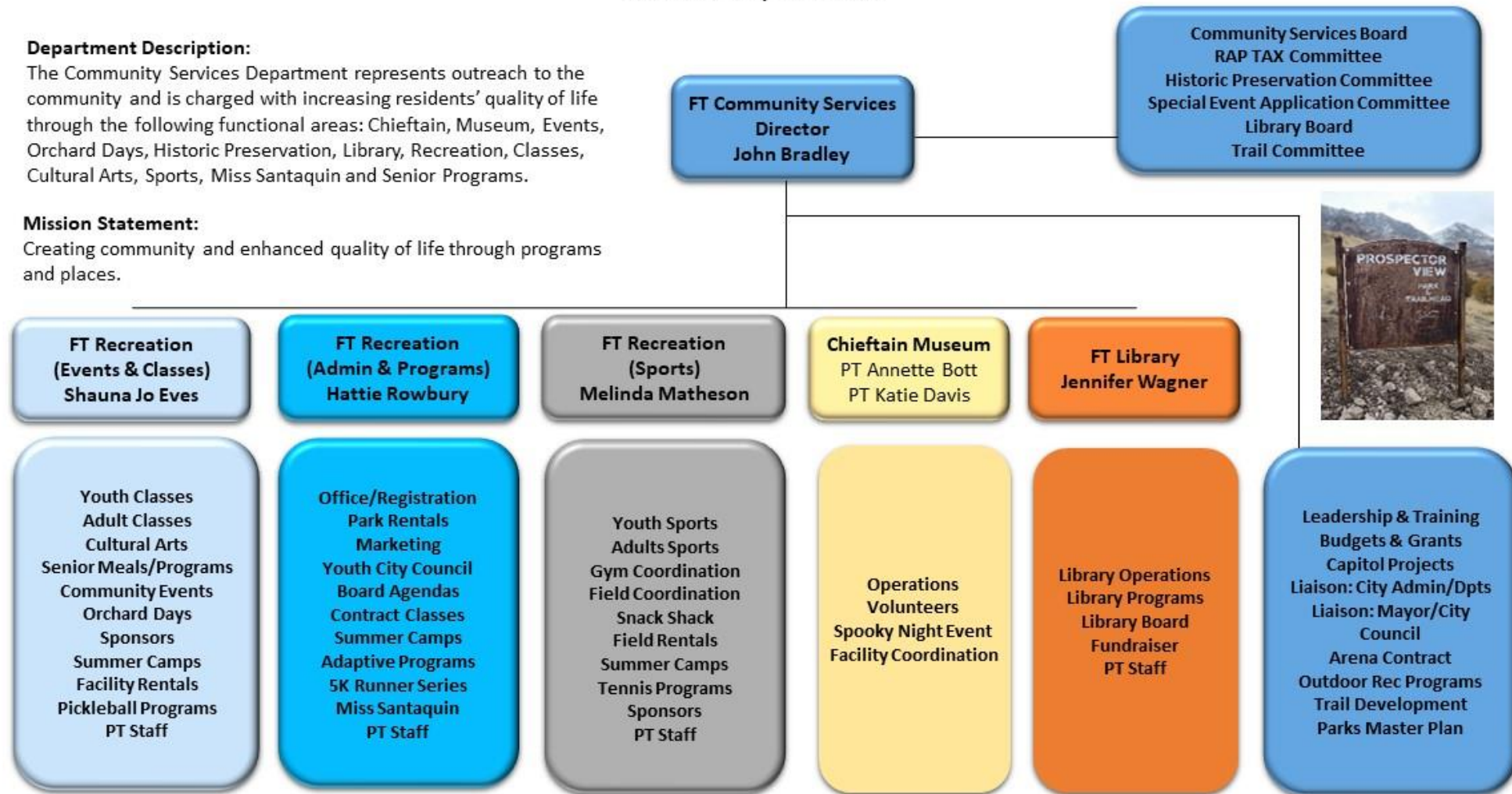
Santaquin City Organizational Chart Community Services

Department Description:

The Community Services Department represents outreach to the community and is charged with increasing residents' quality of life through the following functional areas: Chieftain, Museum, Events, Orchard Days, Historic Preservation, Library, Recreation, Classes, Cultural Arts, Sports, Miss Santaquin and Senior Programs.

Mission Statement:

Creating community and enhanced quality of life through programs and places.



Community Services: By the Numbers 2023

18,360

Recreation participation increase from 8,894 in 2019

1,084

Youth soccer participation, the largest youth sport each year

5/70+

Full time/part time members of staff

\$75,000

Largest annual Recreation revenue earning program is Cheer/Tumbling

66

Number of special events held each year, increased from 26 in 2019

150+

Number of Seniors served meals Tuesdays and Thursdays each week

1500+

Number of volunteer hours developing Prospector View Park & Trailhead since start in 2022

\$359,000

Department grant dollars earned since 2019

2,281

Annual Visitation at Santaquin Chieftain Museum in 2023

\$371,382

Dollars spent toward RAP TAX projects since funding was made available in 2019

\$5 Million+

Park Impact Fee dollars invested in Santaquin projects since 2019

6,429/ 44,427

Library Cardholders/ Number of Library visitors in 2023



Initiative A/ Library

New Library Funding

Funding plan to move Library to New City Hall will cost \$2 Million. Fundraising is in process. This will grow the Library from 3,000 to 10,000 square feet. Will include youth, teen, adult, maker space, green screen room, study rooms and expanded staff prep area.

1-Patron growth: Patron participation has doubled in the last 3 years.

2-Program attendance: Program participation has tripled in the last 5 years.

3-Classroom upstairs. Not ADA accessible. Classes have grown from 10 to 60 participants at one sitting.

4-Summer Reading increased from 400 to 1300 participants. No room for library gatherings.

5-Physical checkouts increased from 9,606 to over 69,805 in last 5 years. Online Libby checkouts are 26,394.

Received State of Utah “Quality Library Award in 2022 and 2023”

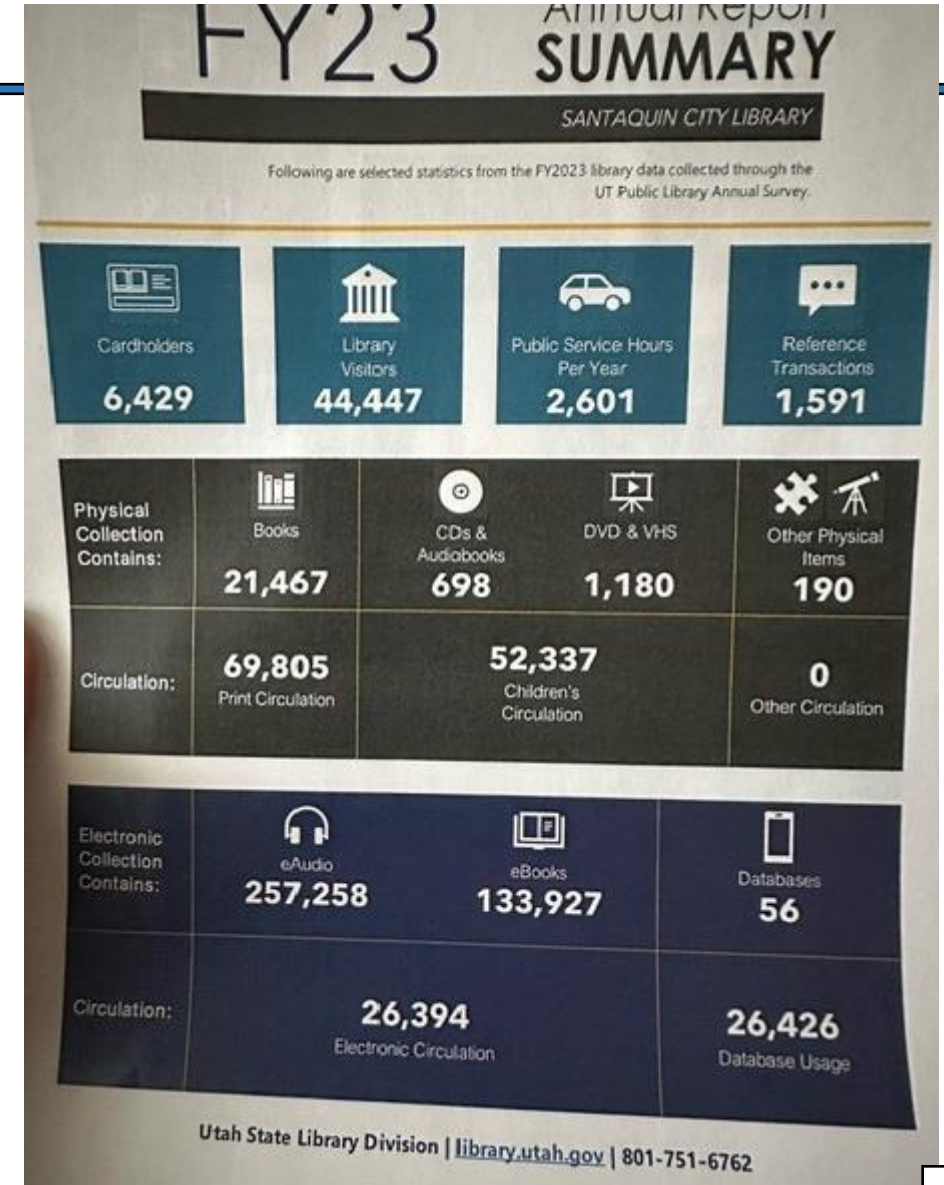
Funding sources: Large Grants, Business Donation, State of Utah, General Fund

Funding request in 2024-25: **Expanded Staffing Hours**



Initiative A/Library

Library Stats 2023



Initiative B/ Museum

Museum Enhancement Plan: Goals & Initial Steps

Goals

1. Develop Strategic Plan: “Museum Role” in Community growth and transition.
2. Develop Museum as a part of “Economic and Social Impact” in developing City Center block.
3. Increase “Sustainability” of Museum. Visitations, Events, Arts & Historical displays.
4. Focus on REMEMBER, GATHER, EDUCATE.
5. Incrementally improve the facility with capitol improvement projects. As funding is available.

Initial Steps

1. Develop “Experiential Master Plan”. **(Completed 2023-24)**
2. Establish Strategic Plan, developing collection policies and procedure & overall best practices in policies.
(CS Director work closely with Museum Curator **(Feb-June 2024)**)
3. Expand staffing to include part time “Coordinator & Intern” to expand programming & hours. **(July 2024)**
4. Be active in membership with Utah Museum Association and benefits available.
5. Implement Collection Management Software **(2024)**
6. Evaluate Collection Storage, Exhibit and Display **(2024-25)**
7. Increase events at the Museum **(2024-25)**



Initiative B/Museum

Museum Enhancement Plan: Capitol Projects-Initial Steps

Capitol Projects Initial Steps

1. Bat Removal (2024)
2. Restroom Improvements (2023-25)
 - Main floor restroom moved to unisex with door. Widen doorway for ADA accessibility
 - Upstairs restroom closed to become storage room.
 - Overflow event restroom will be placed outside, in conjunction with Park/Splashpad improvements.
3. Move Main Entrance to South of Building (in conjunction with City Center Park and parking lot) (2024-25)
 - New Double Doors and Small slope of pavement to make ADA accessible
4. Fire Escape replacement (2024-25)
5. Roof Replacement (include structural improvements tied to roof) Time & Cost TBD
 - Future project: Estimate cost could be around \$500,000
6. Future Steps: Time & Cost TBD
 - Improved HVAC & Improved Electrical & ADA accessibility/Elevator to upstairs



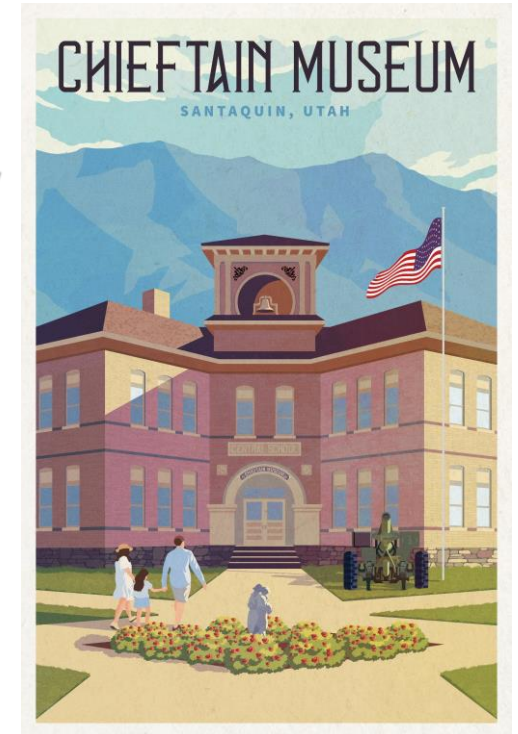
Initiative B/ Museum

Museum Capitol Projects/Initial Steps Cost Estimates

1. Bat Removal: \$23,550
2. Restroom Improvements: Some work with CDBG/ Cost TBD
 - Main floor restroom moved to unisex with door. Widen doorway ADA accessibility
 - Upstairs restroom closed to become storage room.
 - Overflow event restroom will be placed outside, in conjunction with Park/Splashpad improvements.
3. ADA Accessibility: Move Main Entrance to South of Building (closer to parking lot)
 - New South Entrance Double Doors: \$6,000 (add small slope pavement for ADA.
4. Fire Escape replacement (Cost TBD/est. \$25,000-\$35,000)

Funding sources: **General Fund**

Funding request in 2024-25: **Expanded Staffing Hours & Capitol Projects**



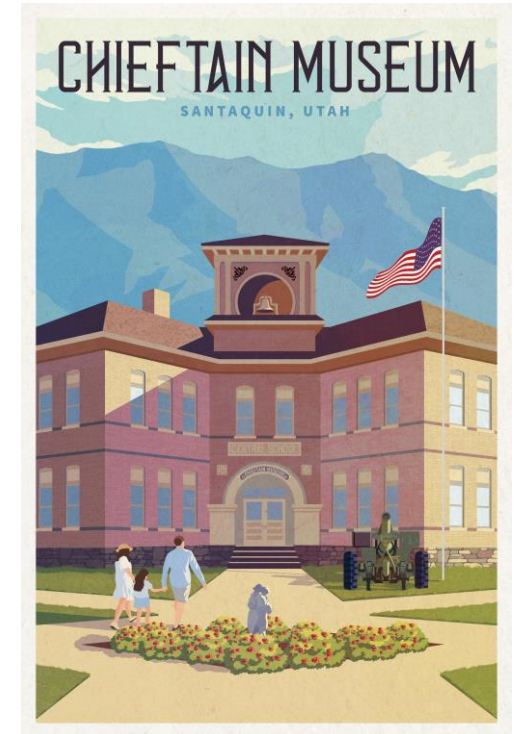
Initiative C/ Senior Programs

Senior Program Expansion

1. Expand Meals to 2x per week
2. Expand Meals and programs during the Summer months
3. Expand MAG partnership to pay portion of meals

Funding sources: **General Fund**

Funding request in 2024-25: **Expanded Staffing Hours & Operation Budget Increase**



Initiative D/ Rodeo Arena

Rodeo Arena Bucking Chutes and Fencing

\$72,000

6 new chutes & paneling behind the chutes (estimate)

Not eligible for Park Impact Fee (due to maintenance and replacement only)

Funding sources: **General Fund**

Note: not eligible for Park Impact Fee due to maintenance and replacement only.

Funding request in 2024-25: **Capitol Projects**



Initiative E/Skate Park

Skate Park

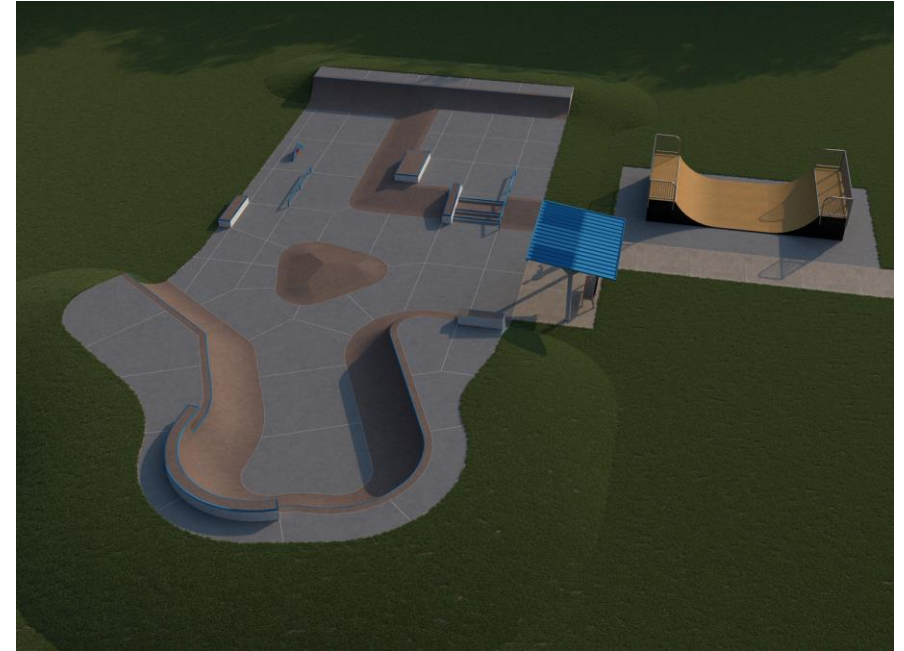
In 2023, Santaquin paid \$11,500 to Consultant-American Ramp Company for Conceptual Design and Location Evaluation. The Consultant visited Santaquin and potential skatepark sites. Additionally, a community survey was given asking for “preferred amenities” if a skate park was built. A public design meeting was also held.

Regular Skate Park (\$408,000)

Halfpipe Addition (\$76,384)- based on public survey recommendation

Cost Estimate: \$484,384.47

Additional amenities not included in cost estimate: shade structure, sidewalk to skate park, fencing, cameras. These would depend on site.



Rendering of Skate Park

Initiative E/Skate Park

Skate Park

Now that we have seen a mock rendering with price tag, City Council can ask itself the following questions:

1. Do we want a Skate Park for residents of Santaquin?

If No, no need for further discussion.

If Yes, there would need to be further planning.

- Send rendering back to public to for additional feedback.
- Determine budget.
- Determine location. (see next page)
- Finalize Skate Park contract with American Ramp Company.
- Skate Park company develops drawings based on “final location”
- Funding would determine when the park is built. (see next page)



Rendering of Skate Park



Initiative E/Skate Park

Skate Park Location

Determining the location: sites with many eyes, high traffic, easy to develop, shade, close to restroom, in the core of town, easily accessible.

Sites reviewed: East park, Orchard Cove Park, Harvest View Sports Park, Squash head Park and Centennial

Consultant Recommendation: Centennial Park NW
Centennial Park:

Option 1: Northwest Corner

Option 2: Build in place of current playground; purchase new playground for NW corner. (Extra \$100K+

Option 3: Build in place of sand volleyball pit (tight ?)

Option 4: Build in Southeast corner of park

-Or-

City Council can determine other location, reviewing city owned property or property not already owned by City.

Skate Park Cost & Timeline

Cost: \$400,000-\$500,000

FUNDING SOURCES

State of Utah/UORG: 50% matching grant up to \$200,000

Apply in Spring 2025, construction could be 2025-26.

Competitive application process.

Federal/LWCF: 50% matching grant, could request all \$250,000 or make additional park improvements (playground, sidewalks, etc...) This grant does make the site a “permanent park” sense it is funded with Federal dollars.

Apply in 2024 or 2025, construction could be 2025-26.

Recommend hiring Fed Grant consultant. \$6K

City Match: 50% from “Park Impact Fees”



Initiative F/ Event Enhancement

Drone Show for Holly Days

\$10,000

(Sponsor: Zions Bank paid full cost in 2023, no guarantee we will get funds again. This was done on a larger statewide campaign)

Funding Option:

General Fund

RAP TAX (partial)



Personnel Needs

Part time Senior-(Expanded hours)

\$22,000

Increase all part time Senior staff hours

Justification: Needed as we continue to expand meals served to twice per week and expand our programs over the summer months.

Part Time Museum- (Director Position)

\$15,000

New: \$17 x 15 hour per week x 52 weeks

Justification: Needed to develop Museum Master Plan and expand museum hours (Annette Bott will still be Museum Curator, with Katie Davis Office Assistant)

Part time Library-(Expanded hours)

\$12,000

Increase select staff hours per week

Justification: Needed for increased Library programming, more participants and more programs require increased hours staff are scheduled.

Next Year- we will be petitioning to move a Library staff member to Full Time.



Equipment Needs

Wrestling Mats

We are growing the sport and need to add another set of Wrestling Mats

\$7,800

Justification: Wrestling is growing. This year we borrowed a Mat set from Payson High School. Purchasing our own set allows us to not have to borrow from high school. Also allows us the flexibility to not have to move wrestling mats between gyms, thus saving employees from lifting and potential workers compensation claims.

E-bikes

\$12,000

Provide 2 e-bikes for City Staff. (1 Parks and 1 Recreation)

Justification: These bikes will be used at Prospector View for staff to quickly and affectively monitor and maintain growing #/miles of city trails. Assist updating signage and developing new parks as well.

Field Painter

\$22,500

Request in conjunction with Parks staff: Allow Parks staff to paint our own fields with GPS robot technology

Justification: Saves large amount of Parks staff time both laying out fields and painting. Reduce current payments to 3rd party painter when their services are needed. Lines are always bright and straight.

Soccer Goal Set

Need to replace our largest 8' x 24" soccer goal set.

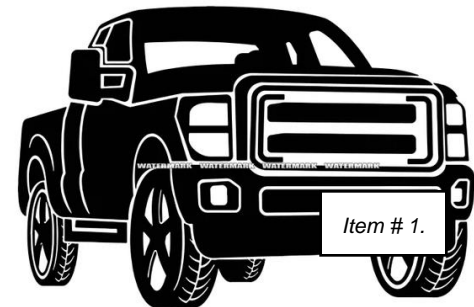
\$3,500

Justification: Someone has vandalized existing goal set and bent it beyond repair. This size of goal is used for oldest age division and rentals.



Vehicle Needs

None- we are in good shape. Thank you!



Park Impact Fee Eligible

- 1) **City Center Block Development- Cost TBD.** Consultant says up to \$7 Million project. Realistically we will have to do this in phases and will spend much less than that.

Key components:

- Stage Area
- Water Feature Area
- Extended Parking area & Sidewalks
- Landscaping & Sprinkler Adjustment
- Berm and seating area
- Restrooms & Pavilion

Funding Option:

**Project would probably qualify for a LWCF 50% Federal Grant.
City could use Park Impact Fee funds as City 50% Match.**



Rendering of City Center

Park Impact Fee Eligible

2) Foothill Village Playground- \$103,000

Add new playground to the new Foothill Village development.

Key Components

- Playground
- Mini Pavilion & Sidewalk

Funding Options:

Park Impact Fee
RAP Tax (partial)



T&B PARK DESIGN
INC.

Foothill Village

PLEASE NOTE: RENDERINGS ARE FOR VISUAL PURPOSES ONLY. ANY PRODUCTS AND/OR SITE DETAILS HEREIN MAYBE SUBJECT TO CHANGE WITHOUT NOTICE.

play&park
structures
A PLAYANDPA COMPANY

544 CHESTNUT ST.
CHATTANOOGA, TN
800.727.
PLAYANDPA



Park Impact Fee Eligible

3) Centennial Park – “All Ability” Playground

Option 1: Replace and upgrade to “All Ability Playground with Rubber Surfacing”- \$581,788

or

Option 2: Status Quo-replace gravel with bark- up to \$8,000

or

Option 3: Replace existing playground, not All Ability.
\$137,000-\$256,000 (example: replace playground if moving for Skate Park Location)

Funding Option:

**Project would probably qualify for a LWCF 50% Federal Grant.
City could use Park Impact Fee funds as City 50% Match.**



CENTENNIAL PARK
SANTAQUIN, UTAH
783-165473

BLISS PRODUCTS
play&park structures
SAC CHEROKEE ST
CANTONMENT, TN 37021
800.727.1907
PLAYANDPARK.COM

CORAL REEF



Park Impact Fee Eligible

4) Paved 10' Trail around Harvest View Sports Complex

\$150,000

Connect with existing sidewalks and create loop around Sports Park.

Other Park Loops to be considered in future:

Orchard Cove: \$61,500

Centennial: \$129,000

Funding Option:

Park Impact Fee

RAP Tax (partial)



Initiative E/ Park Impact Fee **Eligible**

5) **Prospector View Park-** **\$15,000**

Ongoing building costs for new trails. Will start building 40 acres up above.

6) **Harvest View Ballfield “Phased Approach Consultant”-** **\$11,500**

Master plan consultant estimated \$8 Million for next phase of Harvest View, the 3 plex with additional parking. We feel that if we break this down into a “phased plan”, we can make this happen sooner and with much less money.



Questions or Comments





2023 Year-End Statistics

Community Development Department



PLANNING & ZONING

(Development)

BUILDING

(Construction)

BUSINESS

(Operation)



SUBDIVISIONS

12

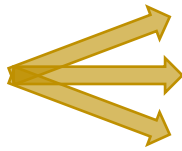
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TOTAL LOTS

258

(Recorded)



SINGLE-FAMILY LOTS

239

(Recorded)



MULTI-FAMILY LOTS

0

(Recorded)



COMMERCIAL LOTS

19

(Recorded)



PLAN REVIEWS
(Concept, Preliminary, and Final
at DRC, PC, or CC)

61



APPROVED REZONINGS

4



APPROVED CODE AMENDMENTS
(Titles 10 & 11)

6



APPROVED AGREEMENTS
(Development and Other)

4



SINGLE-FAMILY HOMES

135



MULTI-FAMILY UNITS
(10 Permits)

69



POPULATION GAIN
(3.88 Persons per Household)

792



COMMERCIAL SPACES
(6 Permits)

6



OTHER PERMITS
(Solar, Remodel, Accessory, etc.)

209



TOTAL PERMITS

360



COMMERCIAL BUSINESSES

8



CURRENT TOTAL ACTIVE

77



HOME OCCUPATION BUSINESSES

74



CURRENT TOTAL ACTIVE

298



TEMPORARY BUSINESSES

1



CURRENT TOTAL ACTIVE BUSINESSES

398

Sorry about the Acronyms

CDRA	-	Community Development & Renewal Agency
CPI-U	-	Consumer Price Index for All Urban Consumers
CUP	-	Central Utah Project (Water)
EIT	-	Engineer In Training
EMS	-	Emergency Medical Services
ERC	-	Equivalent Residential Connections
ERU	-	Equivalent Residential Unit
GIS	-	Geographic Information Systems
IFA	-	Impact Fee Analysis
IFFP	-	Impact Fee Facilities Plan
ISO	-	Insurance Service Office
MAG	-	Mountainland Association of Governments
MS4	-	Municipal Separate Storm Sewer System
MUTCD	-	Manual on Uniform Traffic Control Devices
PE	-	Professional Engineer
PI	-	Pressurized Irrigation
PPE	-	Personal Protective Equipment
PRTOS	-	Parks, Recreation, Trails, & Open Space
ROW	-	Right-of-Way
SCADA	-	Supervisory Control & Data Acquisition
SCBA	-	Self-contained Breathing Apparatus
SESD	-	South Utah Valley Electric Service District
SITLA	-	School & Institutional Trust Lands Administration
TIP	-	Transportation Improvement Program
ULS	-	Utah Lake System
VFD	-	Variable Frequency Drive
WRF	-	Water Reclamation Facility



CITY COUNCIL BUDGET PLANNING MEETING

Saturday, February 3rd, 2024 at 8:00 AM
Santaquin City Hall, 110 S. Center Street

MINUTES

Mayor Olson called the meeting to order at 8:00 a.m.

ATTENDANCE

City Council Members present included Councilor Adcock, Councilor Del Rosario, Councilor Keel, Councilor Mecham, Councilor Siddoway.

Others presented included City Manager Norm Beagley, Assistant City Manager Jason Bond, Finance Director Shannon Hoffman, Police Chief Rod Hurst, Fire Chief Ryan Lind, City Engineer Jon Lundell, Community Services Director John Bradley, and Public Works Director Jason Callaway.

No members of the public attended the meeting.

DISCUSSION

Mayor Olson welcomed all who attended the second session of the FY2024-2025 Budget Planning Meeting. City Manager Beagley addressed housekeeping items and the upcoming agenda. Mayor Olson, members of the City Council, and staff all discussed the importance of establishing and prioritizing goals for the 2024-2025 Fiscal Year. Financial goals, statistics, infrastructure, revenue projections, taxes, and expenditures were all discussed. After taking a look at a consolidated review of departmental needs, current and future projects were reviewed. Manager Beagley spoke to the current General Fund standing and financial sustainability in Santaquin. (See attached.)

ADJOURNMENT

At the conclusion of the presentation and after questions were answered, Mayor Olson adjourned the meeting.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder



1



2



3



4



5



21 Months in as CM...

6



7



8

Saturday Agenda

- Budget Schedule
- Mission, Goals & Objectives
- Financial Goals & Projections
- Consolidated Review of Department Requests
- Review of Current Projects
- Review Future & Proposed Projects
- Prioritization Exercise
- As Time Permits:
 - Library Fund Raising Efforts
 - "Parking Lot" Item
- Round Table

**CITY MANAGER
NORM BEASLEY**

9

Parking Lot Reminder

- "Parking Lot"

Santaquin

10

2024-2025 Budget Schedule (Without a Tax Increase)

- February 2nd & 9th Council Establishes Goals & Directives ("Retreat")
- February Prioritizing requests based on ranking in Budget Planning Meeting
- February & March Earth Impact Grant - Heads for Operational Budgets
- March FY 24-25 Budget - No Tax Increase is considered for the Community
- First half of April Creation of Draft Budget (Presentation)
- April 16th Tentative Budget CC Work Meeting - Policy Decision Making
- April 20th Newsletter with FY 2024-2025 Transfers & Notice Public Hearing Date (May 21st)
- Last half of April Finalization of Tentative Budget Draft
- May 7th Council Meeting - Council to adopt Tentative Budget (By State Code/Rule)
- May 14th or June 6th Draft and Finalize Budget Narrative
- May 21st Possible Budget CC Work Meeting - to Discuss Budget
- May 21st Council Meeting - Public Hearing on Tentative Budget
- June 18th Council Meeting - Adoption of Final Budget
- By June 30th Adopted FY 2024-2025 Budget Filed with State Auditor's Office
- June 27th or 28th Council Meeting - Year End Budget Amendment for FY2023-2024

11

Mission Statement

The mission of Santaquin City is to provide for a strong positive civic image and quality of life for people who live and work in Santaquin City by providing guidelines and standards that ensure the orderly and balanced distribution of growth, sound fiscal and economic investment and preservation of the open and rural environment in a clean attractive physical setting.

MISSION

12

Preserving our agricultural heritage while developing a clean, safe, fun, family-oriented community through well-planned growth and fiscal responsibility

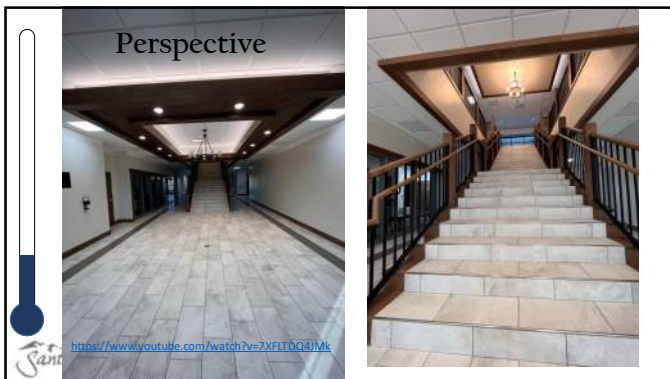
<p>Provide Quality City Services</p> <ul style="list-style-type: none"> • Build a well planned and reliable infrastructure • Maintain our valuable facilities • Provide affordable quality leisure services <p>Promote and Support Economic Development</p> <ul style="list-style-type: none"> • Strategically plan for growth • Retain and expand existing businesses • Maintain fair and competitive development fees and incentives • Foster job creation <p>Ensure Proactive Regional Collaboration</p> <ul style="list-style-type: none"> • Encourage membership and leadership in decision making bodies • Be a voice of involvement in local, State and Federal government affairs 	<p>Maintain a Sustainable Budget</p> <ul style="list-style-type: none"> • Ensure the responsible use of resources • Encourage a highly motivated and well-trained municipal workforce • Encourage varied revenue streams • Enhance capital facility and replacement planning • Ensure the highest level of safety of our employees <p>Promote Community Involvement</p> <ul style="list-style-type: none"> • Inspire pride and ownership in neighborhoods, businesses, and gathering places • Focus on communication and transparency • Promote and encourage diverse public events • Provide meaningful service opportunities and celebrate volunteer efforts <p>Ensure Public Health and Safety</p> <ul style="list-style-type: none"> • Enhance safety, manage hazards, and increase community-wide emergency preparedness • Provide effective communication and education regarding natural and man-made threats
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13

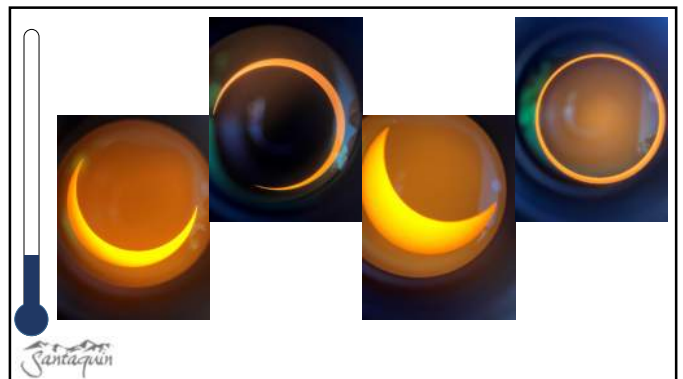
Establishing & Prioritizing Goals

Goals of the City should be based on a balanced approach of providing safety and security, essential services, economic prosperity and a high quality of life as outlined in the General Plan. Tasks should be prioritized based on the number of overlapping goals they support.

14



15



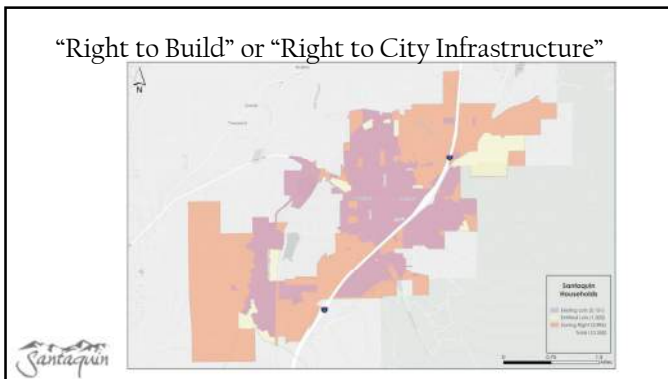
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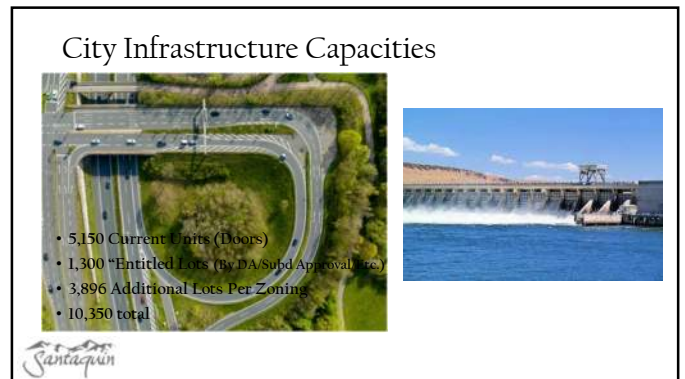
17



18



19



20

City Infrastructure Culinary Water (CW)

- City currently holds --56% of buildout water right needs
 - Covers both CW & PI
- CW Pumping: currently using -- 70% of Current Pumping Capacity
 - Currently have -- 1,600 ERC's Available for future use
- CW Storage: currently using -- 68.3% of current Storage Capacity
 - Currently have -- 1,600 ERC's Available for future use



21

City Infrastructure Pressure Irrigation (PI)

- PI Pumping: currently using -- 58% of Current Pumping Capacity
 - Currently have -- 2,257 ERU's Available for future use
- PI Storage: currently using -- 68% of current Storage Capacity
 - Currently have -- 2,257 ERU's Available for future use



22

City Infrastructure Sewer (Treatment)

- Treatment currently using -- 70% of Current Treatment Capacity
 - (with Significant internal upgrades) (\$8-9M Internal Fees and More)
- Currently have -- 3,400 ERU's Available for future use
 - (has an effect on future growth potential)
 - But, we can't just "close the gates"



23

Financial Goals

- Emergency Reserve Funding -- Full 35% Funding (Currently -- 34.33%)
- General Fund Independence from Enterprise Fund Transfers
- Maintain Operational Growth Funding Less than Revenue Growth
- Capital Replacement Reserve Funding
- Lowering Debt



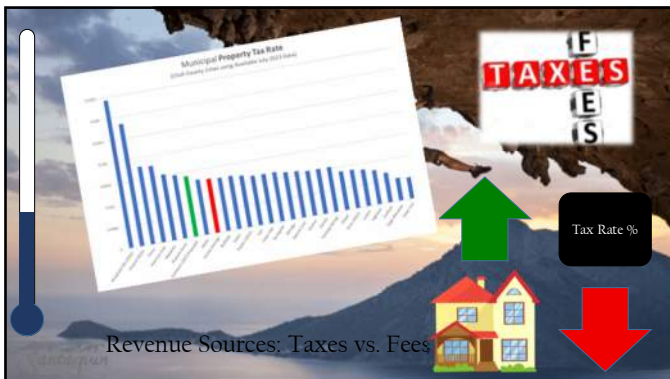
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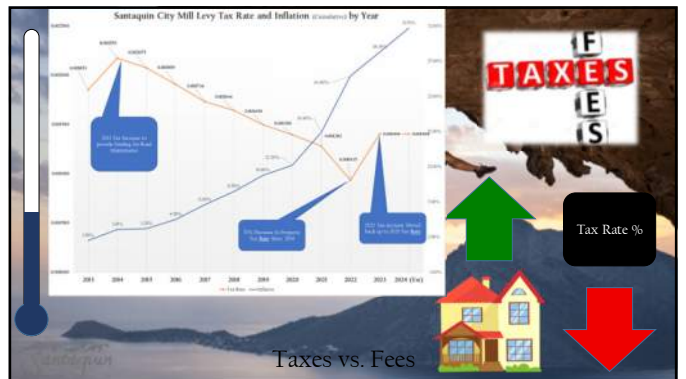
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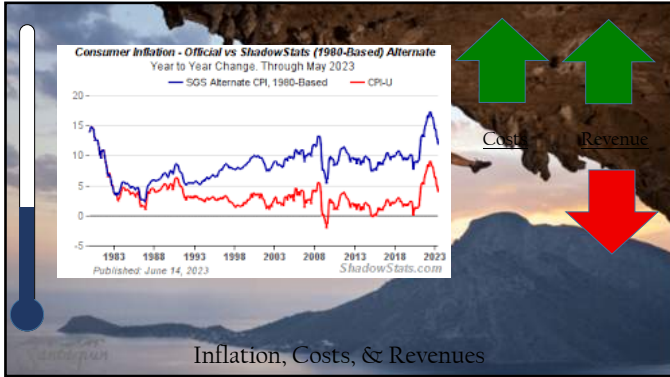
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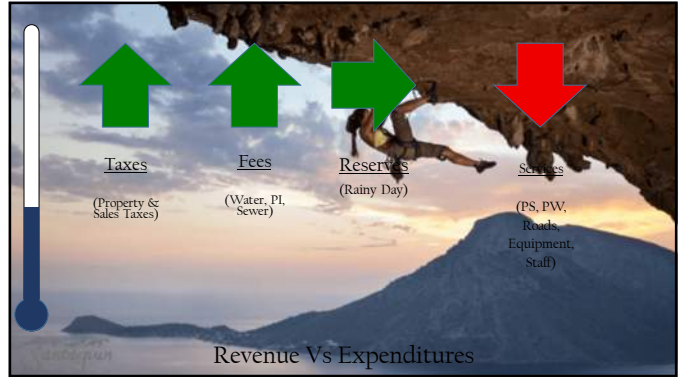
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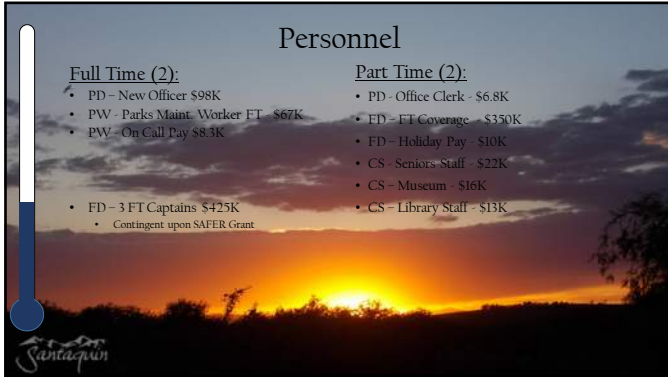
31



32

Personnel

<p><u>Full Time (2):</u></p> <ul style="list-style-type: none"> • PD - New Officer \$98K • PW - Parks Maint. Worker FT - \$67K • PW - On Call Pay \$8.3K <ul style="list-style-type: none"> • FD - 3 FT Captains \$425K <ul style="list-style-type: none"> • Contingent upon SAFER Grant 	<p><u>Part Time (2):</u></p> <ul style="list-style-type: none"> • PD - Office Clerk - \$6.8K • FD - FT Coverage - \$350K • FD - Holiday Pay - \$10K • CS - Seniors Staff - \$22K • CS - Museum - \$16K • CS - Library Staff - \$13K
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33

Vehicles

- Patrol Vehicles (4) - Trucks \$260K
- Engineering F-150 (1) \$18K or \$50K
- PW F-150 (2) \$36K or \$100K
- PW Used Bucket Truck \$30K
- PW Used Water Truck \$80K
- PW Used Vac Truck \$350K
- Admin Expedition (65)
- PW Snowplow \$280K Future Budget

Possible Repurpose of Used Police Cars
(Only to be used for Older City Vehicles)



34

Equipment

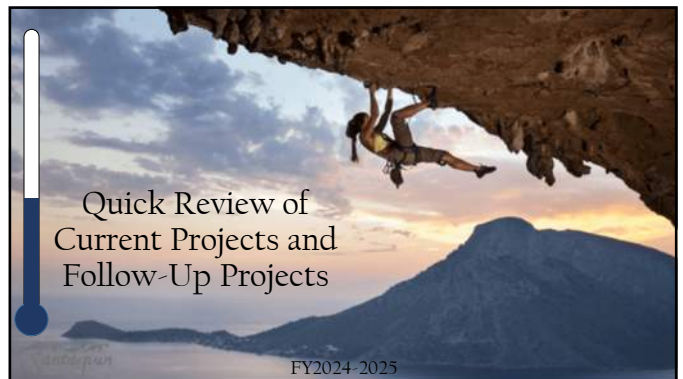
<p><u>Life</u></p> <ul style="list-style-type: none"> • Mobile Radios \$90K • SCBS Cylinders \$10K <p><u>Community Services</u></p> <ul style="list-style-type: none"> • Wrestling Mats \$7.8K • E-Bikes \$12K • Field Printer \$2.5K • Speeder \$10K <p><u>Engineering</u></p> <ul style="list-style-type: none"> • Large Format Printer \$12K 	<p><u>Public Works</u></p> <ul style="list-style-type: none"> • Crack Sealer \$90K • Used Forklift \$40K • Snow Tire Changer \$25K • New Excavator \$40K Per Year (Over 5 yrs) • Small Paver \$175K • Line Locator \$15K • 10' x 12' x 12' Containers \$10K • Lawn Mowers (2) \$40.5K • Dump Trailer (Pairs) \$12K • Vertical Axis Collection System (\$10K)
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35

Quick Review of Current Projects and Follow-Up Projects


FY2024-2025



36

Current Projects:


Rank	Description	Area	Estimated Cost
Pending	New City Hall – New Library Funding Efforts	Facilities	\$2.25M
Approved	Santaquin Peaks Industrial Park	CDRA	\$2.5M
Approved	Ballfield Lights at Orchard Hills	Parks	\$350K
Approved	Fire Department Station 2 Design	Fire Dept	\$38K



37

Current Projects:


Rank	Description	Area	Estimated Cost
Approved	NRCS – County Debris Basin Design	Engineering	Time Only (at this point)
Approved	NRCS – City Debris Basin(s) Design	Engineering	Time (Pass Through Dollars)
Approved	Main Street Widening Design	Engineering	\$500K (93% Pass Through)
Approved	Prospector View Park	Parks	Ongoing



38

Current Projects:


Rank	Description	Area	Estimated Cost
Approved	Cemetery Mapping	Engineering	Time
Non-City	I-15 Interchange Reconstruct	UDOT	N/A
Approved	Secondary (PI) Meter Replacement	Public Works	\$1.69M



39

Future Projects:

Rank	Description	Area	Estimated Cost
Approved	New City Hall – Furniture, Fixture & Equipment (FFE)	Facilities	\$275K
Approved	Public Safety Building – Remodel & Parking Lot	Facilities	\$150K (City Portion)
Approved	Jr High & Seniors Buildings Demolition	Facilities	\$500K
Pending	Culinary Water Meter Replacement	Public Works	\$77K to \$350K
Approved	Bike Skills Park	Parks	\$351K



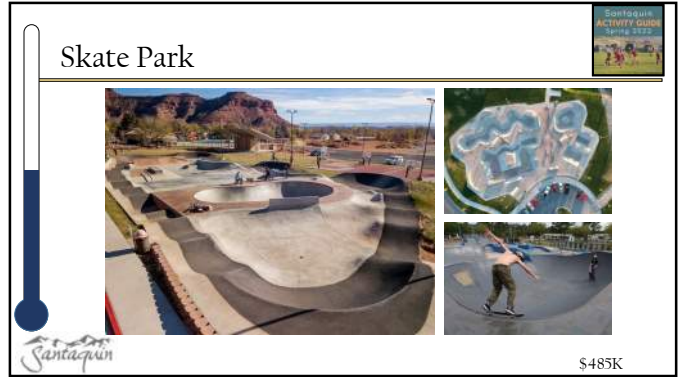
40



Projects/Initiative
Review

FY2024-2025

41

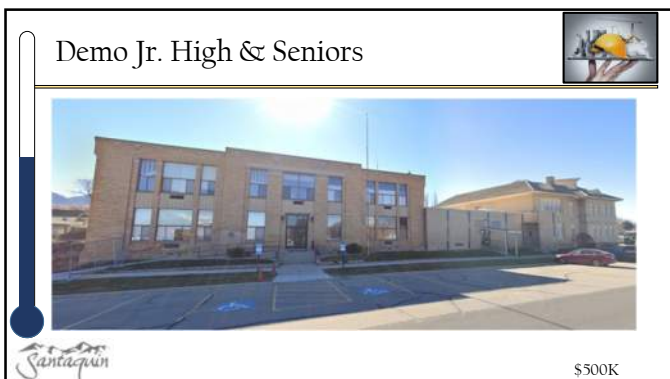


Skate Park

Santaquin

\$485K

42



Demo Jr. High & Seniors

Santaquin

\$500K

43




WRF Upgrades

Santaquin


\$8-9M

44

SCADA Upgrade



What is a SCADA ?

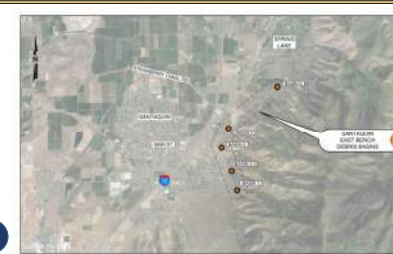


Santaquin

\$30K

45

East Bench Debris Basins



- Property Acquisition
- \$\$2M
 - (Up to 5 Basins/Property Acquisition)

Santaquin

\$2M

46

Rodeo Grounds Improvements



- Arena Improvements \$72K
 - (Bucking Shoots)

Santaquin

\$72K

47

City Center Park



- Improvements \$7.0M

Santaquin

\$7.0M

48

Foothill Village Park

Figure 1.6 Foothill Village Park

Improvements \$103K

\$103K

Santaquin

49

Trail Harvest View Park

• Improvements \$150K

\$150K

Santaquin

50

New Locks at Offsite City Facilities

\$10K

Santaquin

51

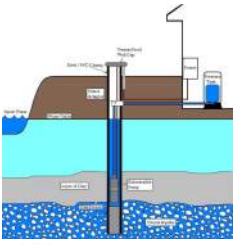


Re-Route SR-198 Frontage Road

\$TBD

Santaquin

52

New CW Well –Study & Design

Santaquin

\$240K

53

Increase Winter Storage Pumping




Santaquin

\$80K

54

FD Second Station (142) Site Plan

Santaquin

\$38K (Phase I Design)

55

Developing Business Park






ECONOMIC DEVELOPMENT

Santaquin



All Self-Funded
(Using Property Sale Proceeds)

\$2.5M

56



Directors/Council Prioritization Exercise

57



Break Time

58




Current GF Standing

Where are we today???





59



Financial Sustainability (Zions Bank Data)

“No Growth” Scenarios (Based off of 2021-2022 FY Actual Expenditures)

No Growth Scenarios

TABLE 1: NET GENERAL FUND REVENUES PER YEAR – NO GROWTH/LOWER INFLATION RATES

	2024	2025	2026	2027	2028
General Fund Net Revenues per Year	(\$1,404,354)	(\$2,301,253)	(\$2,202,574)	(\$2,906,984)	(\$3,134,747)

If inflation could be contained to 2 percent per year, net revenues would improve fairly significantly for the City.

TABLE 2: NET GENERAL FUND REVENUES PER YEAR – NO GROWTH/LOWER INFLATION RATES

	2024	2025	2026	2027	2028
General Fund Net Revenues per Year	(\$988,330)	(\$1,468,627)	(\$1,445,168)	(\$2,017,573)	(\$2,033,544)

DRAFT



60

Financial Sustainability (Zions Bank Data)

“Low Growth” Scenario (Based off of 2021-2022 FY Actual Expenditures)

Table 3: Net General Fund Revenues per Year – Low Residential Growth Scenario, Higher Inflation Rates

	2024	2025	2026	2027	2028
New Impacts per Year					
Single-Family Residential Units	50	50	50	50	50
Multi-Family Residential Units	50	50	50	50	50
Non-Residential SF	252,648	294,909	339,768	304,000	339,768
Retail SF	43,560	43,560	43,560	43,560	43,560
Office SF	34,848	34,848	34,848	34,848	34,848
Business Park SF	1,261,360	1,261,360	1,261,360	1,261,360	1,261,360
Hotel SF	-	-	-	-	-
Net New Revenues – New Growth by Year	\$641,537	\$729,360	\$668,272	\$741,703	\$662,371
General Fund Net Revenues with New Growth Combined	(\$936,571)	(\$1,434,116)	(\$1,595,571)	(\$2,407,689)	(\$2,674,891)

61

Financial Sustainability (Zions Bank Data)

“High Growth” Scenario (Based off of 2021-2022 FY Actual Expenditures)

Table 4: Net General Fund Revenues per Year – Moderate Residential Growth Scenario, Higher Inflation Rates

	2024	2025	2026	2027	2028
New Impacts per Year					
Single-Family Residential Units	150	150	150	150	150
Multi-Family Residential Units	100	100	100	100	100
Non-Residential SF	252,648	299,768	339,768	304,000	339,768
Retail SF	43,560	43,560	43,560	43,560	43,560
Office SF	34,848	34,848	34,848	34,848	34,848
Business Park SF	1,261,360	1,261,360	1,261,360	1,261,360	1,261,360
Hotel SF	-	-	-	-	-
Net New Revenues – New Growth by Year	\$999,667	\$1,080,605	\$1,030,552	\$1,099,836	\$1,015,252
General Fund Net Revenues with New Growth Combined	(\$481,640)	(\$1,106,001)	(\$1,350,794)	(\$2,322,763)	(\$2,736,204)

62



63

Parking Lot Items:

- ???
- ???
- ???
- ???
- ???
- ???
- ???

64



65



66



CITY COUNCIL WORK SESSION MEETING

Tuesday, February 6, 2024, at 5:30 PM
Court Room/Council Chambers (2nd floor) and Online

MINUTES

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

ROLL CALL

Councilors present included Councilors Adcock, Del Rosario, Keel, Mecham, and Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Recorder Amalie Ottley, Cauleen Olson.

Various members of the public attended the meeting.

PLEDGE OF ALLEGIANCE

Councilor Mecham led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Adcock offered an invocation.

DISCUSSION ITEMS

1. State of the City Address

Mayor Olson spoke to and presented slides updating the City Council and members of the public on matters happening in Santaquin City. (See attached.) The slides addressed current and upcoming projects, initiatives, development & growth, water, stormwater, wastewater, and finally budgets, revenues, and taxes.

ADJOURNMENT

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

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

Motion passed unanimously. The meeting was adjourned at 6:41 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder

DRAFT



1

PROJECTS

Prospector View Mountain Bike Park

- Dedicated in September 2023
- Parking Lot & Trail Work Continued in 2023
 - No Funding Using Tax Monies
 - Volunteer Efforts
 - New Restroom was Installed and Used throughout the Year
 - Machinery had nearly 500 hours donated to the city in 2023
 - Thousands of Volunteer Hours
 - Hydros seeding parking lot
 - Building, maintaining & clearing trails




2

PROJECTS (Cont.)

Prospector View Mountain Bike Park (Cont.)

- Constructed Nearly 12 Miles of Riding/Hiking Trails
- Installed Picnic Tables
- Installed Benches on North & South Sides in Strategic Locations
- Installed Bridge Across Summit Creek
 - Volunteer efforts for oil coating for maintenance
- More Trails Coming in 2024
- Future Bonneville Shoreline Trail Connectivity
- Signage Installed in Multiple Locations





3

PROJECTS (Cont.)

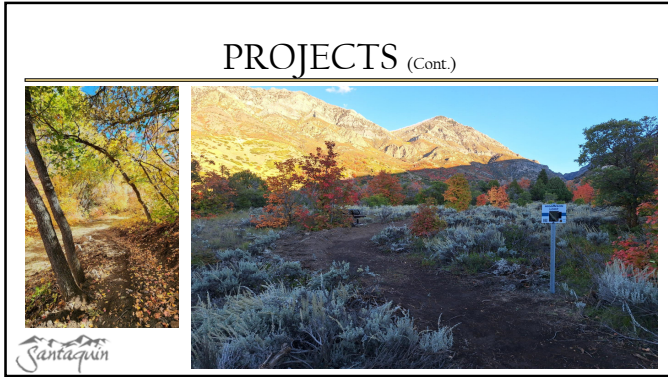
Prospector View Mountain Bike Park (Cont.)

- What to Look Forward to in 2024
 - Efforts to Introduce New Trails into Upper 40-acre City Parcel
 - More Benches will be Added
 - A Goal will be to Connect Trails to Ted Ahlin Park
 - Add Surveillance Cameras to Park for Security
 - Add a Bike Skills Area to the Park

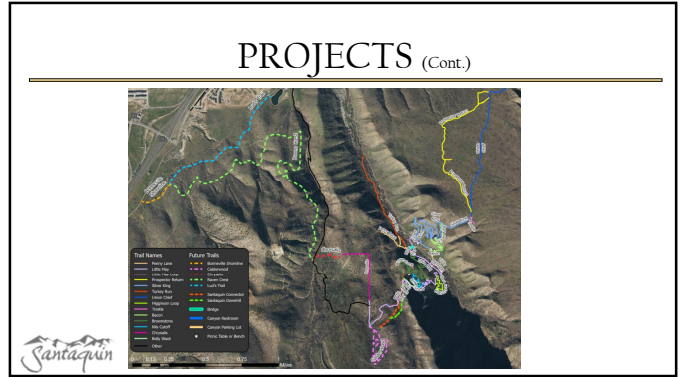




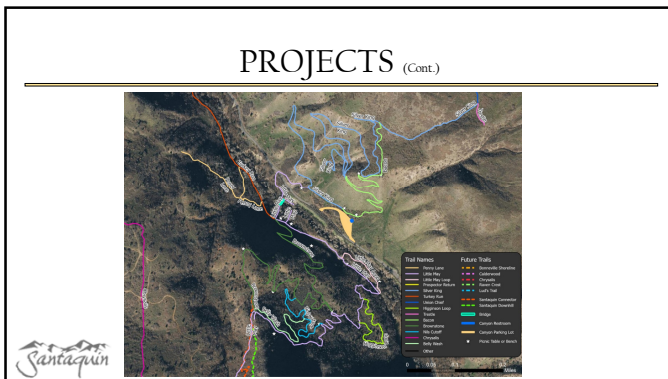
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5



6



7

PROJECTS (Cont.)

Main Street I-15 Interchange

- 25 Months Ago, UDOT's Plan to Replace was Decades Out
- In March 2023, Legislature Awarded \$4M for Environmental Assessment Study
- Corridor Preservation Efforts are suspended until after EA Award
- Project Now Includes New Interchange
- Widening of I-15 from Payson into Juab County (2 Miles)
- Also Includes Possible Interim Fix

Santaquin



8

PROJECTS (Cont.) **Interstate 15**

Santaquin
STUDY
by UDOT

Main Street I-15 Interchange (Cont.)

- Secured Funding from State Legislature for EA
 - Mayor Regularly Meets with:
 - County Commissioners
 - State Senate President
 - State Senators & Representatives
 - Federal Senators & Representatives
- This Effort Will Move Full Reconstruct Up and We're Planning for Funding Effort to Happen in FY 2025 Legislative Session after Report from EA is Completed

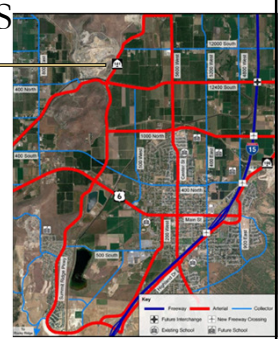




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PROJECTS (Cont.)

Main Street I-15 Interchange (Cont.)

- Regional Study & Funding
 - Feb 2022 MAG Funding Commitment (\$300)
 - Study Complete and Added to EA for Interchange
 - Study Includes Evaluation of
 - Main Street/Highway 6 from 400 East to 900 East
 - 400 East Northward
 - State Road 198
 - Highland Drive
 - County Roads North of Santaquin
 - Future Nebo School District School Traffic Loading

10

PROJECTS (Cont.)

Main Street / Highway 6 Widening

- New Costs Require an Additional -\$6M to Complete
- Phase 4 (2022 MAG/County Program Funds)
 - Design Complete and Bid Ready to be Awarded
 - 300 East To 100 West
 - Construction starting soon with completion in 2025
 - Includes a New Traffic Signal @ Center Street
- Phase 5 (2024 MAG/County Program Funds)
 - Design Complete and Bid Ready to be Awarded
 - 100 West to Approx. 600 West
 - Construction starting soon with completion in 2025



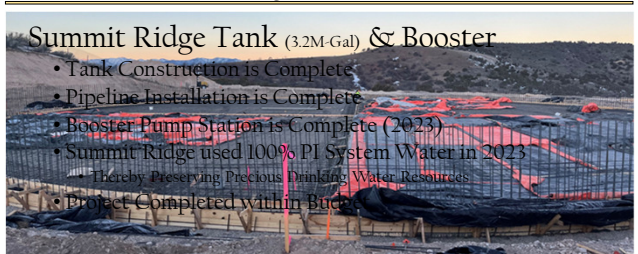



11

PROJECTS (Cont.)

Summit Ridge Tank (3.2M-Gal) & Booster

- Tank Construction is Complete
- Pipeline Installation is Complete
- Booster Pump Station is Complete (2023)
- Summit Ridge used 100% PI System Water in 2023
 - Thereby Preserving Precious Drinking Water Resources
- Project Completed within Budget

12

PROJECTS (Cont.)

New City Hall

- Dedicated in September 2023
- Project was within Budget (Loan Payment in Budget Going Forward)
- In 2024 Demolish Old Jr. High & Senior Center with Grant Awarded in 2023
- Future Possible Library Relocation to West Wing after Funding is Secured
 - Private Funds Received & set aside
 - Funding Option Could be Made with Possible CDRA funds
 - Meetings Being Arranged to Acquire More Private Funds
 - Searching for Grants and Other Funds to Help Fund Project



13

Initiatives

Santaquin Peaks Industrial Park (Began Fall of 2022)

- 55 Acres of City-Owned Property
 - Multiple Lots have Been Sold
 - Infrastructure Paid for Without Need of Tax or Bond Money
 - Will be Property Tax Generating Starting in 2024
 - Several Companies in the Process of Building or Permitting
 - Job Creation and Business Introduction was a Driver
 - Potential Sales Tax Generation was also a Driver
 - Will Finish 2 More Roads and Complete Sewer Hook-in by Fall of 2024
 - Proposing Bus Route Modifications to Incorporate Industrial Park

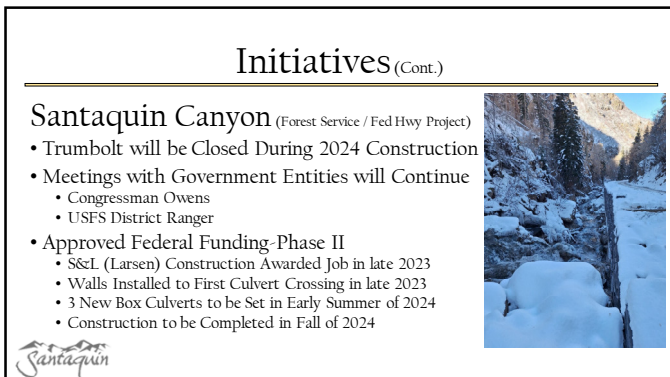




14

Initiatives (Cont.)

Santaquin Canyon (Forest Service / Fed Hwy Project)

- Trumbolt will be Closed During 2024 Construction
- Meetings with Government Entities will Continue
 - Congressman Owens
 - USFS District Ranger
- Approved Federal Funding-Phase II
 - S&L (Larsen) Construction Awarded Job in late 2023
 - Walls Installed to First Culvert Crossing in late 2023
 - 3 New Box Culverts to be Set in Early Summer of 2024
 - Construction to be Completed in Fall of 2024

15

Initiatives (Cont.)




16

Initiatives (Cont.)



17

Initiatives (Cont.)

Mayor Initiatives

- Transportation Improvement and Business
 - Working on Bus Route
- Economic Summit February 2024
- Working with Entities to Develop Commercial
- Contact 4 Businesses per Month
 - Working to Attract More Businesses to Town by Bringing Property Owners and Business Together



18

Development & Growth

Commercial

- Murdock Ford Dealership
- McDonald's
- FiiZ Drinks
- AutoZone
- O'Reilly's (Conditionally Approved)
- Santaquin Peaks Industrial Park
 - TWP (Trailer Parts Supplier)
- Others



19

Development & Growth (Cont.)

Calendar Year 2023 Growth

- 204 New Residential Dwelling Units
- Estimated 792 New Residents (3.88 persons per household)
- 6 New Commercial Spaces
- 2 New Subdivisions (Recorded)
 - With 239 New Residential Lots
- 4 New Development Agreements or Amendments



20

Development & Growth (Cont.)

City Code & Zoning in 2023

- Addressed State Moderate Income Housing Requirements
- Maximum Roadway Pavement Requirements
 - Maximum 32 Foot Asphalt Width (Changed by State Legislation in 2023)
 - Sidewalks on Both Sides
- Exemptive Region from Commercial to Residential (ULC) (Water Mainlines)
- Rezones Approved
 - Expanded Commercial and Light Industrial
- 6 Code Amendments (Business Friendly)




21

Development & Growth (Cont.)

City Code & Zoning in 2023 (Cont.)

- Repeated Minimum 2-Story Requirement for Commercial on Main Street
- Amended for Lot Requirement for Flexibility in Planning Amenities
- Created Exception for Driveway Widths & Adjusted Max Width Allowable
- Approved Subdivision Review Process (Mandated by State Legislature)
- (2024) Increased Sign Minimum before 2nd Access is Required (Front of Fronting 24 FT ROW)
- Considering Waterwise Landscaping (Rebates Available to Homeowners)
- Parking Regulations are Working (4 Case Studies)

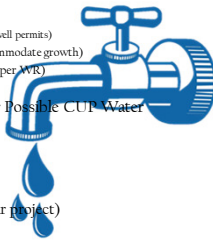




22

Water

Water

- Drinking Water
 - Approx 56%-70% Capacity (Water Rights still have additional well permits)
 - Future Pumping Capacity Increases Needed (to accommodate growth)
- Improve and address our present water rights (paper WRs)
- Pressure Irrigation
 - Importance of Exchanging Outside Area Rights for Possible CUP Water
 - SCIC Water Shares
 - 100% Reuse from WRF
 - Central Utah Project (CUP)
 - CU/WCD Bid November 2023
 - Construction company is VanCon, Inc.
 - Construction begins February 2024 (approx. 2-year project)

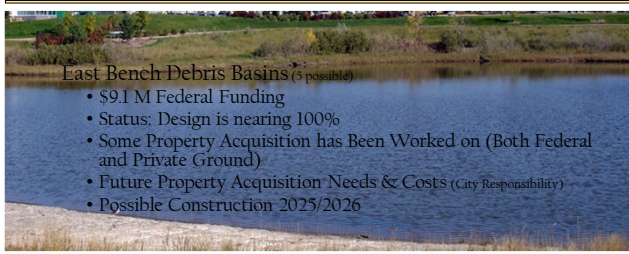




23

Storm Water

East Bench Debris Basins (5 possible)

- \$9.1 M Federal Funding
- Status: Design is nearing 100%
- Some Property Acquisition has Been Worked on (Both Federal and Private Ground)
- Future Property Acquisition Needs & COSTS (City Responsibility)
- Possible Construction 2025/2026

24

Storm Water



Santaquin Canyon/Utah County Debris Basin

- \$12.5 M Federal Funding (65% Funding)
 - State, County, City Cost Participation
- Status 30% Design
- Final Design Forthcoming Later in 2024/2025
- Future Property Acquisition Needs (County & City Responsibility)
 - Anticipated Construction 2026/2027

Santaquin

25

Wastewater

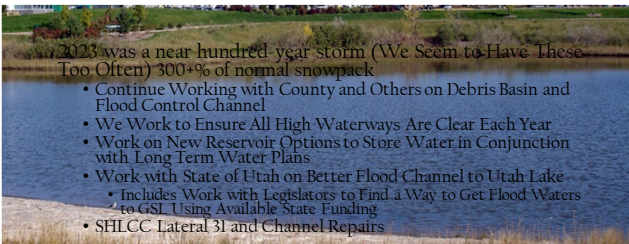


Water Reclamation Facility (WRF)

- 100% Type 1 Water Reuse
- 1st Year in Operation
- Saving 10 Million Gallons Conserved
- Provides 25% - 25% of the City's Outdoor Watering Needs (Approx)
- Capacity Projects Needed to Accommodate Growing City
 - Capacity Increase Engineering Design 2024
 - Capacity Increase Project Forthcoming 2025/2026
- Equipment is in the Budget for Needed Replacement Parts (O&M)
- Currently Running at Approx 10% Capacity (approx)

26

Flooding Plans and Preparations



2023 was a near hundred-year storm (We Seem to Have These Too Often) 300+% of normal snowpack

- Continue Working with County and Others on Debris Basin and Flood Control Channel
- We Work to Ensure All High Waterways Are Clear Each Year
- Work on New Reservoir Options to Store Water in Conjunction with Long Term Water Plans
- Work with State of Utah on Better Flood Channel to Utah Lake
 - Includes Work with Legislators to Find a Way to Get Flood Waters to GSL Using Available State Funding
- SHLCC Lateral 31 and Channel Repairs

Santaquin

27

Budget, Revenue, Taxes

- For the Last 8+ Years and looking for a...
- Prior Budget Revenue Centered Around...
 - FY 2023-2024 Budget centered More on More Sustainable Revenue Sources with Lower Growth Expectations
 - Changes Made in FY 2022- 2023 Reflected in Needs Our Citizens Want
 - Directors Took Spending Very Serious and We Need to Help Balance Budget in an Extremely Lean Fiscal Year
 - Spending and Funding Will Work Closely with Anticipated Revenue



Santaquin

28

Budget, Revenue, Taxes

Budget

- Increasing Costs (Citywide)
 - Staffing and Wages
 - Materials/Supplies
 - Fuel
 - New Equipment
- Currently Within Budget
 - Because of Fiscal Responsibility and Keeping a Tight Reel on Spending
 - Encouragement for Directors to Continue



29

Budget, Revenue, Taxes

Revenue

- Some Revenue Down
- Some Revenue Up
 - Building Permits
 - Sales Tax
 - Interest Earned
- Currently Within Estimated Revenue Projections
- May Still Need to Hold off on Some Expenditures
 - For Proper Fiscal Responsibility



30

Budget, Revenue, Taxes

Revenue

- Grants Secured for 2023 and new for 2024
- Museum (Planning only)
- Recreation This Year Slated for Bike Skills Park at Sector View
- Future Revenue
 - Bring in New Commercial Businesses
 - Santaquin Peaks Industrial Park
 - New Property Taxes
 - New Businesses
 - New Jobs
 - New Sales Taxes



31

MISCELLANEOUS

- Continue to Work with Utah County and Juab County for County Line Realignment
- Work with CUP Going Forward with Wise Use of Water
- Work on New Recreational Possibilities, Youth Needs, New Parks, Upgrades to Existing Parks, Walking Trails, Biking Trails, and Reservoirs



32



33



REGULAR CITY COUNCIL MEETING

Tuesday, February 6, 2024, at 7:00 PM
Court Room/Council Chambers (2nd floor) and Online

MINUTES

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

ROLL CALL

Councilors present included Councilors Adcock, Del Rosario, Keel, Mecham, and Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, Legal Counsel Brett Rich, Recorder Amalie Ottley, Community Services Director John Bradley, Police Chief Rodney Hurst, Sergeant Bill Hooser, Cauleen Olson, Jackie Backman, and Vanessa Wallace.

Various members of the public attended the meeting.

PLEDGE OF ALLEGIANCE

Sergeant Bill Hooser led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Mecham offered an invocation.

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

- 1. 01-16-2024 City Council Work Session Meeting Minutes
- 2. 01-16-2024 City Council Regular Meeting Minutes
- 3. City Expenditures from 01/13/2024 to 02/02/2024 in the amount of \$1,122,705.86
- 4. Resolution 02-01-2024 - Surplus Items

Councilor Adcock made a motion to approve the Consent Agenda items 1 through 4 with one minor adjustment made to the 01-16-2024 City Council Work Session Minutes. Councilor Mecham seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

No members of the City Council expressed any conflict of interest.

RECOGNITIONS

5. Employee of the Month – Jackie Backman

Director Bradley presented the Employee of the Month Award to Jackie Backman by reading the following statement.

“Jackie Backman is our February 2024 Employee of the Month.

Jackie has worked for the Santaquin City Recreation Department since July of 2021. She is a Program Assistant and enjoys that her job is a little different every day. She reconciles the daily cash tills, answers phones, registers participants, markets the department programs on social media, takes photos for the department, and reserves parks and facilities. John Bradley, the Community Services Department Director, stated, “Jackie does such a great job coordinating our Recreation Office. She recently has done a great job helping us develop our rental fee schedule and policies for the New City Hall. Additionally, she coordinates our Youth Fishing Class and Hunter Safety Class. She has a can-do attitude and is quick to help anyone in the office that needs assistance. She makes life easier for all of us at the Community Services/Recreation Office.”

Jackie has lived with her three children in Santaquin for the past three years. She grew up in Fountain Green with two older brothers and a twin sister. She graduated from North Sanpete High School and has taken some graphic design classes, which has helped her marketing skills for the department. Prior to working for Santaquin City, she ran her own photography business. In her free time, she enjoys anything outdoors, such as 4-wheeling, fishing, camping, riding horses and hiking.

A big thank you to Jackie for being an outstanding employee of Santaquin City. She will be recognized during the February 6th City Council meeting.”

Jackie thanked Director Bradley and the City Council for the award.

6. “What Do You Love About Santaquin?” Photo Contest Winner – Vanessa Wallace

City Manager Norm Beagley presented the “What Do You Love About Santaquin?” Photo Contest Winner to Vanessa Wallace by reading the following statement.

“Our “What Do You Love About Santaquin?” Photo Contest is in its 10th year. This past year our average monthly submissions were at 23 with one month receiving 54 submissions. As of December 2023, over 1,250 images have been submitted showcasing our beautiful city. Many of these photos are used in the Santaquin Orchard Days magazine, in the Payson & Santaquin Area Chamber of Commerce annual magazine, on the Santaquin City website, on the city’s social media pages and in our annual city calendar. Residents of Santaquin are encouraged to participate in this rewarding contest through regular social media reminders.

Our overall winning image of the contest for 2023 was submitted by Vanessa Wallace in May. We are excited to recognize Vanessa tonight and thank her for participating in our photo contest with this beautiful photo of one of our stunning Santaquin sunsets with snowcapped mountains in the background. She is being gifted with a basket full of merchandise and gift cards from our local businesses along with a print of her winning image.”

Vanessa stated that she and her family moved to the Summit Ridge area of Santaquin two years ago and that she likes to take photos as she walks. She thanked the council for the recognition.

7. Nebo School District Citizens Academy Graduates

Kris Thomas from Nebo School District thanked Chief Hurst and Sergeant Hooser for running the Citizens Academy for students at local schools. She stated the 55 students have graduated from the program in the last two years. Sergeant Hooser extended his gratitude to the Mayor and City Council for their support of the Citizens Academy Program through Nebo School District. He also expressed his gratitude to all those involved in the program who have reached out to make it continually better. Lastly, he thanked Norm Beagley and Lisa Wilkey for their help and use of the Main City Hall building while the Public Safety building was being renovated.

Kris Thomas and Sergeant Bill Hooser recognized the following students for graduating from the Nebo School District Citizens Academy Program:

Salem Hardle, Kayley Jeffs, Emmett Ford, Spencer Petersen, Jon Quigley, Talayna Schaerrer, Quannah Weiss, Emma McKinnon, Madisen Millard, Josh Steingraber.

PUBLIC FORUM

No members of the public wished to address the council in the public forum.

FORMAL PUBLIC HEARING

8. Public Hearing: FY2023-2024 Budget Amendment #1

Councilor Mecham made a motion to enter into the Public Hearing to address FY2023-2024 Budget Amendment #1. Councilor Keel seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

The Public Hearing began at 7:21 p.m.

No members of the public wished to address the City Council in the Public Hearing.

Councilor Keel made a motion to end the Public Hearing. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

The Public Hearing ended at 7:22 p.m.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant City Manager Bond presented the Building Permit Report. 53 residential units have been issued building permits in the current calendar year. In comparison, 151 single and multi-family residential units have been built in the current fiscal year (July 1, 2023 – June 30, 2024). 6 new business licenses were issued in the last three weeks.

Councilor Adcock inquired about the address listed for the new Revere Health Clinic. Assistant Manager Bond indicated that the address is reflective of their corporate offices or home base rather than the location here in town.

NEW BUSINESS

9. Resolution 02-02-2024 – Approval of FY2023-2024 Budget Amendment #1

Manager Beagley presented items in the budget already approved for purchase by the City Council. He also pointed out other clean-up items that needed to be adjusted in the budget process.

Councilor Mecham made a motion to approve Resolution 02-02-2024 FY2023-2024 Budget Amendment #1. Councilor Del Rosario seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

10. Ordinance 02-01-2024 Animal Bite Quarantine Code Amendment

Assistant City Manager Bond presented an update to the Animal Bite Quarantine City Code that will follow a change in State Law. The amendment changes the quarantine time for an animal from fourteen (14) days to ten (10) days and specifies that a bite “may cause an abrasion, puncture, or tear, of the skin.”

Councilor Siddoway made a motion to approve Ordinance 02-01-2024 Animal Bite Quarantine Code Amendment. Councilor Keel seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT AND RENEWAL AGENCY (CDRA) BOARD MEETING

Mayor Olson and Manager Beagley presented the agreement with Rocky Mountain Power that provides service to the Santaquin Peaks Industrial Park. Councilor Del Rosario inquired if the agreement affects the east or west side of the road. Mayor Olson and Manager Beagley indicated what area of the industrial park will be associated with the proposed agreement.

Councilor Mecham made a motion to enter into a Community Development and Renewal Agency Board Meeting. Councilor Siddoway seconded the motion.

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes
Councilor Siddoway	Yes

The motion passed unanimously.

The CDRA Meeting started at 7:34 p.m.

11. Resolution 02-01-2024 CDA – Agreement with Rocky Mountain Power for Service to Santaquin Peaks Industrial Park

Board Member Adcock asked when the service to the subdivision will be implemented. Manager Beagley indicated that a current contract with Greenhalgh Construction is in place that will facilitate the installation of conduit in order for Rocky Mountain Power to run their lines. He added that power will be provided to all lots in the subdivision as well as the proposed lift station and future businesses. He pointed out that the agreement is in Santaquin City’s name rather than the Community Development and Renewal Agency Board and that will need to be fixed prior to the Board Chair signing the agreement. Board Member Adcock reiterated his question about the timetable for the installation of the power. Manager Beagley indicated that once the conduit is installed by Greenhalgh Construction, power can typically be installed within 6-8 weeks by Rocky Mountain Power.

Board Member Keel made a motion to approve Resolution 02-01-2024 CDA – An Agreement with Rocky Mountain Power for Service to Santaquin Peaks Industrial Park. Board Member Siddoway seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Yes
Board Member Siddoway	Yes

The motion passed unanimously.

Board Member Mecham made a motion to end the Community Development and Renewal Agency and reconvene the Regular City Council Meeting. Board Member Del Rosario seconded the motion.

Board Member Adcock	Yes
Board Member Del Rosario	Yes
Board Member Keel	Yes
Board Member Mecham	Yes
Board Member Siddoway	Yes

The motion passed unanimously.

The CDRA Meeting ended, and the Regular City Council Meeting reconvened at 7:40 p.m.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant Manager Bond went over items on upcoming DRC and Planning Commission meetings.

Manager Beagley discussed upcoming calendar items for council members such as photos and conferences. He asked council members to stay informed of legislative bills and to watch for Calls to Action associated with the current legislative session. He went over current projects in the city and upcoming City Council meeting agenda items.

Council Member Keel spoke about the Elected Officials Day at the State Capitol with the Youth City Council.

Council Member Mecham discussed the recent neighborhood meeting with UDOT regarding the interchange Environmental Assessment. He thanked staff members for their work towards the annual budget (planning) meetings.

Council Member Siddoway had nothing to report.

Council Member Adcock reported that the American Legion’s Memorial Day program was recognized by The Daily Herald and will be included in a booklet that advertises things to do in Utah County.

Council Member Del Rosario thanked Manager Beagley for addressing audio issues in the Council Chambers.

Mayor Olson expressed his gratitude to staff and council members for their careful consideration and attendance at the recent budget meetings.

EXECUTIVE SESSION

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

Councilor Adcock	Yes
Councilor Del Rosario	Yes
Councilor Keel	Yes
Councilor Mecham	Yes

Councilor Siddoway Yes

The motion passed unanimously.

The Executive Session began at 8:05 p.m.

Present in the Executive Session: Mayor Daniel M. Olson, City Manager Norm Beagley, Assistant City Manager Bond, Legal Counsel Brett Rich, Councilor Adcock, Councilor Del Rosario, Councilor Keel, Councilor Mecham, Councilor Siddoway.

Councilor Mecham made a motion to leave the Executive session and reconvene the Regular City Council Meeting. Councilor Siddoway seconded the motion.

Councilor Adcock Yes
Councilor Del Rosario Yes
Councilor Keel Yes
Councilor Mecham Yes
Councilor Siddoway Yes

The motion passed unanimously.

The Executive Session ended, and the Regular City Council Meeting reconvened at 8:21 p.m.

ADJOURNMENT

Councilor Mecham made a motion to adjourn the meeting. Councilor Siddoway seconded the motion.

Councilor Adcock Yes
Councilor Del Rosario Yes
Councilor Keel Yes
Councilor Mecham Yes
Councilor Siddoway Yes

The motion passed unanimously.

The meeting was adjourned at 8:22 p.m.

ATTEST:

Daniel M. Olson, Mayor

Amalie R. Ottley, City Recorder

SANTAQUIN CITY CORPORATION
Check Register
CHECKING - ZIONS - 02/03/2024 to 02/16/2024

Payee Name:	Payment Date:	Amount:	Description:	Ledger Account:
A DEZIGN	2/14/2024	\$1,932.65	Hats and Beanies for Members	7657132 - EMPLOYEE RECOGNITIONS
ADT SECURITY SERVICES, INC	2/14/2024	\$204.47	museum alarm	1051300 - BUILDINGS & GROUND MAINTENANCE
ALL PRO SECURITY, LLC	2/14/2024	\$149.60	Court Security Services - 1/29/24	1042310 - PROFESSIONAL & TECHNICAL
ANDERSON, WHITNEY*	2/8/2024	\$61.43	Refund: 316209 - ANDERSON, WHITNEY*	5113110 - ACCOUNTS RECEIVABLE
APPARATUS EQUIPMENT & SERVICE, INC (HAIX)	2/8/2024	\$3,616.70	New Fire Helmets	7657741 - FIRE - PPE ROTATION
APPLICANTPRO	2/8/2024	\$230.00	Hiring Software	4340500 - SOFTWARE EXPENSE
AT&T MOBILITY	2/8/2024	\$230.78	cell phones and ipads	7657280 - TELEPHONE
BIG O TIRES - SANTAQUIN	2/8/2024	\$24.99	Clark flat repair	1054250 - EQUIPMENT MAINTENANCE
BLOMQUIST HALE CONSULTING	2/8/2024	\$516.80	Employee Assistance Program - Feb 2024	1022506 - EAP
BLUE STAKES OF UTAH 811	2/8/2024	\$61.80	Blue Stakes	5140210 - BOOKS, SUBSCRIPTIONS & MEMBERS
BLUE STAKES OF UTAH 811	2/8/2024	\$61.80	Blue Stakes	5240210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
BLUE STAKES OF UTAH 811	2/8/2024	\$61.80	Blue Stakes	5440210 - BOOKS, SUBSCRIPTIONS & MEMBERS
		\$185.40		
BLUELINE BACKGROUND SCREEN	2/8/2024	\$286.00	New Employee Background checks	1043310 - PROFESSIONAL & TECHNICAL
BLUELINE BACKGROUND SCREEN	2/8/2024	\$382.00	Pre-employment Drug Testing	1043310 - PROFESSIONAL & TECHNICAL
		\$668.00		
BRIDGESOURCE, LLC	2/8/2024	\$118.23	Gear oil	5240520 - WRF - SUPPLIES
BUFFO'S TERMITE & PEST CONTROL	2/8/2024	\$170.00	Vole bait Harvest View	1070300 - PARKS GROUNDS SUPPLIES
BUFFO'S TERMITE & PEST CONTROL	2/14/2024	\$170.00	Vole bait	1070300 - PARKS GROUNDS SUPPLIES
		\$340.00		
CARQUEST AUTO PARTS STORES	2/8/2024	\$25.99	Brakes for 2016 explorer	5140250 - EQUIPMENT MAINTENANCE
CARQUEST AUTO PARTS STORES	2/8/2024	\$82.24	Fuel Filter for 2017	1060250 - EQUIPMENT MAINTENANCE
		\$108.23		
CENTRAL UTAH RECORDERS ASSOCIATION	2/8/2024	\$150.00	CURA Membership - Amalie Ottley	1043210 - BOOKS,SUBSCRIPTIONS,MEMBERSHIP
CHEMTECH-FORD, INC	2/14/2024	\$164.00	Effluent testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, INC	2/14/2024	\$150.00	Water testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
		\$314.00		
CODALE ELECTRIC SUPPLY	2/8/2024	\$440.40	Bulbs for street lights	1060485 - STREETLIGHT REPAIR & REPLACE
CODALE ELECTRIC SUPPLY	2/14/2024	\$237.50	Public Works and WRF cameras	1051300 - BUILDINGS & GROUND MAINTENANCE
		\$677.90		
CORPORATE TRADITIONS	2/8/2024	\$80.00	February Birthday Gift Cards	1043480 - EMPLOYEE RECOGNITIONS
COURT ADMINISTRATOR'S OFFICE, #1498	2/8/2024	\$12.50	TAG Program Graffiti Cleanup - 2023	1043310 - PROFESSIONAL & TECHNICAL
DEPARTMENT OF HEALTH CARE FINANCING	2/8/2024	\$2,378.71	St Medicaid Assessment	7657300 - STATE MEDICAID ASSESSMENT
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$30.13	Fuel - Community Services - Jan 2024	6740260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$36.10	Fuel - Engineering - Jan 2024	1048260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$42.82	Fuel - Seniors - Jan 2024	7540260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$163.78	Fuel - Administration - Jan 2024	1043260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$201.99	Fuel - EMS - Jan 2024	7657260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$203.87	Fuel - Public Works - Jan 2024	1060260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$203.87	Fuel - Public Works - Jan 2024	1077260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$203.87	Fuel - Public Works - Jan 2024	5140260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$203.87	Fuel - Public Works - Jan 2024	5240260 - FUEL

DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$203.87	Fuel - Public Works - Jan 2024	5440260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$203.90	Fuel - Public Works - Jan 2024	1070260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$312.92	Fuel - Inspections - Jan 2024	1068260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$704.87	Fuel - Fire - Jan 2024	7657260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	2/14/2024	\$3,629.77	Fuel - Police - Jan 2024	1054260 - FUEL
		\$6,345.63		
EFTPS	2/6/2024	\$5,732.20	Medicare Tax	1022210 - FICA PAYABLE
EFTPS	2/6/2024	\$13,132.19	Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	2/6/2024	\$24,510.28	Social Security Tax	1022210 - FICA PAYABLE
		\$43,374.67		
ERIKS NORTH AMERICA, INC	2/8/2024	\$623.37	Hydraulic hoses for UV	5240550 - WRF - EQUIPMENT MAINTENANCE
EVA, SHAD	2/8/2024	\$50.00	ESEF - New Baby - Shad Eva	1022375 - EMPLOYEE SIGNIFICANT EVENT FUN
FP MAILING SOLUTIONS	2/8/2024	\$86.85	Mailing Machine Lease - 2/1/24 to 4/30/24	1043310 - PROFESSIONAL & TECHNICAL
GAME TIME	2/8/2024	\$1,545.28	Replacement part fore Sunset Hill Park	1070250 - EQUIPMENT MAINTENANCE
GOBLE SAMPSON ASSOCIATES INC	2/8/2024	\$1,787.00	Seals for permeate pumps	5240550 - WRF - EQUIPMENT MAINTENANCE
HENRY SCHEIN	2/14/2024	\$177.10	Medical Supplies	7657242 - EMS - SUPPLIES
HENRY SCHEIN	2/14/2024	\$793.29	EMS Supplies MEDICATIONS	7657242 - EMS - SUPPLIES
		\$970.39		
HICKMAN, ZACHARY	2/8/2024	\$680.00	Bail Refund	1022430 - COURT FINES AND FORFEITURES
HID GLOBAL CORPORATION	2/8/2024	\$1,413.00	1 yr maintenance for fingerprint machine	1054704 - POLICE - FINGERPRINTING
HONEY BUCKET	2/14/2024	\$88.00	cemetery portable	1077300 - CEMETERY GROUNDS MAINTENANCE
HORROCKS ENGINEERS, INC	2/14/2024	\$13,793.50	Final Plans Progress Payment.	4140816-02 - NRCS - 6 ADDITIONAL DEBRIS BASINS
HUMPHRIES INC	2/8/2024	\$88.08	Medical Oxygen	7657242 - EMS - SUPPLIES
HUMPHRIES INC	2/14/2024	\$105.35	Medical Oxygen	7657242 - EMS - SUPPLIES
		\$193.43		
INTERWEST SAFETY SUPPLY	2/14/2024	\$147.12	Holly Days Supplies	6240251 - COMMUNITY EVENTS EXPENSE
JOHN H. JACOBS, P.C.	2/8/2024	\$3,558.32	Public Defender Services - January 2024	1042332 - LEGAL - PUBLIC DEFENDER
KEITH JUDDS PRO-SERVICE, INC	2/14/2024	\$154.61	New Battery for F-150	7657252 - EMS - EQUIPMENT MAINTENANCE
KEITH JUDDS PRO-SERVICE, INC	2/14/2024	\$90.72	F-150 Battery Draw	7657252 - EMS - EQUIPMENT MAINTENANCE
		\$245.33		
KNUDSEN, ALEXANDER RAND	2/8/2024	\$644.00	Contractor Paid Sports Camp	6140665 - YOUTH SPORTS
KRUKIEWICZ, CORI	2/8/2024	\$30.00	EMS Recertification	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
LIND, RYAN	2/14/2024	\$405.00	Tuition reimbursement	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
LIND, RYAN	2/14/2024	\$577.95	Frazil Mix Employee Appreciation	7657132 - EMPLOYEE RECOGNITIONS
		\$982.95		
LINDA HOPKINS (RENTAL) +	2/14/2024	\$149.96	Refund: 354552 - LINDA HOPKINS (RENTAL) +	5113110 - ACCOUNTS RECEIVABLE
LINGO	2/8/2024	\$282.15	Land Lines for PS/City Hall	4340240 - TELEPHONE & INTERNET
LLOYD, KENT MICHAEL	2/14/2024	\$350.41	Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
MONSEN ENGINEERING LLC	2/8/2024	\$24,775.00	New GPS antenna	4241060 - EQUIPMENT PURCHASES
MONSEN ENGINEERING LLC	2/8/2024	\$4,365.00	New GPS survey antenna accessories (batterys, license, maintenance)	4241060 - EQUIPMENT PURCHASES
		\$29,140.00		
MOUNTAINLAND SUPPLY	2/8/2024	\$50.89	Ignitor for library furnace	1051300 - BUILDINGS & GROUND MAINTENANCE

MOUNTAINLAND SUPPLY	2/14/2024	\$2,806.93	Single Port MXU's	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	2/14/2024	\$2,806.93	Single Port MXU's	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	2/14/2024	\$2,806.94	Single Port MXU's	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	2/14/2024	\$563.33	Meter lids	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	2/14/2024	\$104.97	pipe cutter	5140240 - SUPPLIES
		\$9,139.99		
MURDOCK FORD	2/8/2024	\$202.25	2009 f-150 repair	5440250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	2/8/2024	\$202.26	2009 f-150 repair	1070250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	2/8/2024	\$202.26	2009 f-150 repair	5140250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	2/8/2024	\$202.26	2009 f-150 repair	5240250 - EQUIPMENT MAINTENANCE
MURDOCK FORD	2/8/2024	\$157.66	Lowham tension kit and belt	1054250 - EQUIPMENT MAINTENANCE
		\$966.69		
NICHOLAS & COMPANY	2/14/2024	\$1,428.07	Senior Food	7540480 - FOOD
OIL CHANGERS	2/14/2024	\$188.13	Oil changes for Jefferson, Moos, Golding	1054250 - EQUIPMENT MAINTENANCE
OTTLEY, AMALIE	2/14/2024	\$325.24	Per Diem and Mileage for Amalie Ottley's Attendance at 2024 UMCA Conference in Cedar City	1043230 - EDUCATION, TRAINING & TRAVEL
OUT BACK GRAPHICS, LLC	2/14/2024	\$5,247.50	New street signs for development	1022531 - STREET SIGNS (NEW DEVELOPMENT)
PAYSON CITY REC	2/8/2024	\$160.00	wrestling tournament medals	6140665 - YOUTH SPORTS
PAYSON CITY SOLID WASTE	2/14/2024	\$8,144.20	Tipping fees	5240530 - WRF - SOLID WASTE DISPOSAL
PAYSON LOCK & KEY	2/8/2024	\$55.00	Keys for city hall	1051300 - BUILDINGS & GROUND MAINTENANCE
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	2/8/2024	\$698.10	Website & Social Media Services - January 2024	4340113 - WEBSITE CONTENT MGT - PEN&WEB
PETERS, VALERIE	2/14/2024	\$680.00	Bail Refund	1022430 - COURT FINES AND FORFEITURES
PHANTOM FIREWORKS	2/14/2024	\$200.00	Refund Clean up Bond - Phantom Fireworks - 6/7/2023	7638900 - MISC REVENUE
PORTERS HEATING & AIR CONDITIONING	2/14/2024	\$513.40	Furnace repair (library)	1051300 - BUILDINGS & GROUND MAINTENANCE
PROVSTGAARD, LACEY MICHELLE	2/14/2024	\$644.49	Contract Pay-Cheer & Tumbling	6840120 - SALARIES & WAGES (PART TIME)
REDMOND MINERALS, INC	2/8/2024	\$1,287.84	Road Salt	1060240 - SUPPLIES
REPUBLIC SERVICES LLC #864	2/8/2024	\$1,117.56	City garbage fees	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	2/8/2024	\$733.26	Fuel Recovery Fee	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	2/8/2024	\$1,520.97	Fuel Recovery Fee	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	2/8/2024	\$3,258.50	Garbage Pickup Services (1225 2nd Cans)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	2/8/2024	\$13,509.76	Recycle Pickup Services (2222 Cans)	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	2/8/2024	\$16,060.35	Disposal of Residential Waste (458.74 Tons)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	2/8/2024	\$28,299.26	Garbage Pickup Services (4609 1st Cans)	1062311 - WASTE PICKUP CHARGES
		\$64,499.66		
REVCO	2/8/2024	\$170.05	PW Copy Machine Lease	4340300 - COPIER CONTRACT
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	-\$1,924.15	Customer Deposit for MS Licensing Annual - Credit for Pre-payment	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$5.85	Azure Active Directory Premium - Recurring	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$9.50	VGA-DP Adapter	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$11.85	Microsoft Pro-Plus A	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$22.40	Microsoft Office 365 E3 - Recurring	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$24.00	(2) Microsoft 365 Business Standard	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$31.38	Estimate #3236 Shannon Hoffman - Webcam Microphone/Court	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$170.00	Splashtop Remote Premium (17 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$208.50	Back up of email accounts (139 @1.50)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$231.00	Microsoft Exchange Online (60 users)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$282.17	Estimate #3276 Jason Callaway - UPS Battery	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$332.75	Splashtop Premium (121 users)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$560.00	(2) Adobe Pro Licenses	4340502 - ADOBE PRO LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$1,581.40	Verkada Camera Annual License	4340120 - SECURITY CAMERA SOFTWARE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$1,682.80	Microsoft Exchange & 365 Business (78 users)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$2,292.87	Estimate #3287 - Jenna Worthen - 5 Monitors - 8 Docks - 2 cables	4340230 - MISC EQUIPMENT EXPENSE

ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$2,624.40	Cloud Backup (14,580 GB)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$2,850.00	Monthly Service Contract	4340100 - COMPUTER SUPPORT CONTRACT - RMT
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$4,012.50	Hours over Contract (53.5)	4340100 - COMPUTER SUPPORT CONTRACT - RMT
ROCK MOUNTAIN TECHNOLOGY	2/8/2024	\$9,501.36	Estimate #3261 Jason Callaway - Cameras for Harvest View Park	5740514 - HARVEST VIEW PARK - PHASE II
		\$24,510.58		
ROCKY MOUNTAIN POWER	2/8/2024	-\$1,302.37	ROCKY MOUNTAIN POWER IRRIGATION TAX REBATE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$0.01	ITEM 53 RECREATION OPERATION CONTRACT AHLIN POND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$0.01	ITEM 58 ARENACONCE CONTRACT FAIR GROUNDS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$0.01	ITEM 7 PUMP VAULT	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$0.01	ITEM 80 SUMMIT RIDGE SPORTS/FOOD COURT	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$0.01	ITEM 86 CITY HALL CONTRACT	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$4.91	ITEM 23 BALL PARK LIGHTS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$10.33	ITEM 62 ARENACONCE ANNOUNCERS/RV PEDESTALS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$11.20	ITEM 61 ARENACONCE SPRINKLER/RV PEDESTALS	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$11.20	ITEM 65 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$11.80	ITEM 16 CITY PARK 310 N ORCHARD LN	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$12.43	ITEM 21 BALL PARK CONCESSION STAND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$13.54	ITEM 52 GENERAL SERVICE POND/PUMP AHLIN POND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$15.53	ITEM 72 SUMMIT RIDGE PARKWAY STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$16.37	ITEM 74 CONTRACT METERED STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$18.66	ITEM 18 PARK LIGHTS 49 E MAIN ST	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$19.36	ITEM 15 CITY PARK 280 W 750 N	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$19.56	ITEM 70 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$22.12	ITEM 75 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$22.68	ITEM 19 EAST SIDE PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$24.06	ITEM 90 188 S CENTER HOUSE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$25.12	ITEM 50 LIGHTING	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$25.39	ITEM 40 VETERANS MONUMENT	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$26.39	ITEM 13 BOWERY	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$27.69	ITEM 29 SPRINKLING SYSTEM	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$28.44	ITEM 30 STREETLIGHT PEDESTAL	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$30.22	ITEM 17 AREA LIGHT 49 E MAIN ST	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$33.52	ITEM 71 LIGHTING	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$34.48	ITEM 46 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$49.41	ITEM 49 NORTH PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$59.26	ITEM 78 LIGHTING STRONG BOX	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$63.74	ITEM 3 CITY OWNED WELL 21 S CENTER	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$64.57	ITEM 60 ARENACONCE UPGRADE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$87.86	ITEM 43 # SIGN	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$94.87	ITEM 68 SUMMIT RIDGE PKWY SOCCER FIELD LIGHTING	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$100.90	ITEM 20 SUNSET TRAILS PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$154.25	ITEM 66 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$164.14	ITEM 45 CLOCK TOWER	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$165.31	ITEM 76 CULINARY PUMPSITE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$178.04	ITEM 83 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$212.45	ITEM 27 COMMERCIAL/CITY LIBRARY	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$220.22	ITEM 64 PERM SERVICE FOR BUILDING REMODEL	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$228.73	ITEM 85 RESTROOMS CENTENNIAL PARK	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$246.59	ITEM 82 PI BOOSTER PUMP -SUMMIT RIDGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$252.57	ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$252.58	ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$265.03	ITEM 81 CITY CENTER	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$266.42	ITEM 79 GENERAL SERVICE PUMP STATION	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$275.35	ITEM 6 1005 S CENTER CHLORINATOR	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$347.67	ITEM 67 SUMMIT RIDGE PKWY CONTRACT-SOCCER FIELD SITE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$373.41	ITEM 84 SUMMIT RIDGE SPORTS COURT FOOD STAND	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$453.70	ITEM 48 HAYFIELD PUMP	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$644.97	ITEM 2 SPLIT SUMMIT RIDGE WATER PUMP	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$644.97	ITEM 2 SPLIT SUMMIT RIDGE WATER PUMP	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$655.23	ITEM 89 BOOSTER PUMP STATION	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$896.45	ITEM 25 GOVERNMENT BUILDING 275 W MAIN	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$1,309.79	ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$1,309.80	ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	2/8/2024	\$4,041.02	ITEM 32, 33, 35, 36, 37, 38 STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	2/8/2024	\$6,611.66	ITEM 88 CITY HALL	1051270 - UTILITIES
		\$19,853.64		

ROWBURY, HATTIE	2/8/2024	\$50.00	ESEF - New Baby - Hattie Rowbury	1022375 - EMPLOYEE SIGNIFICANT EVENT FUN
ROWLEY, LUKE	2/8/2024	\$200.00	CS Projectors	4140704-003 - NEW CITY HALL - FF&E
RURAL WATER ASSOCIATION OF UTAH	2/8/2024	\$390.00	RWAU Conference (Shad, Tanner and Pat	5140230 - EDUCATION, TRAINING & TRAVEL
RURAL WATER ASSOCIATION OF UTAH	2/8/2024	\$390.00	RWAU Conference (Shad, Tanner and Pat	5240230 - EDUCATION, TRAINING & TRAVEL
RURAL WATER ASSOCIATION OF UTAH	2/8/2024	\$390.00	RWAU Conference (Shad, Tanner and Pat	5440230 - EDUCATION, TRAINING & TRAVEL
RURAL WATER ASSOCIATION OF UTAH	2/8/2024	\$40.00	RWAU Conference	5140230 - EDUCATION, TRAINING & TRAVEL
RURAL WATER ASSOCIATION OF UTAH	2/8/2024	\$40.00	RWAU Conference	5240230 - EDUCATION, TRAINING & TRAVEL
RURAL WATER ASSOCIATION OF UTAH	2/8/2024	\$40.00	RWAU Conference	5440230 - EDUCATION, TRAINING & TRAVEL
		\$1,290.00		
SAM'S CLUB	2/14/2024	\$39.99	LATE FEE-SLOW MAIL TIME	1043501 - BANK AND SERVICE CHARGES
SAM'S CLUB	2/14/2024	\$62.59	INTEREST-SLOW MAIL TIME	1043501 - BANK AND SERVICE CHARGES
SAM'S CLUB	2/14/2024	\$123.25	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	2/14/2024	\$157.30	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	2/14/2024	\$171.73	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	2/14/2024	\$255.30	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	2/14/2024	\$331.80	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	2/14/2024	\$756.63	CITY COUNCIL BUDGET RETREAT	1041610 - OTHER SERVICES
		\$1,898.59		
SANTAQUIN CITY UTILITIES	2/8/2024	\$120.00	Utility Assistance Program - February 2024	5221600 - SEWER FUND DONATIONS
SANTAQUIN MARKET ACE	2/14/2024	\$2.50	hardware	1070300 - PARKS GROUNDS SUPPLIES
SANTAQUIN MARKET ACE	2/14/2024	\$38.67	Supplies to remove graffiti	1070300 - PARKS GROUNDS SUPPLIES
SANTAQUIN MARKET ACE	2/14/2024	\$12.59	Electrical tape	1070300 - PARKS GROUNDS SUPPLIES
		\$53.76		
SHEPHERD, KAYSON	2/8/2024	\$50.00	ESEF - NEW BABY - KAYSON SHEPHERD	1022375 - EMPLOYEE SIGNIFICANT EVENT FUN
SHEPHERD, KAYSON	2/8/2024	\$153.14	Grammarly Reimburse Kayson	1054311 - PROFESSIONAL & TECHNICAL
		\$203.14		
SHRED-IT US JV LLC	2/8/2024	\$120.41	Document Shredding Services	1043310 - PROFESSIONAL & TECHNICAL
SKAGGS PUBLIC SAFETY UNIFORM	2/8/2024	\$91.15	Hooser belt/pouch/SGT pin	1054240 - SUPPLIES
SKAGGS PUBLIC SAFETY UNIFORM	2/8/2024	\$22.48	Wall Lt. Bar	1054240 - SUPPLIES
		\$113.63		
SKM INC	2/14/2024	\$620.00	Harmonic Balancer sizing	5640783 - WRF UPGRADE (ADDITIONAL TRAIN) PROJECT
SKM INC	2/14/2024	\$1,395.00	ifix license	4340614 - PUBLIC WORKS SOFTWARE
SKM INC	2/14/2024	\$3,965.23	5240310	5240310 - PROFESSIONAL & TECHNICAL SVCS
		\$5,980.23		
SOUTH UTAH VALLEY ELECTRIC SERVICE DISTRICT	2/14/2024	\$16,724.47	Street light installation for Vista West Development	1022530 - STREET LIGHTS (NEW DEVELOPMENT)
SOUTH UTAH VALLEY SOLID WASTE DISTRICT	2/8/2024	\$7,268.25	Recycle fees	1062312 - RECYCLING PICKUP CHARGES
STAPLES	2/8/2024	\$3.55	Ink Refill	1043240 - SUPPLIES
STAPLES	2/8/2024	\$38.31	Case of Paper	1042240 - SUPPLIES
STAPLES	2/8/2024	\$56.88	(3) Manilla Mailing Envelopes	1042240 - SUPPLIES
STAPLES	2/14/2024	\$22.54	Case of Copy Paper	6140335 - MISC SUPPLIES
STAPLES	2/14/2024	\$38.31	Label Tape	1068240 - SUPPLIES
		\$159.59		
STATE OF UTAH	2/8/2024	\$35.71	Court Jury Letter Mailings	1042310 - PROFESSIONAL & TECHNICAL
STEVENS & GAILEY	2/8/2024	\$48.00	Public Defender Services - Hernandez	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILEY	2/8/2024	\$144.00	Public Defender Services - Gaona	1042310 - PROFESSIONAL & TECHNICAL
STEVENS & GAILEY	2/8/2024	\$48.00	Public Defender Services - Hunter	1042332 - LEGAL - PUBLIC DEFENDER
STEVENS & GAILEY	2/8/2024	\$48.00	Public Defender Services - Ramirez	1042310 - PROFESSIONAL & TECHNICAL
		\$288.00		
SUMMIT CREEK IRRIGATION C/O TOD ROWLEY	2/14/2024	\$5,060.00	Summit Creek Management MOU Agreement Annual Payment	5440320 - SUMMIT CREEK MOU AGREEMENT
T-MOBILE	2/14/2024	\$67.94	T-Mobile Phone Bill for Jared Shepherd's Work Phone	1078280 - TELEPHONE

THOMSON REUTERS - WEST	2/8/2024	\$261.08	CLEAR Subscription Jan 2024	1054311 - PROFESSIONAL & TECHNICAL
TOWN OF GENOLA	2/14/2024	\$2,699.71	Genola Court Fines - Jan 2024	1022430 - COURT FINES AND FORFEITURES
TOWN OF GOSHEN	2/14/2024	\$2,284.17	Goshen Court Fines - Jan 2024	1022430 - COURT FINES AND FORFEITURES
TRILOGY MEDWASTE WEST LLC	2/14/2024	\$95.00	EMS Bio-Waste disposal	7657242 - EMS - SUPPLIES
TRYON, ERIK	2/14/2024	\$2,336.04	Contract Pay	6840120 - SALARIES & WAGES (PART TIME)
TURNER, BLAINE *	2/8/2024	\$78.33	Refund: 708603 - TURNER, BLAINE *	5113110 - ACCOUNTS RECEIVABLE
TY BAKER OR RILEY DALE *	2/8/2024	\$157.63	Refund: 3213064 - TY BAKER OR RILEY DALE *	5113110 - ACCOUNTS RECEIVABLE
UTAH COUNTY AUDITOR - ACCOUNTS RECEIVABLE	2/8/2024	\$3,589.58	Jan-Mar 2024 Victim Advocate Services	1054311 - PROFESSIONAL & TECHNICAL
UTAH STATE DIVISION OF FINANCE	2/15/2024	\$4,564.38	Principal - 2011A-2 Sewer Revenue	522540.2 - 2011A-2 Sewer Revenue Bond repaid
UTAH STATE DIVISION OF FINANCE	2/15/2024	\$6,006.62	Interest - 2011A-2 Sewer Revenue	5240820 - DEBT SERVICE - INTEREST
		\$10,571.00		
UTAH STATE TREASURER	2/14/2024	\$6,620.23	Santaquin Court Fines - Jan 2024	1042610 - STATE RESTITUTION
VANCON, INC	2/14/2024	\$25,000.00	Summit Ridge Tank, Booster pump, and pipeline Final Payment.	5440749 - SR TANK & BOOSTER CAPITAL PROJECT
VARSITY SCOREBOARDS	2/8/2024	\$11,035.00	Scoreboards	5740512 - ORCHARD HILLS - BALL FIELD LIGHTS
WINTER EQUIPMENT COMPANY, INC	2/8/2024	\$2,032.80	Snow plow blade for PW58	1060250 - EQUIPMENT MAINTENANCE
WORTHEN, JENNA	2/14/2024	\$285.54	Fedex Shipping of federal firearms	1054240 - SUPPLIES
XPRESS BILL PAY	2/7/2024	\$880.21	Credit Card Processing Fees - Jan 2024	5140241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	2/7/2024	\$880.21	Credit Card Processing Fees - Jan 2024	5240241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	2/7/2024	\$880.22	Credit Card Processing Fees - Jan 2024	5440241 - UTILITY BILLING PROCESSING FEES
		\$2,640.64		
ZIONS BANK-SANTAQUIN-CC-AMALIE OTTLEY	2/12/2024	\$1.50	Cbt Visa Service Fee Utah County recordation	1043220 - NOTICES,ORDINANCES,PUBLICATION
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$1.50	Utah County Recordation Fee	4140740 - MAIN STREET PROJECT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$3.16	Walmart.Com - photo print for annual photo contest winner	1041660 - PHOTO CONTEST EXPENSE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$19.96	Maceys - candy, treats for CC meetings 01/02	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$33.90	Wm Supercenter - Volunteer of the Month gift basket, council treats for meetings	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$37.95	Maceys - veggies, treats for Inauguration event 01/02/24	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$40.00	Utah County Recordation fee	4140740 - MAIN STREET PROJECT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$40.00	Utah County Recorder - recordation fees for Jensen Development Agreement. Invoice sent to developer.	1043220 - NOTICES,ORDINANCES,PUBLICATION
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$53.00	Main Street Pizza - CC dinner 01/02/24	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$58.71	Maceys - drinks, chips, treats for City Council meeting 01/16	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$73.00	Jimmy Johns - City Council dinner 01/16	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$94.68	Jimmy Johns - lunch for inauguration event	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$395.00	So Ut Univ E-Commerce - UMCA Institute and Academy training at SUU for April 2024	1041230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-CHRIS LINDQUIST	2/12/2024	\$10.72	Snow scraper for vehicle. Purchased at Stringham's.	7657246 - EMERGENCY MANAGEMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$51.50	Get Trained Utah (GTU): annual alignment fee with GTU, so I can continue to teach CPR/FA courses.	7657246 - EMERGENCY MANAGEMENT
ZIONS BANK-SANTAQUIN-CC-DAN OLSON	2/12/2024	\$40.66	Aroma Cafe - Business Lunch	1041610 - OTHER SERVICES
ZIONS BANK-SANTAQUIN-CC-FIRE DEPARTMENT	2/12/2024	\$7.00	Spanish Fork Hospital CPR Cards	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$126.00	Ut County Immunizations Hep A/B vac employee	7657620 - MEDICAL SERVICES (SHOTS)
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$269.00	Amzn Mktp Us Scanner for computer	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$418.52	American Heart Shopcpr Digital videos for BLS,ACLS,PALS	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$454.95	In *mcneill International Exhaust removal system sensors	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$673.00	In *mcneil International Exhaust removal system calibration gas	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC-HATTIE ROWBURY	2/12/2024	\$2.50	Family Dollar - - Gift basket supplies for Kyle Vincent (former board chair for comm. services and rap tax board)	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$4.00	Parking for vehicle for capital day with youth city council	1041670 - YOUTH CITY COUNCIL EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$41.37	Maceys In Santaqui - Gift basket supplies for Kyle Vincent (former board chair for comm. services and rap tax board)	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$52.34	Amazon step stool and file holders for main office	6740240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$54.00	Kars Food And Fuel - lunch for staff 1st aide class	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$190.00	Utah Recreation And Parks - URPA Marketing Training for Jackie and Lindsay	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$290.00	Wp*rc Competes - Cheer Competition Fee (Free Style Team)	6840807 - TUMBLING/GYMNASTICS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$290.00	Wp*rc Competes - Cheer Competition Fee (Mini Free Style Team)	6840807 - TUMBLING/GYMNASTICS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$290.00	Wp*rc Competes - Cheer Competition Fee (Show Team)	6840807 - TUMBLING/GYMNASTICS

ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$290.00	Wp*rc Competes - Cheer Competition Fee (Show Team)	6840807 - TUMBLING/GYMNASTICS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$304.00	American Red Cross - certification payment for staff cpr training	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC-JASON BOND	2/12/2024	\$4.24	Cbt*svc Fee Utah Cnty - Recording Fees for Main Street Project (Easements)	4140740 - MAIN STREET PROJECT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$40.56	Payson Santaquin Area Chamber of Commerce 2024 Annual Gala Extra Ticket Needed	1078230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$110.00	Intl Code Council Inc - Five certification renewals for Jared Shepherd	1068210 - BOOKS, SUBSCRIPTIONS, MEMBERSH
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$160.00	Utah County Recording Fees for Main Street Widening Project (Easements)	4140740 - MAIN STREET PROJECT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$204.00	Intl Code Council Inc - Building Safety Professional Membership.	1068210 - BOOKS, SUBSCRIPTIONS, MEMBERSH
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$1,050.00	Sp Construction Exam	1068230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-JASON CALLAWAY	2/12/2024	-\$199.95	Credit Voucher Amazon.Com Shirt return (never delivered)	1060350 - SAFETY & PPE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$15.25	Lowes #03427 Sheetrock for lamb rental	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$24.99	Amzn Mktp Us Bearing for snowblower.	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$30.98	Amzn Mktp Us iPad holder for snow plows	1060240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$48.21	Chubbys Cafe Payson Lunch for Van's last day	5240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$104.56	Ptg Of Salt Lake City Coolant sensor for 2010 bobtail.	1060250 - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$129.19	Amzn Mktp Us Chargers and mounts for ipads in snowplows.	1060240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$216.19	Ptg Of Salt Lake City Coolant reservoir for 2010 bobtail.	1060250 - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$321.72	Ptg Of Salt Lake City Code resets on 2017 ten wheeler and filters	1060250 - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$512.43	Lowes #03427 Supplies for Lamb rental	1051300 - BUILDINGS & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$534.96	Www.Amazon* 114-415328 Bar code readers for meter and MXU data entry	4140829 - PI METER UPGRADE PROJECT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$1,025.50	Wpy*the Utah Asphalt Pave- Utah Asphalt and Pavement Association Conference for 4 employees	1060230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-JENNIFER WAGNER	2/12/2024	\$1.38	Amzn book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$6.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$7.27	Usps Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$9.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$10.82	Usps Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$10.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$10.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$10.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$11.27	Maceys magic tree house club	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$11.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$11.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$11.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$12.99	Kindle book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$14.00	Amzn book	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$16.20	Amzn Mktp Us	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$17.99	Amzn Mktp Us	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$21.33	Maceys breakroom supplies	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$21.99	Amzn Mktp Us wall clock	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$22.60	Usps Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$22.64	Amzn books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$23.98	Amzn Board member leaving gift	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$25.87	Usps Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$25.92	Maceys teen book club	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$26.04	Usps Po Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$27.46	Usps Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$31.77	Amzn Rachel gag/going away gifts	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$34.73	Usps Po Ill grant	7240760 - OTHER GRANT EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$43.31	Wm Magic tree house and middle chapter book clubs	7240320 - PROGRAMS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$45.70	Amzn books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$47.51	Amzn books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$48.51	Amazon books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$59.18	Amzn program room decor	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$66.99	Amzn program room decor	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$109.43	Amzn valentine fundraiser bags	7240770 - LIBRARY BOARD FUND RAISER EXPENDITURES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$123.00	Sq *idealist Enterprises books	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$139.00	Amazon Prime yearly	7240210 - BOOKS, SUBSCRIPTIONS & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$139.96	Amzn program room replacement vacuum	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$770.00	Wf* Wayfair front storage cupboards/old broke	7240240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC-JOHN BRADLEY	2/12/2024	-\$268.90	Credit Voucher Amzn Mktp Us. Return wrong size of chair leg tip covers from multipurpose room	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$2.45	Pidj.Co; Monthly Event Texting	6740310 - PROFESSIONAL & TECHNICAL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$10.10	Pidj.Co. Monthly Sport Texting	6140310 - PROFESSIONAL & TECHNICAL SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$13.15	Chick-Fil-A . Dinner at FEMA Training. John Bradley	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$14.32	Kneaders Of City Creek. Dinner at FEMA Training. John Bradley	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$22.53	Hobby-Lobby #952. Adult Enrichment class supplies.	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$30.88	Maceys In Santaqui. Rec Staff Lunch for First Aid CPR Training	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$36.96	Rowleys Red Barn. Employee recognition. Library and Recreation.	6740210 - BOOKS, SUBSCRIPTIONS, & MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$249.95	Site Visit and Updated Quote for future Museum Bat Removal	6340300 - BLDG & GROUND MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$301.09	Amzn Mktp Us. Multipurpose Room Chair Rubber Caps	4140704-003 - NEW CITY HALL - FF&E

ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$395.00	Utah Recreation And Parks Association Conference Registration. John Bradley	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$395.00	Utah Recreation And Parks Association Conference Registration. Leah Hill.	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$395.00	Utah Recreation And Parks Association Conference Registration. Lindsay Scott	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$395.67	Tst* Costa Vida - Payson. Food for Adult Date Craft Class	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$500.00	110%, Inc. John Bradley September Conference/ Training. Deposit required.	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$617.26	Amzn Mktp Us. Correct size of rubber chair caps for Multipurpose Room at City Hall	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$790.00	Utah Recreation And Parks Association Conference Registration. Melinda Matheson and Amanda Victor.	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$790.00	Utah Recreation and Parks Association Conference Registration: Shauna Jo Eves and Sarah Miller	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$1,510.00	Sunny Bunny Easter Eggs. Community Easter Egg Hunt	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC-LISA WILKEY	2/12/2024	\$9.98	Smiths - Laundry supplies for Break room	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$450.00	Www.Utcourts.Gov - Court Clerk Training Registration (Mindi, Lori, Merissa)	1042230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-MELINDA MATHESON	2/12/2024	-\$200.43	Credit Voucher Epic Sports: Ordered basketballs (prizes). This order was canceled and refunded on 1/19/24	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$10.00	Dairy Queen: Gift card prize for the Fun Shot	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$15.16	Little Caesars: Dinner for my staff (officials, supervisors, scorekeepers) on Thurs. nights due to back to back to back	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$15.16	Little Caesars: Food for my basketball staff reffing/working 4 back to back games.	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$24.61	National Federation Of St: (NFHS basketball rule book)	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$25.98	Maceys In Santaquin: Gatorade drinks for basketball staff	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$30.00	Fiiz Drinks Santaquin: Gift card prizes for the Fun Shot	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$37.83	Amazon: First Aid Kits purchased for Apple Valley Sport Program and Orchard Hills Sport Programs	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$39.30	Cowboy Donuts: Donuts to thank parks crew for their help with Holly Days	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$43.19	Walmart: Supplies for Start Smart Program	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$60.00	WhenWork: Employee scheduling program	6140310 - PROFESSIONAL & TECHNICAL SERVICES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$71.84	Amazon: Referee Shirts for Basketball	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$104.54	Amazon: Basketball Supplies	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$111.42	Walmart: Prizes and supplies for the Fun Shot	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$119.98	Amazon: New wrestling weigh in scale	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$146.51	Costco: Supplies for basketball. Snacks for referees/staff on nights with 3 to 4 games in a night.	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$195.71	Epic Sports: Basketball prizes	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$199.35	Epic Sports: Basketball prizes	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$200.43	EpicSports: Ordered basketballs (prizes). This order was canceled and refunded on 1/19/24	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$350.29	EpicSports: Santaquin Rec apparel for me and my sports staff	6140670 - ADULT SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$486.50	Namify: Banner advertising SantaquinRec when pictures are taken for the winning teams.	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$626.65	Namify: Custom Santaquin Rec lanyards for 1st/2nd place medals (prizes)	6140665 - YOUTH SPORTS
ZIONS BANK-SANTAQUIN-CC-NORM BEAGLEY	2/12/2024	-\$55.78	Credit Voucher Amzn Mktp Us Return for podium stands	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	2/12/2024	-\$26.62	Credit Voucher Amzn Mktp Us Return for podium stands	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$10.00	Salt Lake Plaza Hotel parking fee for Norm B & John B for TEEX/NIMS training	1043230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$11.84	Chick-Fil-A #03121 Lunch Meal second day for Norm B during TEEX/NIMS training in SLC	1043230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$18.16	McDonalds - Breakfast Norm B & John B - TEEX/NIMS training in SLC	1043230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$21.75	Sq *,Dawgs City Creek - Lunch John B & Norm B - TEEX/NIMS training in SLC (no per diem)	1043230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$38.34	Cheesecake City Creek - Dinner Norm B - TEEX/NIMS training in SLC (no per diem)	1043230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$39.08	Amzn Mktp Us HDMI Cords for City Hall Conference Room	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$128.81	Dropbox Rcpj3tt4r3sk DropBox Subscription Norm Beagley	4340500 - SOFTWARE EXPENSE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$159.47	Expedia 72734511836619 1 Night Hotel for Norm Beagley and John Bradley-TEEX Training in SLC (Sports & Special Event)	1043230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$820.91	Robert I Merrill Company Ket blanks for new City Hall.	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC-ROD HURST	2/12/2024	\$80.00	International Associat IAI membership Cheyenne	1054210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$147.84	Amzn Mktp Us Logitech keyboard/mouse combo x 8 for PD	4340230 - MISC EQUIPMENT EXPENSE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$175.00	Psi Services Llc Golding Drone Exam	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$299.88	Best Western Plus Abbey Chief Hurst Hotel for ACO Conf	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$299.88	Best Western Plus Abbey Shepherd Hotel for ACO Conf	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$339.75	Image Supply Brother in car printer paper	1054240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$349.00	Sq *sitna Solutions Leadership Training Lerwill	1054230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-RYAN LIND	2/12/2024	-\$112.30	Credit Voucher Amzn Mktp Us Docking station returned	7657240 - FIRE - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$35.99	Quickquack Car wash membership	7657252 - EMS - EQUIPMENT MAINTENANCE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$50.00	Sq *utah State Fire Chief UTAH Fire Chiefs Association renewal	7657210 - BOOKS, SUBSCRIPTIONS, MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$73.00	IAAI FIT recertification	7657210 - BOOKS, SUBSCRIPTIONS, MEMBERSHIPS
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$140.95	Costco Whse #0484 Station supplies, jump pack Lindquist	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$157.98	Amzn Mktp Us Chair mats	7657242 - EMS - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$163.27	Planet Hollywd Adv Deposit for hotel rooms for IAAI Training	7657243 - FIRE PREVENTION
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$289.80	Fairfield Inn Winter Fire School Brian Nilson	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$289.80	Fairfield Inn Winter Fire School Keaton Smith	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$289.80	Fairfield Inn Winter Fire School Mark Kilner	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC-SANTAQUIN SENIOR CENTER	2/12/2024	\$9.37	Maceys - Senior lunch	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$13.98	Wal-Mart #5167 - office supplies and bingo prizes	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$14.99	Maceys - Senior lunch	7540480 - FOOD
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$23.75	Dollar Tree - office supplies and games	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$35.59	Amzn Mktp - billiards room decor	7540482 - ELDRD FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$36.74	Wal-Mart #4068 - Senior lunch	7540240 - SUPPLIES

ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$48.62	Amzn Mktp Us - games supplies	7540482 - ELDRED FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$55.21	Wal-Mart #5167 - office supplies	7540240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$128.99	Amzn Mktp Us - commodities can	7540482 - ELDRED FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$246.98	Amazon.Com - kitchen tray rack	7540482 - ELDRED FUND EXPENSES
ZIONS BANK-SANTAQUIN-CC-SHANNON HOFFMAN	2/12/2024	\$12.44	Amzn Mktp Us - Cable Adapters	1048240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$29.97	Costco Whse #1118 - Rugs for City Hall Breakroom	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$47.58	Amzn Mktp Us - Chair Leg Floor Protectors for Barstools in Breakroom	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$63.20	Language Line, Inc. - Ukrainian Interpreter Services- Court	1042310 - PROFESSIONAL & TECHNICAL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$67.94	Amzn Mktp Us - Breakroom Supplies	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$79.55	Amzn Mktp Us - Heavy Duty Hole Punch	1043240 - SUPPLIES
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$138.25	Language Line, Inc.- Ukrainian Interpreter Services - Court	1042310 - PROFESSIONAL & TECHNICAL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$387.03	Amzn Mktp Us - Display Case for CS	4140704-003 - NEW CITY HALL - FF&E
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$735.00	Stampli For 12-2023 - AP Workflow Software	4340118 - STAMPLI - AP OCR SOFTWARE
ZIONS BANK-SANTAQUIN-CC-SHAUNA JO EVES	2/12/2024	\$3.19	Hobby Lobby # 448 - Senior Craft	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$8.50	Amzn Mktp Us - Art kneaded double erasers for art classes	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$16.99	Amzn Mktp Us - table cloths for ties and tiarras	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$26.43	Amazon.Com*r01r374n2	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$27.94	Wal-Mart #5167 - indoor playgroup supplies	6840725 - YOUTH ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$28.44	Hobby-Lobby #952 - Senior craft class	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$30.78	Amzn Mktp Us - Crowns for Ties and tiarras	6240251 - COMMUNITY EVENTS EXPENSE
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$56.50	Chick-Fil-A #03492 - first aid and cpr food for evening class	6140230 - EDUCATION, TRAINING & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$75.42	Lowe's #03427 - Adult Craft classes	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$95.50	Amzn Mktp Us - Paddles and ping pong balls for Play	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$342.00	American Red Cross - CPR and First Aid Training	6740230 - EDUCATION, TRAINING, & TRAVEL
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$346.10	Amzn Mktp Us - Supplies for both drawing class and Adult paint night class	6840730 - ADULT ENRICHMENT
ZIONS BANK-SANTAQUIN-CC	2/12/2024	\$512.90	Amazon.Com*tk9zd1062 - Ping Pong Table	6240251 - COMMUNITY EVENTS EXPENSE
		\$28,443.45		
TOTAL:		\$394,958.25		



SANTAQUIN CITY FIRE & EMS DEPARTMENT

Fire Chief Ryan Lind
firechief@santaquin.org

Phone: 801-754-3211

Cell: 385-329-6271

To: Mayor Olson, City Council, City Manager Norm Beagley
From : Ryan Lind, Fire Chief
RE: Out of State Training
Date: February 1, 2024

Mayor, Council and City Manager, I am requesting approval to attend an out of state training, April 7th- 12th, 2024 in Las Vegas Nevada.

This training is the International Association of Arson Investigators (IAAI) International Training Conference. This training is a weeklong training with several courses on not only fire investigations, but code compliance, and safety of fire fighters.

This course was budgeted for and is currently funded in my 2023/2024 budget.

As this is an out-of-state travel, I am seeking approval from each of you.

I plan on driving to Las Vegas in my work vehicle and will be staying at the hotel where the conference is located.

The course fee for the week is \$850. The hotel room is \$144/night with taxes and fees extra.

This is great training, and will provide knowledge, and skills needed to maintain my current fire investigation certifications, at the State and National level.

Please let me know if you have any questions.



MEMORANDUM

To: Mayor Olson & City Council Members

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

Date: February 16, 2024

Re: Updated UDOT Cooperative Agreement for Santaquin Main Street Improvements Phases 4 & 5 Additional Funding

In May of 2023, the City Council approved a cooperative agreement with UDOT. This cooperative agreement was for funding a portion of the Santaquin Main Street Improvements Phase 4 (300 East to 100 West) and phase 5 (100 West to 600 West).

When we bid the full project (Phases 4 & 5) in September of 2023, we only received 1 bid. That single bid came in at nearly double the amount of our available funding. We then loosed up some of the construction time requirements and then rebid the project in December of 2023 and received 3 bids. The low bid at that time was still well over our available funding.

Over the last two and a half months, Staff and the Mayor have worked diligently with UDOT to secure additional funding to complete the entire Main Street reconstruction project.

On February 9th, the Utah Transportation Commission approved a portion of the additional funding that we need to complete the project. The Utah Transportation Commission approved an additional \$1.0 million dollars for construction of the project.

The updated UDOT Cooperative agreement, adding the additional \$1M in funding, is attached for your consideration.

Approval of this updated UDOT Cooperative agreement will allow us to complete the full extent of the Main Street project in 2024 & 2025.

110 South Center Street
Santaquin, Utah 84655
(801) 754-3211
www.santaquin.org

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

Recommended Motion: Motion to approve the updated UDOT Cooperative agreement.

Santaquin City Resolution 02-03-2024

A RESOLUTION APPROVING AN UPDATED COOPERATIVE AGREEMENT WITH UDOT FOR THE FUNDING OF SANTAQUIN MAIN STREET PHASES 4 & 5 IMPROVEMENTS

WHEREAS, the City of Santaquin is a fourth class city in the State of Utah with the responsibility of providing certain transportation infrastructure for the benefit of the City and its residents; and

WHEREAS, UDOT is a department of the government of the State of Utah; and

WHEREAS, the Utah Department of Transportation (“UDOT”) owns and operates US HWY 6 (AKA, Santaquin Main Street) that traverses through Santaquin City limits; and

WHEREAS, Santaquin City has applied for funding from the Mountainland Association of Governments (MAG) to reconstruct and widen US HWY 6/Santaquin Main Street roadway improvements; and

WHEREAS, MAG has awarded Santaquin City funds in an amount of \$13.9 M; and

WHEREAS, UDOT is willing to contribute additional funding to assist with a portion of the reconstruction project for the purposes of asphalt preservation, signal pole relocation, intersection traffic signal improvements, and other improvements; and

WHEREAS, Santaquin City and UDOT desire to enter into this Agreement for the cooperative purposes of reconstruction of a portion of US HWY 6/Santaquin Main Street;

NOW THEREFORE, be it resolved by the City Council of Santaquin City, Utah as follows:

1. The updated Cooperative Agreement between UDOT and Santaquin City, a copy of which is attached hereto, is hereby approved.
2. Mayor Daniel M. Olson is authorized to execute the Cooperative Agreement that would allow UDOT to further participate financially with Santaquin City for reconstruction of a portion of US HWY 6/Santaquin Main Street in accordance with the terms and conditions set forth in the agreement attached hereto.
3. This resolution shall be effective upon passage.

ADOPTED AND PASSED by the City Council of Santaquin City, Utah, this 20th day of February, 2024.

SANTAQUIN CITY

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

Attest:

Amalie R. Ottley, City Recorder



State of Utah
Department of Transportation

Cooperative Agreement Local Agency Performing Work for UDOT	Project Description: Santaquin Main St Improvements Phase 4 and Phase 5 Local Agency: Santaquin City	Estimated value of scope of work \$1,753,000.00
Pin:17058 Job/ Project:S-0006(211)160		Date Executed

THIS AGREEMENT, made and entered into on the executed date , by and between the **UTAH DEPARTMENT OF TRANSPORTATION**, hereinafter referred to as “**UDOT**”, and Santaquin City, a political subdivision of the State of Utah, hereinafter referred to as the “**Local Agency.**”

UDOT requested that the Work be included in the Local Agency’s Project. Subject to the attached provisions, **Local Agency** will include the following items into its Project. Unless the parties agree to a lump sum, upon signing this Agreement, **UDOT** agrees that the costs shown are estimates and that it will be responsible for paying the actual costs associated with these items, based on unit bid prices, and actual quantities placed. If a lump sum payment is specified, **UDOT** will not pay for any additional costs beyond the lump sum payment amount.

Description of Work:

- UDOT completed a pavement preservation project that covered Santaquin Main St. in the summer of 2022. With information that the Local Agency would be widening a portion of Main St from 300 E to 100 W, the UDOT pavement preservation project skipped this portion of Main St. UDOT is providing funds to this Local Agency project that would have been spent had they performed the overlay work as part of the pavement preservation project. Local Agency will include an equivalent overlay as part of this project.
- The signal on the NW corner of 200 West needs to be relocated as part of this project. UDOT will provide Local Agency a lump sum to assist with relocating this signal. Local Agency will include the signal relocation as part of this project.
- The intersection of Center St and US-6 in Santaquin, UT is warranted for a signal. UDOT will provide Local Agency a lump sum to be used in constructing a traffic signal at the intersection in lieu of building a procurement signal. Local agency will include the new Center St signal as part of this project.
- Santaquin combined the Phase 4 and Phase 5 projects into one Design and Construction project. Construction bids came in over the Engineers estimate so the project is underfunded. UDOT Region 3 has agreed to provide additional funding assistance so the project can be awarded to the low bidder.
- Local Agency may submit billings for reimbursement as work progresses. UDOT will provide reimbursement up to the Lum Sum amount.

Costs to include:

List or Description of Items

Item #	Item Description	Estimated Quantity	Unit Price	Estimated Cost
#1	<i>Lump Sum Amount for Pavement Overlay</i>	1	\$353,000.00	\$353,000.00
#2	<i>Lump Sum Amount to Relocate the NW Signal of the 200 W Main St (US-6) intersection</i>	1	\$50,000.00	\$50,000.00
#3	<i>Lump Sum for New Signal at the intersection of Santaquin Main St (US-6) and Center St</i>	1	\$350,000.00	\$350,000.00
#4	<i>Lump Sum for adding Phase 5 Construction (New Commitment)</i>	1	\$1,000,000.00	\$1,000,000.00

Estimated Total Cost	\$1,753,000.00
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LUMP SUM PAYMENT: TOTAL AMOUNT TO BE PAID BY UDOT (Fill in only if actual cost approach is not used.)	\$1,753,000.00
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Project Completion Date: 10/15/2025

Billing must be submitted within 3 months of work completion date.

If the actual costs exceed the agreed maximum total cost, **Local Agency** will immediately notify **UDOT** and **UDOT** can determine whether to reduce the scope of Work or continue with the Work at the increased cost. Once final **UDOT** signoff has occurred, the **Local Agency** will submit the receipts of payments for the Work to the **UDOT** Region office. **UDOT** will process the payment of the committed amount or the direct costs of approved activities, whichever is less, within 45 days and send a check to the **Local Agency**.

Total Estimated Reimbursement to the Local Agency is \$1,753,000.00.

Provisions

Local Agency will include the UDOT's Work provided UDOT pays the actual costs incurred for the Work. Local Agency's contractor will perform the Work described in this Agreement in accordance with UDOT's plans and specifications. Local Agency will notify UDOT two weeks in advance prior to starting the Work so UDOT may inspect the Work. UDOT has the right to inspect the Work but may choose not to exercise this right. Regardless of any inspection by UDOT, Local Agency is still required to construct the Work in accordance with the plans and specifications. UDOT, through its inspection of the Work, will provide Local Agency with information addressing any problems or concerns UDOT may have with acceptance of said Work. Upon completion of the Work, the Local Agency will contact UDOT for a final review and inspection. UDOT reserves the right to withhold payment unless the Work is completed to UDOT standards and specifications. The Local Agency has the right to correct any deficiencies in a timely manner and resubmit the Work for inspection and approval.

I. Liability:

UDOT and the Local Agency are both governmental entities subject to the Governmental Immunity Act. Each party agrees to indemnify, defend and save harmless the other party from any and all damages, claims, suits, costs, attorney's fees and actions arising from or related to its actions or omissions or the acts or omissions of its officers, agents, or

employees in connection with the performance and/or subject matter of this Agreement. The obligation to indemnify is limited to the dollar amounts set forth in the Governmental Immunity Act, provided said Act applies to the action or omission giving rise to the protections of this paragraph. This paragraph shall not be construed as a waiver of the protections of the Governmental Immunity Act by the parties. The indemnification in this paragraph shall survive the expiration or termination of this Agreement.

II. Termination:

This Agreement may be terminated as follows:

- a. By mutual agreement of the parties, in writing
- b. By either UDOT or the Local Agency for failure of the other party to fulfill their obligations as set forth in the provisions of this Agreement. Reasonable allowances will be made for circumstances beyond the control of the parties. Written notice of intent to terminate is required and shall specify the reasons for termination. If a party fails to cure the breach, the other party may terminate this Agreement.
- c. By UDOT for the convenience of the State upon written notice to the Local Agency. However, UDOT will be responsible for the costs incurred for the Work before the termination of the Agreement.

III. Maintenance:

Division of jurisdiction and responsibilities of state highways shall be in accordance with Utah Code Section 72-3-109 and applicable rules.

IV. Payment and Reimbursement to Local Agency:

UDOT shall be responsible for all actual costs associated with the Work described in this Agreement up to the maximum total cost or lump sum. The Local Agency must submit the billing within 3 months of the Work completion date.

V. Change in Scope and Schedule:

If Work scope or schedule changes from the original intent of this Agreement, UDOT will notify the Local Agency prior to changes being made. If the Local Agency modifies its Project and the modification affects the Work, Local Agency will immediately notify UDOT. In the event there are changes in the scope of the Work, extra work, or changes in the planned Work covered by this Agreement, a modification to this Agreement must be approved in writing by the parties prior to the start of work on the changes or additions.

VI. Environmental Compliance

The Local Agency will assure compliance of the Project with all applicable state and federal

environmental statutes, regulations, rules, and permitting requirements.

VII. Miscellaneous:

Each party agrees to undertake and perform all further acts that are reasonably necessary to carry out the intent and purposes of the Agreement at the request of the other party.

The failure of either party to insist upon strict compliance of any of the terms and conditions, or failure or delay by either party to exercise any rights or remedies provided in this Agreement, or by law, will not release either party from any obligations arising under this Agreement.

This Agreement does not create any type of agency relationship, joint venture or partnership between the parties.

Each party represents that it has the authority to enter into this Agreement.

This Agreement may be executed in counterparts by the parties.

VIII. Content Review:

Language content was reviewed and approved by the Utah AG's office on February 2, 2015.

[Santaquin City]				Utah Department of Transportation			
By		Date		By		Date	
Mayor Daniel M Olson				UDOT Project Manager			
By		Date		By		Date	
City Recorder				Region Director			
By		Date		By		Date	
				Comptrollers Office			



MEMORANDUM

To: Mayor Olson & City Council Members

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

Date: February 16, 2024

Re: Second Amendment to the MAG Interlocal Agreement for
Santaquin Main Street Improvements Phases 4 & 5 Additional Funding

On May 4, 2021, the City Council approved an interlocal cooperation agreement with Mountainland Association of Governments (MAG) for the Main Street Improvements Phase 4 (300 East to 100 West). Additionally, on June 15, 2021, the City Council also approved an amendment to that MAG agreement, adding Phase 5 (100 West to 600 West) to the project.

As you know, when we bid the full project (Phases 4 & 5) in September of 2023, we only received 1 bid. That single bid came in at nearly double the amount of our available funding. We then loosened up some of the construction time requirements and then rebid the project in December of 2023 and received 3 bids. The low bid at that time was still well over our available funding.

Over the last two and a half months, Staff and the Mayor have worked diligently with MAG to secure additional funding so we could complete the entire Main Street reconstruction project.

On February 1st, the MAG board approved the majority of the additional funding that we need. MAG approved an additional \$4.8 million dollars for project completion.

The second addendum to the MAG agreement, adding the additional funding is attached for your consideration.

Approval of this second addendum to the agreement will allow us to complete the full extent of the Main Street project in 2025.

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

Recommended Motion: Motion to approve the second amendment to the MAG interlocal agreement.

Resolution 02-04-2024

A RESOLUTION APPROVING SECOND ADDENDUM TO INTERLOCAL AGREEMENT FOR SANTAQUIN MAIN STREET IMPROVMENTS PHASE 4

WHEREAS, on May 4, 2021, Santaquin City entered into an Interlocal Agreement with Mountainland Association of Governments for a project known as Santaquin Main Street Improvements Phase 4 (the “Agreement”); and

WHEREAS, on June 16, 2021 the parties executed an Addendum to the Agreement; and

WHEREAS, the parties now desire to further amend the Agreement in certain respects which the Santaquin City Council finds are in the best interests of the City and its residents;

NOW THEREFORE, be it resolved by the Santaquin City Council as follows:

1. The Second Addendum To Interlocal Agreement For Santaquin Main Street Improvements Phase 4, a copy of which is attached hereto, is hereby approved.
2. The Mayor is authorized to execute the Second Addendum To Interlocal Agreement For Santaquin Main Street Improvements Phase 4, and to take all actions necessary to effectuate the same and the terms and conditions set forth therein.
3. This Resolution shall be effective upon approval.

Adopted and approved this 20th day of February, 2024.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder

**SECOND ADDENDUM TO INTERLOCAL AGREEMENT
FOR SANTAQUIN MAIN STREET IMPROVEMENTS PHASE 4**

On this ____ day of February 2024, this Second Addendum is made to the amended Interlocal Agreement 2021-3 between MOUNTAINLAND ASSOCIATION OF GOVERNMENTS, an interlocal agency of the State of Utah, with principal offices located at 586 East 800 North Orem, Utah (“Program Manager”) and SANTAQUIN CITY, a political subdivision of the State of Utah, with offices located at 275 West Main Street, Santaquin, Utah (“City” and “Project Sponsor”); and

WHEREAS, the Program Manager and City entered into Agreement No. 2021-3; and

WHEREAS, the Program Manager and City executed an addendum to that agreement on June 16, 2021; and

WHEREAS, the Program Manager and City now desire to further amend Agreement No. 2021-3 due to additional funding made available for the Santaquin Main Street Improvements Phase 4 Project.

NOW THEREFORE, in consideration of the foregoing, the mutual covenants made herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Program Manager and City hereby amend Agreement No. 2021-3 as follows:

Paragraph 8 of Section 6 is amended to read “**Total Project Cost** - Both the Program Manager and Project Sponsor acknowledge that the Approved Project has been authorized by the Mountainland MPO Board to be funded at an amount not to exceed \$14,915,160 (Total Project Cost) for the direct costs of the Approved Project.”

The last sentence of Paragraph 8(b) is amended to read “...The Approved Project has \$14,915,160 available in 2024.”

Paragraph 8(d) is amended to read “.....the maximum amount of reimbursement from the Program Manager to the Project Sponsor shall not exceed \$13,905,404 (Total

Project Cost less Matching Funds). Any costs which exceed \$13,905,404 shall be the sole responsibility of the Project Sponsor”

The remaining portions and all remaining paragraphs of the amended Agreement No. 2021-3 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Second Amendment to be duly executed on the date listed above.

MOUNTAINLAND ASSOCIATION OF
GOVERNMENTS

Executive Director

ATTEST:

By: _____

By: _____

SANTAQUIN CITY
UTAH COUNTY, UTAH

Mayor

ATTEST:

City Recorder

REVIEWED AS TO FORM AND
COMPATIBILITY WITH APPLICABLE
LAW:

By: _____
City Attorney



MEMORANDUM

February 16, 2024

To: Santaquin City Mayor and City Council
From: Jon Lundell, P.E., City Engineer
RE: Main Street Improvements – 300 E. to 600 W.

Mayor and Council Members,

As previously discussed, when we bid the full Main Street Improvements project (Phases 4 & 5) in September of 2023, we only received 1 bid. That single bid came in at nearly double the amount of our available funding. We did some value engineering with the Contracts and adjusted some of the construction time requirements and then rebid the project in December of 2023. On the rebid of the project, we received 3 bids. The low bid amount at that time was still well over our available funding.

The bids included 3 different options. Option A included improving from 300 East to the west side of Center Street (this would include the traffic signal at Center Street). Option B included improving from 300 East to 100 West. Option C included the full project improvements from 300 East to 600 West (approximately). The bid tabulation for Option C to construct the full project is attached for your review.

We received bids from Landmark Excavating, Inc., VanCon, Inc., and Geneva Rock Products, Inc. For your review, I have attached the Bid Tabulation showing the bid amounts by company. The low bidder for the overall full project was Landmark Excavating, Inc.

City Staff recommends the award of the construction contract to Landmark Excavating, Inc. in a not to exceed amount of **\$14,382,724.51** to construct option C (Both Phases 4 & 5). This amount includes construction costs and an owner controlled 7% contingency. This construction will complete the entirety of the Main Street Improvements from 300 East to approximately 600 West.

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

Recommended Motion:

Motion to award a contract for the Main Street Improvements project to Landmark Excavation, Inc. for a not to exceed amount of **\$14,382,724.51**.

Santaquin City Resolution 02-05-2024

A RESOLUTION APPROVING AWARD OF A CONTRACT FOR THE SANTAQUIN MAIN STREET IMPROVEMENTS PROJECT (300 E. TO 600 W.) WITH LANDMARK EXCAVATING, INC.

WHEREAS, the City of Santaquin is a fourth class city in the State of Utah with the responsibility of providing certain transportation infrastructure for the benefit of the City and its residents; and

WHEREAS, Landmark Excavating, Inc. is the low bid contractor for the Santaquin Main Street Improvement Project; and

WHEREAS, Santaquin City has obtained the needed funding to reconstruct and widen US HWY 6/Santaquin Main Street; and

WHEREAS, Santaquin City and Landmark Excavating, Inc. desire to enter into this Agreement for the cooperative purposes of reconstruction of a portion of US HWY 6/Santaquin Main Street;

NOW THEREFORE, be it resolved by the City Council of Santaquin City, Utah as follows:

1. The Agreement between Landmark Excavating, Inc. and Santaquin City, a copy of which is attached hereto, is hereby approved.
2. Mayor Daniel M. Olson is authorized to execute the Agreement between Landmark Excavating, Inc. that would allow Landmark Excavating, Inc. to begin reconstruct a portion of US HWY 6/Santaquin Main Street in accordance with the terms and conditions set forth in the agreement attached hereto.
3. This resolution shall be effective upon passage.

ADOPTED AND PASSED by the City Council of Santaquin City, Utah, this 20th day of February, 2024.

SANTAQUIN CITY

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

Attest:

Amalie R. Ottley, City Recorder

Santaquin City
Main Street Improvements - 300 E. to 600 W.

Print the Unit Price Schedule from the "Printable Unit Price Schedule" tab and attach to the Bid Form

Item No	Description	Unit	Alternate C																	
			Landmark						Geneva						Vancon					
			All Bid Items Have Unit Prices			All Bid Items Have Unit Prices			MISSING UNIT PRICES			All Bid Items Have Unit Prices			All Bid Items Have Unit Prices			All Bid Items Have Unit Prices		
			ALTERNATE C (600 W TO 300 E)			WATER LINE ADDITIVE C (600 W TO 400 E)			ALTERNATE C (600 W TO 300 E)			WATER LINE ADDITIVE C (600 W TO 400 E)			ALTERNATE C (600 W TO 300 E)			WATER LINE ADDITIVE C (600 W TO 400 E)		
Bid Unit Price	Quantity	Price	Bid Unit Price	Quantity	Price	Bid Unit Price	Quantity	Price	Bid Unit Price	Quantity	Price	Bid Unit Price	Quantity	Price	Bid Unit Price	Quantity	Price			
General Items			0																	
1	Mobilization	Lump	\$ 1,120,000.00	1	\$ 1,120,000.00	\$ 95,500.00	1	\$ 95,500.00	\$ 830,000.00	1	\$ 830,000.00	\$ 135,000.00	1	\$ 135,000.00	\$ 1,220,000.00	1	\$ 1,220,000.00	\$ 120,000.00	1	\$ 120,000.00
2	Storm Water Pollution Prevention	Lump	\$ 98,000.00	1	\$ 98,000.00	\$ 20,000.00	1	\$ 20,000.00	\$ 200,000.00	1	\$ 200,000.00	\$ 7,300.00	1	\$ 7,300.00	\$ 23,000.00	1	\$ 23,000.00	\$ 4,500.00	1	\$ 4,500.00
3	Traffic Control	Lump	\$ 660,000.00	1	\$ 660,000.00	\$ 55,000.00	1	\$ 55,000.00	\$ 1,050,000.00	1	\$ 1,050,000.00	\$ 48,000.00	1	\$ 48,000.00	\$ 276,000.00	1	\$ 276,000.00	\$ 50,000.00	1	\$ 50,000.00
4	Construction Staking	Lump	\$ 98,000.00	1	\$ 98,000.00	\$ 18,000.00	1	\$ 18,000.00	\$ 130,000.00	1	\$ 130,000.00	\$ 12,500.00	1	\$ 12,500.00	\$ 75,000.00	1	\$ 75,000.00	\$ 22,000.00	1	\$ 22,000.00
Removals, Relocations, Adjustments			0																	
5	Clear and Grub (Plan Quantity)	Sq Ft	\$ 0.45	144,000	\$ 64,800.00			\$ -	\$ 1.00	144,000	\$ 144,000.00			\$ -	\$ 0.60	144,000	\$ 86,400.00			\$ -
6	Profile Rotomill (Plan Quantity)	Sq Ft	\$ 0.40	127,000	\$ 50,800.00			\$ -	\$ 1.00	127,000	\$ 127,000.00			\$ -	\$ 1.00	127,000	\$ 127,000.00			\$ -
7	Pulverize Asphalt/Base, Stockpile, Reuse	Sq Ft	\$ 1.15	250,718	\$ 288,325.70			\$ -	\$ 3.00	250,718	\$ 752,154.00			\$ -	\$ 1.50	250,718	\$ 376,077.00			\$ -
8	Remove Asphalt Pavement	Sq Ft	\$ 1.00	40,190	\$ 40,190.00	\$ 1.00	34,525	\$ 34,525.00	\$ 3.50	40,190	\$ 140,665.00	\$ 2.90	34,525	\$ 100,122.50	\$ 2.00	40,190	\$ 80,380.00	\$ 2.00	34,525	\$ 69,050.00
9	Roadway Excavation (Plan Quantity)	Cu Yd	\$ 27.75	29,500	\$ 818,625.00			\$ -	\$ 34.50	29,500	\$ 1,017,750.00			\$ -	\$ 20.00	29,500	\$ 590,000.00			\$ -
10	Remove Pavement Marking - 4"-Wide Stripe	LF	\$ 3.85	500	\$ 1,925.00			\$ -	\$ 4.00	500	\$ 2,000.00			\$ -	\$ 4.80	500	\$ 2,400.00			\$ -
11	Remove Pavement Marking - Nonlinear	Each	\$ 225.00	10	\$ 2,250.00			\$ -	\$ 230.00	10	\$ 2,300.00			\$ -	\$ 280.00	10	\$ 2,800.00			\$ -
12	Remove Concrete Curb	LF	\$ 5.00	288	\$ 1,440.00			\$ -	\$ 12.80	288	\$ 3,686.40			\$ -	\$ 15.00	288	\$ 4,320.00			\$ -
13	Remove Concrete Curb and Gutter	LF	\$ 5.00	7,846	\$ 39,230.00			\$ -	\$ 6.00	7,846	\$ 47,076.00			\$ -	\$ 9.70	7,846	\$ 76,106.20			\$ -
14	Remove Concrete Flatwork (Pedestrian)	Sq Ft	\$ 3.00	38,296	\$ 114,888.00			\$ -	\$ 1.40	38,296	\$ 53,614.40			\$ -	\$ 2.00	38,296	\$ 76,592.00			\$ -
15	Remove Concrete Flatwork (Vehicular)	Sq Ft	\$ 3.15	20,554	\$ 64,745.10			\$ -	\$ 2.70	20,554	\$ 55,495.80			\$ -	\$ 3.70	20,554	\$ 76,049.80			\$ -
16	Additional Cost to Remove Concrete Ramps and Steps Between 100 W and Center Street)	Lump	\$ 4,700.00	1	\$ 4,700.00			\$ -	\$ 20,000.00	1	\$ 20,000.00			\$ -	\$ 430.00	1	\$ 430.00			\$ -
17	Additional Cost to Remove Concrete Ramps and Steps Between Center Street and 100 E)	Lump	\$ 4,700.00	1	\$ 4,700.00			\$ -	\$ 6,000.00	1	\$ 6,000.00			\$ -	\$ 430.00	1	\$ 430.00			\$ -
18	Additional Cost to Cross Old Highway Concrete with Utility	Each	\$ 6,800.00	5	\$ 34,000.00			\$ -	\$ 9,300.00	5	\$ 46,500.00			\$ -	\$ 1,700.00	5	\$ 8,500.00			\$ -
19	Remove Pipe (4" to less than 18")	LF	\$ 53.00	1,124	\$ 59,572.00			\$ -	\$ 56.00	1,124	\$ 62,944.00			\$ -	\$ 25.00	1,124	\$ 28,100.00			\$ -
20	Remove Pipe (18" and larger)	LF	\$ 64.00	2,758	\$ 176,512.00			\$ -	\$ 63.00	2,758	\$ 173,754.00			\$ -	\$ 26.00	2,758	\$ 71,708.00			\$ -
21	Remove Single Curb Inlet	Each	\$ 500.00	10	\$ 5,000.00			\$ -	\$ 870.00	10	\$ 8,700.00			\$ -	\$ 1,200.00	10	\$ 12,000.00			\$ -
22	Remove Double Curb Inlet	Each	\$ 600.00	1	\$ 600.00			\$ -	\$ 1,600.00	1	\$ 1,600.00			\$ -	\$ 1,100.00	1	\$ 1,100.00			\$ -
23	Remove Manhole	Each	\$ 650.00	1	\$ 650.00			\$ -	\$ 1,800.00	1	\$ 1,800.00			\$ -	\$ 1,600.00	1	\$ 1,600.00			\$ -
24	Remove Irrigation Concrete Structure	Each	\$ 650.00	19	\$ 12,350.00			\$ -	\$ 1,200.00	19	\$ 22,800.00			\$ -	\$ 1,200.00	19	\$ 22,800.00			\$ -
25	Remove Concrete/Cinderblock Retaining Wall	LF	\$ 35.00	90	\$ 3,150.00			\$ -	\$ 110.00	90	\$ 9,900.00			\$ -	\$ 720.00	90	\$ 64,800.00			\$ -
26	Remove Street Light & Concrete Foundation	Each	\$ 2,500.00	17	\$ 42,500.00			\$ -	\$ 1,300.00	17	\$ 22,100.00			\$ -	\$ 2,300.00	17	\$ 39,100.00			\$ -
27	Remove & Salvage Fire Hydrant	Each	\$ 750.00	4	\$ 3,000.00	\$ 750.00	4	\$ 3,000.00	\$ 1,400.00	4	\$ 5,600.00	\$ 1,400.00	4	\$ 5,600.00	\$ 2,300.00	4	\$ 9,200.00	\$ 2,300.00	4	\$ 9,200.00
28	Remove & Salvage Valve	Each			\$ -	\$ 600.00	16	\$ 9,600.00			\$ -	\$ 500.00	16	\$ 8,000.00			\$ -	\$ 760.00	16	\$ 12,160.00
29	Remove and Salvage Culinary Water Meter	Each	\$ 1,350.00	12	\$ 16,200.00			\$ -	\$ 700.00	12	\$ 8,400.00			\$ -	\$ 1,000.00	12	\$ 12,000.00			\$ -
30	Remove Sign	Each	\$ 120.00	23	\$ 2,760.00			\$ -	\$ 350.00	23	\$ 8,050.00			\$ -	\$ 75.00	23	\$ 1,725.00			\$ -
31	Remove and Salvage or Relocate Landscape Rock Mulch	SF	\$ 8.50	2,178	\$ 18,513.00			\$ -	\$ 6.30	2,178	\$ 13,721.40			\$ -	\$ 2.10	2,178	\$ 4,573.80			\$ -
32	Remove, Stockpile, and Restore Gravel Surface on Driveway/Shoulder at 450 W 30 S	Lump	\$ 10,500.00	1	\$ 10,500.00			\$ -	\$ 2,000.00	1	\$ 2,000.00			\$ -	\$ 3,200.00	1	\$ 3,200.00			\$ -
33	Remove, Stockpile, and Restore Gravel Surface on Driveway/Shoulder at 19 West Main	Lump	\$ 10,500.00	1	\$ 10,500.00			\$ -	\$ 2,000.00	1	\$ 2,000.00			\$ -	\$ 3,900.00	1	\$ 3,900.00			\$ -
34	Remove Tree (Large)	Each	\$ 1,800.00	5	\$ 9,000.00			\$ -	\$ 3,500.00	5	\$ 17,500.00			\$ -	\$ 4,200.00	5	\$ 21,000.00			\$ -
35	Remove Tree (Small)	Each	\$ 800.00	31	\$ 24,800.00			\$ -	\$ 950.00	31	\$ 29,450.00			\$ -	\$ 1,500.00	31	\$ 46,500.00			\$ -
36	Remove Wire Fence	LF	\$ 12.00	20	\$ 240.00			\$ -	\$ 28.50	20	\$ 570.00			\$ -	\$ 17.00	20	\$ 340.00			\$ -
37	Remove Chain Link Fence	LF	\$ 8.50	162	\$ 1,377.00			\$ -	\$ 36.00	162	\$ 5,832.00			\$ -	\$ 34.00	162	\$ 5,508.00			\$ -
38	Remove Vinyl Fence	LF	\$ 24.00	5	\$ 120.00			\$ -	\$ 82.50	5	\$ 412.50			\$ -	\$ 46.00	5	\$ 230.00			\$ -
39	Remove Wood Fence	LF	\$ 12.00	4	\$ 48.00			\$ -	\$ 82.50	4	\$ 330.00			\$ -	\$ 28.00	4	\$ 112.00			\$ -
40	Remove Chisholm Dentistry Business Sign	Lump	\$ 3,500.00	1	\$ 3,500.00			\$ -	\$ 3,000.00	1	\$ 3,000.00			\$ -	\$ 7,900.00	1	\$ 7,900.00			\$ -
41	Relocate Mailbox	Each	\$ 500.00	26	\$ 13,000.00			\$ -	\$ 900.00	26	\$ 23,400.00			\$ -	\$ 290.00	26	\$ 7,540.00			\$ -
42	Relocate Sign	Each	\$ 850.00	15	\$ 12,750.00			\$ -	\$ 670.00	15	\$ 10,050.00			\$ -	\$ 530.00	15	\$ 7,950.00			\$ -
43	Relocate Rock Landscape Wall (411 W Main)	Lump	\$ 15,500.00	1	\$ 15,500.00			\$ -	\$ 950.00	1	\$ 950.00			\$ -	\$ 18,000.00	1	\$ 18,000.00			\$ -
44	Relocate Landscape Block Wall (174 E Main)	Lump	\$ 17,500.00	1	\$ 17,500.00			\$ -	\$ 4,500.00	1	\$ 4,500.00			\$ -	\$ 19,000.00	1	\$ 19,000.00			\$ -
45	Relocate Fire Hydrant	Each	\$ 9,700.00	3	\$ 29,100.00			\$ -	\$ 6,800.00	3	\$ 20,400.00			\$ -	\$ 7,100.00	3	\$ 21,300.00			\$ -
46	Relocate Culinary Water Meter	Each	\$ 1,955.00	34	\$ 66,470.00			\$ -	\$ 3,150.00	34	\$ 107,100.00			\$ -	\$ 4,300.00	34	\$ 146,200.00			\$ -
47	Relocate Pressure Irrigation Meter	Each	\$ 1,900.00	17	\$ 32,300.00			\$ -	\$ 3,150.00	17	\$ 53,550.00			\$ -	\$ 4,200.00	17	\$ 71,400.00			\$ -
48	Install Traffic-Rated Meter Box and Lid on Relocated Culinary Water or PI Meter	Each	\$ 1,600.00	9	\$ 14,400.00			\$ -	\$ 1,950.00	9	\$ 17,550.00			\$ -	\$ 10,000.00	9	\$ 90,000.00			\$ -
49	Relocate Pressure Irrigation System Drain	Each	\$ 6,600.00	3	\$ 19,800.00			\$ -	\$ 3,700.00	3	\$ 11,100.00			\$ -	\$ 2,700.00	3	\$ 8,100.00			\$ -
50	Relocate Landscape Irrigation Box	Each	\$ 2,200.00	22	\$ 48,400.00			\$ -	\$ 3,700.00	22	\$ 81,400.00			\$ -	\$ 2,700.00	22	\$ 59,400.00			\$ -
51	Relocate Chain Link Fence	LF	\$ 53.00	972	\$ 51,516.00			\$ -	\$ 118.00	972	\$ 114,696.00			\$ -	\$ 65.00	972	\$ 63,180.00			\$ -
52	Relocate Wood Fence	LF	\$ 75.00	49	\$ 3,675.00			\$ -	\$ 120.00	49	\$ 5,880.00			\$ -	\$ 99.00	49	\$ 4,851.00			\$ -
53	Relocate Zions Bank Business Sign	Lump	\$ 6,000.00	1	\$ 6,000.00			\$ -	\$ 13,000.00	1	\$ 13,000.00			\$ -	\$ 14,000.00	1	\$ 14,000.00			\$ -
54	Relocate Santa Queen Business Sign	Lump	\$ 6,000.00	1	\$ 6,000.00			\$ -	\$ 10,500.00	1	\$ 10,500.00			\$ -	\$ 11,000.00	1	\$ 11,000.00			\$ -
55	Raise Family Dollar Business Sign	Lump	\$ 6,200.00	1	\$ 6,200.00			\$ -	\$ 13,700.00	1	\$ 13,700.00			\$ -	\$ 15,000.00	1	\$ 15,000.00			\$ -
56	Reconstruct Chisholm Dentistry Business Sign	Lump	\$ 18,000.00	1	\$ 18,000.00			\$ -	\$ 24,000.00	1	\$ 24,000.00			\$ -	\$ 6,800.00	1	\$ 6,800.00			\$ -
57	Replace Electrical Meter and Connect to Underground Power	Each	\$ 17,400.00	26	\$ 452,400.00			\$												

62	Adjust Water Meter Box to Grade	Each	\$ 600.00	6	\$ 3,600.00	\$ -	\$ -	\$ 2,200.00	6	\$ 13,200.00	\$ -	\$ -	\$ 1,500.00	6	\$ 9,000.00	\$ -	\$ -			
63	Adjust PI Meter Box to Grade	Each	\$ 600.00	9	\$ 5,400.00	\$ -	\$ -	\$ 2,200.00	9	\$ 19,800.00	\$ -	\$ -	\$ 1,500.00	9	\$ 13,500.00	\$ -	\$ -			
64	Adjust Landscape Irrigation Box to Grade	Each	\$ 2,100.00	2	\$ 4,200.00	\$ -	\$ -	\$ 500.00	2	\$ 1,000.00	\$ -	\$ -	\$ 2,700.00	2	\$ 5,400.00	\$ -	\$ -			
Roadway and Adjacent Property			0																	
65	Granular Borrow	Ton	\$ 22.00	4,300	\$ 94,600.00	\$ 21.50	200	\$ 4,300.00	\$ 43.60	4,300	\$ 187,480.00	\$ 45.00	200	\$ 9,000.00	\$ 30.00	4,300	\$ 129,000.00	\$ 30.00	200	\$ 6,000.00
66	Untreated Base Course	Ton	\$ 27.00	20,800	\$ 561,600.00	\$ 25.00	200	\$ 5,000.00	\$ 33.50	20,800	\$ 696,800.00	\$ 41.00	200	\$ 8,200.00	\$ 46.00	20,800	\$ 956,800.00	\$ 79.00	200	\$ 15,800.00
67	HMA - 1/2" Mix	Ton	\$ 117.60	12,100	\$ 1,422,960.00	\$ 192.00	100	\$ 19,200.00	\$ 107.00	12,100	\$ 1,294,700.00	\$ 186.00	100	\$ 18,600.00	\$ 150.00	12,100	\$ 1,815,000.00	\$ 240.00	100	\$ 24,000.00
68	SMA - 1/2" Mix	Ton	\$ 165.00	5,700	\$ 940,500.00	\$ 267.00	40	\$ 10,680.00	\$ 148.00	5,700	\$ 843,600.00	\$ 260.00	40	\$ 10,400.00	\$ 210.00	5,700	\$ 1,197,000.00	\$ 330.00	40	\$ 13,200.00
69	Temporary Asphalt Pavement	Ton	\$ 250.00	370	\$ 92,500.00	\$ 250.00	1,170	\$ 292,500.00	\$ 174.00	370	\$ 64,380.00	\$ 160.00	1,170	\$ 187,200.00	\$ 230.00	370	\$ 85,100.00	\$ 210.00	1,170	\$ 245,700.00
70	Concrete Curb and Gutter Type B1	LF	\$ 29.00	9,430	\$ 273,470.00	\$ -	\$ -	\$ -	\$ 36.50	9,430	\$ 344,195.00	\$ -	\$ -	\$ 44.00	9,430	\$ 414,920.00	\$ -	\$ -	\$ -	\$ -
71	Concrete Curb and Gutter - 24" High Back	LF	\$ 28.00	410	\$ 11,480.00	\$ -	\$ -	\$ -	\$ 35.10	410	\$ 14,391.00	\$ -	\$ -	\$ 42.00	410	\$ 17,220.00	\$ -	\$ -	\$ -	\$ -
72	Concrete Cross Gutter - 4" Wide	LF	\$ 65.00	277	\$ 18,005.00	\$ -	\$ -	\$ -	\$ 90.00	277	\$ 24,930.00	\$ -	\$ -	\$ 110.00	277	\$ 30,470.00	\$ -	\$ -	\$ -	\$ -
73	Concrete Drive Approach	Sq Ft	\$ 9.50	13,689	\$ 130,045.50	\$ -	\$ -	\$ -	\$ 11.00	13,689	\$ 150,579.00	\$ -	\$ -	\$ 11.00	13,689	\$ 150,579.00	\$ -	\$ -	\$ -	\$ -
74	Concrete Sidewalk - 4" Thick	Sq Ft	\$ 8.55	40,632	\$ 347,403.60	\$ -	\$ -	\$ -	\$ 9.90	40,632	\$ 402,256.80	\$ -	\$ -	\$ 15.00	40,632	\$ 609,480.00	\$ -	\$ -	\$ -	\$ -
75	Concrete Flatwork - 4" Thick	Sq Ft	\$ 8.55	235	\$ 2,009.25	\$ -	\$ -	\$ -	\$ 11.00	235	\$ 2,585.00	\$ -	\$ -	\$ 16.00	235	\$ 3,760.00	\$ -	\$ -	\$ -	\$ -
76	Concrete Flatwork - 7" Thick	Sq Ft	\$ 9.80	8,116	\$ 79,536.80	\$ -	\$ -	\$ -	\$ 14.50	8,116	\$ 117,682.00	\$ -	\$ -	\$ 17.00	8,116	\$ 137,972.00	\$ -	\$ -	\$ -	\$ -
77	Stamped and Colored Concrete Flatwork - 4" Thick	Sq Ft	\$ 15.30	26,612	\$ 407,163.60	\$ -	\$ -	\$ -	\$ 17.50	26,612	\$ 465,710.00	\$ -	\$ -	\$ 24.00	26,612	\$ 638,688.00	\$ -	\$ -	\$ -	\$ -
78	Pedestrian Ramp (At Street Crossing)	Each	\$ 2,500.00	55	\$ 137,500.00	\$ -	\$ -	\$ -	\$ 4,000.00	55	\$ 220,000.00	\$ -	\$ -	\$ 3,600.00	55	\$ 198,000.00	\$ -	\$ -	\$ -	\$ -
79	Concrete Curb - 6" Wide	LF	\$ 43.00	609	\$ 26,187.00	\$ -	\$ -	\$ -	\$ 53.30	609	\$ 32,459.70	\$ -	\$ -	\$ 53.00	609	\$ 32,277.00	\$ -	\$ -	\$ -	\$ -
80	Cast-in-Place Landscape Curbing	LF	\$ 24.00	33	\$ 792.00	\$ -	\$ -	\$ -	\$ 37.60	33	\$ 1,240.80	\$ -	\$ -	\$ 34.00	33	\$ 1,122.00	\$ -	\$ -	\$ -	\$ -
81	Concrete Steps	Each	\$ 2,200.00	69	\$ 151,800.00	\$ -	\$ -	\$ -	\$ 3,000.00	69	\$ 207,000.00	\$ -	\$ -	\$ 3,300.00	69	\$ 227,700.00	\$ -	\$ -	\$ -	\$ -
82	Thickened Edge Concrete Sidewalk/Flatwork	LF	\$ 12.00	598	\$ 7,176.00	\$ -	\$ -	\$ -	\$ 27.60	598	\$ 16,504.80	\$ -	\$ -	\$ 15.00	598	\$ 8,970.00	\$ -	\$ -	\$ -	\$ -
83	Reinforced Thickened Edge Concrete Sidewalk/Flatwork	LF	\$ 35.00	20	\$ 700.00	\$ -	\$ -	\$ -	\$ 50.30	20	\$ 1,006.00	\$ -	\$ -	\$ 42.00	20	\$ 840.00	\$ -	\$ -	\$ -	\$ -
84	Landscape Block Retaining Wall (Less than 3 Feet High)	LF	\$ 340.00	45	\$ 15,300.00	\$ -	\$ -	\$ -	\$ 170.00	45	\$ 7,650.00	\$ -	\$ -	\$ 410.00	45	\$ 18,450.00	\$ -	\$ -	\$ -	\$ -
85	Concrete Retaining Wall	LF	\$ 387.00	268	\$ 103,716.00	\$ -	\$ -	\$ -	\$ 450.00	268	\$ 120,600.00	\$ -	\$ -	\$ 600.00	268	\$ 160,800.00	\$ -	\$ -	\$ -	\$ -
86	Aluminum Hand or Guard Rail	LF	\$ 300.00	396	\$ 118,800.00	\$ -	\$ -	\$ -	\$ 190.00	396	\$ 75,240.00	\$ -	\$ -	\$ 220.00	396	\$ 87,120.00	\$ -	\$ -	\$ -	\$ -
87	6" Steel Pipe Bollard	Each	\$ 3,000.00	8	\$ 24,000.00	\$ -	\$ -	\$ -	\$ 2,200.00	8	\$ 17,600.00	\$ -	\$ -	\$ 1,900.00	8	\$ 15,200.00	\$ -	\$ -	\$ -	\$ -
88	Wheel Stop	Each	\$ 420.00	3	\$ 1,260.00	\$ -	\$ -	\$ -	\$ 400.00	3	\$ 1,200.00	\$ -	\$ -	\$ 550.00	3	\$ 1,650.00	\$ -	\$ -	\$ -	\$ -
89	Business Door Accesses (2) - 202+25 RT	Lump	\$ 3,500.00	1	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 7,800.00	1	\$ 7,800.00	\$ -	\$ -	\$ 3,800.00	1	\$ 3,800.00	\$ -	\$ -	\$ -	\$ -
90	Business Door Accesses (2) - 202+75 RT	Lump	\$ 4,000.00	1	\$ 4,000.00	\$ -	\$ -	\$ -	\$ 5,800.00	1	\$ 5,800.00	\$ -	\$ -	\$ 4,200.00	1	\$ 4,200.00	\$ -	\$ -	\$ -	\$ -
91	Business Door Access - 203+90 RT	Lump	\$ 1,000.00	1	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,400.00	1	\$ 1,400.00	\$ -	\$ -	\$ 2,300.00	1	\$ 2,300.00	\$ -	\$ -	\$ -	\$ -
92	Business Door Access - 204+25 RT	Lump	\$ 2,000.00	1	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 1,600.00	1	\$ 1,600.00	\$ -	\$ -	\$ 1,000.00	1	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
93	Business Door Access - 204+60 RT	Lump	\$ 3,500.00	1	\$ 3,500.00	\$ -	\$ -	\$ -	\$ 3,000.00	1	\$ 3,000.00	\$ -	\$ -	\$ 2,200.00	1	\$ 2,200.00	\$ -	\$ -	\$ -	\$ -
94	Business Door Access - 208+20 LT	Lump	\$ 9,000.00	1	\$ 9,000.00	\$ -	\$ -	\$ -	\$ 10,500.00	1	\$ 10,500.00	\$ -	\$ -	\$ 11,000.00	1	\$ 11,000.00	\$ -	\$ -	\$ -	\$ -
95	Business Door Access - 209+20 LT	Lump	\$ 2,500.00	1	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 4,800.00	1	\$ 4,800.00	\$ -	\$ -	\$ 2,700.00	1	\$ 2,700.00	\$ -	\$ -	\$ -	\$ -
96	Business Door Access - 209+60 RT	Lump	\$ 5,100.00	1	\$ 5,100.00	\$ -	\$ -	\$ -	\$ 7,800.00	1	\$ 7,800.00	\$ -	\$ -	\$ 6,200.00	1	\$ 6,200.00	\$ -	\$ -	\$ -	\$ -
Signing and Striping			0																	
97	12" Solid White Thermoplastic Line	LF	\$ 13.80	1,629	\$ 22,480.20	\$ -	\$ -	\$ -	\$ 14.50	1,629	\$ 23,620.50	\$ -	\$ -	\$ 17.00	1,629	\$ 27,693.00	\$ -	\$ -	\$ -	\$ -
98	8" Solid White Paint Line (Roadway)	LF	\$ 0.85	1,340	\$ 1,139.00	\$ -	\$ -	\$ -	\$ 0.90	1,340	\$ 1,206.00	\$ -	\$ -	\$ 1.00	1,340	\$ 1,340.00	\$ -	\$ -	\$ -	\$ -
99	4" Solid White Paint Line (Roadway)	LF	\$ 0.45	12,151	\$ 5,467.95	\$ -	\$ -	\$ -	\$ 0.40	12,151	\$ 4,860.40	\$ -	\$ -	\$ 0.50	12,151	\$ 6,075.50	\$ -	\$ -	\$ -	\$ -
100	4" Skip White Paint Line (Roadway)	LF	\$ 0.15	8,040	\$ 1,206.00	\$ -	\$ -	\$ -	\$ 0.15	8,040	\$ 1,206.00	\$ -	\$ -	\$ 0.15	8,040	\$ 1,206.00	\$ -	\$ -	\$ -	\$ -
101	4" Solid and Skip Yellow Paint Line (Roadway)	LF	\$ 0.55	7,715	\$ 4,243.25	\$ -	\$ -	\$ -	\$ 0.55	7,715	\$ 4,243.25	\$ -	\$ -	\$ 0.65	7,715	\$ 5,014.75	\$ -	\$ -	\$ -	\$ -
102	4" Double Yellow Paint Line (Roadway)	LF	\$ 0.85	3,355	\$ 2,851.75	\$ -	\$ -	\$ -	\$ 0.90	3,355	\$ 3,019.50	\$ -	\$ -	\$ 1.00	3,355	\$ 3,355.00	\$ -	\$ -	\$ -	\$ -
103	4" White, Yellow or Blue Paint Line (Driveway or Parking Lot)	LF	\$ 1.40	1,869	\$ 2,616.60	\$ -	\$ -	\$ -	\$ 1.45	1,869	\$ 2,710.05	\$ -	\$ -	\$ 1.70	1,869	\$ 3,177.30	\$ -	\$ -	\$ -	\$ -
104	4" Dotted White Paint Line (Driveway or Parking Lot)	LF	\$ 0.40	58	\$ 23.20	\$ -	\$ -	\$ -	\$ 0.35	58	\$ 20.30	\$ -	\$ -	\$ 0.40	58	\$ 23.20	\$ -	\$ -	\$ -	\$ -
105	Pavement Marking Symbol - Thermoplastic	Each	\$ 300.00	26	\$ 7,800.00	\$ -	\$ -	\$ -	\$ 260.00	26	\$ 6,760.00	\$ -	\$ -	\$ 310.00	26	\$ 8,060.00	\$ -	\$ -	\$ -	\$ -
106	Pavement Marking Symbol - Paint	Each	\$ 100.00	23	\$ 2,300.00	\$ -	\$ -	\$ -	\$ 90.00	23	\$ 2,070.00	\$ -	\$ -	\$ 110.00	23	\$ 2,530.00	\$ -	\$ -	\$ -	\$ -
107	Traffic Sign	Each	\$ 1,200.00	10	\$ 12,000.00	\$ -	\$ -	\$ -	\$ 1,700.00	10	\$ 17,000.00	\$ -	\$ -	\$ 1,100.00	10	\$ 11,000.00	\$ -	\$ -	\$ -	\$ -
108	Traffic Delineator	Each	\$ 960.00	7	\$ 6,720.00	\$ -	\$ -	\$ -	\$ 130.00	7	\$ 910.00	\$ -	\$ -	\$ 680.00	7	\$ 4,760.00	\$ -	\$ -	\$ -	\$ -
Traffic Signal			0																	
109	Traffic Signal System (Center Street)	Lump	\$ 198,000.00	1	\$ 198,000.00	\$ -	\$ -	\$ -	\$ 155,000.00	1	\$ 155,000.00	\$ -	\$ -	\$ 182,000.00	1	\$ 182,000.00	\$ -	\$ -	\$ -	\$ -
110	ATMS Connection to Center Street Signal	Lump	\$ 20,400.00	1	\$ 20,400.00	\$ -	\$ -	\$ -	\$ 13,000.00	1	\$ 13,000.00	\$ -	\$ -	\$ 15,000.00	1	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
111	Modify Traffic Signal System (200 West)	Lump	\$ 126,000.00	1	\$ 126,000.00	\$ -	\$ -	\$ -	\$ 60,000.00	1	\$ 60,000.00	\$ -	\$ -	\$ 72,000.00	1	\$ 72,000.00	\$ -	\$ -	\$ -	\$ -
Wet Utilities			0																	
112	15" RCP	LF	\$ 142.00	30	\$ 4,260.00	\$ -	\$ -	\$ -	\$ 263.00	30	\$ 7,890.00	\$ -	\$ -	\$ 270.00	30	\$ 8,100.00	\$ -	\$ -	\$ -	\$ -
113	18" RCP	LF	\$ 150.00	2,189	\$ 328,350.00	\$ -	\$ -	\$ -	\$ 289.00	2,189	\$ 632,621.00	\$ -	\$ -	\$ 240.00	2,189	\$ 525,360.00	\$ -	\$ -	\$ -	\$ -
114	24" RCP	LF	\$ 184.00	807	\$ 148,488.00	\$ -	\$ -	\$ -	\$ 635.00	807	\$ 512,445.00	\$ -	\$ -	\$ 270.00	807	\$ 217,890.00	\$ -	\$ -	\$ -	\$ -
115	24" HDPE Pipe	LF	\$ 171.00	188	\$ 32,148.00	\$ -	\$ -	\$ -	\$ 375.00	188	\$ 70,500.00	\$ -	\$ -	\$ 240.00	188	\$ 45,120.00	\$ -	\$ -	\$ -	\$ -
116	4' x 4' Gravity Irrigation Box	Each	\$ 5,000.00	5	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 7,500.00	5	\$ 37,500.00	\$ -	\$ -	\$ 7,000.00	5	\$ 35,00				

NOTICE OF AWARD

Date of Issuance:

Owner: Santaquin City Corporation Owner's Contract No.:
Engineer: J-U-B Engineers, Inc. Engineer's Project No.: 50-21-017
Project: Main Street Improvements – 300 E. to 600 W. Contract Name:

Bidder:

Bidder's Address:

TO BIDDER:

You are notified that Owner has accepted your Bid dated December 7, 2023 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

Curb and Gutter, Concrete work, utility relocations, asphalt, street lights, landscaping, traffic signal, restoration of properties adjacent to the street widening, traffic control, construction staking, asphalt profile milling, pulverizing asphalt, roadway excavation, removal of concrete curb & gutter and concrete flatwork, installing storm water infiltration galleries, replacing overhead power meter cabinets with underground power meter cabinets, as well as other items of work incidental to this type of project..

The Total Contract Price of the awarded Contract is: \$ 14,382,724.51, consisting of \$ 13,414,695.80 of bid items and \$ 939,028.71 and Non-Bid Items .

An electronic copy of the unexecuted Agreement and the Contract Documents accompanies this Notice of Award. The Engineer is preparing a conformed set of the Drawings. When they are complete, the Engineer will provide them electronically.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to Owner three counterparts of the Agreement and Contract Documents, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security [*e.g., performance and payment bonds*] and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

[Signatures on following page]

Owner: Santaquin City Corporation

Authorized Signature

By: Dan Olson

Title: Mayor

Copy: Engineer

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between Santaquin City Corporation (“Owner”) and _____ (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The Project includes: Santaquin Main Street improvements between [] and 300 East, known as Alternate [] in the bidding documents and water line replacement between [], known as Additive [] in the bidding documents.

ARTICLE 2 – THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows: **SANTAQUIN CITY MAIN STREET IMPROVEMENTS – 300 E. TO 600 W.**

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by **J-U-B Engineers, Inc.**

3.02 The Owner has retained **J-U-B Engineers, Inc.** (“Engineer”) to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Dates*

A. The Work will be substantially completed on or before [], and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before [].

4.03 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of

requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. Substantial Completion: Contractor shall pay Owner \$2,430 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
2. Completion of Remaining Work: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$2,430 for each day that expires after such time until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:

- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price in the Unit Price Schedule times the actual quantity of that item).
- B. The extended prices for Unit Price Work set forth as of the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the last day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.
 1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract.
 - a. 95 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and

progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and

- b. 100 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06.

ARTICLE 7 – INTEREST

7.01 All amounts not paid when due shall bear interest at the rate of 5 percent per annum.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:
- A. Contractor has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents.
 - B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
 - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
 - E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor's safety precautions and programs.

- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor's entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 Contents

- A. The Contract Documents consist of the following:
 - 1. This Agreement (pages 1 to 7, inclusive).
 - 2. Performance bond (pages to , inclusive).
 - 3. Payment bond (pages to , inclusive).
 - 4. Other bonds.
 - a. (pages to , inclusive).
 - 5. General Conditions (pages 1 to 65, inclusive).
 - 6. Supplementary Conditions (pages 1 to 5, inclusive).
 - 7. Specifications as listed in the table of contents of the Project Manual.
 - 8. Drawings (not attached but incorporated by reference) consisting of sheets with each sheet bearing the following general title: Santaquin City Main Street Improvements – 300 E. to 600 W.
 - 9. Addenda (numbers to , inclusive).
 - 10. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid (pages to , inclusive) and Unit Price Schedule (pages to , inclusive).
 - 11. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.

- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 Terms

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 Assignment of Contract

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 Successors and Assigns

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 Severability

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;

3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

10.06 *Other Provisions*

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or “track changes” (redline/strikeout), or in the Supplementary Conditions.
- B. The Unit Price Schedule includes two Non-Bid Items. The dollar amount of the Non-Bid Items is added to the dollar amount of the total Bid to establish the Contract Price.
 1. Owner-Controlled Contingency - this is 10% of the total Bid amount. The purpose of this item is to include funding in the Contract Price to allow Owner to order changes to the Work. This item is for the sole use of Owner to cover unanticipated costs. This is not funding available to Contractor to pay for overruns.
 2. Incentives/Disincentives for Pavement Smoothness – this is estimated at \$500/pavement section. This is to include funding in the Contract Price to pay the incentive for construction of smooth pavement. The actual incentive/disincentive amount paid or deducted will depend on the smoothness of the pavement.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on [redacted] (which is the Effective Date of the Contract).

OWNER:

CONTRACTOR:

SANTAQUIN CITY CORPORATION

By: _____

By: _____

Title: Mayor

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Attest: _____

Title: _____

Title: _____

Address for giving notices:

Address for giving notices:

Santaquin City Corporation

110 South Center Street

Santaquin, UT 84655

License No.: _____

(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

NOTE TO USER: Use in those states or other jurisdictions where applicable or required.



MEMORANDUM

February 16, 2024

To: Santaquin City Mayor and City Council
From: Jon Lundell, P.E., City Engineer
RE: Rocky Mountain Power Relocations Related to the Main Street Improvements Project

Mayor and Council Members,

As previously discussed, existing utility relocations of the overhead power lines and power services to homes and businesses are a required part of the Main Street Improvements project. Rocky Mountain Power (RMP) requires that the City participate financially with the cost of these relocations.

The City's portion of the RMP costs to relocate their utilities is \$194,052.00. This includes all the required relocation, meter reconnections, equipment, etc.

City Staff recommends that the City Council approve the RMP contract in a not to exceed amount of **\$194,052.00**.

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

Recommended Motion:

Motion to approve the contract for the Main Street Improvements project power relocation contract with RMP for a not to exceed the amount of \$194,052.00.

Santaquin City Resolution 02-06-2024

A RESOLUTION APPROVING A CONTRACT WITH ROCKY MOUNTAIN POWER FOR POWER RELOCATION (UNDERGROUND) AS PART OF THE SANTAQUIN MAIN STREET IMPROVEMENTS PROJECT (300 E. TO 600 W.)

WHEREAS, the City of Santaquin is a fourth class city in the State of Utah with the responsibility of providing certain transportation infrastructure for the benefit of the City and its residents; and

WHEREAS, Rocky Mountain Power provides electrical power service to Santaquin Main Street homes and businesses; and

WHEREAS, Santaquin City has obtained the needed funding to reconstruct and widen US HWY 6/Santaquin Main Street; and

WHEREAS, Santaquin City and Rocky Mountain Power desire to enter into this Agreement for the cooperative purposes of relocating power lines as a part of the reconstruction of a portion of US HWY 6/Santaquin Main Street;

NOW THEREFORE, be it resolved by the City Council of Santaquin City, Utah as follows:

1. The Relocation Agreement between Rocky Mountain Power and Santaquin City, a copy of which is attached hereto, is hereby approved.
2. Mayor Daniel M. Olson is authorized to execute the Agreement between Rocky Mountain Power that would allow Rocky Mountain Power to relocate power as a part of the reconstruction of a portion of US HWY 6/Santaquin Main Street in accordance with the terms and conditions set forth in the agreement attached hereto.
3. This resolution shall be effective upon passage.

ADOPTED AND PASSED by the City Council of Santaquin City, Utah, this 20th day of February, 2024.

SANTAQUIN CITY

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

Attest:

Amalie R. Ottley, City Recorder



Nebo District
355 West 200 North
Santaquin, Utah 84655

January 5, 2024

Santaquin City
Center St & 1st S. Santaquin, Utah

RE: WO #8139451
Road widening project

Dear Norm:

Enclosed is the following:

- General Service Contract (3 copies)

Please have an authorized individual sign (in blue ink) all copies of the agreement. Return all copies of the agreement with a check for \$194,052.00

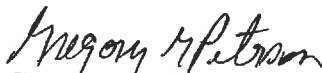
Please remit to:

Rocky Mountain Power
c/o Anna Eames
355 West 200 North
Santaquin, UT 84655

You will receive a copy of the map with the electrical layout design upon receipt of the signed contracts and payment. An executed copy of the agreement will also be sent back to you.

It will be a minimum of three weeks (or more) after contracts and monies are received before this job can be scheduled for construction. If you have any questions, please call me at (801) 754-6004.

Sincerely,


Greg Peterson
Estimator

ROCKY MOUNTAIN POWER, a division of PACIFICORP CUSTOMER REQUESTED WORK AGREEMENT

This Customer Requested Work Agreement (this "Agreement"), dated January 5, 2024 ("Agreement Date"), is between Rocky Mountain Power, an unincorporated division of PacifiCorp ("Company"), and **SANTAQUIN CITY**, ("Customer"), for work to be performed by Company for Customer at or near **Center St & 1st S Santaquin** in **Utah** County, State of Utah.

Work Requested and Customer Work Requirements:

Overhead to Underground Conversion

The Customer will provide, all necessary trenching and backfilling, and will furnish and install all distribution transformer pads, conduit and duct required by Company. Company may abandon in place any underground cables installed under this Agreement that are no longer useful to Company.

Customer also agrees to:

- a) Establish final grade for routing of circuits, placement of transformer pads, vaults, junction boxes and other underground facilities as required by Company;
- b) Install and maintain property lines and survey stakes;
- c) Make no permanent surface improvements, except curb and gutters, before Company completes installation of its facilities; and,
- d) Provide legal rights-of-way to Company, at no cost to Company, using Company's standard forms.

If any change in grade, or property lines, or any surface improvements require Company to change its facilities, or causes additional cost to Company, Customer agrees to reimburse Company for such change or cost. input: [State the work the customer is responsible to do, if any. If it is a conversion to underground, or if a pole is replaced or moved, use the appropriate standardized wording from section c. in the Customer Requested Work Clauses document. If there are no customer work requirements delete this input field.]

Customer Payment(s):

Payment to Company: In consideration of the work to be performed by Company, Customer agrees to pay the estimated costs of the work in advance, with the understanding that there will be no other charges or refunds for the above specified work. The total advance for this work is \$194,052.00. Customer has previously paid for design, permitting or other work in the amount of \$0.00, with a **balance due of \$194,052.00. Estimated cost is valid for 90 days from the Agreement Date.**

Requested Date of Service: April 5, 2024

Any correspondence regarding this work shall be directed to the appropriate party as shown below:

Santaquin City

275 W. Main St.
Santaquin, Utah 84655
Phone (801) 754.1974
Cellular ()

Rocky Mountain Power
Greg Peterson
355 W. 200 N.
Santaquin, Utah 84655
Phone ()
Cellular ()

This Agreement, upon execution by both Company and Customer, shall be a binding agreement for work performed by Company to accommodate Customer at the Customer's expense. The provisions of Appendix A, General Terms and Conditions, are an integral part of this Agreement.

SANTAQUIN CITY

By _____
Signature

Title _____

Print name of Signing Officer

Date

ROCKY MOUNTAIN POWER

By _____
Signature

Title Manager _____

Kevin Staheli _____
Print name of Signing Manager/Officer

Date

Appendix A
GENERAL TERMS AND CONDITIONS

LIABILITY AND INDEMNIFICATION

The Customer shall indemnify, defend and hold harmless the Company to this Agreement and the Company's officers, directors, agents, employees, successors and assigns from any and all claims, demands, suits, losses, costs, and damages of any nature whatsoever, including attorney's fees and other costs of litigation brought or made against or incurred by the Company and resulting from, arising out of, or in any way connected with any act, omission, fault or negligence of the Customer, its employees or any officer, director, or employee or agent of the same and related to the subject matter of this Agreement. The indemnity obligation shall include, but not be limited to, loss of or damage to property, bodily or personal injury to, or the death of any person. The Customer's obligation under this provision of the Agreement shall not extend to liability caused by the sole negligence of the Company.

WAIVER OF JURY TRIAL

To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this agreement. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

WORK COMPLETION

Company agrees to use commercially reasonable efforts towards work completion. Such completion is subject to timely Customer performance of any Customer required items including execution of this Agreement and associated payment. When there are emergencies or unanticipated events which cause power outages or threaten the Company's ability to provide electric service as it is legally required to provide as an electric utility company, then the Company personnel assigned to perform the work may be withdrawn from the work until such time as the unanticipated event or emergency is concluded. In the event that the Company personnel are removed from the work in response to such an event or emergency, then the time for completion of the work shall be extended by a period of time equal to that period from the time the personnel are removed from the work until they are available to continue the work plus 48 hours.

It is expressly agreed that the Company and those persons employed by the Company in connection with the work described herein are not employed by or employees of the Customer.

Company warrants that its work shall be consistent with prudent utility practices. COMPANY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE WARRANTY OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE, AND SIMILAR WARRANTIES. Company's liability for any action arising out of its activities relating to this Agreement shall be limited to repair or replacement of any non-operating or defective portion of the work. Under no circumstances shall Company be liable for economic losses, costs or damages, including but not limited to special, indirect, incidental, punitive, exemplary or consequential damages.

The Customer may, at reasonable times and by written agreement with the Company, request additional work within the general scope of the work as described in this Agreement or request the omission of or variation in the work, provided, however, that the Customer and Company agree to increase or decrease the amount the Customer is to pay the Company and such changes in scope are reasonably acceptable to the Company. Any such change to the scope of the work and the associated adjustment of costs shall be in writing and shall be submitted when obtained as an addendum to this Agreement after being signed by both parties.

GENERAL

PAYMENTS: All bills or amounts due hereunder shall be payable to Company as set forth herein or on the 25th day following the postmarked date of the invoice if not otherwise specified. In the event that all or a portion of Customer's bill is disputed by Customer, Customer shall pay the total bill and shall designate that portion disputed. If it is later determined that Customer is entitled to a refund of all or any portion of the disputed amount, Company shall refund that portion of the amount of which Customer is found to be entitled. All billing statements shall show the amount due for the work performed.

COLLECTION: Customer shall pay all costs of collection, including court costs and reasonable attorney's fees upon default of Customer, in addition to interest at a rate of 1.5 percent per month on any amounts not paid within thirty (30) day of invoice.

ASSIGNMENT: Customer shall not assign this Agreement to any successor without the written consent of Company, which consent shall not be unreasonably withheld. If properly assigned, this Agreement shall inure to the benefit of and be binding upon the successors and assigns of the party making the assignment.

**ROCKY MOUNTAIN POWER, a division of PACIFICORP
CUSTOMER REQUESTED WORK AGREEMENT**

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Customer also agrees to:

- a) Establish final grade for routing of circuits, placement of transformer pads, vaults, junction boxes and other underground facilities as required by Company;
- b) Install and maintain property lines and survey stakes;
- c) Make no permanent surface improvements, except curb and gutters, before Company completes installation of its facilities; and,
- d) Provide legal rights-of-way to Company, at no cost to Company, using Company's standard forms.

If any change in grade, or property lines, or any surface improvements require Company to change its facilities, or causes additional cost to Company, Customer agrees to reimburse Company for such change or cost.input: [State the work the customer is responsible to do, if any. If it is a conversion to underground, or if a pole is replaced or moved, use the appropriate standardized wording from section c. in the Customer Requested Work Clauses document. If there are no customer work requirements delete this input field.]

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Greg Peterson
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Phone ()
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This Agreement, upon execution by both Company and Customer, shall be a binding agreement for work performed by Company to accommodate Customer at the Customer's expense. The provisions of Appendix A, General Terms and Conditions, are an integral part of this Agreement.

SANTAQUIN CITY

By _____
Signature

Title _____

Print name of Signing Officer

Date

ROCKY MOUNTAIN POWER

By _____
Signature

Title Manager _____

Kevin Staheli _____
Print name of Signing Manager/Officer

Date

Appendix A
GENERAL TERMS AND CONDITIONS

LIABILITY AND INDEMNIFICATION

The Customer shall indemnify, defend and hold harmless the Company to this Agreement and the Company's officers, directors, agents, employees, successors and assigns from any and all claims, demands, suits, losses, costs, and damages of any nature whatsoever, including attorney's fees and other costs of litigation brought or made against or incurred by the Company and resulting from, arising out of, or in any way connected with any act, omission, fault or negligence of the Customer, its employees or any officer, director, or employee or agent of the same and related to the subject matter of this Agreement. The indemnity obligation shall include, but not be limited to, loss of or damage to property, bodily or personal injury to, or the death of any person. The Customer's obligation under this provision of the Agreement shall not extend to liability caused by the sole negligence of the Company.

WAIVER OF JURY TRIAL

To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this agreement. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

WORK COMPLETION

Company agrees to use commercially reasonable efforts towards work completion. Such completion is subject to timely Customer performance of any Customer required items including execution of this Agreement and associated payment. When there are emergencies or unanticipated events which cause power outages or threaten the Company's ability to provide electric service as it is legally required to provide as an electric utility company, then the Company personnel assigned to perform the work may be withdrawn from the work until such time as the unanticipated event or emergency is concluded. In the event that the Company personnel are removed from the work in response to such an event or emergency, then the time for completion of the work shall be extended by a period of time equal to that period from the time the personnel are removed from the work until they are available to continue the work plus 48 hours.

It is expressly agreed that the Company and those persons employed by the Company in connection with the work described herein are not employed by or employees of the Customer.

Company warrants that its work shall be consistent with prudent utility practices. COMPANY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE WARRANTY OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE, AND SIMILAR WARRANTIES. Company's liability for any action arising out of its activities relating to this Agreement shall be limited to repair or replacement of any non-operating or defective portion of the work. Under no circumstances shall Company be liable for economic losses, costs or damages, including but not limited to special, indirect, incidental, punitive, exemplary or consequential damages.

The Customer may, at reasonable times and by written agreement with the Company, request additional work within the general scope of the work as described in this Agreement or request the omission of or variation in the work, provided, however, that the Customer and Company agree to increase or decrease the amount the Customer is to pay the Company and such changes in scope are reasonably acceptable to the Company. Any such change to the scope of the work and the associated adjustment of costs shall be in writing and shall be submitted when obtained as an addendum to this Agreement after being signed by both parties.

GENERAL

PAYMENTS: All bills or amounts due hereunder shall be payable to Company as set forth herein or on the 25th day following the postmarked date of the invoice if not otherwise specified. In the event that all or a portion of Customer's bill is disputed by Customer, Customer shall pay the total bill and shall designate that portion disputed. If it is later determined that Customer is entitled to a refund of all or any portion of the disputed amount, Company shall refund that portion of the amount of which Customer is found to be entitled. All billing statements shall show the amount due for the work performed.

COLLECTION: Customer shall pay all costs of collection, including court costs and reasonable attorney's fees upon default of Customer, in addition to interest at a rate of 1.5 percent per month on any amounts not paid within thirty (30) day of invoice.

ASSIGNMENT: Customer shall not assign this Agreement to any successor without the written consent of Company, which consent shall not be unreasonably withheld. If properly assigned, this Agreement shall inure to the benefit of and be binding upon the successors and assigns of the party making the assignment.

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The Customer will provide, all necessary trenching and backfilling, and will furnish and install all distribution transformer pads, conduit and duct required by Company. Company may abandon in place any underground cables installed under this Agreement that are no longer useful to Company.

Customer also agrees to:

- a) Establish final grade for routing of circuits, placement of transformer pads, vaults, junction boxes and other underground facilities as required by Company;
- b) Install and maintain property lines and survey stakes;
- c) Make no permanent surface improvements, except curb and gutters, before Company completes installation of its facilities; and,
- d) Provide legal rights-of-way to Company, at no cost to Company, using Company's standard forms.

If any change in grade, or property lines, or any surface improvements require Company to change its facilities, or causes additional cost to Company, Customer agrees to reimburse Company for such change or cost.input: [State the work the customer is responsible to do, if any. If it is a conversion to underground, or if a pole is replaced or moved, use the appropriate standardized wording from section c. in the Customer Requested Work Clauses document. If there are no customer work requirements delete this input field.]

Customer Payment(s):

Payment to Company: In consideration of the work to be performed by Company, Customer agrees to pay the estimated costs of the work in advance, with the understanding that there will be no other charges or refunds for the above specified work. The total advance for this work is \$194,052.00. Customer has previously paid for design, permitting or other work in the amount of \$0.00, with a **balance due of \$194,052.00. Estimated cost is valid for 90 days from the Agreement Date.**

Requested Date of Service: April 5, 2024

Any correspondence regarding this work shall be directed to the appropriate party as shown below:

Santaquin City

275 W. Main St.
Santaquin, Utah 84655
Phone (801) 754.1974
Cellular ()

Rocky Mountain Power
Greg Peterson
355 W. 200 N.
Santaquin, Utah 84655
Phone ()
Cellular ()

This Agreement, upon execution by both Company and Customer, shall be a binding agreement for work performed by Company to accommodate Customer at the Customer's expense. The provisions of Appendix A, General Terms and Conditions, are an integral part of this Agreement.

SANTAQUIN CITY

By _____
Signature

Title _____

Print name of Signing Officer

Date

ROCKY MOUNTAIN POWER

By _____
Signature.

Title Manager _____

Kevin Staheli _____
Print name of Signing Manager/Officer

Date

**Appendix A
GENERAL TERMS AND CONDITIONS**

LIABILITY AND INDEMNIFICATION

The Customer shall indemnify, defend and hold harmless the Company to this Agreement and the Company's officers, directors, agents, employees, successors and assigns from any and all claims, demands, suits, losses, costs, and damages of any nature whatsoever, including attorney's fees and other costs of litigation brought or made against or incurred by the Company and resulting from, arising out of, or in any way connected with any act, omission, fault or negligence of the Customer, its employees or any officer, director, or employee or agent of the same and related to the subject matter of this Agreement. The indemnity obligation shall include, but not be limited to, loss of or damage to property, bodily or personal injury to, or the death of any person. The Customer's obligation under this provision of the Agreement shall not extend to liability caused by the sole negligence of the Company.

WAIVER OF JURY TRIAL

To the fullest extent permitted by law, each of the parties hereto waives any right it may have to a trial by jury in respect of litigation directly or indirectly arising out of, under or in connection with this agreement. Each party further waives any right to consolidate any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.

WORK COMPLETION

Company agrees to use commercially reasonable efforts towards work completion. Such completion is subject to timely Customer performance of any Customer required items including execution of this Agreement and associated payment. When there are emergencies or unanticipated events which cause power outages or threaten the Company's ability to provide electric service as it is legally required to provide as an electric utility company, then the Company personnel assigned to perform the work may be withdrawn from the work until such time as the unanticipated event or emergency is concluded. In the event that the Company personnel are removed from the work in response to such an event or emergency, then the time for completion of the work shall be extended by a period of time equal to that period from the time the personnel are removed from the work until they are available to continue the work plus 48 hours.

It is expressly agreed that the Company and those persons employed by the Company in connection with the work described herein are not employed by or employees of the Customer.

Company warrants that its work shall be consistent with prudent utility practices. COMPANY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE WARRANTY OF MERCHANTABILITY, FITNESS FOR PARTICULAR PURPOSE, AND SIMILAR WARRANTIES. Company's liability for any action arising out of its activities relating to this Agreement shall be limited to repair or replacement of any non-operating or defective portion of the work. Under no circumstances shall Company be liable for economic losses, costs or damages, including but not limited to special, indirect, incidental, punitive, exemplary or consequential damages.

The Customer may, at reasonable times and by written agreement with the Company, request additional work within the general scope of the work as described in this Agreement or request the omission of or variation in the work, provided, however, that the Customer and Company agree to increase or decrease the amount the Customer is to pay the Company and such changes in scope are reasonably acceptable to the Company. Any such change to the scope of the work and the associated adjustment of costs shall be in writing and shall be submitted when obtained as an addendum to this Agreement after being signed by both parties.

GENERAL

PAYMENTS: All bills or amounts due hereunder shall be payable to Company as set forth herein or on the 25th day following the postmarked date of the invoice if not otherwise specified. In the event that all or a portion of Customer's bill is disputed by Customer, Customer shall pay the total bill and shall designate that portion disputed. If it is later determined that Customer is entitled to a refund of all or any portion of the disputed amount, Company shall refund that portion of the amount of which Customer is found to be entitled. All billing statements shall show the amount due for the work performed.

COLLECTION: Customer shall pay all costs of collection, including court costs and reasonable attorney's fees upon default of Customer, in addition to interest at a rate of 1.5 percent per month on any amounts not paid within thirty (30) day of invoice.

ASSIGNMENT: Customer shall not assign this Agreement to any successor without the written consent of Company, which consent shall not be unreasonably withheld. If properly assigned, this Agreement shall inure to the benefit of and be binding upon the successors and assigns of the party making the assignment.



MEMORANDUM

February 16, 2024

To: Santaquin City Mayor and City Council
From: Jon Lundell, P.E., City Engineer
RE: CenturyLink/Lumen Relocations Related to the Main Street Improvements Project

Mayor and Council Members,

As previously discussed, existing utility relocations of the Lumen/Century Link communication lines to homes and businesses are a required part of the Main Street Improvements project. CenturyLink/Lumen requires that the City participate financially with the cost of these relocations.

The City's portion of the CenturyLink/Lumen costs to relocate their utilities is \$74,369.02. This includes the required communication main relocation or replacement, service reconnections, equipment, etc.

City Staff recommends that the City Council approve the CenturyLink/Lumen contract in a not to exceed amount of **\$74,369.02**.

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

Recommended Motion:

Motion to approve the contract for the Main Street Improvements project communications relocation contract with CenturyLink/Lumen for a not to exceed the amount of \$74,369.02.

Santaquin City Resolution 02-07-2024

A RESOLUTION APPROVING A CONTRACT WITH LUMEN/CENTURY LINK FOR TELECOMMUNICATIONS RELOCATIONS AS PART OF THE SANTAQUIN MAIN STREET IMPROVEMENTS PROJECT (300 E. TO 600 W.)

WHEREAS, the City of Santaquin is a fourth class city in the State of Utah with the responsibility of providing certain transportation infrastructure for the benefit of the City and its residents; and

WHEREAS, Lumen/Century Link provides telecommunications service to Santaquin Main Street homes and businesses; and

WHEREAS, Santaquin City has obtained the needed funding to reconstruct and widen US HWY 6/Santaquin Main Street; and

WHEREAS, Santaquin City and Lumen/Century Link desire to enter into this Agreement for the cooperative purposes of relocating telecommunication lines as a part of the reconstruction of a portion of US HWY 6/Santaquin Main Street;

NOW THEREFORE, be it resolved by the City Council of Santaquin City, Utah as follows:

1. The Relocation Agreement between Lumen/Century Link and Santaquin City, a copy of which is attached hereto, is hereby approved.
2. Mayor Daniel M. Olson is authorized to execute the Agreement between Lumen/Century Link that would allow Lumen/Century Link to relocate telecommunication lines as a part of the reconstruction of a portion of US HWY 6/Santaquin Main Street in accordance with the terms and conditions set forth in the agreement attached hereto.
3. This resolution shall be effective upon passage.

ADOPTED AND PASSED by the City Council of Santaquin City, Utah, this 20th day of February, 2024.

SANTAQUIN CITY

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

Attest:

Amalie R. Ottley, City Recorder



1/23/2024

Santaquin City Engineering
Attn: Jon Lundell, P.E.
110 S. Center St.
Santaquin, UT 84655

Re: SANTAQUIN, UT

BAN Number P036921

Dear Jon Lundell, P.E.,

Please review the attached Special Construction Proposal. You will receive a separate email that contains a link to make an Electronic ACH payment. If acceptable, return a signed copy of the Special Construction Proposal to sconstr@Lumen.com to confirm that ACH payment was made in the amount of \$74,369.02.

Please note, your job will not be scheduled until we are in receipt of the above.

After we have received the above from you, we will return one fully executed copy for your records. The fully executed Special Construction Proposal will constitute the agreement between you and CenturyLink/Lumen for the Work. NO ADDITIONAL TERMS AND CONDITIONS WILL BE ACCEPTED.

For business customers only: If you are providing a Purchase Order as a form of payment, please sign, date and return the Purchase Order for the amount of \$74,369.02.

CenturyLink/Lumen is unable to accept credit card payments for Special Construction projects. Please set-up payment with your Special Construction Billing contact only. Payment is not to be made to your monthly service account or dropped off at a local CenturyLink/Lumen location.

Any questions regarding the scheduling of the work to be performed or decisions to cancel the work, please contact CenturyLink/Lumen representative, Tim Hill at +17047333204.

Special Construction Billing
Email: sconstr@Lumen.com

enclosures

Special Construction Proposal

Date: <u>1/23/2024</u>	
Billing Address:	Work Location:
Customer: <u>Santaquin City Engineering</u>	<u>Main Street - 300 East to 600 West</u>
Attention: <u>Jon Lundell, P.E.</u>	<u>County UTAH</u>
<u>110 S. Center St.</u>	<u>SANTAQUIN, UT</u>
<u>Santaquin, UT 84655</u>	

This Proposal is governed by the terms and conditions set forth herein as well as any applicable state or federal tariffs filed with the appropriate state or federal regulators. Description and/or specifications of work to be performed by an operating affiliate of CenturyLink Inc. ("CenturyLink") under this Proposal ("Work") is as follows:

Bore approx. 210 LF install new duct, Set four HH's and 2 MH's, pull in new fiber and splice, remove Pedestal and 6 HH's.

Advance Payment (required before work begins): \$74,369.02

Total Charges: Seventy-Four Thousand Three Hundred Sixty-Nine Dollars and 02/100

Customer shall indicate its acceptance of this Proposal by signing where indicated below. The date of Customer's signature shall be the effective date of this Proposal (the "Effective Date"). Upon such acceptance by Customer, this Proposal and the terms and conditions of any applicable Tariffs shall constitute a binding agreement.

For the Work performed hereunder, Customer will be responsible for the actual charges incurred by the Lumen affiliate performing the Work ("Provider"). The estimated charges above shall be paid prior to commencement of the Work ("Advance Payment"). Amounts due from Customer in excess of the Advance Payment shall be paid by Customer within thirty (30) days of invoice, or such longer time, if any, as set forth on such invoice. Refunds due Customer, if any, shall be refunded if and as required by applicable Tariffs. All past due, undisputed amounts due from Customer to Provider will be assessed a late fee at 14% APR. Where applicable, Customer shall also be responsible for foreign, federal, state and local taxes assessed in connection with the Work, including without limitation, all use, sales, value added, surcharges, excise, franchises, commercial, gross receipts, license, privilege or other similar charges, whether charged to or against Provider or Customer, but excluding any taxes based on Provider's net income.

For Governmental Customers only, no Advance Payment is due. Lumen will submit an invoice of charges upon completion of the Work, payable within forty-five (45) days of receipt. Past due undisputed amounts will be assessed a late fee in accordance with applicable laws.

The Work in this Proposal is separate from any work that may be performed pursuant to any other order or agreement, including but not limited to a Pre-Service Request for cell site provisioning.

This Proposal shall be deemed withdrawn by Provider if not accepted by Customer within thirty (30) days of the date of this Proposal. Except for Proposals signed by Governmental Customers, if Provider has not received the Advance Payment within thirty (30) days of the Effective Date, this Proposal will automatically expire without further action by either party.

Customer

Authorized Signature: _____

Name Printed/Typed: _____

Title: _____

Date: _____



Special Construction Proposal

Date: 2/16/2024 (Cost valid within 30-days)

Job Authorization# : P.036921

County of : Utah

City of Santaquin
275 West Main St.
Santaquin, UT, 84655
Attention: Jason Callaway
Norm Beagley
NBeagley@santaquin.org
801 636-6899

CTL Affiliate: Qwest

Work Location: MAIN ST; 300 EAST TO 600 WEST

Contract #:

This Proposal is governed by the terms and conditions set forth herein as well as any applicable state or federal tariffs filed with the appropriate state or federal regulators. Description and/or specifications of work to be performed by CenturyLink or its affiliates ("CenturyLink") under this Proposal ("Work") is as follows:

expose and shift handholes to the parkstrip, expose and adjust cables. around SD

Advance Payment of Estimated Cost of Work is required prior to start of the work. \$ 74,369.02

For the Work performed hereunder, Customer will be responsible for the actual charges incurred by CenturyLink. The estimated charges above shall be paid prior to commencement of the Work ("Advance Payment"). Amounts due from Customer in excess of estimated amounts shall be paid by Customer within thirty days of invoice, or such longer time, if any, as set forth on such invoice. Refunds due Customer, if any, shall be refunded as required by applicable tariff. All past due, undisputed amounts due from Customer to CenturyLink will be assessed a late fee at 14% APR. Where applicable, Customer shall also be responsible for foreign, federal, state and local taxes assessed in connection with the Work, including without limitation, all use, sales, value added, surcharges, excise, franchises, commercial, gross receipts, license, privilege or other similar charges, whether charged to or against CenturyLink or Customer, but excluding any taxes based on CenturyLink's net income.

For **Governmental Customers only**, CenturyLink will submit an invoice of charges upon completion of the Work, payable within forty-five (45) days of receipt. Past due undisputed amounts will be assessed a late fee in accordance with the applicable state and/or federal laws.

*The Work proposed here is separate from any work that may be performed pursuant to any other order or agreement, including but not limited to a Pre-Service Request for cell site provisioning. This Proposal shall be deemed withdrawn by CenturyLink if not accepted by the Customer within 30 days. **Upon execution by both parties, this Proposal and the terms and conditions of any applicable tariffs or Rates and Services Schedules on file with the applicable regulatory authorities shall constitute a binding agreement upon the parties.**

CenturyLink
Authorized Signature: _____
Name Printed: _____
Title: _____
Date: _____

City of Santaquin
Authorized Signature: _____
Name Printed: _____
Title: _____
Date: _____



MEMORANDUM

February 16, 2024

To: Santaquin City Mayor and City Council
From: Jon Lundell, P.E., City Engineer
RE: Dominion Energy Relocations Related to the Main Street Improvements Project

Mayor and Council Members,

As previously discussed, existing utility relocations/removals of the Dominion Energy pipelines to homes and businesses are a required part of the Main Street Improvements project. Dominion Energy requires that the City participate financially with the cost of these relocations/removals.

The City's portion of the Dominion Energy costs to relocate/remove their utilities is \$189,339.00. This includes the required removal or replacement of portions of the existing steel gas main, service reconnections, equipment, etc.

City Staff recommends that the City Council approve the Dominion Energy contract in a not to exceed amount of **\$189,339.00**.

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

Recommended Motion:

Motion to approve the contract for the Main Street Improvements project gas line relocation/removal contract with Dominion Energy for a not to exceed the amount of \$189,339.00.

Santaquin City Resolution 02-08-2024

A RESOLUTION APPROVING A CONTRACT WITH DOMINION ENERGY FOR GAS LINE RELOCATIONS/REMOVALS AS PART OF THE SANTAQUIN MAIN STREET IMPROVEMENTS PROJECT (300 E. TO 600 W.)

WHEREAS, the City of Santaquin is a fourth class city in the State of Utah with the responsibility of providing certain transportation infrastructure for the benefit of the City and its residents; and

WHEREAS, Dominion Energy provides natural gas service to Santaquin Main Street homes and businesses; and

WHEREAS, Santaquin City has obtained the needed funding to reconstruct and widen US HWY 6/Santaquin Main Street; and

WHEREAS, Santaquin City and Dominion Energy desire to enter into this Agreement for the cooperative purposes of relocating/removing natural gas pipelines as a part of the reconstruction of a portion of US HWY 6/Santaquin Main Street;

NOW THEREFORE, be it resolved by the City Council of Santaquin City, Utah as follows:

1. The Relocation Agreement between Dominion Energy and Santaquin City, a copy of which is attached hereto, is hereby approved.
2. Mayor Daniel M. Olson is authorized to execute the Agreement between Dominion Energy that would allow Dominion Energy to relocate/remove natural gas pipelines as a part of the reconstruction of a portion of US HWY 6/Santaquin Main Street in accordance with the terms and conditions set forth in the agreement attached hereto.
3. This resolution shall be effective upon passage.

ADOPTED AND PASSED by the City Council of Santaquin City, Utah, this 20th day of February, 2024.

SANTAQUIN CITY

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

Attest:

Amalie R. Ottley, City Recorder

WBS 78059.52.SPV

MJ 2029570

MJR 2029569

Project Cost Estimate

Dominion Energy Distribution Engineering

PROJECT NAME Santaquin Main St Replace - Reimbursement		ESTIMATE DATE December 13, 2023	
CUSTOMER NAME Santaquin City	CONTACT NAME Norm Beagley		
PROJECT LOCATION Main St - 300 E to 520 W		CITY Santaquin	STATE UT
CONTACT EMAIL nbeagley@santaquin.org		PHONE 801.754.1973	CELL 801.636.6899

Item	Description	Qty	Unit	Unit Rate	Amount
Environmental					
1	Environmental Permits and Fees	1.0	Lump Sum	\$ 0	\$ 0
2	Environmental Consultants	1.0	Lump Sum	\$ 0	\$ 0
3	Environmental Labor and Expenses	1.0	Lump Sum	\$ 0	\$ 0
Right-of-Way					
4	Right-of-Way Procurement	1.0	Lump Sum	\$ 0	\$ 0
5	Right-of-Way Permits and Fees	1.0	Lump Sum	\$ 0	\$ 0
6	Right-of-Way Consultants	1.0	Lump Sum	\$ 0	\$ 0
7	Right-of-Way Labor and Expenses	1.0	Lump Sum	\$ 0	\$ 0
Survey and Utility Locating					
8	Survey Consultants	1.0	Lump Sum	\$ 0	\$ 0
9	Survey Labor and Expenses	1.0	Lump Sum	\$ 0	\$ 0
Engineering and Design					
10	Engineering Consultants	1.0	Lump Sum	\$ 0	\$ 0
11	Engineering Labor and Expenses	1.0	Lump Sum	\$ 0	\$ 0
12	Design Labor and Expenses	1.0	Lump Sum	\$ 0	\$ 0
Construction - Main and Service Line					
13	2" Steel Regular Gas Loops - Sheet CU-309	3.0	Each	\$ 6,026	\$ 18,078
14	2" Steel Regular Gas Loops - Sheet CU-310	1.0	Each	\$ 6,026	\$ 6,026
15	4" Steel Regular Gas Loops - Sheet CU-310	1.0	Each	\$ 7,542	\$ 7,542
16	4" Steel Long Gas Loops - Sheet CU-311	2.0	Each	\$ 9,428	\$ 18,855
17	4" Steel Long Gas Loops - Sheet CU-312	1.0	Each	\$ 9,428	\$ 9,428
18	4" Steel Long Gas Loops - Sheet CU-313	2.0	Each	\$ 9,428	\$ 18,855
19	4" Steel Long Gas Loops - Sheet CU-314	2.0	Each	\$ 9,428	\$ 18,855
20	4" Steel Regular Gas Loops - Sheet CU-314	1.0	Each	\$ 7,542	\$ 7,542
21	4" Steel Long Gas Loops - Sheet CU-315	2.0	Each	\$ 10,182	\$ 20,363
22	4" Steel Regular Gas Loops - Sheet CU-315	1.0	Each	\$ 7,542	\$ 7,542
23	4" Steel Regular Gas Loops - Sheet CU-316	1.0	Each	\$ 7,542	\$ 7,542
24	4" Steel Long Gas Loops - Sheet CU-316	1.0	Each	\$ 9,428	\$ 9,428
25	4" Steel Long Gas Loops - Sheet CU-317	1.0	Each	\$ 10,182	\$ 10,182
Construction Subtotal					\$ 160,237
Inspection					
26	Inspection Contractors	1.0	Lump Sum	\$ 2,000	\$ 2,000
27	Inspection Labor and Expenses	1.0	Lump Sum	\$ 2,320	\$ 2,320
Meter Set					
28		1.0	Lump Sum	\$ 0	\$ 0
Other Expenses					
29	Legal Expenses	1.0	Lump Sum	\$ 1,500	\$ 1,500
30	Miscellaneous Expenses	1.0	Lump Sum	\$ 0	\$ 0

Item # 12.

This estimate is preliminary and is based upon the information available at the time it is provided. It is subject to revision and change. Neither Dominion Energy or the customer are bound by the information contained in this estimate and nothing herein constitutes an offer or enforceable agreement. Any agreement between Dominion Energy and the customer are subject to the execution of a final written agreement containing all material terms.

		Subtotal	\$ 166,057
Rate		AFUDC	\$ 34
4.00%		Construction Overhead	\$ 6,642
10.00%		Contingency	\$ 16,606
		Estimate Total	\$ 189,339
0.00%		Dominion Energy Contribution	\$ 0
		CUSTOMER CONTRIBUTION	\$ 189,339

*Contractor Costs include all material and contractor labor to install the main and service lines.



MEMORANDUM

To: Mayor Olson & City Council Members

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

Date: February 16, 2024

Re: Santaquin City Contract for WRF and Sewer System Upgrade Design with J-U-B Engineers

As we have recently discussed, we have need to upgrade and upsize the Water Reclamation Facility (WRF) and associated sewer system infrastructure to add increased capacity for future growth. For your review, I have provided J-U-B's proposed project scope, fee, and schedule for design services for this next phase of work.

J-U-B Engineers has provided their professional assistance to Santaquin City for our sewer infrastructure and WRF, including updates, for more than 15 years. J-U-B Engineers has significant established knowledge of the workings of our sewer system and WRF. Therefore, they are well suited to start immediately with this next phase of design work.

J-U-B's proposal includes a comprehensive design for WRF and other sewer system upgrades to help us to accommodate future growth within the City.

I have reviewed the proposed scope, fee, and schedule with City staff. We are comfortable with their proposal for the update to our Sanitary Sewer System and WRF infrastructure. J-U-B's proposed costs are in line with industry standards for the professional services for the work that is needed.

The entire cost for this work is eligible to be paid for and will be covered using existing sewer impact fees. We currently have sufficient funds in our sewer impact fees account to cover this update and the 2023-2024 budget includes budgeted funds for this as well.

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

Recommended Motion: Motion to authorize Mayor Olson to execute a contract and associated documents with J-U-B Engineers to design needed updates for our sewer system and WRF.

RESOLUTION No. 02-09-2024

A RESOLUTION OF THE SANTAQUIN CITY COUNCIL AWARDING AN ENGINEERING SERVICES CONTRACT TO J-U-B ENGINEERS FOR DESIGN OF THE NEXT PHASE OF UPGRADES TO THE SANTAQUIN CITY WASTEWATER RECLAMTION FACILITY (WRF)

WHEREAS, the City of Santaquin, a municipality in Utah County, Utah, has a need to expand its ability to process its wastewater and has constructed the Wastewater Reclamation Facility (WRF) with capability; and

WHEREAS, the Santaquin City Engineers of Record, J-U-B Engineering, performed the original design and subsequent upgrades to the facility; and

WHEREAS, Santaquin City and J-U-B Engineers desire to enter into this contract to facilitate this next phase of WRF facility design;

NOW THEREFORE, BE IT RESOLVED BY THE SANTAQUIN CITY COUNCIL THAT:

1. The Santaquin City Council approves the attached JUB Engineering Services Contract for the next phase of design for the WRF.
2. The Mayor is authorized to execute said Contract and to take all actions necessary to effectuate the same and the terms and conditions set forth therein.
3. This Resolution shall be effective upon approval.

PASSED AND APPROVED this 20th day of February, 2024.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder



**J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES**

Attachment 1 – Scope of Services, Basis of Fee, and Schedule

PROJECT NAME: Phase 3 Upgrades – Design Phase Services

CLIENT: Santaquin City

J-U-B PROJECT NUMBER: 93-XX-XXX

CLIENT PROJECT NUMBER: Click or tap here to enter text.

ATTACHMENT TO:

AGREEMENT DATED: Click or tap to enter a date.; **or**

AUTHORIZATION FOR CONTRACT AMENDMENT #X; DATED: Click or tap to enter a date.

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B / CONSULTANT) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

PART 1 - PROJECT UNDERSTANDING

In May of 2023 a Master Plan and Capital Facilities Plan (the Plan) for Santaquin City’s Wastewater Collection and Reclamation Facilities (WRF) were completed by J-U-B. The Plan identified a series of improvements to the existing WRF that were necessary to increase capacity and maintain reliability of the treatment process over the next 20 years. Many of these projects were contemplated as future upgrades when the facility was originally designed but deferred until the capacity was needed. The main projects will fully outfit the existing WRF to its ultimate capacity by building out the MLE and MBR trains- nominally increasing AADF capacity from about 1.5 to 2.3 MGD.

The City has elected to begin design on both the near-term (2023/2024) and medium-term (2025-2030) projects. Depending on funding availability and the Guaranteed Maximum Price (GMP), not all projects may be constructed at this time.

It is understood that the City will employ the CM/GC (Construction Manager/General Contractor) construction method and that the City will lead the effort to select and manage the CM/GC team with support from J-U-B. J-U-B will also provide engineering services during construction mainly focused on office engineering tasks while the City will lead the field engineering efforts. As construction finishes, facility start up, commissioning and project closeout will be supported by J-U-B.

In accordance with the above project understanding, the following main tasks have been identified:

- Task 100 – Design-Phase Project Management
- Task 200 – Phase 3 Design
- Task 300 – Phase 3 Construction Phase Services (separate scope and fee)
- Task 400 – Regulatory Coordination / Effluent Disposal
- Task 500 – Management Reserve Fund

Project Assumptions and Limitations

The following assumptions were made in the development of this Scope of Services:

- The project will be developed in phases that follow the progression of design. Progress will be measured through the development and delivery of milestone design packages. The following major Design Milestones are anticipated:
 - 30% Preliminary Design
 - 60% Design
 - 90% Design/Agency Review
 - Bid Set
- Front End Contract Documents will be based on Engineers Joint Contract Documents Committee (EJCDC) Construction Documents
- Technical Specifications will be developed around Construction Specifications Institute (CSI) Master Format List of Titles (2016 version).
- This scope assumes that selection of the CM/GC contractor will occur utilizing the CLIENT's existing CM/GC procurement documents from previous projects. J-U-B will support the CLIENT in review of the procurement documents and selection of the CM/GC.
- It is assumed project funding will be provided by the City. If needed, public financing support can be provided by J-U-B at city request under a separate scope and fee.
- SCADA development, programming, and integration is not included in this scope and fee and will be provided by others. SCADA programming guidance in the form of control strategies will be provided in the specifications for completion during construction. Design and specification of the SCADA system hardware will be coordinated with the SCADA provider. It is anticipated the SCADA provider will attend design review workshops to participate in coordinating Client standards for development of SCADA system hardware and software design documents. It is anticipated the SCADA provider will review Design Milestones and provide comments regarding the PIDs, control strategies, and SCADA system hardware and software.
- Consultant will develop a design drawing format for the project to establish consistency in the quality of deliverables.
- The standard hard copy drawing delivery format is 11"x 17". Full-size drawings, if requested, will be provided on standard Size D, 22"x 34" paper at the cost of printing and reproduction.
- Deliverables will be submitted in electronic PDF format for bidding. Up to three hard copies will be provided to Client at each milestone review.
- Consultant's Opinion of Probable Construction Costs (OPCC). Cost opinions will be prepared at the following major design milestones, 30%, 60%, and 90%. Cost opinions will be prepared in accordance with the cost estimate classes defined by the Association for the Advancement of Cost Engineering (AACE): 30% Design- Class 4 level estimate, 60% Design- Class 3 level estimate, 90% Design - Class 2 level estimate. CLIENT acknowledges that construction cost estimates, financial analysis and feasibility projections are subject to many influences including, but not limited to, price of labor and materials, unknown or latent conditions of existing equipment or structures, and time or quality of performance by third parties. CLIENT acknowledges that such influences may not be precisely forecasted and are beyond the control of Consultant and that actual costs incurred may vary substantially from the estimates prepared by Consultant. Consultant does not warrant or guarantee the accuracy of construction cost estimates.
- The City has indicated their preference to utilize the existing Geotechnical Engineering Report (*Santaquin Water Reclamation Facility Project Geotechnical Investigation, RB&G Engineering, Inc., May 2010*) for design of the new facilities. At City's request, a new/updated Geotech report is not included in this scope of work and the City acknowledges the risks associated with using the prior report. If additional geotechnical evaluation is considered necessary by the City and/or CM/GC, or is recommended by J-U-B during the course of design and approved by City, such work shall be completed as an additional services.
- CM/GC GMP – it is anticipated the final GMP by the CM/GC will be provided at the 100% Design Milestone.

Task 100: Design-Phase Project Management

1. Subtask 110: Project Management
 - a. Set up project into J-U-B's financial and record keeping systems for document retention and project controls.
 - b. Conduct project planning and risk assessment.
 - c. Coordinate quality assurance / quality control (QA/QC) processes.
 - d. Communicate and coordinate J-U-B team activities with kickoff and progress meetings as required.
 - e. Communicate and coordinate subconsultant activities under J-U-B, as necessary.
 - f. Regularly monitor project status, budget, and schedule.
 - g. During periods of project activity, provide a regular report to CLIENT on project status, budget, and schedule.
 - h. Provide a monthly invoice including budget status.
 - i. Provide ongoing document handling and filing.
2. Subtask 120: Design Meetings
 - a. Conduct regular meetings with the design team to coordinate and facilitate the design effort.
 - b. Project Kick-off meeting with CLIENT
 - c. 30% Design Review meeting with CLIENT
 - d. 60% Design Review meeting with CLIENT
 - e. 90% Design Review meeting with CLIENT
3. Subtask 130: CM/GC Procurement and CM/GC Coordination During Design
 - a. It is understood the City will initially prepare the procurement documents but J-U-B will assist the procurement effort by reviewing the documents and providing input, suggesting minimum qualifications, providing a project summary, and reviewing the scoring criteria. At City request, J-U-B can facilitate the pre-proposal conference and sit in on potential interviews. J-U-B will also be available to assist the City in the technical aspects of the proposal evaluation.
 - b. CM/GC Meetings and Workshops: participate in the following meetings with City and CM/GC during the course of design.
 - i. Kick-off Workshop
 - ii. Cost Reconciliation Workshops (60% and 90%)
 - iii. Value Engineering/Constructability Workshop
 - c. J-U-B will conduct two Cost Reconciliation Workshops at the 60% and 90% Design Milestones with the City and CM/GC to identify and attempt to resolve significant deviations between the Engineer's OPCC and the CM/GC GMP.
 - d. J-U-B will conduct one Value Engineering / Constructability Workshop at the 60% Design Milestone with the City and CM/GC to review concepts that may improve the overall design and its constructability with respect to schedule, cost, and risk.
 - e. CM/GC Additional Services
 - i. J-U-B's scope shall be amended if additional CM/GC coordination efforts are requested, such as routine/recurring project meetings with the CM/GC.
 - ii. The development of separate bid packages for early-out packages to expedite the overall project schedule is not included in this scope of work.
 - iii. Design changes requested by CM/GC and approved by Owner
4. Subtask 140: Utah Division of Water Quality Coordination
 - a. This task includes coordination activities with DWQ to facilitate WRF design and Agency Review.
 - i. Attend a pre-design meeting at the 30% design milestone with DWQ to familiarize them with the proposed WRF design and discuss any regulatory concerns prior to submitting Agency Review documents.
 - ii. Submit stamped Agency Review (90% Design Milestone) package to DWQ for their review, including Basis of Design technical memorandum

- iii. Address DWQ review comments for the 100%/Construction Set.
 - iv. Submit final design documents to DWQ.
5. Subtask 150: Design-Phase Project Closeout
- a. Archive paper and electronic files and records.
 - b. Communicate the project completion to CLIENT and other affected agencies and stakeholders, as required.
 - c. Close financial billing and accounting records in J-U-B's financial and record-keeping systems.
7. Subtask 190 – Subconsultant Services
- a. This task includes Project Management Services from the following Subconsultant, please see attached scope and fee.
 - i. SKM, Inc – Electrical and Instrumentation

B. Task 200- Phase 3 Design

The Phase 3 Design task will focus on the engineering design of six near term improvements. The design will progress through four major design milestones- 30%, 60%, 90% and Construction Set- established to track work progress. At each milestone, deliverables (as appropriate for each successive deliverable) will be provided to the City, CM/GC, and/or regulatory agency (as necessary) for review and comment. Each milestone signifies an advancement in the design's progress and will include further progression of the design information and details with the ultimate goal of producing a set of contract documents suitable for construction. The general content and design effort expected at each design milestone is described in the following paragraphs.

General: Design milestones are generally defined as follows. Each design subtask presented below will be developed as necessary to achieve the general requirements of these milestones.

- a. 30% Design:
 - (a) Consists of establishing preliminary design criteria for major equipment and systems (including sizes, units in operation, reliability needs, code requirements); qualitative assessment of existing and new infrastructure; initial discussions with vendors to identify preliminary budgetary equipment costs; establishing overall design criteria and interconnections of facility components; developing a detailed process schematic; developing a preliminary hydraulic profile; and developing exhibits to illustrate the general nature of the project.
 - (b) Deliverables: Progress print of the plans and draft of major equipment technical specifications, (unstamped) design memoranda, workshop notes, AACE Class 4 Cost Opinion.
- b. 60% Design:
 - (a) Site Civil / Yard Piping: development of horizontal and vertical alignments with plan views and critical sections as necessary.
 - (b) Structural: Development of plan view, major sections, and minor sections as appropriate. Preliminary details.
 - (c) Architectural: Development of plan view, elevations, major sections, minor sections, roof plans as appropriate, preliminary schedules, code compliance review.
 - (d) Process Mechanical: Development of plans views, major sections, minor sections as appropriate, and some details; development of preliminary pipe, valve, gate, and instrument schedules; pipe routing (>4 inches); draft of major equipment specifications.
 - (e) Mechanical: Development of plan view and major sections

- (f) Electrical: Development of site electrical plan, process plans, Process, and Instrumentation Diagrams (P&IDs), preliminary schedules.
 - (g) Deliverables: Progress print of the plans and technical specifications, AACE Class 3 Cost Opinion.
 - c. Agency Review (90% Design)
 - (a) All disciplines: Development of Plans and Specifications, including bidding and agreement forms, for Agency Review.
 - (b) Deliverables: Review plans and specifications (stamped for review, not for bidding), this deliverable will be submitted to DWQ for Agency Review. AACE Class 2 Cost Opinion.
 - d. Bidding Documents
 - (a) Incorporation of CLIENT and Utah DWQ comments and issuance of final Plans and Specifications for Construction.
 - (b) Deliverables: Bidding Documents (stamped for bidding)
- 2. Subtask 200: Survey and Base Topographical Map
 - a. WWTP: Conduct a topographic survey in the vicinity of the proposed projects. Detailed topographic survey will be collected for the following: fence line, surface features such as drainages, roads, fences, structures, valves, building corners, utility poles, equipment, signs, hydraulic control elements, existing water surface elevations, and underground utilities marked in the field by CLIENT.
 - b. Existing utilities identified and located by others (CLIENT and/or Blue Stakes) will be surveyed as marked and available; utilities identified in record drawings will be included in the project base map in an approximate way only.
 - c. If needed, preparation of documents for new right-of-way or permanent easements will be performed upon approval by CLIENT as an Additional Service.
- 2. Subtask 205 – General Sheet Development
 - a. Prepare general (G-sheets) drawings for inclusion in project plan sets at the 30, 60, 90 and Bid Set milestones. Development of the general sheets will progress along with the design and will be updated or added with each milestone. General sheets will ultimately include cover, sheet index, legends, design criteria, process flow diagram, hydraulic profile and schedules for piping, equipment, valves and gates.
- 3. Subtask 210 – Site Civil and Yard Piping
 - a. The primary site civil work to be performed will include the following:
 - (a) Site grading and drainage including stormwater management
 - (b) Site access/egress, site roadway design
 - (c) Produce complete site drawings for site grading, drainage, and roadways.
 - b. The primary yard piping work to be performed will include the following:
 - (a) Design of piping required to interconnect the unit processes and integrate the facility.
 - (b) Develop a hydraulic model of the yard piping and determine hydraulic profile through process.
 - (c) Confirm and finalize sizing and locations of major yard piping. Establish plan and profile of key pipelines and produce details for congested areas of potential conflict.
 - (d) Produce complete site drawings showing yard piping plans and profiles.
 - 1. Yard piping is considered to be any piping that extends beyond 5 ft from any structure or process.
 - c. Site Civil and Yard Piping will be modeled using AutoCAD Civil3D. Site will be divided into cells with one cell per sheet to provide ample resolution and lend clarity and organization to the drawings.
- 4. Subtask 215 – Center Street Lift Station and Force Main (T-05)

- a. J-U-B will design upgrades to the existing lift station and force main to expand the capacity of this pumping system to 20-year peak hour flow rates. The design will convert the station to a triplex system. Replacement pumps will be selected and their retrofit into the existing wet well/station will be designed. J-U-B will develop the hydraulic design for the pumping system and coordinate that with the pump characteristics to select and specify appropriate pumps. Pump manufacturers will be consulted to refine and confirm the selection of pumps and to coordinate their specification and design.

Upgrades to associated piping and valves around the lift station are also anticipated to accommodate the additional pumping capacity. The capacity of existing equipment will be assessed with respect to the expanded capacity and upgrades will be determined. The design of upgrades to the existing valve vault and flow metering system are anticipated as these are expected to be too small for the design flowrates, thereby causing excessive headloss.

With the addition of larger pumps, it is expected that major upgrades to the station's electrical components will be required. The design of the new pump station electrical components is included in this scope and fee, please see attached scope from SKM, Inc. Per City request, a new building will be designed to house the lift station control panels.

To realize additional pump station capacity, the force main from the station to the headworks building will be upsized in conjunction with the pumps. According to the 2023 "Santaquin Reach" 95% design drawings from CUWCD, a portion of the existing 10" line will be upsized to 18" from the lift station to the Union Pacific Railroad (UPRR) crossing under a separate Central Utah Project (CUP) project. J-U-B will design the piping/force main upgrades from the points of connection on both sides of this force main. It is assumed the point of connection at the lift station will be immediately adjacent to the existing station and the point of connection at the downstream end will be at the UPRR crossing/ casings. The design of a parallel force main is planned from the UPRR crossing, where a second casing already exists, to the headworks. This second casing will be employed for the parallel force main and it is assumed this casing is ready for service.

J-U-B will prepare a hydraulic model of the new force main system to determine its operational characteristics over the expected range of flows. This model will be employed in the sizing and selection of force main components. J-U-B will work with the pump manufacturer representatives to refine and confirm pump selection, design, and specifications. Plan and profile sheets of the new force main will be prepared in support of the design along with technical specifications for the pipeline construction.

As this lift station is critical to maintaining service and WRF operation, an outage schedule and concept bypass pumping schematics will be developed with the CM/GC to allow the CM/GC to better understand the risks and issues associated with this work allowing them to accurately scope/price the work.

The work will also include the development of demolition plans and specifications for the existing lift station. Since much of the station will remain in use, the demolition plans will focus on the preservation of certain items/equipment and what items should be considered for salvage.

- b. Assumptions:

- i. It is understood that the lift station wet well was designed to accommodate a third pump and significant retrofit of the wet well will not be required
 - ii. It is expected that a similar submersible pump to those existing (Flygt) will be selected
 - iii. Coating the wet well is not anticipated
 - iv. It is assumed that existing easements are adequate and new easements are not required.
 - v. It is anticipated the existing casing beneath the railroad tracks extends outside of the UPRR Right-of-Way. UPRR coordination is not anticipated and is not included in this scope and fee.
 - vi. It is assumed the Central Utah Project design for installation of the 18" force main will be completed in advance of this design, and pdf record drawings and specifications for this project will be provided to J-U-B.
5. Subtask 220: Biological/Process Train 3 Conversion (T-02)
- a. The existing plant includes three parallel activated sludge process trains, one of which has been used as a sludge holding tank since facility startup. This subtask includes the design elements required to convert this train to serve as a third biological treatment process train to provide additional treatment capacity and redundancy.

The design will first involve some demolition and removal of equipment utilized for its function as a sludge holding tank. Within the tank the coarse bubble aeration and decant pumping systems will be removed and outside the tank the sludge feed pumps and associated piping will need to be removed. Plans for the demolition or removal of these systems and their associated piping will be prepared.

A series of upgrades will need to be made to convert train 3 for service as a biological process train. It is assumed that the design of these upgrades will replicate equipment and layout that exists in the other two trains - considerable deviations or modifications are not anticipated. The design of a fine bubble aeration system for the three aerobic basins will be provided. J-U-B, in coordination with a diffuser manufacturer, will design the layout of fine bubble aeration grids for each basin along with associated piping and instrumentation. As part of this system, a blower will also be selected and designed to be added in the existing blower room where space is reserved for this purpose. The blower will be tied into the existing intake plenum and the discharge piping will be extended to the third train as part of this design. Existing infrastructure (such as the sizing of the intake plenum) will be evaluated regarding usability with the expanded capacity. It is expected that the blower will be the same make and type (Aerzen, rotary lobe type) as those already installed.

Submersible mixers for the two anoxic basins will be selected and designed using the existing mixer installation as the basis of design. Two mixers will be required and J-U-B will work with the mixer manufacturer for the selection and specification of these mixers.

An internal recycle pumping system will be designed to serve the third train. The new pumps will be installed in the kiva where the sludge feed pumps are currently located and will need to be removed. Intake piping from the process basin to the pumps will be designed incorporating the wall spools/encased pipe that are already in place. Hydraulic design of the pumping system will be prepared and used to inform the pump selection and associated piping design. Coordination with pump vendors will be provided to assist in the selection, design and specification of pumps. It is assumed the selected pumps will be of the same make and type as the existing recycle pumps.

The discharge piping, which will include a flow meter, will be designed to connect to the MBR influent channel just above the kiva. The piping connection to the elevated channel

will be a focus of this design. The inlet piping and gate for train 3 are understood to already be installed and are ready to be commissioned/ready for service.

Instrumentation for the third process train will be selected and designed and will follow that employed in the other two trains.

- b. Assumptions:
 - i. The third train will be outfitted with equipment the same or similar to that in the other two trains.
 - ii. The existing MCC has been designed to accommodate these additional loads and the existing buckets will be employed.
 - iii. No design work is anticipated on existing Trains 1 and 2.

- 6. Subtask 225 – Membrane Train 5 (T-04)
 - a. The fifth membrane train will be outfitted with membrane modules and ancillary equipment to bring this train online. J-U-B will support this conversion by assisting the City with the procurement and purchase order for the membrane system and preparing the design for outfitting this membrane train. It is assumed that the City will pursue a sole-source declaration using the existing membrane equipment manufacturer, Veolia (the successor to the original GE/Zenon). It is expected that the membrane system will first be procured by the City and then the contract will be assigned to the CM/GC contractor. It also is understood that the MBR system will be provided as a package from Veolia and J-U-B will work with Veolia to establish the design parameters for the system. J-U-B will also support the City with the development and review of contract documents for the procurement of membranes and vendor's special services associated with installation and start-up. Since the membrane equipment will be directly procured, it is assumed that the vendor's standard offerings will be submitted unless CLIENT establishes specific vendors/models for incorporation into the design; incorporating specific vendors/model will be completed as an additional service. J-U-B will provide submittal review for the membrane system and work with Veolia to coordinate design issues through the submittal process, with the goal of reaching an approved submittal prior to contract assignment to the CM/GC. As this is a long lead-time item, membrane procurement will precede much of the other Phase 3 design work and J-U-B will work with Veolia and the Contractor to coordinate the schedule for delivery, installation, and startup of the membrane system in conjunction with the other Phase 3 projects.

The design conditions for the MBR process will be developed with the five-train operation to confirm membrane design conditions. Design drawings will be prepared to support the installation of the new membrane system. The design for the incorporation of ancillary systems, such as permeate pumping, aeration scour, inlet gates/flow control, chemical feed, and tank drain for the fifth train will be prepared.

Included as part of this work will be the design and specification of a coating system for the 5th membrane tank and the associated flow channel. The coating system will be the same or similar to that applied in the existing tanks.

- b. Assumptions:

- (a) This scope of work assumes that the capacity of existing systems is adequate, and expansion is not required, specifically for chemical feed systems. Calculations will be prepared by Veolia to confirm adequate capacity exists and to document design conditions with the additional train in operation.
- (b) The design assumes that the permeate pumps will have already been upgraded by the City to support additional capacity from each train.
- (c) No improvements to Trains 1 through 4 are necessary, including the membrane control infrastructure / network.

7. Subtask 230 – Reuse Pump #4 (T-03)

- a. This subtask involves the design of a fourth reclaimed water pump to increase the system's pumping capacity. The station was designed to accommodate a fourth pump and a spare slot for the pump already exists and will be utilized. An existing floor sleeve will be used, and a concrete pump pedestal will be designed for the selected pump. The work will include the selection and design of a fourth vertical turbine pump similar to those existing. The design operating conditions of the pump will be determined through hydraulic analysis of the pumping system. J-U-B will consult with the City to determine future hydraulic considerations for the system with expected force main changes. We will coordinate with pump manufacturer representatives to coordinate and confirm pump selection, design, and specifications. The design will include the discharge piping and valves from the pump to the connection with the existing piping along with any associated instrumentation.
- b. Assumptions
 - (a) The 4th pump will be of the same type and style as those existing.
 - (b) The existing MCC in the reclaimed pump station has capacity and space to accept a new VFD for the fourth pump. Design or retrofit of the MCC is not planned.
 - (c) The existing floor sleeve can be used for the selected pump.
 - (d) This scope assumes the new pump will be similarly sized to the others. If a much larger pump is desired, structural analysis of the existing floor slab may be required as an additional service.

8. Subtask 240- Sludge Holding and Pumping (T-02)

- a. A new sludge holding tank and pumping system will be designed since the conversion of train three will eliminate the existing system. The basis of design for the sludge holding tank will be a covered tank. The tank will be designed to keep the waste activated sludge aerobic while it is held prior to dewatering- similar to the existing operation. It is not intended to serve as a digester or provide any measurable sludge stabilization.

Preliminarily the tank's volume is expected to be between 400,000 to 500,000 gallons and have a typical SWD of roughly 16-18 ft, criteria that will be refined through the design process. The tank is expected to be partially buried with roughly half below grade and half above, but the tank's elevation will largely be decided based on hydraulics. A circular cast-in-place concrete tank is envisioned; however, the tank's dimensions will need to work within existing site constraints. It is anticipated that the new tank will be located east of the existing Process Building. J-U-B will provide structural and process engineering design for the tank. The City has determined that the prior geotechnical evaluation (completed by RB&G in 2010 for the original facility construction) is adequate for this project and has directed J-U-B not to complete another geotechnical evaluation.

Site/civil design is anticipated in support of the tank overall design package and will be provided by J-U-B (separate subtask). We'll work with the City to determine the preferred site improvements associated with the new holding tank and then prepare plans and specifications accordingly.

For budgetary purposes, it is assumed that a new WAS pumping system is needed to convey WAS from the three process trains to the new holding tank, and the design of such is included under this subtask. It is assumed that the existing WAS system, which uses gravity flow, if extended to the proposed location would place the tank too low/buried and is not practical.

Hydraulic design and the selection and design of a WAS pumping system will be provided. A duplex pumping system that employs positive displacement type solids handling/sludge pumps is an assumed design basis. A location for the pump station has not been predetermined and locating this will be part of the initial design process. We expect the pumping system will be located in or near the existing process building to avoid extending sludge feed/inlet piping. The design of inlet piping to the pumps and a force main to the new holding tank will be included in the work. It is not anticipated that the existing sludge feed pumps will be salvaged and repurposed for this service.

A support building is planned to house new sludge feed pumps and blowers that will serve the new sludge holding tank. The sizing, selection and design of the blowers and associated air distribution and diffusers will be prepared. The aeration system design is premised on a duplex (duty/standby) arrangement of positive displacement/rotary lobe type blowers- similar to those already used at the plant. Coarse bubble aeration is the design basis for aeration system since this is preferred for sludge applications. It has been assumed the existing diffusers will not be salvaged/reused. It is also assumed that the existing blowers will not be salvaged/reused as the design constraints will be different and the existing blowers are aging.

A new sludge feed pumping system will also be designed to pump sludge from the new holding tank to the existing screw presses. This scope has been developed based around the use of positive displacement rotary lobe type pumps, similar to existing. The hydraulic conditions for the pumping system will be developed to allow sizing, selection and design of the pumps and ancillary systems. A force main across the yard that will tie into the existing feed piping will also be included in this design. It is assumed the existing pumps will not be repurposed.

The support building is envisioned as a single-story slab on grade CMU building, having an approximate footprint of 1,000 sf or less. The building will include HVAC systems to control building temperatures with conditioned air. The architectural design of the building will reflect that of the existing buildings, and we envision its appearance will be similar to the Reclaimed Water Pump Station building. The location of the building is expected to be adjacent to the new holding tank to minimize piping lengths. J-U-B will work with the City to determine the preferred building location and configuration.

Early on in design, an Alternatives Review Workshop will be conducted with City staff to review concepts and discuss all aspects and options for the solids handling facilities. It is assumed the city will provide clear direction at this workshop to determine a recommended path forward for continued design.

b. Assumptions:

- (a) Odor control systems are not included in the design scope at this time. If the city elects to include these as part of this project or to make provisions for their future installation, J-U-B's scope shall be amended as appropriate.
- (b) The blower/feed pump building will be a support building and will not include an operations desk, computer, toilet, sink, etc.
- (c) A dedicated WAS pump building is not anticipated. The WAS pumps will either be located in the existing building or in the sludge holding tank support building.
- (d) Existing geotechnical information from the WRF and Public Works building will be employed for the design.

9. Subtask 245 – Solids Loadout (T-06)

- a. J-U-B will prepare the design of a new sludge loadout facility using a conveyor to move the sludge outside the existing building to a new loadout location. The design envisions the use of a common shaftless screw conveyor system serving both presses and a distributing conveyor to evenly load the dumpster. The location for loadout is anticipated on the south side of the building and a fully enclosed building expansion will cover the loadout area. Work will include the detailed design of these conveyor and loadout facilities, as well as structural and architectural design of loadout area building expansion.

As part of the design the access and circulation of trucks to the new loadout location will be evaluated to confirm adequate vehicular access and support the design of driveway modifications. Site/civil design for the driveway changes, revised grading and related landscape improvements will be provided in the design (under Subtask 210). The pavement design will be prepared using the anticipated truck/roll off loading for the new loadout facility.

Design of a gravity drainage system from the loadout area will be provided to prevent runoff from this area. It is expected that the drainage piping will be tied into the existing headworks building floor drain system- a separate pumping system or extended gravity drainage is not included. An extension of the existing storm drain system is anticipated to capture runoff from other areas.

- b. Assumptions:
 - (a) No odor control has been scoped

10. Subtask 250 - UV System Upgrade

- a. The UV Disinfection system will be expanded to completely outfit the existing channel. This work will involve the design for additional bulb racks in the channel by removal of the existing baffle. We will work with the existing system manufacturer (Trojan) to coordinate the design with the projected flows and desired water quality.

Hydraulic design through the UV system/channels will be reviewed since the design flows will be higher due to the additional permeate pumping capacity. A practical maximum hydraulic capacity will be determined based on vendor headloss criteria. J-U-B will also work with the City and Trojan to assess updates to the existing system to improve its function and performance, such as control / dosing algorithms, with advancements since the original installation. No improvements to the existing UV equipment is included in this scope.

11. Subtask 260 – Lagoon Retrofit to Winter Storage Ponds

- a. The City would like to convert its former treatment lagoons to winter storage ponds for treated effluent and the design of this conversion will be provided for this subtask. There are three lagoons and all three will be updated for this design. The total storage capacity of the lagoon retrofit will be approximately 36 million gallons. It is assumed an HDPE liner

will be installed. The selected liner and design specifics will be coordinated with Utah DWQ to satisfy R-317 rules.

Existing lagoon appurtenances such as transfer piping and vaults will be retained, and the design will account for this. New piping needed to transfer reuse water to and from the ponds will be designed. The hydraulic conditions will be evaluated and inform the piping design and alignment. It is anticipated a new structure will be constructed to convey water from the repurposed treatment cells to the smaller winter storage pond.

- b. Assumptions
 - (a) Existing lagoon infrastructure (piping, vaults, etc.) will remain as is for the conversion and no retrofit or demolition work is planned. Existing features will remain.
 - (b) Site improvements (roads, fences, site grading, lighting, etc.) are not required.
 - (c) All gravity conveyance is assumed, and no pumping or force main/pressure pipes design is planned.
 - (d) Coordination with Dam Safety is not anticipated
10. Subtask 270 – Contract Documents and Technical Specifications
- a. Develop proposed bidding, agreement, general conditions, and related documents (e.g. Front Ends) using EJCDC documents.
 - b. Incorporate Client standard specifications and requirements to General Conditions as “Owner’s Supplemental Conditions”.
 - c. Incorporate and update specifications based on financing agency requirements and inserts. For the purposes of scoping, it is assumed that project financing through federal sources is not being used on this project.
 - d. Provide review documents at the following milestones:
 - i. 60% Design- Progress print of major equipment specifications
 - ii. 90%/Agency Review- All specifications at near completion.
 - iii. Bid Set- Complete specifications
 - e. Assumptions:
 - (a) It is assumed that the standard EJCDC contract documents will be utilized. If requested by the City, coordinating conditions in the Prime CLIENT – CM/GC contract with the EJCDC General Conditions can be provided as an additional service.

11. Subtask 275 – QA/QC Review

- a. Quality Assurance / Quality Control Reviews
 - i. Deliverable reviews will be performed at each milestone for internal quality assurance and control. Subject matter specialists will be employed to perform the internal reviews followed by CLIENT reviews.
 - ii. Review comments will be logged and assigned to appropriate design team members to be addressed and resolved.
 - iii. Reviews at the following design milestones are planned:
 - (a) 30% Preliminary Design
 - (b) 60% Design
 - (c) 90%/Agency Review

12. Subtask 280 –Deliverables Production

- a. Deliverables Production

- ii. Project deliverables will entail large documents or plan sets that will be coordinated, formatted, edited, compiled, produced and distributed. The work required for this effort is included under this subtask. This effort does not include design work.
- iii. Deliverable production and distribution are anticipated as follows:
 1. 30% Preliminary Design Plans (City- 3 hardcopies and PDF, UDWQ- 1 hardcopy)
 2. 60% Design Plans and Specifications (City – 3 Hard Copies and PDF)
 3. 90% Design Plans and Specifications (City – 3 Hard Copies and PDF, UDWQ- 1 hardcopy and PDF)
 4. 100% Plans and Specifications (City – 3 Hard Copies and PDF, UDWQ – 1 hardcopy and PDF)

13. Subtask 285 – Bid Phase Services and GMP Review

- a. This task includes responding to questions during the bidding process including issuing addenda to the CM/GC as required. The CM/GC will maintain the planholders list and will oversee and manage addenda distribution. The CM/GC will be responsible to coordinate bid openings but J-U-B and the CLIENT will review the selected bids and provide feedback.
- b. The intent of the Bid Phase Services is to provide engineering support to the CLIENT to review CM/GC and subcontractor bid summaries. Consultant will assist the CLIENT in technical aspects of bidding and award through the CM/GC process. This scope assumes that the CLIENT will accept the GMP prepared by the CM/GC contractor. If the CLIENT does not accept the CM/GC' Contractors GMP and open bidding of design package is desired by CLIENT, Consultant shall negotiate Additional Services with the CLIENT to support the open bidding process to general contractors.
- c. Consultant shall assist the CLIENT in review of CM/GC GMP package for the WRF Construction. The CM/GC will prepare one complete and comprehensive GMP bid package for review by CLIENT. The GMP review will be provided at 100% design completion. The GMP package will be reviewed in a single review cycle. Multiple GMP submissions and review cycles requires additional effort and shall be authorized in writing as Additional Services

14. Subtask 290 – Subconsultant Services

- a. This task includes Design-Phase Services from the following Subconsultants, please see attached scopes and fees.
 - i. SKM, Inc – Electrical and Instrumentation
 - ii. Fred Thalmann, Architect – Architectural
 - iii. Olsen & Peterson – HVAC and Plumbing

C. Task 300 – Phase 3 Construction Phase Services

The City may not have funding available to construct all of the upgrades that are designed. Due to uncertainties related to the scope and timing of these upgrades (some of which could occur several years in the future), J-U-B proposes to scope for this task at a later date.

D. Task 400 – Agency Coordination / Effluent Disposal

This task includes time to coordinate with Utah Division of Water Quality (DWQ) staff regarding effluent disposal alternatives including rapid infiltration basins, UPDES discharge permit, indirect potable reuse, and direct potable reuse. Coordination and continued negotiations with DWQ may defer or eliminate future winter storage capacity expansions. For example, DWQ has indicated they

may be amenable to the installation of rapid infiltration basins if a groundwater study is completed and the basins are located downstream of culinary water wells.

Another option could be obtaining a UPDES discharge permit, which is likely the lowest cost option for effluent disposal. It is preliminarily understood that the Strawberry Highline Canal Company is resistant to allowing discharge into the canal. Continued engagement and negotiation with the canal company is recommended. Perhaps they would be more amenable to receiving Type 1 effluent if they understood that discharge would not occur during the growing season. Alternatively, other locations for effluent discharge could be investigated including Summit Creek Reservoir Number 2 or an irrigation ditch located near the winter storage ponds.

As part of this task, J-U-B would work together with the city to investigate potentially feasible discharge options and select a path forward for future negotiations (under a separate scope and fee). For example, preliminary discussions with Ken Hoffman at Utah DWQ indicated they can provide a Waste Load Allocation (WLA) for the selected site which will inform the potential UPDES permit limits. The WLA would be based on the location of discharge, time of year, and volume of discharge. If possible, the City should attempt to obtain an UPDES permit prior to finalization of the Utah Lake Total Maximum Daily Load (TMDL) study so the city has a load allocation and a “seat at the table”. In addition, ongoing drought conditions may result in the regulatory agencies being more amenable to a new discharge to Utah Lake (which ultimately flows into the Great Salt Lake).

- a. Assumptions
 - (a) The proposed T&M fee for this task is intended to identify potential paths forward by facilitating meetings with DWQ, Strawberry Highline Canal, downstream water users, and other potential stakeholders.
 - (b) Specific projects stemming from these negotiations, such as producing a detailed groundwater study to determine feasibility of RI basins or submitting a UPDES permit application, would be produced under a separate scope and fee.

E. Task 500: Management Reserve Fund

1. The Management Reserve Fund establishes a pre-authorized budget for additional tasks that may be requested by the CLIENT's Authorized Representative and performed by J-U-B upon mutual agreement of scope, budget, and schedule.
2. J-U-B will not exceed the pre-authorized amount without CLIENT approval.
3. Items that may be wholly or partially funded with the management reserve fund include, but are not limited to:
 - a. Unforeseen conditions requiring extensive monitoring, coordinating, or design changes.
 - b. Contract change orders that result in additional effort and coordination with subconsultants, contractors, equipment suppliers, and/or City personnel.
 - c. Assistance in connection with bid protests, rebidding, or renegotiating the Construction Agreement.
 - d. Early-out packages for the CM/GC, including bidding work prior to completion of the Final Bidding Documents.
 - e. Preparing to serve or serving as a consultant or witness for CLIENT in any litigation, arbitration, or other legal or administrative proceeding involving the Project to which J-U-B has not been made a party.
 - f. Additional Services in connection with the Work, including Services which are to be furnished by CLIENT and Services not otherwise provided for in this Agreement.
 - g. Public involvement services
 - h. Groundwater study for RI Basins for effluent discharge
 - i. UPDES permit application and Waste Load Allocation coordination with DWQ
 - j. Construction Administration Services

PART 2 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES

- A. CLIENT-Provided Work - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project including, but not limited to:
1. Provide, as may be required for the Project, such legal services as CLIENT may require or J-U-B may reasonably request with regard to legal issues pertaining to the Project, including any that may be raised by contractor.
 2. Give prompt written notice to J-U-B whenever CLIENT observes or otherwise becomes aware of any development that affects the scope or time of performance or furnishing of J-U-B's Services, or any defect or nonconformance in J-U-B's Services or in the Work of any contractor.

PART 3 - BASIS OF FEE AND SCHEDULE OF SERVICES

- A. CLIENT shall pay J-U-B for the identified Services in PART 1 as follows:
1. For Lump Sum fees:
 - a. The portion of the Lump Sum amount billed for J-U-B's services will be based upon J-U-B's estimate of the percentage of the total services actually completed during the billing period.
 2. For Time and Materials fees:
 - a. For all services performed on the project, Client shall pay J-U-B an amount equal to the cumulative hours charged to the Project by each class of J-U-B's personnel times J-U-B's standard billing rates.
 - b. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.1.
 3. J-U-B may alter the distribution of compensation between individual tasks to be consistent with services actually rendered while not exceeding the total project amount.
- B. **Period of Services**
1. If the planned period of service for the Tasks identified above extend more than one year, J-U-B's billing rates and/or fees for remaining Tasks may be increased to account for direct labor cost, rate table adjustments, or other inflationary increases. If that occurs, an adjustment to the billing rates and/or Fee will be computed based on remaining scope amount times the specific rate increase.
 2. If the period of service for the Tasks identified above is extended beyond 6 months or if the Project has stop/start iterations, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.
- C. CLIENT acknowledges that J-U-B will not be responsible for impacts to the schedule by actions of others over which J-U-B has no control.
- D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2. The fee breakdown by consultant is summarized as follows:
- J-U-B Engineers, Inc. - \$906,500
- SKM, Inc. (Electrical and Instrumentation) - \$180,800
- Fred Thalmann (Architect) - \$47,300
- Olsen & Peterson (HVAC and Plumbing) - \$11,300
- TOTAL DESIGN-PHASE PROJECT FEE - \$1,145,900**

Task Number	Subtask Number	Task/Subtask Name	Total Compensation	
100		Project Management	\$153,700	(0 to 12 months from Notice to Proceed)
100	110	Project Administration	\$15,400	Lump Sum
100	120	Design Meetings	\$42,300	Lump Sum
100	130	CMGC Procurement and CMGC Coordination During Design	\$26,000	Time and Materials (Estimated Amount)
100	140	UDWQ Coordination	\$19,300	Lump Sum
100	150	Project Closeout	\$2,500	Lump Sum
100	190	Subconsultant Services	\$48,200	Lump Sum
200		Phase 3 Design	\$976,900	(0 to 12 months from Notice to Proceed)
200	200	Survey and Base Topographical Map	\$11,400	Lump Sum
200	205	General Sheet Development	\$55,000	Lump Sum
200	210	Site Civil and Yard Piping	\$68,200	Lump Sum
200	215	Center St Lift Station and Force Main	\$72,500	Lump Sum
200	220	Biological Process / Train 3 Conversion	\$79,700	Lump Sum
200	225	Membrane Train 5	\$65,000	Lump Sum
200	230	Reuse Pump #4	\$25,700	Lump Sum
200	240	Sludge Holding and Pumping	\$143,800	Lump Sum
200	245	Solids Loadout	\$44,300	Lump Sum
200	250	UV System Upgrade	\$20,400	Lump Sum
200	260	Lagoon to Winter Storage Conversion	\$70,300	Lump Sum
200	270	Contract Documents and Technical Specifications	\$66,500	Lump Sum
200	275	QA/QC Review	\$22,300	Lump Sum
200	280	Deliverables Production	\$14,800	Lump Sum
200	285	Bid Phase Services	\$25,800	Time and Materials (Estimated Amount)
200	290	Subconsultant Services	\$191,200	Lump Sum
300		Construction Phase Services - Phase 3 - Not Scoped at this Time		
400		Agency Coordination / Effluent Disposal	\$15,300	(0 to 4 months from Notice to Proceed)
400	410	Stakeholder Meetings and Coordination	\$15,400	Time and Materials (Estimated Amount)
TOTAL PHASE 3 DESIGN FEE			\$1,145,900	
500		Management Reserve Fund	\$100,000	(Requires Written Authorization from Client)
TOTAL DESIGN FEE INCLUDING MANAGEMENT RESERVE			\$1,245,900	

E. Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com

Exhibit(s):

- Exhibit 1-A: Proposals from subconsultants

For internal J-U-B use only:

PROJECT LOCATION (STATE): Utah

TYPE OF WORK: City

R&D: Yes

GROUP: Wastewater Treatment Group

PROJECT DESCRIPTION(S):

1. Wastewater Treatment (S04-T)
2. Sewer/Wastewater Collection/Disposal (S04)



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*Santaquin Water Reclamation Facility
December 15, 2023*

Santaquin WRF EIC Design, Integration, CM, & SCADA

Revision 1

SKM is pleased to provide this proposal to provide engineering and project management services for the electrical, instrumentation and controls designs for the upgrades occurring at Santaquin WRF. The proposal is broken down into the sub sections listed below.

- Introduction and Project Goals.....pg 01
- Project Understanding.....pg 02
- Assumptions and limitations.....pg 02

- Task 100 Project Management.....pg 04
- Task 200 Design Scope of Services.....pg 04
- Task 300 Construction Scope of Services.....pg 09

- Task 800 SCADA System Integration.....pg 10

- Cost Breakdown.....pg 14

Introduction & Project Goals

Introduction

The City of Santaquin (hereafter City) will require Design Engineering and SCADA Integration Services for the Electrical, Instrumentation and Controls Systems for the WRF Expansion Project. This document summarizes the scope of work associated with these services.

SKM recently performed a walkthrough of the Santaquin Wastewater (WW) plant hosted by Santaquin staff and JUB Engineers. Following an internal review of the available design, as-built documentation, visual inspection, and correspondence with the design team, the city has requested that SKM submit a proposal which outlines the scope and fee for the following tasks.

With the growth of Santaquin City, the sewer infrastructure needs an upgrade to increase capacity. The expansion of the existing plant will require updating existing facilities as well as the inclusion of new processes and equipment. The expansion will include design elements for areas including the headworks,

membrane trains, sludge storage and processing tanks, recirculation pumping systems, UV, and dewatering processes. These changes include the following:

- Update Center Street Lift Station and Force Main
- Upgrade and convert the biological process sludge train
- Addition of Membrane Train 5
- Inclusion of additional reclaimed water pump
- New sludge holding and pumping system
- Solids conveyors and removal systems
- Update and Improvements to UV system

Goals

This Scope of Work has been developed to achieve the following goals:

- Increase the plant MGD capacity by producing electrical and controls designs for the necessary and proper equipment.
- Produce quality engineering associated with new equipment and infrastructure. Understand existing equipment and infrastructure to produce a design that integrates new equipment seamlessly and efficiently.
- Improve and update the controls systems, networking, and SCADA to monitor, control and visualize new infrastructure. Develop control strategies such that the new systems will function automatically, safely, and effectively.

Project Understanding

During an expansion such as this project, SKM will need to develop an electrical, instrumentation and controls design that seamlessly integrates with existing infrastructure. We will develop an electrical and controls strategy that accommodates the proposed modifications to the plant while maintaining existing sewage demands. This includes maintaining existing instrumentation, pumps, motors, valves, and necessary processes to the facility. Where available and appropriate, SKM will utilize existing equipment, conduit, breakers, instruments, and controls to support new infrastructure. SKM must understand the existing electrical requirements of the plant as well as existing conditions of equipment to integrate new infrastructure and provide a successful design. We will spend some time at the plant to investigate existing conditions and to coordinate new tie ins to existing equipment. We will coordinate with JUB and vendors during design the electrical, instrumentation, and controls requirements for the project.

Assumptions and Limitations

Assumptions

The following assumptions were made in the development of this Scope of Services:

- Record drawings, as-builts, and any equipment manuals/O&M documents for existing equipment associated with the affected systems will be provided by the Owner or JUB Engineers.

- Access to the site and operating staff on hand for in-person site visits as well as availability for follow-up meetings and conversations will be allowed and scheduled with SKM engineers.
- The project will be developed in phases that follow the progression of design. Progress will be measured through the development and delivery of milestone design packages. The following major design milestones are anticipated:
 - 30% Preliminary Design
 - 60% Design
 - 90% Design
 - 100% Construction Set
 - Technical Specifications development prior to bid and construction services
- We are basing this proposal based upon discussions with Jim Goodley and Jason Callaway. Here is a summary of the items discussed:
 - It is assumed that JUB will provide Revit files or AutoCAD background files to be used for electrical site plans.
 - It is assumed that any HVAC design work would be by others.
 - It is assumed that specifications for valves, piping, concrete, actuators, motors, pumps will be by JUB.
 - It is assumed that SKM will provide Division 26 Electrical and 40 Instrumentation specifications.
 - Consultant will develop a design drawing format for the project to establish consistency in the quality of deliverables.
 - The standard hard copy drawing delivery format is 11"x 17". Full-size drawings, if requested, will be provided on standard Size D, 22"x 34" paper at the cost of printing and reproduction.
 - Written deliverables will be submitted in electronic PDF format for CM/GC.
 - It is assumed that evaluation and design of new harmonic filtering to replace the failed existing active harmonic filter will be paid as a separate contract direct with the city. Any additional hardware or equipment that pertains to this design will be outlined in a proposal from SKM.

Limitations

Additional or supplemental services beyond the above Scope of Work shall be performed only upon mutual agreement in writing between the JUB and SKM. These services include additional work resulting from changes in the extent of the scope including, but not limited to, changes in Project size, complexity, schedule, character, or reviewing additional processes/facilities beyond those listed in the Scope of Work. Specifically, we note the following clarifications and exclusions to our Scope of Services:

1. SKM assumes that the generators at the plant and lift station are sized large enough to handle the additional loads included in this project. If we determine the generators are undersized correspondence with JUB and the City will be required, and additional scope will be added.
2. Verification of existing loads, wires, conduit, breakers, and unmodified equipment will not be reviewed by SKM. We assume that existing equipment is functioning properly without error or hazard.
3. Instrumentation functional analysis of existing equipment will not be performed by SKM. SKM will work with the city to specify new equipment as a part of this project that is similar to existing. If existing instruments need to be replaced additional scope will be required as the scope and fee detailed below does not include design effort for this.
4. Engineering design beyond preliminary recommendations noted in the above scope.

5. Other engineering, design, or technical services beyond those specifically listed in the Scope of Work below.

Task 100 Project Management

SKM will develop, maintain, and monitor overall project scope, budget, and schedule throughout the duration of the Project. SKM will collaborate to ensure project decisions are made in the best interest of the overall goals to maximize the benefit allowed within the project budget. Periodic coordination calls will take place as needed.

- SKM will provide necessary project management and coordination as well as quality review of all deliverables.
- SKM will attend review meetings at 30, 60 and 90% milestones.
- SKM will coordinate with JUB and/or the city to provide regular updates and reports as required.
- Provide drawing review/feedback of mechanical, electrical, instrumentation and control drawings to ensure all information is depicted correctly.
- SKM will set up this project in our internal directory and maintain record keeping and financial documentation related to the project.
- SKM will perform internal reviews, meetings, and workshops to ensure quality product and delivery of task items. At specific milestones, after SKM internal review, JUB and the client will be given the opportunity to review deliverables at design phases.
- Design coordination between CM/GC, JUB and applicable vendors will occur to minimize error and limit revisions to designs. This includes bidding aid to the contractor, where clarification is required.
- Provide specifications review/feedback of mechanical, electrical, instrumentation and control specifications to ensure conflicts are identified and resolved as quickly as possible.

An SKM Principal will be involved in the Project and will be responsible for providing overall quality assurance / quality control and ensuring that deliverables meet the highest of standards to meet the goals of the Project. SKM will visit the site and inspect the installation with operators to identify key equipment, instrumentation, and other appurtenances related to the affected wastewater facilities. SKM will review available record drawings and equipment information to confirm the extents and capacities of the existing system in relation to the system. Two site visits are recommended, one for preliminary review, and a second follow-up visit to address any missing information or details that were not identified during the preliminary inspection.

Task 200 Design Scope of Services

The subtasks mentioned below will summarize the effort provided by SKM for this task. SKM will deliver design packages to the CM/GC, client, and engineer for all of listed sub-tasks. Each milestone deliverable will build upon the previous such that the design approaches completion at the specified date. Each design milestone will include the following.

1. Instrumentation Drawings – Develop instrument legend, symbols, schedule, installation details and process & instrumentation diagram (P&ID).
2. Electrical Drawings – Develop electrical legend, single line diagram, site plan, schematics, conduit development, conduit schedule, electrical calculations, lighting schedule and details. Incorporate provisions in the design for SCADA system panel and communication cabling.
3. Division 26 & 40 specifications for electrical and instrumentation equipment and installation.
4. Cost opinions requested by JUB or the client will be provided by SKM.

30% Design:

Consists of establishing preliminary design criteria for major electrical and controls systems. Review of existing infrastructure, documenting sizes, condition, code assessments, and any other operational concerns. Design drawings produced in this stage aid the engineer and client in better understanding the necessary modifications as a part of this project and the impact they will have on existing infrastructure.

- Process and Instrumentation Notes and Symbols
- Process and Instrumentation Diagrams for affected areas of plant
- Electrical Notes and Symbols
- Existing and Preliminary Design Calculations
- Existing One Line Diagrams
- Existing Site Layout Drawings

60% Design:

Consists of progressing design from 30% with more detail and improved process understanding.

- Improved Process and Instrumentation Diagrams
- Instrumentation Schedules
- Updated Calculations
- Improved One Line Diagrams with new equipment and MCC elevations.
- Detailed Site Layout Drawings
- Demo Drawings
- Control schematics
- Conduit Development and Schedule draft
- Details

Agency Review (90% Design):

Consists of complete design pending engineer and client review. Any new information presented to SKM at this time should be nominal and require little design modifications. Specifications will be developed at this stage and delivered to the engineer for review. Specifications will be developed by SKM to match the standard and formatting provided by JUB.

- Finalized P&ID drawings
- Finalized Instrumentation Schedules

- Finalized Demo drawings
- Finalized layout drawings
- Finalized Calculations
- Finalized one lines and elevations
- Finalized Motor starter control schematics
- Finalized conduit routing developments and schedules
- Finalized details

100% Design:

Final package prepared in format desired by client. Sent to CM/GC for review questions and bidding purposes.

Subtask 210 – Center Street Lift Station and Force Main (T-05)

SKM will design the electrical and controls system to accommodate JUB’s decision on the pumping system. SKM is under the assumption that this lift station will include three pumps and the design will include provisions for such equipment. This will include new wire, conduit, breakers, and motor controls. We assume a new building will be constructed for the electrical equipment and instrumentation will be replaced. The existing PLC panel is new and will be reused. New motor controls will be designed by SKM for the new pumping system and integrated into SCADA. We assume fiber will be installed between the plant and the lift station for communications. If fiber is not installed, SKM will support alternative methods of communication to be designed and discussed with the client. The following points are additional design considerations for this phase:

- Verify and design the station such that the new layout is to code. Emphasis on the design drawings, the NEMA ratings, classified areas, utilization of seal offs, and protection against harmful vapors.
- Investigate the existing electrical service and standby generator to see if it will support new loads at the lift station. Coordinate if increased capacity is required.
- Process and Instrumentation design drawings will show new instrumentation. Coordinate with JUB and the City the level and flow instruments to be utilized and their locations.
- Design new power distribution equipment to accommodate the pumps and motors.
- Designs will require demolition of existing infrastructure. Demolition drawing(s) will be developed to show this. Sequencing of the work will be coordinated.
- Develop an updated network design for the facility. Work with Rocky Mountain Tech to develop separation between SCADA, I/O, and business networks.

Subtask 220: Biological/Process Train 3 Conversion (T-02)

The conversion of the sludge holding tank to an activated sludge train will require additional new instrumentation, conduits, control wire and PLC hardware. With the conversion of the sludge holding system to a new process train, SKM will replicate the instruments and equipment in the existing process trains. Similarly, SKM will design PLC control panel modifications to accommodate the new IO from the new process train. SKMs design will include electrical power distribution and controls requirements of the blower. The following points are additional design considerations for this phase:

- The accommodation of a new blower for the third process train will require conduit development for new power and control wire to the blower. SKM assumes the new blower will be in the blower room adjacent to the existing electrical room. JUB will coordinate with SKM on the size and type of the new blower such that SKM can incorporate it into our design.
- The blower will be fed from the existing MCC. Further investigation will be performed during initial design. Evaluation of space for a new VFD will be completed as a part of this task.
- Submersible mixers for the two anoxic basins will be needed in this process train conversion and will be designed around existing mixer specifications. Power supply and motor controller location and sizing will be included in the design.
- SKM will perform an evaluation on the new pumps involved in this subtask. Pumps will be provided with the power and controls necessary for this upgraded process. Conduit and wire will be included in the design to accommodate this new recirculation pump system. JUB to provide specifications to SKM on recycle pumps which will be like the existing pumps.
- A new flowmeter and level instruments will be included in the design.
- Motorized valves, DO and level instrumentation provided by others will be included as a part of the electrical design. Locations will be provided by JUB and power distribution to these valves will be engineered by SKM.

Subtask 230 – Membrane Train 5 (T-04)

Membrane Train 5 is the western most train and associated equipment to utilize this train will be included in the design provided by SKM. The train functions in a similar manner to trains 1-4 and will require similar equipment. JUB will provide specifications for the new train pump and blower if needed such that SKM can design the power and controls system accordingly. SKM will perform an in-depth review of the existing membrane trains to match the existing equipment and utilize existing conduits in our design. The following points are additional design considerations for this phase:

- We assume another blower will be required for this new train. The new blower will be in the existing blower room and powered from the main MCC. SKM assumes the new blower will be like the existing blowers.
- SKM will perform a review of existing infrastructure and SCADA such as instruments, pumps, blowers and controls to better understand the design and provide a clear concept to the contractor.
- Each of the existing membrane trains includes its own control panel and the design will include a similar panel for train 5.
- Power feeders for the new train will be fed through existing conduits in the nearby electrical room.
- Conduits that lead to the electrical room will also be utilized for instruments and controls to the main PLC.
- Coordination with vendors, reviews of E&IC submittals, and other design requirements associated with the blowers, pumps or equipment will occur in this subtask.

Subtask 240 – Reuse Pump #4 (T-03)

SKM will design the VFD, electrical and controls systems required for use of the fourth reclaimed water pump. Existing conduits and MCC bucket provisioned for this pump will be used in the design. The following points are additional design considerations for this phase:

- SKM will investigate the existing VFDs, motors, pumps, conduits sleeves and MCC buckets. Through this investigation SKM will develop the power and controls design for the fourth reclaim pump, like the existing three.
- This reclaim pumphouse utilizes a controls cabinet with remote IO. SKM will evaluate if the remote PLC can or requires additional IO modules for the fourth pump.
- JUB will provide information and specifications of the new motor.
- SKM assumes the new pump will be of the same type and manufacture of the existing pumps.

Subtask 250- Sludge Holding and Pumping (T-02)

A new sludge pumping and tank system will be designed as part of this phase. The new sludge pumps and holding tank will be designed by JUB. The pumps will be in a new building to the east of the membrane building and the new tank being located just outside. JUB will share the building design such that SKM can utilize building layouts for electrical infrastructure. New pumps will require power, monitoring and control to pump WAS from the trains to the holding tank. New instruments for the tank, such as level, dissolved oxygen, and new instruments for the pump system, such as pressure and flow instruments will be included in the design. SKM will develop an electrical and controls design for the new building and pump system which includes all the necessary infrastructure for power distribution, monitoring, visual operation, controls, network, lighting, and safety systems. New blowers may be required for this holding system, and with that additional power and control requirements may be necessary. The location of the new blowers will be determined and provided by JUB such that SKM can design accordingly. The following points are additional design considerations for this phase:

- The new building will be adjacent to the new holding tank, located on the east side of the membrane building.
- Power will need to be routed from the existing electrical room. A new feeder breaker will be required in the existing MCC.
- Pumps, motors, and HVAC loads will be designed by JUB. Specifications will be provided to SKM for calculations and power demands for the new building.
- A new PLC will be included for this location. All required IO will terminate in this new PLC. A fiber optic cable will be installed between the electrical room and the new PLC panel for connecting the system to the network.
- New instrumentation and controls associated with WAS pumping system and sludge holding tanks will be provisioned for and included in SKM design drawings.
- Classification requirements will be followed such that explosion proof equipment and appropriate NEMA ratings are used.
- The design will include the electrical and controls for the new sludge feed pumps that pump sludge from the new holding tank to the existing screw presses.

Subtask 260 – Solids Loadout (T-06)

A new conveyor system will be included in the design prepared by JUB. Power will be fed from the existing 480V panelboard to a new conveyor control panel. Power and control wiring will be required from the panel to each conveyor and to the existing screw press control panels. The following points are additional design considerations for this phase:

- SKM will evaluate existing power distribution equipment in the Headworks. JUB will provide vendor supplied specifications for new conveying equipment such that SKM can design required power and controls.
- A new vendor control panel will be provided with the conveyor system that will receive a single 480V power feed and will have hardwired controls to the screw press control panels.
- The conveyor system will be monitored by the SCADA system.
- An expansion of the building will be designed by JUB. SKM scope will include electrical designs for this extension.

Subtask 270 - UV System Upgrade

UV upgrades will be included in the design and require additional power and controls equipment for each new UV module. We will coordinate with Trojan for design specifications on the new UV equipment and for any modifications to the existing equipment.

- SKM will investigate and become familiarized with Trojan UV systems to anticipate power and controls requirements.
- Any new instrumentation will be incorporated into SCADA in a similar manner to the existing.
- Conduits will be evaluated during preliminary stages of the design. We assume that the existing conduits are adequate for the new equipment.

Task 300 Construction Phase Scope of Services

SKM will provide Construction Management (CM) services as part of the scope of services for this design. See the subtasks below that outline this task.

Subtask 310- Office Engineering

- Pre-construction conferences with the client, CM/GC, engineer, and any subcontractors will be included in this phase to review and plan critical design decisions or scheduling coordination.
- Develop contract bid documents stamped by a PE for the state of Utah for the electrical and instrumentation portion of the work.
- Answer questions from the CM/GC as needed.
- This scope and fee do not cover the entire Construction Management activities for this project. It is assumed that Santaquin WRF and JUB will be performing Construction Management that includes complete services which includes but is not limited to 1) overall construction management; 2) construction contract administration; 3) non-EI&C inspections; 4) project startup; 5) project closeout and 6) materials testing.
- SKM will answer questions and provide design clarifications regarding RFI/RFCs submitted by the contractor.

- SKM will timely review and respond to submittals and shop drawings submitted by the contractor and coordinate action to reduce the number of re-submittals. Submittals will be required to meet the design drawings and specifications submitted by the engineers. Any requests to modify equipment from the contractor will be in writing and provide a reasonable basis for the request.
- Day-to-day administrative support will be provided by SKM. Either the PM, engineer or office manager will correspond with the City, CM/GC, or engineer to coordinate financial, and or administrative efforts.

Subtask 320- Field Engineering, Meetings/Site Visits

- SKM will perform regular site visits and attend regular design or construction progress meetings. SKM will also include periodic site visits after construction milestones to ensure quality control and produce punch list.
- SKM assumes that remote construction meetings will be approximately every 2 weeks which we will join via teams or zoom.
- On-site meetings will be covered in this task for inspections, consultations, design coordination, testing, etc.

Subtask 330 – Commissioning and Completion

- SKM will coordinate the commissioning between the electrical contractor and the city. SKM will also be available for any questions or issues during commissioning.
- Once the project has been commissioned and approved by the Engineer and the City the electrical contractor may request substantial completion documentation.

Subtask 340 – Project Closeout

- Project closeout will occur after final construction, walkthroughs, commissioning, and punchlist items have been completed. A final walkthrough with the city will occur and SKM engineers will be present for any follow-up tasks, concerns, recommendations, or requests. SKM will perform a site evaluation for the electrical and controls design elements. This evaluation will indicate to the client how well the contractor upheld specifications and site conformance.
- Final administrative work will be completed, and final invoices will be sent. As-built engineered drawings and updated or new programs will be furnished by SKM for all locations in scope. Any redlines by the contractor will be addressed and modified by SKM prior to record set deliverables.
- O&M manuals shall be provided by the contractor, vendor or engineer for the supplied equipment. The O&Ms will be stored by the city in a fashion that supports the administration team’s requirements.

Task 800 SCADA System Integration

SKM will be the system integrator for the project and will produce a complete and operational supervisory control and data acquisition (SCADA) system. The system integration scope has been developed based on the following assumptions:

- Vendors will be providing control system hardware for their respective systems. Specifically, Veolia will provide hardware changes for the existing MBR PLC and will be providing iFix screen updates for the MBR process.
- SKM will utilize their programming standards for the project with which the city is already familiar with.
- Network and computer hardware not being provided by vendors will be provided by Rocky Mountain Tech, the City's IT consultant. Costs for Rocky Mountain Tech have not been accounted for in this proposal. It is assumed that the City will work with Rocky Mountain Tech in contracting them for this work.
- Our team will work with Rocky Mountain Tech to set up and configure network separation and security and to configure network equipment. It is assumed that SKM will be responsible for setting up the SCADA and I/O networks and Rocky Mountain Tech will be responsible for setting up firewalls and business networks. We will coordinate the configuration of the SCADA server and client computers with Rocky Mountain Tech. It is assumed these computers will be delivered to us ready for our software to be deployed on them.
- The existing main Process PLC will require an additional rack of I/O. After discussions with GE, we are recommending modifying all Ethernet I/O to be changed from GE's Ethernet Global Data (EGD) to Profinet. This will require the main PLC to have its processor upgraded and for all I/O racks to have their Ethernet adapters replaced. The main PLC will require additional I/O wiring down to terminal blocks where the Contractor will land field wiring. It is assumed that SKM will be providing all internal panel modifications to the main Process PLC.
- The new RIO panel for the solids holding tank and pumps will be provided by SKM to the Contractor for installation.
- It is assumed that the contractor will do all panel installations, raceway installations, field wiring, and terminations.
- SKM will obtain shop drawings and PLC/OIT/HMI programming files from all vendors providing PLC controlled equipment for the project. It is assumed that each vendor will also provide a recommended list of SCADA tags that should be developed in the HMI software.
- HMI and any other software licensing costs have not been included in this scope. It is assumed that these will be coordinated with the software vendor and the city as it gets closer to the time the licenses need to be updated.
- We assume that SKM will be developing loop drawings for non-vendor equipment.

Project Goals

This Scope of Work has been developed to achieve the following goals:

- Using the programming standards that have been developed, program the new PLC's and associated control loops.
- Work with Rocky Mountain Tech to set up and configure the SCADA and I/O networks.
- Setup new HMI hardware and HMI software. Develop updated HMI screens for the plant per the new standards.
- Deliver a Control System Submittal that includes the PLC equipment information.
- Participate in Factory Acceptance Testing for the new PLC hardware.
- Provide Integration of Vendor Supplied controllers into the Control System.
- Participate in I/O and Loop Testing for each physical I/O point and each control loop.
- Participate in plant startup and commissioning activities.

- Provide training for the control system at each of the two substantial completion milestones.

System Integration

In association with the design and installation of the plant upgrade, provide System Integration Services for the programming and commissioning of the Control System. Develop a detailed replacement plan and schedule for the modifications and additions to the existing PLC and I/O assemblies. Program each PLC/RIO assembly. Program the SCADA network. Upgrade the HMI equipment and upgrade the HMI Software. Program the HMI. Provide necessary programming and coordination to fully integrate vendor supplied systems.

Control System Submittal

Prepare a Control System Submittal which includes the following:

- HMI Hardware and Software information, including bill of materials and equipment cut sheets.
- PLC Hardware, including bill of materials and equipment cut sheets.

PLC Programming

This subtask includes the following:

- Based upon the P&ID's, PLC Panel Drawings and Loop Descriptions, program the PLCs for the plant according to the programming standards. Submit the programming to the Engineer & City for review. Implement any modifications to the programming based upon the review.
- Participate and play a role in the factory acceptance testing of each new PLC panel as it is assembled by the panel shop. Demonstrate that the programming has been completed prior to the delivery of the panel to the site.
- Coordinate PLC communications and logic that will be required for vendor PLC's.

HMI System Development and Configuration

This subtask includes the following:

- Develop an HMI System Design that details the various hardware, software and networking components of the system. The design shall be based upon the design shown on the Plant Upgrade Contract Drawings.
- Work with Rocky Mountain Tech to deploy the new SCADA Server and SCADA Clients.
- Set up the new hardware and install and configure the software for a complete and functional HMI system.

HMI Programming

This subtask includes the following:

- Utilizing the P&ID's, Loop Descriptions and PLC programs, upgrade the existing HMI database and screens with these modifications. Utilize programming standards.
- Test each database point and each screen for accuracy before implementation.

- Build alarming, historical and reporting additions for the modifications and additions of the Plant Expansion.

SCADA Network Programming

This subtask includes the following:

- Work with Rocky Mountain Tech to program the SCADA and I/O networks.
- Work with Rocky Mountain Tech and the Contractor to make sure that all necessary components are provided and installed in accordance with the design documents.

Startup and Commissioning

Following a successful FAT, the RIO panel will be delivered to the Contractor for installation. Once installed, it will be necessary to perform I/O tests, loop tests and to startup and commission the Control System.

Panel Installation Assistance

This subtask includes the following:

- Provide assistance and support to the Contractor for the installation of the RIO panel.
- Coordinate with the Contractor the implementation of the replacement plan.

Network Cutover and Commissioning

The existing SCADA radio network is being replaced by a new network with new Fiber Optic Cabling to Center Street Lift Station. This subtask includes the following:

- Provide assistance and support to the Contractor for the cutover of the SCADA network to the new network equipment and cable.
- Bring the new network online and repeat testing for proper functionality and redundancy.

I/O and Loop Testing

Based upon the PLC panel drawings, the Contractor will be responsible to install and terminate all field wiring and will be in charge of point-to-point testing, I/O testing and ultimately loop testing with the System Integrator's assistance. This subtask includes the following:

- Provide support to the Contractor for solving discrepancies that are found in the field that require modifications to the loop drawings. The Contractor shall mark up the loop drawings and the System Integrator shall revise and re-issue the loop drawing on an as-needed basis.
- Following point-to-point tests and instrumentation commissioning/calibration which is to be performed by the Contractor, participate in I/O and Loop Testing. Provide I/O and Loop Testing forms to be signed off by the Contractor, Owner and System Integrator and witnessed by the CM team. Verify the proper display and control of each loop from the HMI.

- Following successful I/O and Loop Tests, submit the resulting forms as part of the O&M Manual.

Commissioning and Startup of the Controls System

Following successful I/O and Loop Testing, components of the Control System may be started up and commissioned as required by the Plant Expansion Contract Documents. This subtask includes the following:

- The System Integrator shall be on site for commissioning activities and shall coordinate with the Contractor the scheduling of the activities.
- Following commissioning, the System Integrator shall be available to provide support if issues arise.

Control System Training

To appropriately conclude the work, provide System Training for the Control System.

System Training

This subtask includes the following:

- Utilizing the O&M documents provided, provide 16 hours of training to the plant staff. The training shall be broken up into the following sessions as a minimum:
 - SCADA System Documentation –P&ID's, PLC Drawings, Loop Drawings and Loop Descriptions.
 - PLC System Hardware and Software –Hardware associated with the PLC Panels and their functions. The PLC programming software shall be demonstrated.
 - HMI System Hardware and Software –Hardware and software components of the HMI System.
 - SCADA System Maintenance –Maintaining the SCADA System over time.

Cost Breakdown

Compensation

Based on the scope of service described, we have developed a fee of \$344,800. See below for a detailed breakdown of fees and associated tasks. SKM will submit progress invoices monthly.

Cost Breakdown

This project will be performed on a time and materials basis in accordance with the scope of work described above for the associated tasks. Any additions or variations to the work are subject to additional costs. The cost breakdown is associated with the tasks described above and with the following rates:

Project Manager/Principal: \$215 per Hour
 Electrical Engineer: \$175 per Hour
 Controls Engineer: \$170 per Hour
 Senior Designer/Drafter: \$135 per Hour
 Clerical: \$95 per Hour

Description	Unit	Estimated Quantity	Estimated Total Cost
Task 100 – Project Management			
Project Manger	Hour	70	\$15,050
Electrical Engineer	Hour	120	\$21,000
Controls Engineer	Hour	-	\$
Senior Designer	Hour	-	\$
Clerical	Hour	40	\$3,800
Expenses	Lump Sum	-	\$4,000
Subtotal for Task 100 – Project Management			\$43,850
Task 200 – Design Scope of Services			
Project Manger	Hour	110	\$23,650
Electrical Engineer	Hour	200	\$35,000
Controls Engineer	Hour	50	\$8,500
Senior Designer	Hour	320	\$43,200
Clerical	Hour	60	\$5,700
Expenses	Lump Sum	-	\$4,500
Subtotal for Task 200 – Design Scope of Services			\$120,550
Task 300 – Construction Phase Scope of Services			
Project Manger	Hour	48	\$10,320
Electrical Engineer	Hour	64	\$11,200
Controls Engineer	Hour	24	\$4,080
Senior Designer	Hour	28	\$3,780
Clerical	Hour	16	\$1,520
Expenses	Lump Sum	-	\$2,000
Subtotal for Task 300 – Construction Phase Services			\$32,900
Task 800 – SCADA System Integration			
Project Manger	Hour	72	\$15,480
Electrical Engineer	Hour	80	\$14,000
Controls Engineer	Hour	296	\$50,320
Senior Designer	Hour	80	\$10,800
Clerical	Hour	20	\$1,900
Expenses	Lump Sum	-	\$55,000
Subtotal for Task 800 – SCADA System Integration			\$147,500
Estimated Total			\$344,800



Fred L. Thalman, Architect Inc.
2 Pepperwood Pointe, Sandy, Utah 84092,
Office: (801) 572-1997
Cell: (801) 647-8043
Email: fltarch@xmission.com

Date: October 4, 2023

Gary Vance P.E.
J-U-B ENGINEERS, Inc.
392 East Winchester Street, Suite 300, Salt Lake City, UT 84107
e gvance@jub.com w www.jub.com
p 801 886 9052 c 801 750 4771

Re: Architectural Fee Proposal
SANTAQUIN WRF EXPANSION
1215 N Center Street
Santaquin, Utah 84655

Dear Mr. Vance:

This letter is to serve as a proposal to provide architectural services for the above-mentioned project.

Schedule for design:

- Start January 2024
- Complete December 2024

Project Scope of Services:

1. Design meetings with engineering team as needed.
2. Provide architectural construction drawings (Revit BIM Model).
3. Provide architectural specifications (Master Spec 33 format).
4. Insurance: Professional Liability \$1,000,000. General Liability \$1,000,000
5. Stamp architectural drawings with Utah State Architectural License.
6. Bid Services- answer questions during bidding.
7. Construction services for subtask 270 Sludge Holding and Pumping building only.

Assumptions:

1. Building Code: IBC 2021
2. JUB shall provide Structural Revit model of new structures.
3. Stair and guard railing design layout by architecture and detailing by JUB structural engineers.
4. No onsite visits included.

Subtask 270 Sludge Holding and Pumping Building:

- Construction Type: II-B, Occupancy Group F-1
- 1,000 sf. TBD
- One story, slab on grade structure.
- 18 ft high CMU walls to match style and color of adjacent buildings.
- Appearance will be similar to the Reclaimed Water Pump Station building
- Sloped roof with standing seam metal to match style and color of adjacent buildings.
- 10'x14' overhead coiling door.



Fred L. Thalman, Architect Inc.
2 Pepperwood Pointe, Sandy, Utah 84092,
Office: (801) 572-1997
Cell: (801) 647-8043
Email: fltarch@xmission.com

- A- SH-1 Floor Plan
- A- SH-2 Roof Plan
- A- SH-3 Exterior Elevation-1
- A- SH-4 Exterior Elevation-2
- A- SH-5 Building and Wall Sections

Solids Loadout Area

Subtask 280 ~~Crit Removal~~ Headworks Building Expansion

Schedules:

- A-SC- 1 Code data and egress plan
- A-SC-2 Finish, Door and Window Schedules

Details:

- GA-1 Details
- GA-2 Details
- GA-3 Details
- A- HW-1 Floor Plan
- A- HW-2 Roof Plan
- A- HW-3 Exterior Elevation-1
- A- HW-4 Exterior Elevation-2
- A- HW-5 Building and Wall Sections

I appreciate the opportunity of working with you on this project. Please let me know if there is any additional information you may need. Please feel free to call (801) 647-8043

Best Regards,

A handwritten signature in black ink, appearing to read 'Fred L. Thalman', written in a cursive style.

Fred L. Thalman, Architect

September 18, 2023

J-U-B Engineers, Inc.
392 East Winchester Street, Suite 300
Salt Lake City, UT 84107

Subject: Santaquin WRF Expansion – Santaquin, Utah

Attention: Gary Vance

Dear Gary:

Thank you for the opportunity to provide a proposal for the building mechanical engineering for the building HVAC design for the Santaquin WRF Expansion.

This fee proposal is based on our phone conversation and the email sent to our office. The project shall include two different buildings. The first shall be a sludge tank, pump and blower building about 30ft x 40ft requiring HVAC and some floor drains. The second shall be a small lift station building about 10ft x 10ft requiring ventilation for keeping control panels from overheating. Neither building will have any potable domestic water piped to it.

We propose to provide mechanical engineering services for the building mechanical HVAC and plumbing for a fixed fee of **\$3,600.00** (*Three-thousand six hundred dollars*).

Included in scope of work:

- Two (2) Design meetings
- HVAC design
- Plumbing design
- Drawings to be completed thru BIM360 and/or Revit
- Specifications to be Masterspec format.
- IECC energy code compliance forms
- Drawings and specifications delivered in electronic PDF format

Add \$2,400 for
solids loadout
building extension
for a total of \$6,000

Extra Services:

- Additional or Extra Services, which may be added to this agreement by written request & after receiving approval by your office shall be charged at the following hourly rates:

Principal	\$200.00
Project Engineer	\$185.00
Designer	\$160.00
Draftsman	\$105.00
Secretary	\$80.00

Exclusions:

- a. Preparation or presentation of variances with code agencies.
- b. Value engineering or changes resulting there from.
- c. Multiple copies of plans for construction use.
- d. Release of Revit files to owner or owner's agent.
- e. Detailed cost estimate.
- f. LEED design or certification.
- g. Building energy modeling.
- h. Fire protection
- i. Site Utilities
- j. Construction administration, RFI & submittal review, and record drawings.
- k. Changes in scope or significant design changes after design has begun.

Changes of Scope:

- Substantial changes to the Description of the Project, or major revisions after acceptance of design development drawings, shall be subject to additional fees - either hourly rate or as negotiated.

Mediation:

- All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or breach thereof will be presented to non-binding mediation, subject to the parties agreeing to a mediator.

Limitation of Liability:

- In recognition of the relative risks and benefits of the project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the Consultant to the Client shall not exceed \$3,600.00. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

Standard of Care:

- In providing services under this agreement, Olsen & Peterson Consulting Engineers shall perform with the degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.

Warranty:

- Olsen & Peterson Consulting Engineers makes no warranty, express or implied, as to its professional services rendered under this agreement.

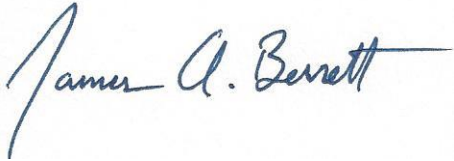
Guarantee of Fee:

- Olsen & Peterson Consulting Engineers guarantees this proposal for 90 days from date of proposal.

We look forward to working with you on this project. If this agreement is acceptable to you please return a signed copy to our office.

Sincerely,

Olsen & Peterson Consulting Engineers, Inc.



James A. Berrett, P.E.

ACCEPTED

By: _____ Title: _____
(Please Print) *(Please Print)*

Signature: _____ Date: _____

Resolution 02-10-2024

A RESOLUTION APPROVING AN AGREEMENT WITH VANCON INC. FOR THE USE OF CERTAIN CITY-OWNED PROPERTY

WHEREAS, Central Utah Water Conservancy District is constructing a water delivery infrastructure system (the “Project”), which is expected to delivery Central Utah Project water to Santaquin City for municipal purposes; and

WHEREAS, VanCon Inc. is a General Engineer Contractor that has contracted to provide construction services for a portion of the Project, and desires to utilize certain real property owned by Santaquin City in order to increase efficiencies in performing its work on the Project; and

WHEREAS, VanCon Inc. and Santaquin City, now desire to enter into an agreement through which VanCon Inc. may use identified real property owned by the City in furtherance of its construction work on the Project, which will benefit Santaquin City and its residents;

NOW THEREFORE, be it resolved by the Santaquin City Council as follows:

1. The agreement between VanCon Inc. and Santaquin City, a copy of which is attached hereto, is hereby approved.
2. The Mayor is authorized to execute the aforementioned agreement and to take all actions necessary to effectuate said agreement and the terms and conditions set forth therein.
3. This Resolution shall be effective upon approval.

Adopted and approved this 20th day of February, 2024.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Travis Keel	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder



Land Lease & Disposal Agreement

This agreement, a contract, sets forth the terms below as a binding agreement VanCon Inc. and Santaquin City, a political subdivision of the state of Utah, executed on this day _____ 2024.

The following terms are set forth:

1. The purpose of this agreement is to permit VanCon Inc. to use certain real property owned by Santaquin City, as necessary for execution of VanCon Inc.'s contract for construction of the Santaquin Reach Pipeline project, for the purpose of:
 - a. Use of the Santaquin City Landfill for disposal of concrete, asphalt, construction debris, and excess spoil within the current regulations governing the landfill.
 - b. Use of real property east of the City WRF facility land for storage and staging of material and equipment, as well as placement of the VanCon Inc. office trailer.
 - c. Use of extra casings under railroad tracks, adjacent to WRF for bypass of utility lines as required during course of construction.
 - d. Use of Santaquin City property adjacent to Ginger Gold Road (Utah County Parcel Number 48:374:003 for storage and stockpiling of aggregate materials, storage and access.
2. As compensation for the use of Santaquin City properties during construction, VanCon Inc. will contribute \$40,000 to Santaquin City upon the City's request, to be used as Santaquin City sees fit in its sole discretion.
3. The attached description denotes the land to be utilized in this agreement.
4. The term of the agreement shall begin on January 1, 2024, and shall run through May 31, 2026 at which time all construction materials and equipment shall be removed, and the property shall be cleaned and restored to its original condition with clean earth fill, or to such a condition as mutually agreed by the parties.
5. All damage to the property, and damages that are in any way related to VanCon Inc.'s use of the property during the term of this agreement will be the responsibility of VanCon Inc, which shall indemnify and hold harmless the City, its officials, agents, and employs, for all such damage including but not limited to those related to the storage or use of any Hazardous Materials (as defined by state or federal law) used or stored on the property. These repairs will be at the sole expense of VanCon Inc, which shall notify Santaquin City in advance if there is or will be any Hazardous Materials onsite throughout the duration of this agreement.
6. VanCon Inc. shall remove any residual oils, greases, fluids, and ground contamination prior to the expiration of this agreement. The parties hereto will perform a walk through before and after VanCon Inc.'s occupation of any portion of the described real property.
7. Santaquin City reserves the right to enter and use the subject properties so long as there is no disturbance to the materials and equipment stored on site.

The above terms have been reviewed and are in mutual agreement between both VanCon Inc. and Santaquin City.



1825 North Mountain Springs Pkwy. • Springville, UT 84663 • Phone: (801) 491-8898 • Fax: (801) 491-8883

SANTAQUIN CITY

Date: _____

Daniel M. Olson, Mayor

ATTEST:

Amalie R. Ottley, City Recorder

VANCON, INC.

Date: _____

By: _____

Its: _____

Office Trailer

Trackout

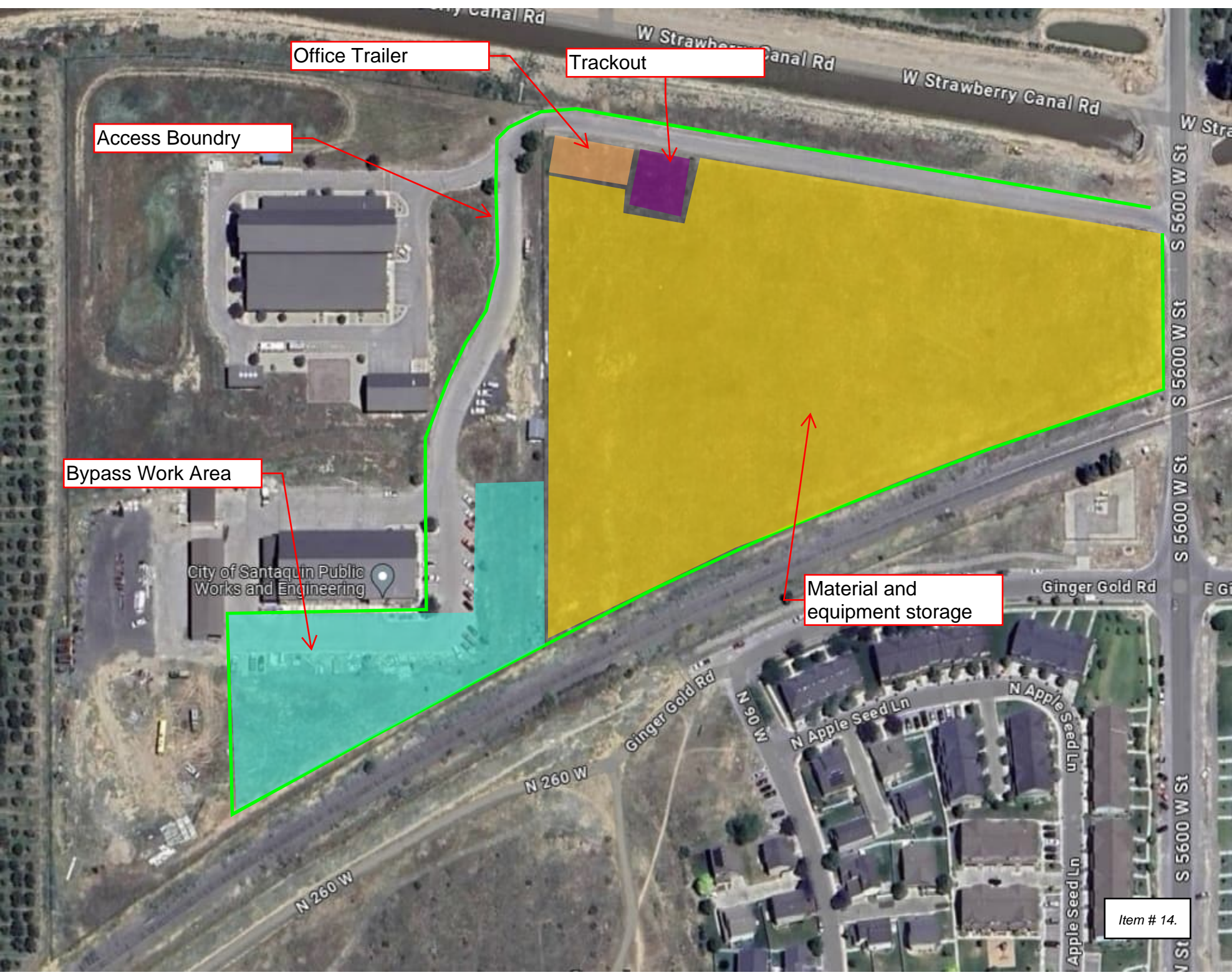
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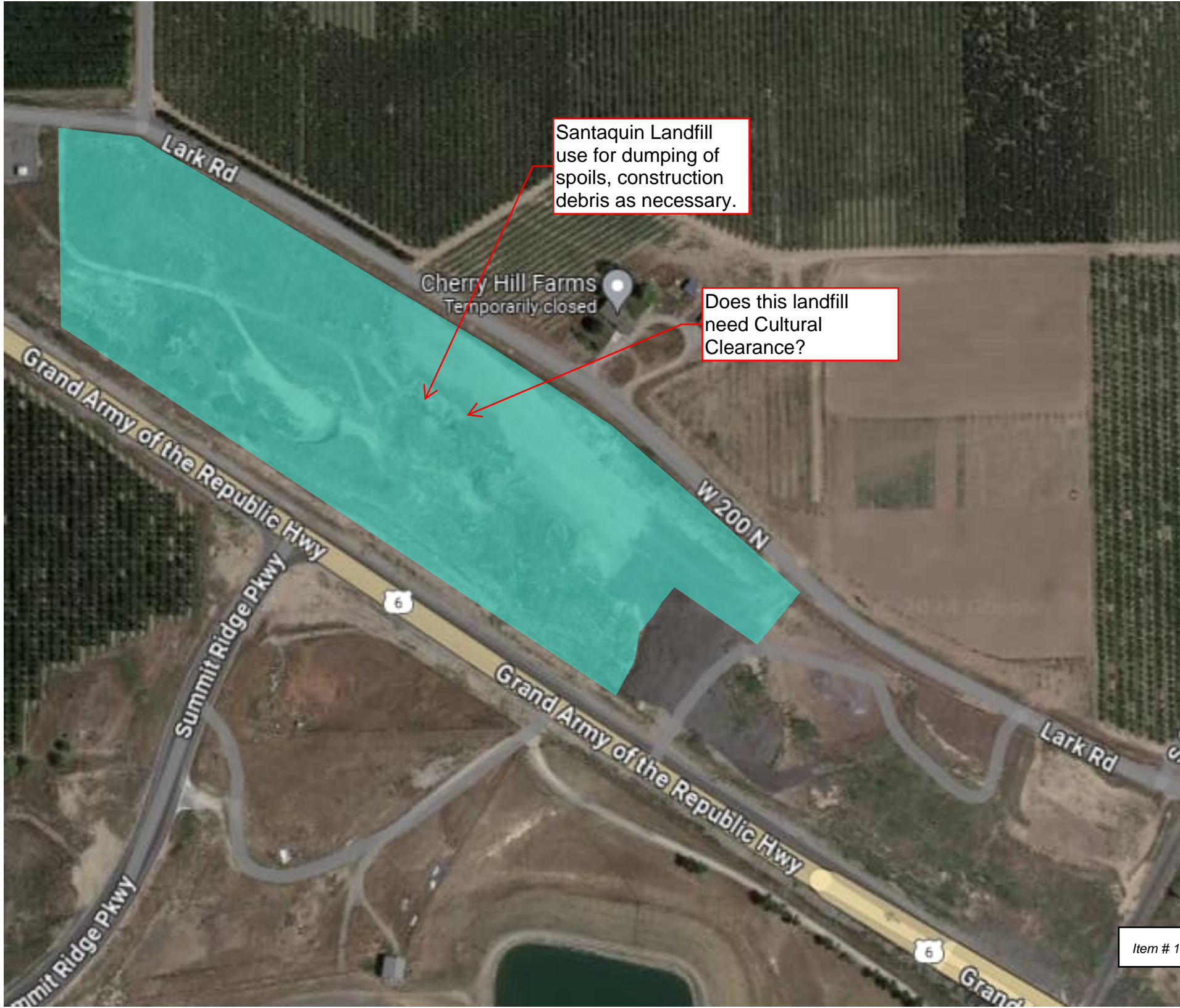
Bypass Work Area

City of Santaquin Public Works and Engineering

Material and equipment storage

Item # 14.

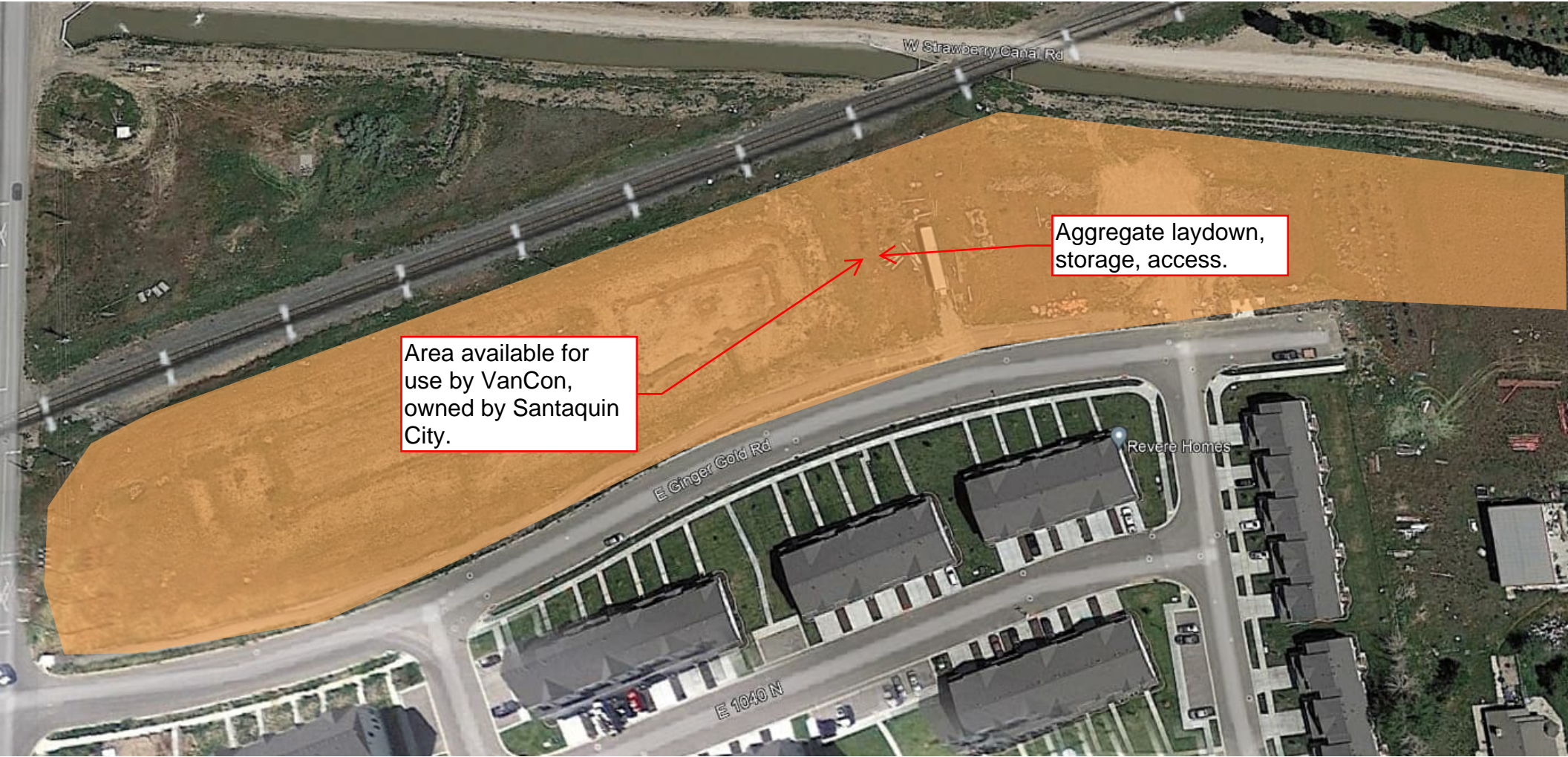




Santaquin Landfill
use for dumping of
spoils, construction
debris as necessary.

Does this landfill
need Cultural
Clearance?

Cherry Hill Farms
Temporarily closed



Area available for use by VanCon, owned by Santaquin City.

Aggregate laydown, storage, access.

MEMO



To: Mayor Olson and City Council
From: Ryan Harris, Senior Planner
Date: February 16, 2024
RE: **Public Facilities (PF) Zone Code Amendment**

It is proposed that the City Council consider amending language in SCC 10.20.180 “PF Public Facilities Zone” related to temporary batch plants in the Public Facilities (PF) Zone.

The proposed amendment would allow as a conditional use, a temporary concrete batch plant only for the construction of federal, state, or local government capital improvement projects. Central Utah Water Conservancy District will be extending a water pipeline related to the Central Utah Project (CUP) through Santaquin in the coming year and is a federally mandated project. The pipeline will extend from Highway 198 along the railroad to Summit Ridge. The pipeline must be encased in concrete. They will need a temporary batch plant while working on the project.

The proposed amendment has several conditions for batch plants, including distance requirements to dwellings, hours of operation, nuisance mitigation, site reclamation, storm drainage, and road access. The proposed amendment also creates a land use table that makes it easier to see the allowed uses in the zone. All current uses in the PF zone have been added to the land use table.

The Planning Commission held a public hearing on January 9, 2024, and provided a recommendation to the City Council on February 13, 2024. The Planning Commission made the following motion.

Motion: Commissioner Romero made a motion to forward a positive recommendation to the City Council to approve the proposed code amendment that amends language in Santaquin City Code 10.20.180 related to temporary batch plants in the PF Zone. Commissioner Nixon seconded the motion.

Commissioner Moak, Yes; Commissioner Nixon, Yes; Commissioner Romero, Yes; Commissioner Tolman, Absent; Commissioner Weight, Yes; Commissioner Wood, Yes; the motion passed.

Recommended motion: “Motion to approve Ordinance No. 02-02-2024, an ordinance amending Santaquin City Code to allow temporary batch plants in the PF Zone, providing for codification, correction of scrivener’s errors, severability, and an effective date for the ordinance.

Attachments:

1. Draft Ordinance

ORDINANCE NO. 02-02-2024

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO ALLOW TEMPORARY BATCH PLANTS IN THE PF ZONE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.

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

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

WHEREAS, the City Council desires to amend Santaquin City Code Title 10 Chapter 20 Section 180 to allow temporary batch plants in the PF Zone.

WHEREAS, the Santaquin City Planning Commission held a public hearing on January 9, 2024, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

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

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

Section I. Amendments

Title 10 Chapter 20 Section 180 is amended as follows: (underlined text is added, stricken text is deleted)

10.20.180 PF PUBLIC FACILITIES ZONE

A. Objectives And Characteristics: The PF public facilities zone has been established for the primary purpose of providing a place where facilities designed and designated for the service of the community in whole and the citizens of Santaquin may be located. Such uses are typically either governmentally owned and operated or owned and operated by a private utility company, although private property dedicated to the use and benefit of the community in whole may also be designated within the PF public facilities zone as determined in this section.

~~B. Permitted Uses: The following buildings, structures, and uses of land shall be permitted in the PF public facilities zone upon compliance with requirements as set forth in this section:~~

~~Cemeteries.~~

~~Culinary water facilities, i.e., pumps and pump houses, service facilities, well sites, and storage tanks, and associated structures.~~

~~Golf courses and golf clubhouses (private and public).~~

~~Governmental offices including, but not limited to, maintenance and equipment storage facilities.~~

~~Hospitals, excluding independent clinics.~~

~~Public and quasi-public buildings.~~

~~Public safety buildings including, but not limited to, police, fire, and ambulance stations, and their associated structures.~~

~~Public utility facilities including, but not limited to, electrical substations and natural gas pressure regulatory stations, and their associated structures.~~

~~Public utility offices and their associated structures.~~

~~Regional type park complexes, amusement facilities, fairgrounds, similar facilities, and their associated structures.~~

~~Religious center.~~

~~Schools.~~

~~Solid waste disposal sites.~~

~~Telecommunications sites subject to SCC 10.16.340.~~

~~Television, telephone, and cellular transmission towers and their associated structures, subject to the provisions for industrial zones within ordinance 12-2-99, the Santaquin City telecommunications ordinance, its amendments and/or successors.~~

~~Transportation hubs and collector point facilities.~~

~~Wastewater treatment facilities, i.e., treatment facilities, storage ponds, etc., and associated structures and uses.~~

~~C. Conditional Uses: The following are conditional uses in the PF public facilities zone, subject to the provisions of SCC 10.24, "Conditional Uses":~~

~~Caretaker facilities associated with a permitted or conditional use.~~

~~Convalescent home, rest home, or nursing home.~~

~~Gravel, sand, earth extraction, and mass grading when necessary to accomplish the intent~~

~~of a development project permitted within and in association with the I-1 zone and with city council approval and planning commission recommendation for approval of a plan detailing the scope and time schedule for the work to be done.~~

~~Use listed as permitted or conditional in the I-1 industrial zone, typically classified as "heavy industrial".~~

- B. Permitted Uses: Land uses in the PF Public Facilities Zone are permitted as follows. Alphabetic use designations in the table below have the following meanings:

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

<u>Use</u>	<u>PF</u>
<u>Caretaker facilities associated with a permitted or conditional use</u>	<u>C</u>
<u>Cemeteries</u>	<u>P</u>
<u>Convalescent home, rest home, or nursing home</u>	<u>C</u>
<u>Culinary water facilities, i.e., pumps and pump houses, service facilities, well sites, storage tanks, and associated structures</u>	<u>P</u>
<u>Golf courses and golf clubhouses (private and public)</u>	<u>P</u>
<u>Governmental offices including, but not limited to, maintenance and equipment storage facilities.</u>	<u>P</u>
<u>Hospitals, excluding independent clinics</u>	<u>P</u>
<u>Public and quasi-public buildings</u>	<u>P</u>
<u>Public safety buildings including, but not limited to, police, fire, and ambulance stations, and their associated structures</u>	<u>P</u>
<u>Public utility facilities including, but not limited to, electrical substations and natural gas pressure regulatory stations, and their associated structures</u>	<u>P</u>
<u>Public utility offices and their associated structures</u>	<u>P</u>
<u>Regional type park complexes, amusement facilities, fairgrounds, similar facilities, and their associated structures.</u>	<u>P</u>
<u>Religious center</u>	<u>P</u>
<u>Schools</u>	<u>P</u>
<u>Solid waste disposal sites</u>	<u>P</u>
<u>Telecommunications sites subject to SCC 10.16.340</u>	<u>P</u>
<u>Television, telephone, and cellular transmission towers and their associated structures, subject to the provisions for industrial zones within ordinance 12-2-99, the Santaquin City telecommunications ordinance, its amendments and/or successors</u>	<u>P</u>
<u>Temporary Concrete Batch Plant only for the construction of federal, state, or local government capital improvement projects consistent with the use of the property.</u>	<u>C</u>
<u>Transportation hubs and collector point facilities</u>	<u>P</u>
<u>Wastewater treatment facilities, i.e., treatment facilities, storage ponds, etc., and associated structures and uses.</u>	<u>P</u>

- C. Area Requirements: In the PF public facilities zone, there shall be no land area requirements, except that an area sufficient to accommodate location requirements, off street parking, loading and unloading, and vehicular access, as necessary, shall be provided and maintained.
- D. Width Requirements: The minimum width of lots in this zone has not been specified except that the width shall be sufficient to accommodate the proposed or existing land use.
- E. Location Requirements:
1. Front Setback: All buildings and structures shall be set back at least twenty feet (20') from the front lot line.
 2. Side Setbacks:
 - a. Interior lots: All buildings shall be set back from the side property line a distance of at least ten feet (10').
 - b. Corner lots: All buildings shall be set back from any street not less than twenty five feet (25').
 3. Rear Setback:
 - a. Interior lots: All buildings shall be set back from the rear property line a distance of at least ten feet (10').
 - b. Corner lots: All dwellings and other main buildings shall be set back from the rear property line a distance of at least ten feet (10').
 4. Clear View: All structures must be placed in conformance with the clear view standards found in SCC 10.16.090. (Ord. 11-03-2014, 11-5-2014, eff. 11-6-2014)
- F. Size Of Buildings: The ground floor area of all buildings has not been specified.
- G. Height And Size Requirements: There are no height or size requirements in the PF public facilities zone.
- H. Special Provisions:
1. Development landscaping shall be in accordance with SCC 10.52, "Landscaping Standards".
 2. Materials placed in screened outside storage areas shall be stacked no higher than the screening fence, wall, hedge, or berm surrounding such area.
 3. Temporary Batch Plant Requirements:
 - a. The following items shall be submitted to the Community Development Department.
 - (1) A conditional use application and application fee.
 - (2) A site plan showing the location of the batch plant, all temporary structures, improvements, access routes, egress routes, on-site travel routes, and plans to address surface water issues.
 - (3) A site reclamation plan. The project will be expected to comply with such plan during the time for which a permit is issued. This plan shall include a complete set of written and drawn plans outlining the applicant's intentions for reclamation of the land after the expiration of the conditional use permit. No reclamation project shall be permitted to extend more than twelve (12) months beyond the end of the conditional use permit, or any extension thereof, whichever is later.

- (4) A nuisance mitigation plan. The project will be expected to comply with such plans during the time for which a permit is issued. These plans should provide written and drawn details of the applicant's intentions to control:
 - (A) Dust;
 - (B) Noise;
 - (C) Odors; and
 - (D) Any other possible nuisances that could originate from the site, any other possible nuisance recognized by the city, and/or any pertinent nuisance contained within the city's nuisance ordinance.
- b. The approval of a temporary batch plant is valid for one (1) year. A one-time extension of one (1) year can be requested.
 - (1) A written request for an extension must be submitted to the Community Development Department and approved by the Planning Commission before the one (1) year approval expires.
 - (2) The extension shall be approved by the Planning Commission if all conditions of the Conditional Use are being met.
- c. Location: A temporary batch plant shall not be located closer than 500 feet from any existing dwelling.
- d. Hours of Operation: The operating hours for a temporary batch plant shall be from six o'clock (6:00) A.M. to ten o'clock (10:00) P.M. Under special circumstances this time period may be modified by the mayor.
- e. Storm Drain:
 - (1) Track Out: When rock, mud or debris are spilled upon a public roadway, it shall be the responsibility of the permitted operator to remove such material immediately.
 - (2) Perimeter Berm: All storm water must be retained on site.
- f. Road Access: All sites shall have direct access to a City, County or State road.

10. Rezoning And Designation:

- 3. Rezoning: Rezoning of property existing within the city's boundaries and the designation of property being annexed into the city to the PF public facilities zoning classification shall only be done upon demonstration by the applicant that the property is strictly in conformity to the intent and characteristics of the zoning classification, as determined and approved by the city council with recommendation from the planning commission.

~~4. Spot Zoning: Due to the nature of the PF zoning classification and the inherent nature of some land uses permitted within the classification, and in addition to the provisions of SCC-10.20.060, spot zoning shall be permitted for the proper assignment of the PF zoning classification to property within the city. (Ord. 12-01-2002, 12-4-2002, eff. 12-5-2002)~~

- 11. Supplementary Requirements: See SCC 10.16, "Supplemental Provisions Applicable Within All Zones".

Section II. Severability

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

Section III. Contrary Provisions Repealed

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

Section IV. Codification, Inclusion in the Code, and Scrivener’s Errors

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

Section V. Posting and Effective Date

This ordinance shall become effective at 5:00 p.m. on Wednesday, February 21, 2024. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 20th day of February 2024.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember Travis Keel	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 20th day of February 2024, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO ALLOW TEMPORARY BATCH PLANTS IN THE PF ZONE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”

“

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 20th day of February 2024.

Amalie R. Ottley
Santaquin City Recorder

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b) as a Class A Notice and Santaquin City Code 1-2-050(D)

I further certify that copies of the ordinance were posted online at www.santaquin.org, at the City Hall Building at 110 S. Center Street and on the State of Utah’s Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

AMALIE R. OTTLEY
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ____ day of ____ 2023, by AMALIE R. OTTLEY.

My Commission Expires:

Notary Public

Residing at Utah County

MEMO



To: Mayor Olson and City Council
From: Ryan Harris, Senior Planner
Date: February 16, 2024
RE: **Water Efficiency Standards**

Santaquin City values the water resource that it has and continuously explores opportunities to be a good steward of this invaluable resource. To further promote the efficient use and conservation of water in Santaquin City, staff is proposing to add language to the Landscaping Standards (10.52) found in the Santaquin City Code that will help with the efficient use of water. The proposed language is consistent with language that the Central Utah Water Conservancy District and the State of Utah have been working on to promote the more efficient use of water, both regionally and statewide.

The Planning Commission held a public hearing and has provided a recommendation to the City Council. The Planning Commission gave the following motion.

Motion: Commissioner Romero made a motion to forward a positive recommendation to the City Council to approve amending Santaquin City Code Title 10 Section 52 “Landscaping Standards” related to Outdoor Landscaping Water Efficiency Standards for all new construction. Commissioner Nixon seconded the motion.

Commissioner Moak, Yes; Commissioner Nixon, Yes; Commissioner Romero, Yes; Commissioner Weight, Yes, Commissioner Wood, Yes; the motion passed.

Recommended motion: “Motion to approve Ordinance No. 02-03-2024, an ordinance amending Santaquin City Code to add water efficiency standards to the cities landscaping code, providing for codification, correction of scrivener’s errors, severability, and an effective date for the ordinance.

ORDINANCE NO. 02-03-2024

AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO ADD WATER EFFICIENCY STANDARDS TO THE CITIES LANDSCAPING CODE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER'S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.

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

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

WHEREAS, the City Council desires to amend Santaquin City Code Title 10 Chapter 52 to add water efficiency standards to the city's landscaping code.

WHEREAS, the Santaquin City Planning Commission held a public hearing on January 9, 2024, which hearing was preceded by the posting of public notice in at least three public places within the City limits of Santaquin City; and

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

WHEREAS, the provisions of this code amendment will apply to any new building permit submitted after this ordinance takes effect.

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

Section I. Amendments

Title 10 Chapter 52 is amended as follows: (underlined text is added, stricken text is deleted)

10.52.010 PURPOSE

The purpose of the landscaping requirements and recommendations in this title shall be to promote the health, safety, and general welfare of the public; to stabilize property values by encouraging pleasant and attractive surroundings and thus create the necessary atmosphere to facilitate the orderly development of an attractive and harmonious community. Specific ways these purposes are accomplished include:

- A. Enhancing the appearance and visual character of the community;
- B. Promoting compatibility between all land uses by reducing visual, noise and light impacts of development on adjacent properties;
- C. Reducing the area of impervious surfaces and storm water drainage impacts;
- D. Providing shade to help mitigate heat and exposure on paved surfaces and to help conserve energy;
- E. Encouraging the conservation of water resources through inclusion of more drought tolerant plants, and best practices;

- F. Defining entry points on property and guides for the separated circulation of vehicles and pedestrians.
- G. The relief of heat, noise, and glare through the proper placement of landscaping.

10.52.012 LANDSCAPING DEFINITIONS

ACTIVITY ZONES: Portions of the landscape designed for recreation or function, such as storage areas, fire pits, vegetable gardens, playgrounds, etc.

ACTIVE RECREATION AREAS: Areas of the landscape dedicated to active play where lawn may be used as the playing surface (ex. sports fields).

CENTRAL OPEN SHAPE: An unobstructed area that functions as the focal point of a landscape and is designed in a geometric shape.

GATHERING AREAS: Portions of the landscape dedicated to congregating, such as patios, gazebos, decks, and other seating areas.

HARDSCAPE Durable landscape materials, such as concrete, wood, pavers, stone, or compacted inorganic mulch.

LAWN: Ground that is covered with grass or turf that is regularly mowed.

MULCH: Any material such as rock, bark, compost, wood chips or other materials left loose and applied to the soil.

PARK STRIP: A typically narrow landscaped area located between the back-of-curb and sidewalk.

PATHS: Designed routes between landscape areas and features.

PLANTING BED: Areas of the landscape that consist of plants, such as trees, ornamental grasses, shrubs, perennials, and other regionally appropriate plants.

TOTAL LANDSCAPED AREA: Improved areas of the property that incorporate all the completed features of the landscape. The landscape area does not include footprints of buildings or structures, sidewalks, driveways, and other non-irrigated areas intentionally left undeveloped.

10.52.020 CITY WIDE LANDSCAPING REQUIREMENT FOR NEW RESIDENTIAL DWELLINGS

All new residential dwellings must provide completely landscaped front yards and side yards, as defined in SCC 10.16.290, where such yard area is visible from the public street or private street. Acceptable landscaping must include plants and sufficiently control erosion, dust, and weeds to mitigate negative impact on neighboring residences. All single-family residential landscaping should meet the recommendations in SCC 10.52.030.B.1 and shall follow requirement in SCC 10.52.030.F. Unless an appropriate bond is posted, landscaping must be completed before the residential dwelling receives a certificate of occupancy.

In the event that a residential dwelling is completed when pressurized irrigation is not available, a cash bond may be provided to Santaquin City as per the approved fee schedule. If a cash bond is paid, the landscaping improvements shall be completed by the end of the following irrigation season before the City's pressurized irrigation is turned off in mid-October.

10.52.030 DEVELOPMENT PROJECT LANDSCAPING REQUIREMENTS

- A. Scope Of Requirement: The provisions of this section shall apply to landscaping for all new and reconstructed landscaping for public agency projects, private nonresidential projects, developer installed landscaping in multi-family residential projects, and developer installed landscaping in single-family projects, which require project review and approval by the city. Such review may include initial or modified site plan reviews, modified conditional use permit review, and building permits issued for commercial and multi-family building exterior or site modifications, other than typical maintenance, ~~where the estimated cost of construction is greater than fifty thousand dollars (\$50,000.00) in either a single application or any number of applications within a five (5) year period.~~
- B. General Landscaping Standards: The following requirements and recommendations apply to all landscaping projects that are subject to city review:
1. Site Landscaping: All areas not utilized in a building footprint or necessary for site access, parking, or vehicle and pedestrian circulation shall be planted with an effective combination of trees, ground cover, lawn, shrubbery, and/or approved dry landscape materials and mulches under the standards established by this section and in accordance with an approved landscape plan. Site landscaping should incorporate the following recommendations:
 - a. If size permits, the landscaped areas of the front yard and back yard should include a designed Central Open Shape created by using Lawn, Hardscape, groundcover, or gravel.
 - b. Gathering Areas should be constructed of Hardscape and placed outside of the Central Open Shape. In a landscape without lawn, Gathering Areas may function as the Central Open Shape.
 - c. Activity Zones should be located outside of the Central Open Shape and should be surfaced with materials other than lawn.
 - d. Paths should be made with materials that do not include Lawn, such as Hardscape, Mulch, or other ground surface material.
 - e. All irrigation should be appropriate for the designated plant material to achieve the highest water efficiency. Drip irrigation should be used except in lawn areas. Drip irrigation systems should be equipped with a pressure regulator, filter, flush-end assembly, and any other appropriate components.
 - f. Each irrigation valve should irrigate landscaping with similar site, slope and soil conditions, and plant materials with similar watering needs. Lawn and planting beds should be irrigated on separate irrigation valves. In addition, drip emitters and sprinklers should be placed on separate irrigation valves.
 - g. Landscaped areas should be provided with a WaterSense labeled smart irrigation controller which automatically adjusts the frequency and/or duration of irrigation events in response to changing weather conditions. All controllers should be equipped with automatic rain delay or rain shut-off capabilities.
 - h. At least 3-4 inches of mulch, permeable to air and water, should be used in planting beds to control weeds and improve the appearance of the landscaping.
 2. Landscape Plans: A landscape plan is required for all developments under the scope of this chapter and shall be submitted to and approved by the development review committee prior to issuance of any permit or site plan approval. Each landscape plan shall address the functional aspects of landscaping such as grading, drainage, runoff,

erosion prevention, wind barriers, provisions for shade, and reduction of glare. The landscape plan shall be prepared by a landscape architect registered in the state of Utah or professional landscape designer and shall contain the information required in exhibit A attached to the ordinance codified herein.

3. Plant Selection: Plants selected for landscape areas shall be well suited to the microclimate and soil conditions at the project site as well as year round aesthetics of the property. Developments should include a good combination of evergreen trees in addition to deciduous trees in order to achieve a nonbarren landscape design during winter months when there are no leaves on the trees. Preference shall be given to those species listed in the city approved tree species list provided in the city's construction standards. ~~Sod shall not be permitted in landscape areas less than four feet (4') in width.~~
 4. Installation: All landscaping shall be installed according to sound horticultural practices in a manner designed to encourage quick establishment and healthy growth. The following shall also apply:
 - a. It shall be the responsibility of the developer to grade, place topsoil, seed or sod, install automatic sprinkler irrigation systems, and properly plant trees, shrubs, and other approved plant materials. Plants with similar water needs shall be grouped together as much as possible.
 - b. Landscaping shall be completed in accordance with the landscape plans submitted and approved by the ~~d~~Development ~~r~~Review ~~e~~Committee.
 - c. All landscape work must be installed prior to a certificate of occupancy of the associated building or as otherwise approved by the ~~d~~Development ~~r~~Review ~~e~~Committee as seasonal conditions may dictate.
 - d. The developer shall bond for such landscape improvements prior to occupancy to ensure that installations are completed as submitted and approved. Guarantee requirements for landscape improvements shall be the same as required by the city for all other site improvements.
 4. Maintenance: Trees and vegetation, irrigation systems, fences, walls, and other landscape elements shall be considered as elements of the project in the same manner as parking, and other site details. The applicant, landowner, or successors in interest shall be responsible for the regular and proper maintenance of all landscaping elements installed. Maintenance is required on all landscaping appropriate to the method and type, which may include, but is not limited to, mowing, removal of litter, trash, or garbage, pruning, watering, and repair of all landscape structures such as fences and walls, etc. Maintenance also includes replacing dead or dying plants with healthy stock of the same species or another as approved by the ~~e~~Community ~~d~~Development ~~d~~Department, and as required by the approved landscape plan. Failure to adequately maintain the health, condition, and number of plantings required by an approved landscape plan is a violation of this chapter.
 5. Vegetation Removal: Any alterations to site landscaping beyond typical maintenance ~~must~~ shall be approved by the ~~community—development—department—Zoning Administrator~~. Any vegetation removed or needing to be replaced due to disease, health, or condition, shall be replaced within one growing season. No vegetation required by a landscape plan shall be removed for purposes of greater visibility to a site or signage.
 6. Curbing: All landscape yards and areas abutting driveways, drive aisles, parking stalls and property lines shall be protected by a concrete curb, which shall be four inches wide and six inches deep (4" x 6"). No curbing is required along property lines where a shared landscaping area extends over a property line and the adjacent property has been or will be developed within six (6) months or is part of a master planned development.
- C. Landscape Yards And Screening:
1. Required Landscape Yards: The following landscaping yards and buffers are required as listed in table 1 of this section:

TABLE 1
REQUIRED LANDSCAPE YARDS AND AREAS

Zone/Use	Front To Building/To Parking	Street Side To Building/To Parking	Side	Rear	Side Or Rear Abutting A Residential Zone ¹	Minimum Percentage Of Landscape Area
MBD along Main Street (200 W to 100 E)	10'/10' ²	10'/10' ²	5' ³	5'	5'	See MBD development standards
C-1	Landscape yards within these zones shall be established in relationship to required setbacks for buildings and parking areas					10%
RC	30'/15'	20'/10'	10'	10'	20'	10%
PC	30'/15' ²	20'/10' ²	10'	10'	20'	10%
I-1	35'/20'	25'/20'	10' ⁴	10' ⁴	15'	8%
PO	30'/15'	20'/10'	10'	20'	20'	10%
Multiple-unit residential dwellings ⁵	30'/20'	30'/20'	20'	30'	30'	See multi-family development standards
Core area (multi-family/nonresidential) other than MBD	20'/20'	15'/20'	10'	20'	20'	10%
Nonresidential uses that may be appropriate in a residential zone	30'/20'	30'/20'	5'	5'	10'	15%

Notes:

¹ A site is considered to abut a residential zone even if the residential zone begins at the centerline of an adjacent public street to the rear or side of the proposed development.

² Where sites are constructed with outdoor eating and display areas along the public right of way, a maximum of 60 percent of this area may include pavers or other city approved hardscape.

³ This side yard requirement for the building can be waived when the associated building is constructed with 0 setback from a side property line and an adjoining building is or will be constructed with a similar 0 setback as part of a master planned development or plans for the adjoining site are under review by the city.

⁴ Landscaping yards are not required within storage or material yards unless adjacent to a residential zone.

⁵ Landscape yards are to be established from the outer walls of any attached unit structures.

2. Required Landscaping Amounts Within Landscape Yards:
 - a. Landscape yards abutting residential zones shall include a minimum of one (1) tree and five (5) shrubs for each thirty (30) linear feet or fraction thereof of the landscape yard area (as measured along the property line).
 - b. Side and rear landscape yards abutting a nonresidential development or property zoned for such shall include a minimum of one (1) tree and four (4) shrubs for each forty (40) linear feet or fraction thereof of the landscape yard area (as measured along the property line).
 - c. Front and street side landscape areas shall include a minimum of one (1) tree for each forty (40) linear feet or fraction thereof of the landscape yard area (as measured along the property line).
 - d. In addition to the above, ground cover shall be provided over all landscape areas.
3. Plant Spacing: Trees and shrubs may be spaced irregularly in informal groupings or be uniformly spaced, as consistent with larger overall planting patterns and organization of the site. Perimeter landscaping along a street shall be designated and integrated with the streetscape in the street right of way.
4. Park Strips: Developments which front onto a public road shall install one (1) tree per thirty feet (30') of frontage or fraction thereof and ground cover in accordance with city approved streetscape designs, materials and plantings between the sidewalk and curb. of these areas is to be performed by the adjacent property owner.
5. Utility Screening: All above ground utility equipment (e.g., power, phone, cable boxes, etc.) as well as ground mounted HVAC equipment, etc., shall be screened from public view by a wall or plantings equal to or greater than the equipment height.
6. Fencing And Property Line Screening:
 - a. In addition to the required landscaping, screening along rear or side property lines should incorporate berming, open construction barriers, low maintenance fencing materials or decorative walls constructed of stone, masonry or decorative iron.
 - b. Screening heights along front property lines and along side property lines within the existing or proposed building front setbacks shall be the same as outlined in SCC 10.16.260 for all fences, walls, and hedges.
 - c. Fences or walls along rear or side property lines shall not exceed six feet (6') in height for general nonindustrial uses. Walls may be ten feet (10') tall to lessen the sound and visual impacts of industrial uses or uses where diesel traffic or noise caused by service bays, loading docks, crushing operations, etc., is expected. Walls greater than six feet (6') in height must be architecturally articulated (e.g., materials, planes, columns, crown features, etc.) and landscaping around such walls shall be designed to soften the wall presence.

- d. Screening shall be designed and located to provide a natural crime deterrent. Barbed or razor wire is not permitted unless specifically approved by the planning commission for security, public safety, health, or general welfare of the citizens and property owners of Santaquin and/or their property. This provision does not apply to agricultural uses and public utility facilities.
 - 7. Decorative Materials: Materials such as crushed rock, redwood chips, pebbles, pavers, or stamped concrete and stones may not cover more than fifty percent (50%) of the areas required to be landscaped.
 - 8. Clear View Areas: Landscaping within designated clear view areas shall comply with SCC 10.16.090.
- D. Building Landscaping:
- 1. Except within MBD areas, exposed sections of building walls that are in high visibility areas along arterial and collector streets as well as on site, general public access areas, shall have planting beds approximately six feet (6') wide placed directly along at least fifty percent (50%) of such walls. These planting areas may overlap required landscape yards.
 - 2. Trash enclosures and other accessory structures shall have a minimum five foot (5') wide planting area along three (3) sides and a minimum of four (4) shrubs per landscaped side. These planting areas may overlap required landscape yards.
 - 3. Except within MBD areas, a group of four (4) shrubs and one tree shall be provided in a landscape area or grade adjacent to the front and side elevations of a building per fifty (50) linear feet or fraction thereof, of elevation where the building exceeds one hundred feet (100') in length (e.g., 110 feet of building face would require 3 of the above groupings).
- E. Parking Area Landscaping: In addition to the required landscape yards, parking lots shall have landscaping which reduces the area of impervious surfaces and stormwater drainage impacts, provides shade to help mitigate heat and exposure on paved surfaces and to help conserve energy, and helps to define entry points on property and guides for the separated circulation of vehicles and pedestrians. The following shall apply:
- 1. Landscape Areas: Landscaping shall be provided in the amount of six percent (6%) of the interior space of parking lots with less than one hundred (100) spaces, and ten percent (10%) of the interior space of all parking lots with one hundred (100) spaces or more. For single developments on less than two (2) acres, this percentage will count toward the minimum landscape requirement provided in paragraph C, 1.
 - 2. Screening: Screening from the street and all nonresidential uses shall be of sufficient height and opacity to continuously block the lowest three feet (3') of the cross section view of the parking area from the street or adjacent use. These screening standards may be met in any number of different ways, including, but not limited to, a garden wall, earthen berm, constructed planter, dense hedge, or combination of ways. Landscape plans submitted for review shall include a graphic depiction of the parking lot screening as viewed from the street. Plant material used for the required screening shall achieve required capacity in its winter seasonal condition within three (3) years of construction of the vehicular use area.
 - 3. Pedestrian Walking/Refuge Areas: Pedestrian walking/refuge areas shall be provided between parking aisles closest to major business entries where one hundred (100) or more parking spaces are required. Such areas shall be at least eleven feet (11') wide and have a five foot (5') wide meandering sidewalk running the length of the area. Those portions of this area not utilized as sidewalk shall be landscaped with at least one tree and four (4) shrubs per sidewalk return. Additionally, ground cover shall be provided over the entire landscape area.
 - 4. Planter Islands: Landscaped islands shall be provided at the end of parking aisles and appropriately spaced at intermediate locations along parking aisles.

- a. Dimensions: Islands at the end of single stall width parking aisles shall be at least six feet (6') in width and eighteen feet (18') in length. Islands at the end of dual stall width parking aisles shall be at least six feet (6') in width and thirty six feet (36') in length, with at least one hundred sixty (160) square feet of ground area per shade tree or one hundred (100) square feet of ground per ornamental tree to allow for root aeration.
- b. Vegetation: Islands shall include one or more canopy shade trees and four (4) or more shrubs per eighty (80) square feet of planter area. Additionally, ground cover shall be provided over the entire landscape area.
- c. Curbing: All islands shall have raised concrete curbs surrounding them. Curb extents shall not be included in the required dimensions.

F. Water Conversation Landscaping Requirements:

- 1. Lawn shall not be less than eight (8) feet wide at its narrowest point.
- 2. Lawn shall not exceed 35% of the Total Landscaped Area.
 - a. Small residential lots, which have no back yards, which the Total Landscaped Area is less than 250 square feet, and which the front yard dimensions cannot accommodate the minimum 8 feet wide lawn area requirement, are exempt from the 8 feet minimum width lawn area requirement and maximum of 35% lawn requirement.
- 3. Lawn shall not be installed in Park Strips, Paths or on slopes greater than 25% or 4:1 grade.
- 4. In commercial, industrial, institutional, and multi-family development common area landscapes, lawn areas shall not exceed 20% of the Total Landscaped Area, outside of Active Recreation Areas.
- 5. In commercial, industrial, and multi-family projects, all Planting Beds shall have commercial grade weed barrier fabric installed.

~~F.G.~~ Species Diversity And Minimum Standards:

- 6. Diversity: To prevent uniform insect or disease susceptibility and eventual uniform maturity and agedness on a development site or in the adjacent area or the district, species diversity is required and extensive monocultures are prohibited. The following requirements shall apply to site development plans:

Number Of Trees On Site	Maximum Percentage Of Any One Species
10 - 19	75%
20 - 39	60%
40 or more	50%

- 7. Plant Sizes: The following minimum plant sizes shall be required:

Type	Minimum Size
Canopy shade (deciduous) tree	2.0 inch caliper balled and burlapped equivalent

Canopy shade (deciduous) tree as a street tree on a residential local street only	2.0 inch caliper container or equivalent
Evergreen tree	6.0 foot height balled and burlapped or equivalent
Ornamental tree	1.5 inch caliper balled and burlapped or equivalent
Shrubs	5 gallon or adequate size consistent with design intent

G.H. Waivers And Exceptions: The city's land use authority may waive a requirement of a site plan if, in its opinion, specific requirements are unnecessary or inappropriate due to circumstances unique to the property, or if the requirements have been previously submitted and approved. Such requirements may be set aside only to the extent that the intent and purpose of this chapter is not violated.

H.I. Nonconforming Status: Any use of property, which, on the effective date hereof, is nonconforming only as to the regulations relating to landscaping may be continued in the same manner as if the landscaping were conforming until such time that any such land use, parking area, site development or landscaping changes.

Section II. Severability

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

Section III. Contrary Provisions Repealed

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

Section IV. Codification, Inclusion in the Code, and Scrivener’s Errors

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

Section V. Posting and Effective Date

This ordinance shall become effective at 5:00 p.m. on Wednesday, February 21, 2024. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 20th day of February 2024.

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember Travis Keel	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that the above and foregoing is a true, full, and correct copy of an ordinance passed by the City Council of Santaquin City, Utah, on the 20th day of February 2024, entitled

“AN ORDINANCE AMENDING SANTAQUIN CITY CODE TO ADD WATER EFFICIENCY STANDARDS TO THE CITIES LANDSCAPING CODE, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE FOR THE ORDINANCE.”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 20th day of February 2024.

Amalie R. Ottley
Santaquin City Recorder

(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b) as a Class A Notice and Santaquin City Code 1-2-050(D)

I further certify that copies of the ordinance were posted online at www.santaquin.org, at the City Hall Building at 110 S. Center Street and on the State of Utah’s Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

AMALIE R. OTTLEY
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ___ day of ___ 2023, by AMALIE R. OTTLEY.

My Commission Expires:

Notary Public

Residing at Utah County



MEMORANDUM

February 16, 2024

To: Santaquin City Mayor and City Council

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

RE: **Santaquin Public Safety Impact Fee Update**

Mayor and Council Members,

Santaquin City has need to update our Public Safety Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA). This need is due to the significant cost increases for the Santaquin Fire Department ladder truck (recently ordered) and the planned fire station number 2. Both the ladder truck and the new fire station number 2 are identified in the Santaquin City Public Safety Master Plan (can be found on our website), IFFP, & IFA (included in the meeting packet).

Utah State Code ([Utah Code Section 11-36a-504](#)) requires that, for all Impact Fee Facilities Plans (IFFP) & Impact Fee Analyses (IFA), a public hearing is held "... as if the impact fee enactment were a land use regulation ...". Therefore, this item comes before you as the Planning Commission. We ask that the Planning Commission please review the updated IFFP & IFA and then forward a recommendation to the City Council regarding these two items.

On February 13th, the Planning Commission considered the attached updates to the Santaquin City Public Safety IFFP and IFA, with updated impact fee amounts due to the increased costs identified therein for the ladder truck and the new fire station number 2.

During the February 13th Planning Commission meeting, the Planning Commission forwarded a unanimous positive recommendation to the City Council to adopt the updated Santaquin City Public Safety IFFP and IFA.

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

Recommended Motion:

Motion to adopt Ordinance 02-04-2024 for updates to the Santaquin City Public Safety Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA).

ORDINANCE 02-04-2024

AN ORDINANCE AMENDING THE PUBLIC SAFETY IMPACT FEE FACILITY PLAN (“IFFP”) AND IMPACT FEE ANALYSIS (“IFA”), PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, Santaquin City (the “City”) is a political subdivision of the State of Utah, authorized and organized under applicable provisions of Utah law; and

WHEREAS, the City has legal authority, pursuant to Title 11, Chapter 36a of the Utah Code Annotated, as amended (“*Impact Fees Act*” or “*Act*”), to impose development impact fees as a condition of development approval, which impact fees are used to defray capital infrastructure costs attributable to new development activity; and

WHEREAS, the City has previously enacted and imposed impact fees for public facilities, as defined in Utah Law, Title 11, Chapter 36a, Section 102, and as more particularly set forth in the Santaquin City Fee Schedule; and

WHEREAS, Santaquin has experienced significant growth and anticipates more growth in the near future; and

WHEREAS, the City desires to amend its previously adopted Public Safety Impact Fees in accordance with applicable provisions of the Impact Fees Act in order to appropriately assign costs to development for the purpose of a needed ladder truck and additional fire station, in an equitable and proportionate manner as more particularly provided herein; and

WHEREAS, the City properly noticed its intent to amend the Public Safety Impact Fees Facilities Plan and the Public Safety Impact Fee Analysis as required by law and the City has, through its consultants, completed the Public Safety Impact Fee Facilities Plan and Impact Fee Analysis in accordance with applicable provisions of the Impact Fees Act, which Public Safety Impact Fee Facilities Plan and Impact Fee Analysis are more particularly described and adopted herein; and

WHEREAS, the City has provided the required notice and held a public hearing before the Planning Commission on February 13, 2024, regarding the proposed amendments to the Public Safety Impact Fee Facilities Plan and Public Safety Impact Fee Analysis in accordance with applicable provisions of the Impact Fees Act; and

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

SECTION I. Adoption

The attached Public Safety IFFP, & IFA are hereby adopted as the official Santaquin City Public Safety IFFP and IFA.

SECTION II. Contrary Provisions Repealed

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

SECTION III. Codification, Inclusion in the Code, and Scrivener's Errors

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

SECTION IV. Severability

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

SECTION V. Other Impact Fees Not Repealed

Except as otherwise specifically provided herein, this Public Safety Impact Fee Ordinance shall not repeal, modify, or affect any impact fee of the City in existence as of the effective date of this Ordinance.

SECTION VI. Effective Date

This ordinance shall become effective at 5:00 p.m. on Wednesday, February 21, 2024. Prior to that time, the City Recorder shall deposit a copy of this ordinance in the official records of the City and place a copy of this ordinance in three places within the City.

PASSED AND ADOPTED this 20th day of February 2024

Daniel M. Olson, Mayor

Councilmember Art Adcock	Voted	___
Councilmember Brian Del Rosario	Voted	___
Councilmember Lynn Mecham	Voted	___
Councilmember Jeff Siddoway	Voted	___
Councilmember Travis Keel	Voted	___

ATTEST:

Amalie R. Ottley, City Recorder

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, AMALIE R. OTTLEY, City Recorder of Santaquin City, Utah, do hereby certify and declare that prior to the ordinance taking effect, I posted a short summary of the ordinance on the Utah Public Notice Website as required by Utah State Code 10-3-711(1)(b) as a Class A Notice and Santaquin City Code 1-2-050(D)

I further certify that copies of the ordinance were posted online at www.santaquin.org, at the City Hall Building at 110 S. Center Street and on the State of Utah's Public Notice Website, <https://www.utah.gov/pmn/index.html>. A copy of the notice may also be requested by calling (801)754-1904.

AMALIE R. OTTLEY
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ____ day of ____ 2023, by AMALIE R. OTTLEY.

My Commission Expires:

Notary Public

SANTAQUIN CITY



DRAFT AMENDED PUBLIC SAFETY IMPACT FEE FACILITIES PLAN



Zions Public Finance, Inc.
February 2024

AMENDED IMPACT FEE FACILITIES PLAN SANTAQUIN CITY

Executive Summary

Background

This Amended Impact Fee Facilities Plan (IFFP) was prepared to meet the requirements of Utah Code §11-36a. Public safety includes both police (law enforcement) and fire capital facilities. Updates have only been made to the fire capital facilities due to the significant inflationary costs the City is experiencing with the purchase of a fire ladder truck and the construction of a fire station.

Impact fees are a one-time fee charged to new development to help offset the capital costs associated with new growth in a community. Santaquin has determined that there is one city-wide service area for police and fire protection services.

New Development and Growth

Santaquin is experiencing solid growth. Residential and non-residential growth creates the demand for new public safety capital facilities. Projected growth is shown in the following table:

TABLE 1: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City; Utah County Assessor’s Office; ZPFI

Identify the Existing and Proposed Levels of Service and Excess Capacity

Utah Code 11-36a-302(1)(a)(i)(ii)(iii)

The IFFP considers only *system* facilities in the calculation of impact fees. For the City, this has been determined to mean public safety buildings, as well as fire vehicles that have been acquired previously or will be acquired within the next six years at a cost of \$500,000 or more.

Existing service levels for both police and fire are based on the current capital facilities (i.e., building square feet) as measured per demand unit. Demand units increase with development which generates more calls for service and, therefore, the need for more public building space. In addition, existing service levels for fire include fire vehicles acquired at a cost of \$500,000 or more.

Police. The City had 9,545 calls for service that originated from development in Santaquin in 2019.¹ With the growth that the City is experiencing, these calls for service will only increase in the future. The City currently has excess capacity in its existing police facilities sufficient to serve the needs of the City through 2030 and therefore will not need to construct new facilities in the near term in order to meet the demands of new growth.

During 2019, the City averaged 1.596 police calls per residential dwelling unit and 0.00209 calls per square foot of nonresidential space. With 4,124 police building square feet and 9,545 calls for service, the existing service level is 0.43 square feet of police facility space for every police call. The City has no immediate plans to build additional police station space and assumes that the current space will serve the City through 2030. The proposed service level which will be reached in 2030 is for 0.23 square feet of space per call.

TABLE 2: EXISTING AND PROPOSED LEVEL OF SERVICE – POLICE

	TOTAL	Residential	Non-Residential
Police Calls 2019	9,545	6,312	2,432
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		1.596	0.00209
TOTAL Attributable Police Bldg SF	4,124	2,727	1,051
Existing LOS - SF per Call		0.43	0.43
2030 Calls	17,951	11,871	4,574
Proposed LOS - SF per Call		0.23	0.23

Fire. The City had 703 calls for service that originated from development in Santaquin in 2019.² With the growth that the City is experiencing, these calls for service will only increase in the future. Within the impact fee planning horizon, the City plans to construct an additional fire station (15,000 SF) at an estimated cost of \$9,135,000 to serve future growth.

¹ Santaquin had 9,545 police calls for service in 2019. These calls have been adjusted to account for the fact that 20 percent of all traffic-related police calls are attributed to pass-through traffic that does not originate in Santaquin and therefore cannot be included in the calculation of impact fees. Traffic calls represent 42 percent of all calls for service received by the police department.

² Santaquin had 703 fire calls for service in 2019. These calls have been adjusted to account for the fact that 10 percent of all fire-related traffic calls are attributed to pass-through traffic that does not originate in Santaquin and therefore cannot be included in the impact fee calculation. Traffic calls represent 15.5 percent of all calls for service received by the fire department.

During 2019, the City averaged 0.139 fire calls per residential dwelling unit and 0.12106 calls per 1,000 square feet of nonresidential space. With 10,423 square feet of fire building space, this results in an existing service level of 14.83 square feet of fire facility space for every fire call. The proposed service level is for 9.92 square feet per call calculated by dividing the total fire building square feet (10,423) by the projected calls in 2026 (1,051)³ at which time a new station will be required.

TABLE 3: EXISTING AND PROPOSED SERVICE LEVELS – FIRE

	TOTAL	Residential	Non-Residential
Fire Calls 2019	703	551	141
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or 1000 Nonresidential SF		0.139	0.12106
Total Attributable Fire Building SF	10,423	8,171	2,090
Existing LOS - SF per Call	14.83	14.83	14.83
Calls 2026	1,051	824	211
Proposed LOS - SF per Call 2026		9.92	9.92

The City intends to acquire a \$1,720,000 ladder truck within the next 6 years that can be considered in the calculation of impact fees. The ladder truck is needed to serve the additional height and reach demands of future development.

Identify Demands Placed Upon Existing Public Facilities by New Development Activity at the Proposed Level of Service

Utah Code 11-36a-302(1)(a)(iv)

Police. The existing police department has excess capacity sufficient to serve the needs of new development through the next 10 years. Therefore, no new facilities are needed within the timeframe of this impact fee study in order to meet growth demands in the City. At the proposed service level of 0.23 building square feet per call,⁴ new residential and non-residential development will consume the 1,931 square feet of excess capacity in the existing building by 2030.

Fire. The existing fire department has excess capacity sufficient to serve the needs of new development through 2026, at which time it plans to construct a new fire station with 15,000 square feet of building space. At the proposed service level of 9.92 building square feet per call in 2026, new residential and non-residential development will need a total of 13,114 square feet of space by 2030. With 10,423 square feet of building space in the City’s existing fire station, of which 3,450 is currently excess capacity, the City will need another 2,691 of building space by 2030.

³ Includes residential, non-residential and pass-thru traffic calls

⁴ Calculated by dividing the 4,124 building square feet by the 17,951 police calls anticipated in 2030.

Identify How the Growth Demands Will Be Met

Utah Code 11-36a-302(1)(a)(v)

Police. New growth will need to buy into the excess capacity of the existing police facilities. The actual cost of the existing building attributable to police facilities is \$2,300,000. The police department uses 4,124 square feet of the city center building (total of 17,000 square feet). No new construction of police facilities is planned until at least 2030.

Fire. The City plans to construct a future fire station by 2026 to serve the demand of new growth. The estimated cost of the future fire station, with an estimated 15,000 square feet, is \$9,135,000.

New non-residential growth will also need to pay for its fair share of the new aerial ladder truck anticipated to be purchased within the next 6 years at a cost of approximately \$1,720,000.

Consideration of Revenue Sources to Finance Impacts on System Improvements

Utah Code 11-36a-302(2)

This Impact Fee Facilities Plan includes a thorough discussion of all potential revenue sources for public safety improvements. Possible revenue sources include grants, bonds, interfund loans, transfers from the General Fund, impact fees and anticipated or accepted dedications of system improvements.

Utah Code Legal Requirements

Utah law requires that communities prepare an Impact Fee Facilities Plan before preparing an Impact Fee Analysis (IFA) and enacting an impact fee. Utah law also requires that communities give notice of their intent to prepare and adopt an IFFP. This IFFP follows all legal requirements as outlined below. The City has retained Zions Public Finance, Inc. (ZPFI) to prepare this Amended Impact Fee Facilities Plan in accordance with legal requirements.

Notice of Intent to Prepare Impact Fee Facilities Plan

A local political subdivision must provide written notice of its intent to prepare an IFFP before preparing the Plan (Utah Code §11-36a-501). This notice must be posted on the Utah Public Notice website. The City has complied with this noticing requirement for the IFFP.

Preparation of Impact Fee Facilities Plan

Utah Code requires that each local political subdivision, before imposing an impact fee, prepare an impact fee facilities plan. (Utah Code 11-36a-301).

Section 11-36a-302(a) of the Utah Code outlines the requirements of an IFFP which is required to identify the following:

- (i) identify the existing level of service
- (ii) establish a proposed level of service
- (iii) identify any excess capacity to accommodate future growth at the proposed level of service

- (iv) identify demands placed upon existing facilities by new development activity at the proposed level of service; and
- (v) identify the means by which the political subdivision or private entity will meet those growth demands.

Further, the proposed level of service may:

- (i) exceed the existing level of service if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service; or
- (ii) establish a new public facility if, independent of the use of impact fees, the political subdivision or private entity provides, implements, and maintains the means to increase the existing level of service for existing demand within six years of the date on which new growth is charged for the proposed level of service.

In preparing an impact fee facilities plan, each local political subdivision shall generally consider all revenue sources to finance the impacts on system improvements, including:

- (a) grants
- (b) bonds
- (c) interfund loans
- (d) transfers from the General Fund
- (e) impact fees; and
- (f) anticipated or accepted dedications of system improvements.

Certification of Impact Fee Facilities Plan

Utah Code states that an impact fee facilities plan shall include a written certification from the person or entity that prepares the impact fee facilities plan. This certification is included at the conclusion of this analysis.

Existing Service Levels

Utah Code 11-36a-302(1)(a)(i)

Growth in Demand

Impacts on public safety facilities will come from both residential and non-residential growth. This growth is projected as follows:

TABLE 4: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524

Year	Households	Non-Residential Square Feet
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City; Utah County Assessor’s Office; ZPFI

Residential and nonresidential growth will create increased demand for public safety services as demonstrated by the increased calls for service that are projected to occur.

Police: The increased police calls for service are projected as follows for residential and non-residential development in Santaquin. Additional calls may be received for pass-through traffic, but these demand units are not included in the calculation of impact fees.

TABLE 5: POLICE – PROJECTED GROWTH IN POLICE CALLS FOR SERVICE BY DEVELOPMENT IN SANTAQUIN

Year	Households	Residential Calls	Residential Ratio	Non-Residential Calls	Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL CALLS
2019	3,956	6,312	1.596	2,432	0.002089	8,745	9,545
2020	4,190	6,685	1.596	2,576	0.002089	9,261	10,109
2021	4,437	7,080	1.596	2,728	0.002089	9,809	10,707
2022	4,700	7,499	1.596	2,890	0.002089	10,388	11,339
2023	4,977	7,942	1.596	3,060	0.002089	11,002	12,009
2024	5,272	8,411	1.596	3,241	0.002089	11,653	12,719
2025	5,583	8,908	1.596	3,433	0.002089	12,341	13,471
2026	5,913	9,435	1.596	3,636	0.002089	13,071	14,267
2027	6,263	9,992	1.596	3,851	0.002089	13,843	15,110
2028	6,633	10,583	1.596	4,078	0.002089	14,661	16,003
2029	7,025	11,208	1.596	4,319	0.002089	15,528	16,949
2030	7,440	11,871	1.596	4,574	0.002089	16,445	17,951
2031	7,668	12,234	1.596	4,714	0.002089	16,949	18,500
2032	7,902	12,609	1.596	4,859	0.002089	17,468	19,067
2033	8,144	12,995	1.596	5,008	0.002089	18,003	19,651
2034	8,394	13,393	1.596	5,161	0.002089	18,554	20,252
2035	8,651	13,803	1.596	5,319	0.002089	19,122	20,872
2036	8,916	14,226	1.596	5,482	0.002089	19,708	21,512
2037	9,189	14,661	1.596	5,650	0.002089	20,311	22,170

Year	Households	Residential Calls	Residential Ratio	Non-Residential Calls	Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL CALLS
2038	9,470	15,110	1.596	5,823	0.002089	20,933	22,849
2039	9,760	15,573	1.596	6,001	0.002089	21,574	23,549
2040	10,059	16,050	1.596	6,185	0.002089	22,235	24,270

Fire: The increased fire calls for service originating in Santaquin are projected as shown in the following table. Additional calls may be received for pass-through traffic, but these calls are not included in the calculation of impact fees.

TABLE 6: FIRE – PROJECTED GROWTH IN FIRE CALLS FOR SERVICE

Year	Households	Residential Calls	Adjusted Residential Ratio	Non-Residential Calls	Adjusted Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL Calls
2019	3,956	551	0.1393	141	0.000121	692	703
2020	4,190	584	0.1393	149	0.000121	733	745
2021	4,437	618	0.1393	158	0.000121	776	789
2022	4,700	655	0.1393	167	0.000121	822	835
2023	4,977	693	0.1393	177	0.000121	871	885
2024	5,272	734	0.1393	188	0.000121	922	937
2025	5,583	778	0.1393	199	0.000121	977	992
2026	5,913	824	0.1393	211	0.000121	1,034	1,051
2027	6,263	872	0.1393	223	0.000121	1,096	1,113
2028	6,633	924	0.1393	236	0.000121	1,160	1,179
2029	7,025	979	0.1393	250	0.000121	1,229	1,248
2030	7,440	1,036	0.1393	265	0.000121	1,302	1,322
2031	7,668	1,068	0.1393	273	0.000121	1,341	1,363
2032	7,902	1,101	0.1393	282	0.000121	1,383	1,404
2033	8,144	1,135	0.1393	290	0.000121	1,425	1,447
2034	8,394	1,169	0.1393	299	0.000121	1,468	1,492
2035	8,651	1,205	0.1393	308	0.000121	1,513	1,537
2036	8,916	1,242	0.1393	318	0.000121	1,560	1,584
2037	9,189	1,280	0.1393	327	0.000121	1,608	1,633
2038	9,470	1,319	0.1393	337	0.000121	1,657	1,683
2039	9,760	1,360	0.1393	348	0.000121	1,707	1,734
2040	10,059	1,401	0.1393	358	0.000121	1,760	1,787

Existing Service Levels

Police. The existing police department has excess capacity sufficient to serve the needs of new development through 2030. Therefore, no new facilities are needed at this time in order to meet growth demands in the City at this time. At the proposed service level of 0.23 building square feet per call,⁵ new residential and non-residential development will consume the 1,931 square feet of excess capacity in the existing building by 2030.

During 2019, the City averaged 1.596 police calls per residential dwelling unit and 0.00209 calls per square foot of nonresidential space. With 4,124 police building square feet, this results in an existing service level of 0.43 square feet of police facility space for every police call. The proposed service level is for 0.23 square feet per call calculated by dividing the total police building square feet (4,124) by the projected calls in 2030 (17,951).⁶

TABLE 7: EXISTING AND PROPOSED LEVEL OF SERVICE – POLICE

	TOTAL	Residential	Non-Residential
Police Calls 2019	9,545	6,312	2,432
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		1.596	0.00209
TOTAL Attributable Police Bldg SF	4,124	2,727	1,051
Existing LOS - SF per Call		0.43	0.43

Fire. The City intends to build a new fire station to meet the needs of new growth. At the proposed service level of 9.92 building square feet per call, and 10,423 square feet of existing fire building space, new residential and non-residential development will need a total of 13,114 square feet of space by 2030. The City currently has 3,450 square feet of excess capacity in its existing building. Therefore, it will need an additional 2,691 square feet of building space by 2030.

During 2019, the City averaged 0.139 fire calls per residential dwelling unit and 0.000121 calls per square foot of nonresidential space. With 10,423 square feet of fire building space, this results in an existing service level of 14.83 square feet of fire facility space for every fire call. The proposed service level is for 9.92 square feet per call calculated by dividing the total fire building square feet (10,423) by the projected calls in 2026 (1,051)⁷ at which time a new station will be required.

⁵ Calculated by dividing the 4,124 building square feet by the 17,951 police calls anticipated in 2030.

⁶ Includes residential, non-residential and pass-thru traffic calls.

⁷ Includes residential, non-residential and pass-thru traffic calls

TABLE 8: EXISTING LEVEL OF SERVICE – FIRE

	TOTAL	Residential	Non-Residential
Fire Calls 2019	703	551	141
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		0.139	0.000121
Total Attributable Fire Building SF	10,423	8,171	2,090
Existing LOS - SF per Call	14.83	14.83	14.83
Calls 2026	1,051	824	211
Proposed LOS - SF per Call 2026		9.92	9.92

Proposed Level of Service

Utah Code 11-36a-302(1)(a)(ii)

Police. The police facilities are located in a shared building of 17,000 SF with 4,124 SF utilized by the police department. The actual cost of the existing city center is \$2,300,000 of which \$557,953 is attributable to police based on its proportionate use of the building space. New growth will need to buy into the excess capacity of the existing police facilities. The proposed level of service is 0.23 police building square feet per call based on the existing station reaching capacity in 2030.

TABLE 9: PROPOSED LEVEL OF SERVICE – POLICE

	TOTAL	Residential	Non-Residential
Police Calls 2019	9,545	6,312	2,432
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		1.596	0.00209
TOTAL Attributable Police Bldg SF	4,124	2,727	1,051
Existing LOS - SF per Call		0.43	0.43
2030 Calls	17,951	11,871	4,574
Proposed LOS - SF per Call		0.23	0.23

Fire. A new fire facility will be constructed to serve new growth. The cost of a new fire station is estimated at \$9,135,000. The anticipated cost of the new fire station is \$600 per square foot (including land and

building). Higher costs are attributable to the recent construction inflationary costs as well as the large, tall, and open type space of the needed fire bays, very specific bay door types and needed site infrastructure such as retaining walls.

The proposed level of service is 9.92 building square feet per call.

TABLE 10: PROPOSED LEVEL OF SERVICE – FIRE

	TOTAL	Residential	Non-Residential
Fire Calls 2019	703	551	141
Residential Dwelling Units or Non-Residential SF – 2019		3,956	1,164,601
Average Annual Calls per Residential Dwelling Unit or Nonresidential SF		0.139	0.000121
Total Attributable Fire Building SF	10,423	8,171	2,090
Existing LOS - SF per Call	14.83	14.83	14.83
Calls 2026	1,051	824	211
Proposed LOS - SF per Call 2026		9.92	9.92

The City plans to acquire a new fire truck within the next 6 years at an estimated cost of \$1,720,000. The truck will have a 15-year life through 2038, which will serve 1,683 fire calls at that time.

Excess Capacity

Utah Code 11-36a-302(1)(a)(iii)

Police. The existing police department has excess capacity sufficient to serve the needs of new development through 2030. Therefore, no new facilities are needed within the timeframe of this study in order to meet growth demands in the City. At the proposed service level of 0.23 building square feet per call (reached in 2030), new residential and non-residential development will need a total of 4,124 square feet of space by 2030, thereby using up all of the excess capacity in the existing building.

Fire. The existing fire department has excess capacity sufficient to serve the needs of new development through 2026, at which time the City plans to construct an additional fire station with approximately 15,000 square feet. At the proposed service level of 9.92 building square feet per call (reached in 2026), new residential and non-residential development will need a total of 13,114 square feet of space by 2030. With 10,423 square feet in the existing building, the City will need an additional 2,691 square feet by 2030.

Identify Demands Placed upon Existing Facilities by New Development Activity at the Proposed Level of Service

Utah Code 11-36a-302(1)(a)(iv)

Police. New development will consume the 4,124 square feet of excess capacity in the existing police station by 2030.

TABLE 11: FACILITIES NEEDED (POLICE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED POLICE SERVICE LEVELS

Year	Total Calls for Service	Total Police SF Needed
2019	9,545	2,193
2020	10,109	2,322
2021	10,707	2,460
2022	11,339	2,605
2023	12,009	2,759
2024	12,719	2,922
2025	13,471	3,095
2026	14,267	3,278
2027	15,110	3,471
2028	16,003	3,677
2029	16,949	3,894
2030	17,951	4,124

Fire. Excess capacity in the existing fire stations is sufficient to serve the City through 2026 when a new fire station with 15,000 square feet will be built. This assumes a proposed level of service of 9.92 square feet per call.

TABLE 12: FACILITIES NEEDED (FIRE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED FIRE SERVICE LEVELS

Year	Total Calls	Building SF Needed
2019	703	6,973
2020	745	7,385
2021	789	7,822
2022	835	8,284
2023	885	8,774
2024	937	9,292
2025	992	9,841
2026	1,051	10,423
2027	1,113	11,039
2028	1,179	11,691
2029	1,248	12,382
2030	1,322	13,114

Identify the Means by Which the Political Subdivision or Private Entity Will Meet Those Growth Demands

Utah Code 11-36a-302(1)(a)(v)

Police. The City will meet the proposed growth demands by allowing new development to buy into the existing excess capacity of the police station. The existing station has 1,931 square feet of excess capacity with a total of 4,124 existing building square feet. By 2030, growth in Santaquin will consume the excess capacity of the existing police station. Total actual cost of the existing police station at the time it was acquired was \$2,300,000. The police department is allocated \$557,953⁸ of the total cost of the building based on its fair share ratio of building space.

Fire. The City will meet the proposed growth demands by building a new fire station. The existing station has 10,423 square feet of space, with 3,450 square feet of excess capacity. By 2026, Santaquin will have consumed this excess capacity. By 2030, the City will need 2,691 square feet of additional space.

Manner of Financing for Public Facilities

Utah Code 11-36a-302(2)

Impact fees will be used to fund the established growth-driven public safety services for police and fire services.

Credits Against Impact Fees

The Impact Fees Act requires credits to be paid back to development for future fees that may be paid to fund system improvements found in the IFFP so that new development is not charged twice. Credits may also be paid back to developers who have constructed or directly funded items that are included in the IFFP or donated to the City in lieu of impact fees, including the dedication of land for system improvements. This situation does not apply to developer exactions or improvements required to offset density or as a condition for development. Any item that a developer funds must be included in the IFFP if a credit is to be issued and must be agreed upon with the City before construction of the improvements.

In the situation that a developer chooses to construct facilities found in the IFFP in lieu of impact fees, the arrangement must be made through the developer and the City.

The standard impact fee can also be decreased to respond to unusual circumstances in specific cases in order to ensure that impact fees are imposed fairly. In certain cases, a developer may submit studies and data that clearly show a need for adjustment.

At the discretion of the City, impact fees may be modified for low-income housing, although alternate sources of funding must be identified.

Grants

The City is unaware of any potential grant sources for future public safety facilities. However, should it be the recipient of any such grants, it will then look at the potential to reduce impact fees.

⁸ Calculated as follows: $(4,124/17,951) * \$2,300,000$

Bonds

The City does not have any bonds outstanding for public safety and no bond credits are necessary at this time.

Transfer from General Fund

To the extent that the City is able to generate net revenues in its General Fund, it may choose to transfer all or a portion of the net revenues to the City's capital fund. It is most likely that, if net revenues should be generated, they will be used to raise the existing service levels city-wide and not to offset the demands generated by new development, which is anticipated to be offset with impact fees.

Impact Fees

Because of the growth anticipated to occur in the City, impact fees are a viable means of allowing new development to pay for the impacts that it places on the existing system. This IFFP is developed in accordance with legal guidelines so that an Impact Fee Analysis may be prepared and the City may charge impact fees for public safety.

Anticipated or Accepted Dedications of System Improvements

Any item that a developer funds must be included in the IFFP if a credit against impact fees is to be issued and must be agreed upon with the City before construction of the improvements.

Certification

Zions Public Finance, Inc. certifies that the attached impact fee facilities plan:

1. Includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;

2. Does not include:
 - a. costs of operation and maintenance of public facilities;
 - b. costs for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents;
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement;

3. Complies in each and every relevant respect with the Impact Fees Act.



DRAFT AMENDED PUBLIC SAFETY
IMPACT FEE ANALYSIS



IMPACT FEE ANALYSIS SANTAQUIN CITY

Executive Summary

Background

The Impact Fee Analysis (IFA) was prepared to meet the requirements of Utah Code §11-36a. Public safety includes both police (law enforcement) and fire capital facilities. Impact fees are a one-time fee charged to new development to help offset the capital costs associated with new growth in a community. This Amended IFA updates inflationary costs of fire station construction and fire ladder truck acquisition. No changes have been made to the police analysis.

Santaquin has determined that there is one city-wide service area for police and fire protection services in the City. Therefore, all development in the City will be charged the same public safety impact fee regardless of where the new development takes place.

Impacts to public safety from residential and non-residential growth are manifest in increased demand on police and fire services. The increased demand results in the need for more public safety facilities.

New Development and Growth

Projected growth is shown in the following table:

TABLE 1: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City, Utah County Assessor’s Office, ZPFI

Police. This growth is anticipated to result in increased demand on police facilities, as evidenced by an increasing number of police calls for service, with police calls increasing from 9,545 calls in 2019 to an estimated 17,951 calls in 2030.

Fire. Residential and non-residential growth will result in the need for more fire facility space, as reflected by the growth in fire calls for service. Fire calls are projected to grow from 703 calls in 2019 to 1,322 calls in 2030.

Impact on Consumption of Existing Capacity

Utah Code 11-36a-304(1)(a)

Police. The existing police department has excess capacity sufficient to serve the needs of new development through 2030. Therefore, no new facilities are needed within the timeframe of this study in order to meet growth demands in the City. At the proposed service level of 0.23 building square feet per call and 17,951 calls projected for 2030, new residential and non-residential development will need a total of 4,124 square feet of space by 2030, thereby using up all of the excess capacity in the police station.

Fire. The existing fire department has excess capacity sufficient to serve the needs of new development through 2026, at which time the City plans to construct an additional fire station with approximately 15,000 square feet. At the proposed service level of 9.92 building square feet per call and 1,322 calls projected for 2030, new residential and non-residential development will need a total of 13,114 square feet of space by 2030. With 10,423 square feet in the existing building, the City will need to construct an additional 2,691 square feet by 2030.

Impact on System Improvements by Anticipated Development Activity

Utah Code 11-36a-304(1)(b)

Police. New development will consume the 4,124 square feet of excess capacity in the existing police station by 2030.

Fire. Excess capacity in the existing fire stations is sufficient to serve the City through 2026 when a new fire station with 15,000 square feet will be built. This assumes a proposed level of service of 9.92 square feet per call.

Proportionate Share Analysis

Utah Code 11-36a-304(1)(d)

Police. The cost per call for police is \$22.39 as shown below.

TABLE 2: POLICE COST PER CALL CALCULATION

Summary - Cost per Call	
Facilities	\$31.08
Consultant Costs	\$0.51
Fund Balance	(\$9.20)
TOTAL Cost per Call	\$22.39

The cost per call is then applied to the number of calls per unit.

TABLE 3: MAXIMUM POLICE IMPACT FEE

	Calls per Unit/SF	Fee per Unit/SF
Residential	1.596	\$35.72
Non-Residential	0.002088603	\$0.05

Fire. The cost calculations for fire include construction costs associated with a new fire station.

TABLE 4: FIRE FACILITIES COST PER CALL

	Amount
Existing Fire Station	10,423
Future Fire Station	15,000
Capacity Calls for Service	1,051
Proposed LOS - SF per Call	9.92
Capacity Year	2026
Cost per SF of New Station	\$609
Cost of New Station	\$9,135,000
Cost per Call - Facilities	\$6,040.87

When consultant costs are included and fund balance is credited, the cost per call is \$5,629.38.

TABLE 5: FIRE COST PER CALL

	Amount
Facilities	\$6,040.87
Consultant Costs	\$6.93
Fund Balance	(\$418.41)
TOTAL Cost per Call	\$5,629.38

In addition, Santaquin plans on acquiring a new ladder truck in the next 6 years at a cost of \$1,720,000. At the present time, only nonresidential development can be assessed an impact fee for fire vehicles that cost in excess of \$500,000. After reducing the cost by the salvage value at the end of 15 years (useful life of the vehicle), the proportionate share to nonresidential development is \$1,809.95 per call.¹

TABLE 6: FIRE VEHICLE CALCULATIONS

	Amount
Ladder truck	\$1,720,000
Salvage value	\$200,000

¹ At the time of the preparation of this IFA, fire costs for vehicles that cost more than \$500,000 can only be charged to nonresidential development. However, the Utah Legislature is currently considering HB 175 which would allow vehicle costs for vehicles costing over \$500,000 to also be charged to residential development. If HB 175 passes, then the fire residential fees could legally include vehicle costs and increase to \$1,036.39 per unit.

	Calls per Unit/SF	Facility Cost per Call	Vehicle Cost per Call	Cost per Unit/SF
Residential	0.1393	\$5,629.38	\$1,809.95	\$1,036.39
Non-Residential	0.000121057	\$5,629.38	\$1,809.95	\$0.90

	Amount
Life of vehicle in years	15
Capacity calls of vehicle	1,683
Non-residential calls as % of all calls	20.05%
Cost attributable to nonresidential	\$304,829
Nonresidential calls 2020-2036	168
Cost per nonresidential call	\$1,809.95

The cost per call is then applied to the number of calls per unit.

TABLE 7: 2020 MAXIMUM FIRE FEES

FIRE	Calls per Unit/SF	Fee per Unit/SF	Vehicle Cost/SF	Per SF
Residential	0.1393	\$784.24		
Non-Residential	0.000121057147	\$0.68	\$0.22	\$0.90

Summary of Police and Fire Costs

Maximum police and fire costs are summarized in the table below:²

TABLE 8: MAXIMUM PUBLIC SAFETY FEES

	Police	Fire	TOTAL
Residential	\$35.72	\$784.24	\$819.96
Non-Residential	\$0.05	\$0.9006	\$0.95

Utah Code Legal Requirements

Preparation of Impact Fee Analysis. Utah Code requires that “each local political subdivision... intending to impose an impact fee shall prepare a written analysis (Impact Fee Analysis or IFA) of each impact fee” (Utah Code 11-36a-303). This Amended IFA follows all legal requirements as outlined below. Santaquin has retained Zions Public Finance, Inc. (ZPFI) to prepare this Amended Impact Fee Analysis in accordance with legal requirements.

Section 11-36a-304 of the Utah Code outlines the requirements of an impact fee analysis which is required to identify the following:

- anticipated impact on or consumption of any existing capacity of a public facility by the anticipated development activity;

² If Utah Code changes during the 2024 legislative session and fire vehicle fees can be charged to residential development (as is currently being contemplated), then the police component of the fee will not change but the fire residential component will increase to \$1,036.39 for a total residential fee of \$1,072.11 for public safety.

	Police	Fire	TOTAL
Residential	\$35.72	\$1,036.39	\$1,072.11
Non-Residential	\$0.05	\$0.90	\$0.95

anticipated impact on system improvements required by the anticipated development activity to maintain the established level of service for each public facility;

how anticipated impacts are reasonably related to the anticipated development activity

the proportionate share of:

costs for existing capacity that will be recouped; and

costs of impacts on system improvement that are reasonably related to the new development activity; and

how the impact fee was calculated.

Further, in analyzing whether or not the proportionate share of the costs of public facilities are reasonably related to the new development activity, the local political subdivision or private entity, as the case may be, shall identify, if applicable:

the cost of each existing public facility that has excess capacity to serve the anticipated development resulting from the new development activity;

the cost of system improvements for each public facility;

other than impact fees, the manner of financing for each public facility such as user charges, special assessments, bonded indebtedness, general taxes, or federal grants;

the relative extent to which development activity will contribute to financing the excess capacity of and system improvements for each existing public facility, by means such as user charges, special assessments, or payment from the proceeds of general taxes;

the relative extent to which development activity will contribute to the cost of existing public facilities and system improvements in the future;

the extent to which the development activity is entitled to a credit against impact fees because the development activity will dedicate system improvements or public facilities that will offset the demand for system improvements, inside or outside the proposed development;

extraordinary costs, if any, in servicing the newly developed properties; and

the time-price differential inherent in fair comparisons of amounts paid at different times.

Calculating Impact Fees. Utah Code 11-36a-305 states that for purposes of calculating an impact fee, a local political subdivision or private entity may include the following:

construction contract price;

cost of acquiring land, improvements, materials, and fixtures;

cost for planning, surveying, and engineering fees for services provided for and directly related to the construction of the system improvements; and

for a political subdivision, debt service charges if the political subdivision might use impact fees as a revenue stream to pay the principal and interest on bonds, notes or other obligations issued to finance the costs of the system improvements.

Additionally, the Code states that each political subdivision or private entity shall base impact fee amounts on realistic estimates and the assumptions underlying those estimates shall be disclosed in the impact fee analysis.

Certification of Impact Fee Analysis. Utah Code 11-36a-306 states that an impact fee analysis shall include a written certification from the person or entity that prepares the impact fee analysis. This certification is included at the conclusion of this analysis.

Impact Fee Enactment. Utah Code 11-36a-202 states that a local political subdivision or private entity wishing to impose impact fees shall pass an impact fee enactment in accordance with Section 11-36a-402. Additionally, an impact fee imposed by an impact fee enactment may not exceed the highest fee justified by the impact fee analysts. An impact fee enactment may not take effect until 90 days after the day on which the impact fee enactment is approved.

Notice of Intent to Prepare Impact Fee Analysis. A local political subdivision must provide written notice of its intent to prepare an IFA before preparing the Analysis (Utah Code 11-36a-503(1)). This notice must be posted on the Utah Public Notice website. The City has complied with this noticing requirement for the IFA by posting notice.

Impact Fee Analysis

Utah Code allows cities to include only public safety buildings and fire vehicles with a cost of \$500,000 or more in the calculation of impact fees. This IFA is organized based on the legal requirements of Utah Code 11-36a-304.

Impact on Consumption of Existing Capacity

Utah Code 11-36a-304((1)(a))

Demand Placed on Facilities by New Development Activity

Impacts on public safety facilities will come from both residential and non-residential growth. This growth is projected as follows:

TABLE 9: GROWTH PROJECTIONS, 2019-2030

Year	Households	Non-Residential Square Feet
2019	3,956	1,164,601
2020	4,190	1,233,428
2021	4,437	1,306,322
2022	4,700	1,383,524
2023	4,977	1,465,289
2024	5,272	1,551,886
2025	5,583	1,643,601
2026	5,913	1,740,736
2027	6,263	1,843,611
2028	6,633	1,952,566
2029	7,025	2,067,961
2030	7,440	2,190,175

Source: Santaquin City; Utah County Assessor’s Office, ZPFI

Police: Both residential and nonresidential growth will create the need for more police facilities. This increased demand is evident through the increased calls for service.

TABLE 10: POLICE – PROJECTED GROWTH IN CALLS FOR SERVICE

Year	Households	Residential Calls	Residential Ratio	Non-Residential Calls	Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL CALLS
2019	3,956	6,312	1.596	2,432	0.002089	8,745	9,545
2020	4,190	6,685	1.596	2,576	0.002089	9,261	10,109
2021	4,437	7,080	1.596	2,728	0.002089	9,809	10,707
2022	4,700	7,499	1.596	2,890	0.002089	10,388	11,339
2023	4,977	7,942	1.596	3,060	0.002089	11,002	12,009
2024	5,272	8,411	1.596	3,241	0.002089	11,653	12,719
2025	5,583	8,908	1.596	3,433	0.002089	12,341	13,471
2026	5,913	9,435	1.596	3,636	0.002089	13,071	14,267
2027	6,263	9,992	1.596	3,851	0.002089	13,843	15,110
2028	6,633	10,583	1.596	4,078	0.002089	14,661	16,003
2029	7,025	11,208	1.596	4,319	0.002089	15,528	16,949
2030	7,440	11,871	1.596	4,574	0.002089	16,445	17,951
2031	7,668	12,234	1.596	4,714	0.002089	16,949	18,500
2032	7,902	12,609	1.596	4,859	0.002089	17,468	19,067
2033	8,144	12,995	1.596	5,008	0.002089	18,003	19,651
2034	8,394	13,393	1.596	5,161	0.002089	18,554	20,252
2035	8,651	13,803	1.596	5,319	0.002089	19,122	20,872

Year	Households	Residential Calls	Residential Ratio	Non-Residential Calls	Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL CALLS
2036	8,916	14,226	1.596	5,482	0.002089	19,708	21,512
2037	9,189	14,661	1.596	5,650	0.002089	20,311	22,170
2038	9,470	15,110	1.596	5,823	0.002089	20,933	22,849
2039	9,760	15,573	1.596	6,001	0.002089	21,574	23,549
2040	10,059	16,050	1.596	6,185	0.002089	22,235	24,270

Fire: Both residential and nonresidential growth will create the need for more fire facilities. This increased demand is evident through the increased calls for service.

TABLE 11: FIRE – PROJECTED GROWTH IN CALLS FOR SERVICE

Year	Households	Residential Calls	Adjusted Residential Ratio	Non-Residential Calls	Adjusted Non-Residential Call Ratio per SF	Total Impact-Fee Eligible Calls	TOTAL Calls
2019	3,956	551	0.1393	141	0.000121	692	703
2020	4,190	584	0.1393	149	0.000121	733	745
2021	4,437	618	0.1393	158	0.000121	776	789
2022	4,700	655	0.1393	167	0.000121	822	835
2023	4,977	693	0.1393	177	0.000121	871	885
2024	5,272	734	0.1393	188	0.000121	922	937
2025	5,583	778	0.1393	199	0.000121	977	992
2026	5,913	824	0.1393	211	0.000121	1,034	1,051
2027	6,263	872	0.1393	223	0.000121	1,096	1,113
2028	6,633	924	0.1393	236	0.000121	1,160	1,179
2029	7,025	979	0.1393	250	0.000121	1,229	1,248
2030	7,440	1,036	0.1393	265	0.000121	1,302	1,322
2031	7,668	1,068	0.1393	273	0.000121	1,341	1,363
2032	7,902	1,101	0.1393	282	0.000121	1,383	1,404
2033	8,144	1,135	0.1393	290	0.000121	1,425	1,447
2034	8,394	1,169	0.1393	299	0.000121	1,468	1,492
2035	8,651	1,205	0.1393	308	0.000121	1,513	1,537
2036	8,916	1,242	0.1393	318	0.000121	1,560	1,584
2037	9,189	1,280	0.1393	327	0.000121	1,608	1,633
2038	9,470	1,319	0.1393	337	0.000121	1,657	1,683
2039	9,760	1,360	0.1393	348	0.000121	1,707	1,734
2040	10,059	1,401	0.1393	358	0.000121	1,760	1,787

Police. New development will consume all 4,124 square feet of the excess capacity in the existing police station by 2030.

TABLE 12: FACILITIES NEEDED (POLICE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED POLICE SERVICE LEVELS

Year	Total Calls for Service	Total Police SF Needed
2019	9,545	2,193
2020	10,109	2,322
2021	10,707	2,460
2022	11,339	2,605
2023	12,009	2,759
2024	12,719	2,922
2025	13,471	3,095
2026	14,267	3,278
2027	15,110	3,471
2028	16,003	3,677
2029	16,949	3,894
2030	17,951	4,124

Fire. Excess capacity in the existing fire station (10,423 sf) is sufficient to serve the City through 2026 when a new fire station with 15,000 square feet will be built. This assumes a proposed level of service of 9.92 square feet per call.

TABLE 13: FACILITIES NEEDED (FIRE BUILDING SQUARE FEET) TO MAINTAIN PROPOSED FIRE SERVICE LEVELS

Year	Total Calls	Building SF Needed
2019	703	6,973
2020	745	7,385
2021	789	7,822
2022	835	8,284
2023	885	8,774
2024	937	9,292
2025	992	9,841
2026	1,051	10,423
2027	1,113	11,039
2028	1,179	11,691
2029	1,248	12,382
2030	1,322	13,114

Identify the Means by Which the Political Subdivision or Private Entity Will Meet Those Growth Demands

Utah Code 11-36a-304((1)(b))

Police. The City will meet the proposed growth demands by allowing new development to buy into the existing excess capacity of the police station. The existing station has 1,931 square feet of excess capacity with a total of 4,124 existing building square feet. By 2030, growth in Santaquin will consume the excess capacity of the existing police station. Total actual cost of the existing police station at the time it was

acquired was \$2,300,000. The police department is allocated \$557,953³ of the total cost of the building based on its fair share ratio of building space.

Fire. The City will meet the proposed growth demands by building a new fire station. The existing station has 10,423 square feet of space, with 3,450 square feet of excess capacity. By 2026, Santaquin will have consumed this excess capacity. And, by 2030, the City will need 2,691 square feet of additional space.

Relationship of Anticipated Impacts to Anticipated Development Activity

Utah Code 11-36a-304((1)(c))

Additional public safety facilities are needed due to new development and growth. One way of measuring the increased demand for services is through the number of calls for service. As calls for service increase, public safety departments are forced to expand and need more space to house their activities.

Proportionate Share Analysis

Utah Code 11-36a-304((1)(d))

The proportionate share analysis for police and fire includes the following steps:

- 1) Project increased population and nonresidential growth
- 2) Project increased calls for service, keeping the ratio of calls for service for residential units and nonresidential square feet constant with existing ratios
- 3) Project the need for increased building floor space or consumption of existing, excess capacity
- 4) Calculate the cost per call by dividing the cost of the public safety building square feet needed by the growth in calls
- 5) Allocate the cost per call to residential and nonresidential units based on the number of calls per residential unit and nonresidential square feet, respectively

Police. New development will buy into the existing, excess capacity in the police station. The total building cost was \$2,300,000 and \$557,953 is attributable to the police station square footage. Dividing by the total capacity calls in 2030 (17,951 calls) results in an average cost per call of \$31.08.

TABLE 14: POLICE – BUY-IN TO EXCESS CAPACITY IN EXISTING STATION

	Amount
Existing Police Facility SF (portion of building)	4,124
Total SF of Civic Bldg	17,000
% of Building Space	0.24
Actual Cost of Existing Building	\$2,300,000
Capacity Calls for Service 2030	17,951
Bldg Cost to Police Department	\$557,952.94
Cost per SF of Existing Bldg	\$135.29
Cost per Call – Facilities	\$31.08

³ Calculated as follows: (4,124/17,951) * \$2,300,000

In addition, consultant costs⁴ have been added to total costs and credits have been made for the impact fee fund balance.⁵ The total cost per call is \$22.39.

TABLE 15: POLICE – GROSS COST PER CALL

	Amount
Facilities	\$31.08
Consultant Costs	\$0.51
Fund Balance	(\$9.20)
TOTAL Cost per Call	\$22.39

The cost per call is then multiplied by the number of calls per residential unit or per non-residential square foot to arrive at the total cost per residential unit and non-residential square foot for police facilities.

TABLE 16: POLICE COST PER RESIDENTIAL UNIT AND NONRESIDENTIAL SQUARE FOOT CALCULATION

	Calls per Unit/SF	Fee per Unit/SF
Residential	1.596	\$35.72
Non-Residential	0.002088603	\$0.05

Fire. In order to maintain the current level of service for all users, new development will need to pay for its fair share of the construction of a new fire station.

TABLE 17: FIRE FACILITY COSTS PER CALL

	Amount
Existing Fire Station	10,423
Future Fire Station	15,000
Capacity Calls for Service	1,051
Proposed LOS - SF per Call	9.92
Capacity Year	2026
Cost per SF of New Station	\$609
Cost of New Station	\$9,135,000
Cost per Call - Facilities	\$6,040.87

In addition, consultant costs and the impact fee fund balance, as discussed previously, have been added to total costs per call. The gross cost per call, before bond credits is \$5,629.38.

TABLE 18: FIRE GROSS COSTS PER CALL

	Amount
Facilities	\$6,040.87
Consultant Costs	\$6.93
Fund Balance	(\$418.41)
TOTAL Cost per Call	\$5,629.38

⁴ Consultant costs are \$8,000 for the Public Safety Impact Fee Facilities Plan and Public Safety Impact Fee Analysis, divided equally between the police fees and the fire fees.

⁵ Based on information provided by Santaquin City, the total impact fee fund balance is \$241,647.18 for fire and \$72,180.33 for police.

Santaquin plans on acquiring a new ladder truck in the next 6 years at a cost of \$1,720,000. Only nonresidential development can be assessed an impact fee for fire vehicles that cost in excess of \$500,000. After reducing the cost by the salvage value at the end of 15 years (useful life of the vehicle), the proportionate share to nonresidential development is \$1,809.95 per call.⁶

TABLE 19: FIRE VEHICLE CALCULATIONS

	Amount
Ladder truck	\$1,720,000
Salvage value	\$200,000
Life of vehicle in years	15
Capacity calls of vehicle	1,683
Nonresidential calls as % of all calls	20.05%
Cost attributable to non-residential	\$304,829
Non-residential calls 2020-2036	168
Cost per non-residential call	\$1,809.95

The cost per call is then applied to the number of calls per unit.

TABLE 20: 2020 MAXIMUM FIRE FEES

FIRE - 2020	Calls per Unit/SF	Fee per Unit/SF	Vehicle Cost	Per SF
Residential	0.1393	\$784.24		
Non-Residential	0.000121057	\$0.68	\$0.22	\$0.90

Certification

Zions Public Finance, Inc. certifies that the attached impact fee analysis:

1. includes only the costs of public facilities that are:
 - a. allowed under the Impact Fees Act; and
 - b. actually incurred; or
 - c. projected to be incurred or encumbered within six years after the day on which each impact fee is paid;
2. does not include:
 - a. costs of operation and maintenance of public facilities;

⁶ At the time of the preparation of this IFA, fire costs for vehicles that cost more than \$500,000 can only be charged to nonresidential development. However, the Utah Legislature is currently considering HB 175 which would allow vehicle costs to also be charged to residential development. If HB 175 passes, then the fire residential fees could increase to \$1,036.39 per unit.

	Calls per Unit/SF	Facility Cost per Call	Vehicle Cost per Call	Cost per Unit/SF
Residential	0.1393	\$5,629.38	\$1,809.95	\$1,036.39
Non-Residential	0.000121057	\$5,629.38	\$1,809.95	\$0.90

- b. costs for qualifying public facilities that will raise the level of service for the facilities, through impact fees, above the level of service that is supported by existing residents;
 - c. an expense for overhead, unless the expense is calculated pursuant to a methodology that is consistent with generally accepted cost accounting practices and the methodological standards set forth by the federal Office of Management and Budget for federal grant reimbursement;
3. offsets costs with grants or other alternate sources of payment; and
4. complies in each and every relevant respect with the Impact Fees Act.