



SPECIAL CITY COUNCIL MEETING

Thursday, June 30, 2022, at 6:00 PM
Court Room/Council Chambers (2nd Floor) and Online

MEETING PARTICIPATION

- **In Person** – Meetings are held on the 2nd floor in the Court Room/Council Chambers at City Hall
- **YouTube Live** – Santaquin City Channel <https://bit.ly/2P7ICfQ>

Comments may be submitted to PublicComment@Santaquin.org for consideration.

To review the Santaquin City Council Meeting Protocols, please go to the following link:
<https://www.santaquin.org/citycouncil/page/santaquin-city-council-protocols>.

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

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

FORMAL PUBLIC HEARING

1. Santaquin FY2021-2022 Budget Amendment #2

NEW BUSINESS

Resolutions

- [2.](#) Resolution 06-08-2022 Approving Budget Amendment #2 for the FY2021-2022 Budget
- [3.](#) Ratification of Resolution 06-01-2022 due to scrivener's error (previously approved on 06/21/22)

CONVENE OF THE SANTAQUIN COMMUNITY DEVELOPMENT AND RENEWAL AGENCY

- [4.](#) Resolution 06-03-2022-CDA Amending FY 2021-2022 Budget for the CDA

CONVENE OF THE SANTAQUIN LOCAL BUILDING AUTHORITY

- [5.](#) Resolution 06-02-2022-LBA Amending FY2021-2022 Budget for the LBA

CONVENE OF THE SANTAQUIN SPECIAL SERVICE DISTRICT

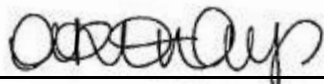
- [6.](#) Resolution 06-02-2022-SSD Amending FY2021-2022 Budget for the SSD

ADJOURNMENT

CERTIFICATE OF MAILING/POSTING

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

BY:

A handwritten signature in black ink, appearing to read "Amalie R Ottley", written over a horizontal line.

Amalie R Ottley, City Recorder



RESOLUTION 06-08-2022
FY2021-2022 BUDGET AMENDMENT #2

BE IT HEREBY RESOLVED:

SECTION 1: The attached document represents adjustments to the Fiscal Year 2021-2022 Budget.

SECTION 2: This Resolution shall become effective upon passage.

Approved on this 30th Day of June 2022.

City of Santaquin,

Daniel M. Olson, Mayor

Attest:

Amalie R. Ottley, City Recorder

Santaquin City

Fiscal Year 2021-2022 - Budget Amendment (2)
June 30, 2022

Budget Changes by Fund:		Prior Budget	Amendment (2) [Change]	Final Budget	Notes:
General Fund:					
<u>Revenues:</u>					
10-31-110	Property Taxes	\$ 876,000	\$ 46,479	\$ 922,479	Increased growth in the housing market
10-32-210	Building Permits	\$ 1,700,000	\$ 117,000	\$ 1,817,000	Increased growth in the housing market
10-34-246	Charges for Services - SR Dev	\$ -	\$ 160,650	\$ 160,650	Increased growth in the housing market
Total Changes to Revenues:			\$ 324,129		
<u>Expenditures:</u>					
10-41-XXX	Legislative - Dept	\$ 128,627	\$ 13,873	\$ 142,500	Increased Training, Supplies, Calendar, and YCC Expenses
10-43-XXX	Administrative - Dept	\$ 829,698	\$ 120,302	\$ 950,000	Major Liability and Property Insurance Audit (Increase to base insurances)
10-51-XXX	Buildings and Grounds - Dept	\$ 120,760	\$ 9,240	\$ 130,000	Increased Building & Ground Maintenance Expenditures
10-62-XXX	Sanitation - Dept	\$ 659,010	\$ 103,990	\$ 763,000	Increased utilization due to increased growth in the housing market
10-89-XXX	Debt Service	\$ 413,730	\$ 770	\$ 414,500	Correction of FY2021-22 Budgeting Error
10-90-884	Transfer to LBA	\$ 185,546	\$ 4,454	\$ 190,000	Reflects actual costs and plus a buffer for future administrative expenses
Total Changes to Expenditures:			\$ 252,629		
Additional Contribution to Fund Balance Requirements (5-18%):			\$ 71,500		
Grand Total Changes to Expenses & Equity:			\$ 324,129		
Capital Project Fund:					
<u>Revenues:</u>					
45-39-300	Bond Proceeds	\$ 11,236,000	\$ (3,500,000)	\$ 7,736,000	Auditor Recommended Project Move to PI Fund
Total Changes to Revenues:			\$ (3,500,000)		
<u>Expenditures:</u>					
45-40-200	SR Tank & Booster Project	\$ 7,000,000	\$ (3,500,000)	\$ 3,500,000	Project Partially Completed in FY22 (PI Fund)
Total Changes to Expenditures:			\$ (3,500,000)		
Roads - Capital Project Fund:					
<u>Revenues:</u>					
No Change					N/A
Total Changes to Revenues:			\$ -		
<u>Expenditures:</u>					
45-40-200	Road Maintenance	\$ 499,954	\$ (23,200)	\$ 476,754	Reallocation to Ensure Payment of Annual Debt Service Interest Pmt
45-40-882	2018 Road Bond - Interest	\$ 80,046	\$ 23,200	\$ 103,246	FY2021-22 Budgeting Error Correction (Accounting for Interest Only Pmt)
Total Changes to Expenditures:			\$ -		
Pressurized Irrigation Fund:					
<u>Revenues:</u>					
54-38-NEW	Bond Proceeds	\$ -	\$ 3,500,000	\$ 3,500,000	Auditor Recommended Reallocation to PI Fund from CP Fund
54-37-100	PI Water Sales	\$ 1,197,658	\$ 40,980	\$ 1,238,638	Increased Sales
Total Changes to Revenues:			\$ 40,980		
<u>Expenditures:</u>					
54-40-749	SR Tank & Booster Project	\$ -	\$ 3,500,000	\$ 3,500,000	Auditor Recommended Reallocation to PI Fund from CP Fund
54-40-254	Transfer to Water SSD	\$ -	\$ 40,980	\$ 40,980	Reallocated Transfers to Santaquin SSD (Water)
Total Changes to Expenditures:			\$ 40,980		

Santaquin City

Fiscal Year 2021-2022 - Budget Amendment (2)
June 30, 2022

Budget Changes by Fund:		Prior Budget	Amendment (2) [Change]	Final Budget	Notes:
<u>Culinary Impact Fee Fund</u>					
<u>Revenues:</u>					
55-38-800	Impact Fees	\$ 590,000	\$ 39,000	\$ 629,000	Increased growth in housing market
Total Changes to Revenues:			\$ 39,000		
<u>Expenditures:</u>					
55-40-720	Impact Fees	\$ 506,960	\$ 39,000	\$ 545,960	Increased growth in housing market
Total Changes to Expenditures:			\$ 39,000		
<u>CS-Sports Fund:</u>					
<u>Revenues:</u>					
61-34-XXX	Contribution from Fund Balance	\$ -	\$ 23,123	\$ 23,123	Use of fund balance due to reallocation of programming to other funds
61-34-XXX	General Sports Revenues	\$ 197,921	\$ 29,877	\$ 227,798	Growth in Programming - Increased Revenue
Total Changes to Revenues:			\$ 53,000		
<u>Expenditures:</u>					
61-40-XXX	General Sports Expenditures	\$ 197,921	\$ 53,000	\$ 250,921	Growth in Programming - Increased Expenditures
Total Changes to Expenditures:			\$ 53,000		
<u>CS-Events Fund:</u>					
<u>Revenues:</u>					
62-34-XXX	General Events Fund Revenues	\$ 159,632	\$ 58,878	\$ 218,510	Growth in Programming - Increased Revenue
Total Changes to Revenues:			\$ 58,878		
<u>Expenditures:</u>					
62-40-XXX	General Events Fund Expenditures	\$ 159,632	\$ 58,878	\$ 218,510	Growth in Programming - Increased Expenditures
Total Changes to Expenditures:			\$ 58,878		
<u>CS-Museum Fund:</u>					
<u>Revenues:</u>					
63-33-XXX	General Museum Revenues	\$ 18,500	\$ 2,500	\$ 21,000	Increased Donations/Contributions from Fund Balance
Total Changes to Revenues:			\$ 2,500		
<u>Expenditures:</u>					
63-40-XXX	General Museum Expenses	\$ 18,500	\$ 2,500	\$ 21,000	Offsetting Expenditures
Total Changes to Expenditures:			\$ 2,500		
<u>CS-Classes Fund:</u>					
<u>Revenues:</u>					
68-34-XXX	General Classes Revenue	\$ 63,600	\$ 68,100	\$ 131,700	Growth in Programming - Increased Revenue
Total Changes to Revenues:			\$ 68,100		
<u>Expenditures:</u>					
68-40-XXX	General Classes Expenses	\$ 117,068	\$ 68,100	\$ 185,168	Growth in Programming - Increased Expenditures
Total Changes to Expenditures:			\$ 68,100		
<u>CS-Library Fund:</u>					
<u>Revenues:</u>					
72-31-100	Property Taxes	\$ 76,174	\$ 2,680	\$ 78,854	Increased due to growth in new home construction
72-38-200	Other Grant Revenue	\$ 33,500	\$ 32,960	\$ 66,460	Increased success in obtaining grants
72-38-300	Library Board Fund Raiser	\$ 1,000	\$ 1,710	\$ 2,710	Increased success of fund raising efforts
Total Changes to Revenues:			\$ 37,350		
<u>Expenditures:</u>					
72-40-210	Books, Subscriptions & Memberships	\$ 11,000	\$ 5,762	\$ 16,762	Increased based upon grants and revenue availability

Santaquin City

Fiscal Year 2021-2022 - Budget Amendment (2)

June 30, 2022

Budget Changes by Fund:		Prior Budget	Amendment (2) [Change]	Final Budget	Notes:
72-40-760	Other Grant Expenses	\$ 32,000	\$ 30,288	\$ 62,288	Increased based upon grants and revenue availability
72-40-770	Library Board Fund Raiser Expense	\$ 1,000	\$ 1,300	\$ 2,300	Increased based upon grants and revenue availability
Total Changes to Expenditures:			\$ 37,350		
<u>Fire Department</u>					
<u>Revenues:</u>					
76-34-290	Wildland Fire Revenue	\$ 139,500	\$ 68,400	\$ 207,900	Increased Revenue Generation
76-34-900	Ambulance Fees	\$ 200,000	\$ 37,600	\$ 237,600	Increased Revenue Generation
76-39-990	Contribution from Fund Balance	\$ 49,592	\$ (49,592)	\$ -	No need to pull from fund balance
Total Changes to Revenues:			\$ 56,408		
<u>Expenditures:</u>					
76-57-742	PPE Rotation	\$ 15,000	\$ 3,006	\$ 18,006	Inflationary Costs of Personal Protective Equipment
76-57-750	Capital Projects	\$ -	\$ 11,724	\$ 11,724	Replacement Cot for Ambulance (Council Approved)
76-90-150	Contribution to Fund Balance	\$ -	\$ 41,678	\$ 41,678	Increased Revenues Retained for Future Years
Total Changes to Expenditures:			\$ 56,408		

Santaquin City

Fiscal Year 2021-2022 - Budget Amendment (2)

June 30, 2022

Transfers

General Fund Transfers:

<u>Acct No</u>	<u>Acct Description</u>	<u>Amount</u>
10-90-880	Transfer to LBA	\$ 4,187
54-40-254	Transfer to Water SSD	\$ 40,980



Other Fund Transfers:

<u>Acct No</u>	<u>Acct Description</u>	<u>Fund</u>	<u>Amount</u>
82-3910	Transfer from City	General Fund	\$ 4,187
83-3910	Transfer from City	Pressurized Irrigation	\$ 40,890



Memo

To: Santaquin City Council
From: Benjamin Reeves, Consultant
Subject: Consolidated Fee Schedule Ratification
Date: June 30, 2022

Mayor & Council,

On June 21, 2022, the Santaquin City Council passed Resolution 06-01-2022 “A Resolution Approving the Consolidated Fee Schedule for Santaquin City,” which was a component of the Santaquin City FY2022-2023 Budget passed later in that same evening. However, there was a scrivener’s error included on that schedule in which I accidentally transposed numbers resulting in the Water Base Rate of \$23.65 instead of \$26.35, as planned.

All of the calculations contained within the budget were based upon the base rate of \$26.35. This was the amount discussed by the Santaquin City Council during several previous work meetings in which the council discussed setting aside funds for the Central Utah Water Project. *(Please recall that, in addition to COLA, the council opted to lower the Pressurized Irrigation Base Rate corresponding to a Culinary Increase to better prepare for CUP.)*

Needless to say, this transposition of numbers was an accident on my part. Normally, with a scrivener’s error such as this, we would simply make the correction and upload the revised document to our website. However, where this is a fee imposed by the city, out of an abundance of caution and in the spirit of complete transparency, we felt it would be best to have the council ratify this correction.

Since the \$26.35 rate was already incorporated into the July billing that were mailed this past week, this action of the council is considered a “ratification” as opposed to a “new approval”. Lastly, I want to thank our City Treasurer, Joyce Lamb, for finding this error and for ensuring the city’s budgeted revenue projections were preserved properly in the new fiscal year. (Great work Joyce!)

Please let me know if you have any questions or concerns.

Recommended Motion: Motion to Ratify Resolution 06-01-2022 “A Resolution Approving the Consolidated Fee Schedule for Santaquin City” with the correction to the Culinary Water Base Rate to \$26.35/mo.

RESOLUTION No. 06-01-2022

A RESOLUTION ESTABLISHING THE FEE SCHEDULE FOR SANTAQUIN CITY

WHEREAS, the governing body of the City of Santaquin, Utah, acknowledges that the fees required of various developers, subdividers, property owners, and citizenry of the city necessitate period review; and

WHEREAS, review of these fees has been found to be warranted in certain areas as they have gone without update or alteration for an extended period of time; and

WHEREAS, the City Council of Santaquin desires to make adjustments where necessary to the Santaquin City Fee Schedule in order to ensure proper and adequate service to the citizens of Santaquin;

NOW THEREFORE, BE IT RESOLVED by the City Council of Santaquin, Utah, that the following fees shall be established for various development projects and services rendered by employees and volunteers of the City, and shall be collected by the City Recorder at the submittal of an application or request for action for which the fee has been designated herein:



FEE SCHEDULE

June 21, 2022

A. The fees charged by the City for services rendered to the community shall be as follows:

Development

Annexation Application¹⁰

- 4.99 acres or less - \$525.00 (\$125.00 Utah County Review)
- 5.00 acres or more - \$525.00 (\$125.00 Utah County Fee) + \$65 per acre over 5.00

Concept Review - \$400.00

Subdivisions

Preliminary (up to 2 reviews)

- Core Area Infill (1-10 Lots) - \$1000 x (# of lots)^{0.500}
- 1-10 lot Subdivision - \$1,600 x (# of lots)^{0.385}
- 11-100 lot Subdivision - \$2,075 x (# of lots)^{0.273}
- 100+ lot Subdivision - \$4,025 x (# of lots)^{0.130}

Final (up to 2 reviews)

- Core Area Infill (1-10 Lots) - \$1000 x (# of lots)^{0.400}
- 1-10 lot Subdivision - \$1,500 x (# of lots)^{0.327}
- 11-100 lot Subdivision - \$2,300 x (# of lots)^{0.148}
- 100+ lot Subdivision - \$3,325 x (# of lots)^{0.068}

Additional DRC / Modified Final Plat Review – Varies (based on staff time spent & current hourly rates)

Lot Line Adjustment Review - \$150.00

Recording Fees - According to Utah County fee schedule. (Checks made out to Utah County Recorder's Office)

Plat approval extension request - \$200.00

Condominium Plat Review - \$1,000

Site Plan Review (two reviews)

Commercial & Industrial Development Applications

Site Plan Review - \$600.00

Multi Family Residential Site Plan Review - \$600.00

Additional Site Plan Reviews Fee - Varies (based on staff time spent & current hourly rates)

Modified Site Plan Review Fee - Varies (based on staff time spent & current hourly rates) Modified plans include built

developments making alterations to site features requiring

review by staff. Appeals Authority Application - \$200.00

Street Vacation⁸ - \$800.00

Gravel, Sand, Earth Extraction, and Mass Grading Permit Request - \$350.00

Prepayment of Inspection Costs Fee¹⁷ – 4% of City Engineer's Cost Estimate of Development Bond

Street Lights

General Fees

- Wire installation - \$ 1,100.00 per light (assumes 300 feet of wire to be installed. Differences based on actual installation will be refunded or billed to the developer.

- Trenching (where none provided) - \$ 18.00 per ft

Local / Collector Streets

- Lights - \$ 1,967.00 each

- Installation - \$1,900.00 each

- 6/3 TC Wire – current market price

- 2" Conduit– \$ 4.50 per ft

Arterial Streets

- Lights - \$4,108.00 each

Basic installation - \$2,200.00

6/3 TC wire – current market price

2" Conduit– \$4.50 per ft

Sweeps - \$250.00 each

Banner Arms - \$53.00

120-volt receptacle - \$35.00

Plant Hanger Rod - \$40.00

Flag Holder - \$52.00

Breakaway Hardware (UDOT Street) – \$450.00

Tunneling for any street light service - \$15.00 per ft

Strong Box & installation - \$3,100.00

3" pvc Strong Box conduit installation - \$4.00 per ft

Street Signage

Residential Combo (street/stop sign) - \$ 1,050.00 each

Oversized Combo (street/stop sign) - \$ 1,150.00 each

Street or Stop Sign only - \$ 850.00 each

Oversized Street or Stop sign only - \$ 950.00 each

Specialty Sign (Spd Limit, Child @ Play, etc.) - \$ 450.00 each

Zoning

Rezoning Request - \$400.00

Agriculture Protection Request - \$300.00

Conditional Use Permit Request - \$175.00

Ordinance Text Change Request - \$400.00

Special Event Permit Request - \$25.00

Permanent Sign Permit – as per Building fees

Temporary Sign Permit - \$30.00

Business Licenses

Initial Commercial License - \$75.00

Initial Home Occupation License - \$50.00

Temporary Business License - \$50.00

Annual Liquor License - \$100.00

Annual License Renewal Fee - \$35.00

Renewal Late Fee Penalty¹² – \$20.00

Annual Hobby Kennel Fee - \$50.00

Annual Residential Kennel Fee - \$100.00

Annual Commercial Kennel Fee - \$250.00

Solicitor Licenses - \$15.00 per Solicitor (must have a Santaquin City Business License)

Building

Permit Tracking Fee - \$70.00

Building Permit & Inspection Fees – Determined by Structure Plan review deposit – \$500.00 (new construction only -paid up front & applied to 65% plan check fee)

Plan Check Fee – 65% of building permit fee

Second Plan Check Fee (and subsequent reviews) – 50% of the initially calculated plan check fee

State Building Fee - Equal to 1% of Building Permit Fee

Water Impact Fee¹⁹

Units of Measure	Equivalency	Impact Fee
¾" Meter	1.00	\$1,180.00
¾ or 1" Meter	1.00	\$1,180.00

Item # 3.

1 1/2"	3.33	\$3,929.00
2"	5.33	\$6,289.00
3"	10.00	\$11,799.00
4"	16.67	\$19,669.00
6"	33.33	\$39,327.00
8"	53.33	\$62,926.00

Money In Lieu of Water Dedication Fee²⁷ - \$5,000.00/AF

Pressurized Irrigation Impact Fee¹⁸ - \$4,123.00

Storm Drain Impact Fee - \$770.00²³

Sewer Impact Fee:

Standard User Fee – \$4,416.00 per residential dwelling or unit

Non-Standard User Fee – (Average Gallons per Day/200) x \$4,416.00

Multi-Family/Non-Residential Fee - \$4,416.00 per 16 Fixture Units based on the 2015 International Residential Code.

Park/Recreation Impact Fee - Single-Family Dwelling or Connection \$3,817.00

Multi-Family Dwelling Unit or Connection - \$3,095.00

Transportation Impact Fee²⁴ – Single-Family Detached

Housing = \$768.60/Unit

Public Safety Impact Fees

EMS/Fire

Residential Impact Fee = \$495.43/Unit

Non-Residential Impact Fee = \$0.59/s.f.

Police

Residential Impact Fee = \$35.72/Unit

Non-Residential Impact Fee = \$0.05/s.f.

Meter Fee (PI or Culinary Water)

3/4" service - \$ 176.00 (not available for PI)

1" service - \$ 255.00

1 1/2" service - \$ 1,145.00

2" service - \$ 1,355.00

4" service - \$ 3,305.00

Single Meter Radio (MXU) Fee (PI & CW) \$205.00

Dual Meter Radio (MXU) Fee (PI & CW) \$275.00

Pressurized Irrigation Meter Install

3/4" & 1" - \$250.00

1-1/2" & 2" - \$450.00

Culinary Water Meter Install –

3/4" & 1" - \$ 250.00

1-1/2" & Larger - \$450.00

Temporary Construction Water - \$50.00

Lot Identification Sign for new Construction - \$10.00

Installing or Removing Grade Ring - \$50.00

Demolition Permit Fee - \$35.00

Re-Inspection fee - \$75.00 (for the 2nd building re-inspection)

Re-Inspection fee - \$150.00 (for the 3rd and subsequent building re-inspections)

Landscaping Bonds

10,000 SF Lot or Less - \$5,000.00

10,001-15,000 SF Lot - \$8,000.00

15,001 SF Lot or Greater - \$10,000.00

Water for Construction

Project within City boundaries - \$2.50 per 1,000 gallons

Project outside City boundaries - \$5.00 per 1,000 gallons

Water Hydrant Meter Deposit - \$1,000.00¹⁶

Construction in City Right-of-Way⁴

0-2 Years since Resurfacing

Summer Permit Fee - \$2,000.00, plus \$20

Per Square Foot

Winter Permit - Summer Permit Fee + \$500.00

2-5 Years since Resurfacing

Summer Permit Fee - \$1,500.00, plus \$15

Per Square Foot

Winter Permit - Summer Permit Fee + \$500.00

5+ Years since Resurfacing

Summer Permit Fee - \$1,000.00, plus \$10

Per Square Foot

Winter Permit - Summer Permit Fee + \$500.00

Water Rates with or without PI Available²¹

Base Rate²⁵ - \$26.35 per month

Usage Rate:

0 – 4,000 gallons²⁵ - \$0.62 per thousand gallons

4,001 – 8,000 gallons²⁵ - \$0.94 per thousand gallons

8,001 – 12,000 gallons²⁵ - \$1.25 per thousand gallons

12,001 – 50,000 gallons²⁵ - \$2.29 per thousand gallons

50,001 – 100,000 gallons²⁵ - \$2.48 per thousand gallons

100,001+ - \$2.70 per thousand gallons

Pressurized Irrigation Rates²¹

Base Rate²⁶ per month \$17.83 (1")

\$26.47 (1.5" or larger)

Usage Rate:

0 – 25,000 gallons²⁵ - \$0.80 per thousand gallons

25,001 – 45,000 gallons²⁵ - \$0.82 per thousand gallons

45,001 – 65,000 gallons²⁵ - \$0.84 per thousand gallons

65,001 – 100,000 gallons²⁵ - \$0.89 per thousand gallons

100,001+ gallons²⁵ - \$0.93 per thousand gallons

1 1/2" meter - \$650.00

2" meter - \$750.00

Separate MXU - \$170.00

Sewer Rates²¹

Base Rate¹³ - \$41.22 per month

Per 1000 gallons ¹³ - \$0.88 (based on actual usage)

Utilities

Account Setup - \$25.00.

Customer Deposit¹⁴ - \$200.00

Past Due Tag - \$25.00

Disconnection/Lockout Service - \$150.00

Reconnection Fee - \$75.00

Addressing Services - \$0.70

Unpaid Utility Account Balances will be assessed 10% per month

Utility Service Order (service disconnected & reconnected for repairs, move meter, etc) - \$75.00

Storm Drainage Monthly Rates¹³ \$2.50

Waste Removal

Monthly Rates¹³ \$14.93 per container

Recycling Rates \$6.85 per container²²

Non-Resident – Services provided by private contractor

Commercial – Services provided by private contractor

Landfill Rates

Contractors Disposing of Construction Site Materials

6-wheeled vehicle - \$60.00 per load for materials originating within the City Limits

6-wheeler vehicle - \$150.00 per load for materials originating outside the City Limits
 10-wheeler vehicle - \$80.00 per load for materials originating within the City Limits
 10-wheeler vehicle - \$400.00 per load for materials originating outside the City Limits
 Larger than 10-wheeler vehicle - \$160.00 per load for materials originating within the City Limits
 Larger than 10-wheeler vehicle - \$600.00 per load for materials originating outside the City Limits

Cemetery²⁰

Plot Sales

Resident - \$600.00 per plot¹
 Non-Resident - \$1,200.00 per plot¹

Flush Mount Designated Plots:

Resident - \$500.00 per plot¹
 Non-Resident - \$1,000.00 per plot¹

½ – Size or Infant Locations³

Resident - \$250.00
 Non-Resident - \$500.00

¼ – Size or Cremation Locations

Resident - \$200.00
 Non-Resident - \$400.00

Opening and Closing Fees

Resident

Single Depth - \$350.00
 Double Depth 1st Burial - \$700.00
 2nd Burial - \$350.00

Non-Resident

Single Depth - \$700.00
 Double Depth - 1st Burial - \$1,400.00
 2nd Burial - \$700.00

Infant³

Resident - \$200.00
 Non-Resident - \$400.00

Cremation³

Resident - \$150.00
 Non-Resident - \$300.00

Weekend, Holiday or After Hours in addition to the Opening and Closing Fees

Full Size - \$200.00
 Infant - \$100.00
 Cremation - \$100.00

Disinterment²

Resident - \$1,200.00 minimum
 Infant - \$800.00 minimum
 Cremation - \$400.00 minimum
 Non-Resident - \$1,200.00 minimum
 Infant - \$800.00 minimum
 Cremation - \$400.00 minimum

Less than 8-hour notice - \$50.00 additional

Burial Right Transfers for residents - \$25.00

Burial Right Transfers for non-resident - \$500.00 (if less than 10 years)

Duplicate Copy of Deed - \$25.00

Removal & Resetting of a Headstone to Accommodate an Opening or Closing - \$100.00

If Cemetery is not vacated by 4:00 pm an additional charge of \$50.00 will be charged

Animal Licensing

Licensing Fees shall follow the current South Utah Valley Animal Shelter Fee Schedule

Miscellaneous Fees

Return Check Fee - Maximum allowed by law

Notary Fees

First Document - \$5.00

Each Additional Document - \$1.00

Checks for services must be made for the amount of purchase/fee only. No change will be given.

Cashier will not accept more than the \$10.00 in change per transaction.

Facility Rental⁵

East Side Park Pavilion

Squash Head Park Pavilion

Residents - \$25.00 per day time slot

Non-Resident - \$50.00 per day time slot

(Time slots are 7a.m. to 2 p.m. and 3 p.m. to 10 p.m. are day time slots)

Sunset Trails Park Large Pavilion

Residents - \$30.00 per day time slot

Non-Resident - \$60.00 per day time slot

(Time slots are 7a.m. to 2 p.m. and 3 p.m. to 10 p.m. are day time slots)

Centennial Park⁶

Residents - \$50.00 per day time slot

Non-Resident - \$75.00 per day time slot

(Time slots are 7a.m. to 2 p.m. and 3 p.m. to 10 p.m. are day time slots)

Orchard Cove Park

Residents - \$50.00 per day time slot

Non-Resident - \$75.00 per day time slot

(Time slots are 7a.m. to 2 p.m. and 3 p.m. to 10 p.m. are day time slots)

Residents - Overnight time slot (10 p.m. to 7 a.m.)

\$100.00 per night includes up to 10 tents and/or trailer spaces

Non-Residents - Overnight time slot (10 p.m. to 7 a.m.)

\$150.00 per night includes up to 10 tents and/or trailer spaces

Arena⁹

Single Use

Commercial Use

All Day (7am to dark) - \$200.00

Refundable Security Deposit - \$200.00

Non Resident

All Day (7am to dark) - \$100.00

Refundable Security Deposit - \$100.00

Resident

Half Day (7am to 2pm or 3pm to dark) - \$25.00

All Day (7am to dark) - \$50.00

Refundable Security Deposit - \$100.00

Annual Use – includes 1 day per week during season

Half Day (7am to 2pm or 3pm to dark) - \$500.00

All Day (7am to dark) - \$750.00

Land Lease for cows - \$100 per season

Announcer Stand with sound - \$25.00

Grooming - \$25.00 per "work"

Lighting - \$25.00

Baseball/Softball Fields¹⁵

Field #1, #2, & #3 Baseball Fields

\$15.00 per hour, \$75.00 per day
Callaway Baseball Field
\$20.00 per hour, \$75.00 per day
\$20.00 additional per hour for lighting
Orchard Hills Softball Field
\$15.00 per hour, \$75.00 per day
City Center Soccer Field
\$10.00 per hour (min 2-hour rental)
\$50.00 per day
\$35.00 additional for field paint/prep
Refundable Security Deposit

Police Department GRAMA Requests

Research Fee - \$15.00/hour, minimum 1 hour
Copy of Report - \$5.00 initial report up to 5 pages
\$0.75 per page more than 5
Supplemental Report - \$5.00 additional charge
Accident Form⁷ - \$10.00
Photographs - \$5.00 each photo
Tape Duplication - \$25.00/hour, minimum 1 hour
\$10.00 per VHS tape or DVD, client may provide own tape
\$5.00 per cassette tape, client provides own tape
\$10.00 per tape postage & handling
Fingerprints
Santaquin – No Charge
Non-Residents - \$10.00 up to 2 cards
Utah Criminal History Reports - \$25.00 (Santaquin/Genola Residents only)
Junk Permits
Santaquin – No Charge
Non-Residents - Service no longer available
Contract Services - \$70.00 per Officer/per hour
Driving Privilege Verification - \$25.00

Copies

Land Use & Development Management Code - \$35.00
Subdivision Code - \$25.00
General Plan - \$2.00 (CD) \$75.00 (Hard Copy)
City Construction Standards & Drawings - \$40.00
Zoning Map (11X17) - \$3.00
Custom Maps - To Be Determined
Official City Maps (up to 36" x 48") - \$15.00
Miscellaneous Copies - \$0.50 per page

Fire/EMS Department

Personnel:
EMT Stand-by \$30.00
Paramedic Stand-by \$37.50
Firefighter Stand-by \$30.00
Fire/EMS Officer Stand-by \$50.00
Chief Officer Stand-by \$75.00
Resources:
Ambulance, EMT \$130.00
Ambulance, Medic \$160.00
Fire/Rescue - UTV \$70.00
Bicycle - EMS \$40.00
Motorcycle/ATV \$50.00
Ladder Truck – Stand-by \$150.00 Response \$257.00
Engine – Stand-by \$125.00 Response \$257.00
Rescue/Squad – Stand-by 50.00 Response \$100.00
Tender – Stand-by \$90.00 Response \$148.00
Brush Truck (Type 6) – Stand-by \$93.00 Response \$152.00

Extrication Unit (min) – Stand-by 75.00 Response \$200.00
Smoke Removal - \$50.00
Haz Mat Mitigation – Stand-by \$150.00 Response \$200.00
Confined Space Entry – Stand-by \$150.00 Response \$200.00
Foam, Class A or B – Current Market Value
Absorbent – Current Market Value
Permit Fees:
Fireworks Sales/Display - \$60.00
Fuel Storage Installation – Per Tank
Above Ground \$50.00
Below Ground \$250.00
Fuel Storage Tank Removal – Per Tank
Above Ground \$50.00
Below Ground \$250.00
LPG Installation Per Tank- \$60.00
Tents/Canopies (>400 sqft) –
Residential \$25.00
Commercial \$60.00
Fire Flow Test (per hydrant) - \$25.00
Fire Report Copying - \$6.00 Per Sheet
Medical Gas Storage Installation/removal, fixed - \$50.00
Others Fees as adopted by IFC - \$50.00
Inspections/Plan Review Fees:
Special/Follow-up Inspections - \$50.00
Fire Sprinkler Systems Installation, New/Renovated –
10-100 Heads - \$100.00
101-200 Heads - \$150.00
201-300 Heads - \$200.00
>301 Heads \$250.00 plus .50 per sprinkler head
Commercial Cooking Fire Suppression System - \$100.00
Fire Alarm System Installation –
\$100 < 6,000 Sq Ft
\$150 > 6,000 Sq Ft
Paint Booth - \$100.00
Care Facilities Annual Inspections –
Exempt Child Care \$20.00
Daycare/Preschool - \$20.00
Care Center/Assisted living - \$50.00
Final Inspections, Commercial \$50.00

GRAMA Requests

Research/compilation Fee - \$40.00 per hour after the first 15 minutes
Copies - \$0.25 per black/white page
\$0.75 per color page
\$5.00 per Certified Copy

Special Events¹¹

Special Events License - \$50.00

Library

Library Cards – Free for Residents
\$40.00 non-residents
All Replacement Cards - \$2.00
Special Inter Library Loans per item - \$1.00
Fines - \$0.10 per day for over due books
\$1.00 per day for overdue DVD's or Kindle Devices
Fees for damage to media placed in the Drop Box \$5.00
Fees for damage to books and other materials will be assessed by Library Staff up to the replacement cost
Interlibrary Loan - \$3.00 + extra postage
Copies - \$0.10 per black/white page

\$0.20 per pre-printed page
\$0.50 per color page

- ¹ Cemetery plots which are purchased on an extended pay contract are subject to an additional interest charge of 1.5% monthly or 18% annually. Flush Mount headstones are only permitted in designated areas.
- ² Additional disinterment fees could be assessed depending on the location of the grave and will be reviewed on a case by case bases.
- ³ A baby is determined to be a child before their 3rd birthday. Children 3 years of age or older shall be considered adults. All Infant and cremations must have a flush headstone unless using a full size grave.
- ⁴ All fees for construction in a City right-of-way shall double for work done without a permit or for work commencing prior to a permit being issued.
- ⁵ Verification of residency is required at the time of reservation/payment.
- ⁶ Reservations will not be taken for the following year until January 1st. In case of inclement weather, reservation may be rescheduled and deposits may be refunded, however, rental fees are not subject to refunds. Reservations must be canceled at least 2 weeks prior to the reservation date in order to receive a full refund, reservation fees will not be refunded if cancelled less than 2 weeks prior to the reservation date.
- ⁷ Only state forms will be copied with requests for accident reports.
- ⁸ This amount is an estimated amount of actual City costs associated with uncontested proposals. Additional fees may be negotiated and assessed based on applications requiring City staff time beyond that reasonably anticipated for such an application. The City may credit this fee toward an applicant's purchase of vacated street area.
- ⁹ All scheduling for the arena will be done through the City Recreation Department. The season runs from the first day in April to the last day in September. Annual fees are based on one day per week. If person/organization/group wants to reserve facilities for two day a week, fees would be double, three days; fees would be triple, and so on. Lessee may lease area, not to exceed five-hundred (500) square feet; maximum 15 cattle per pen and no more than two (2) pens may be leased at the facilities. **No other** livestock is permitted. Livestock owners must receive approval for use and location from the city prior to setting up temporary fencing. Livestock owners must provide their own temporary fencing and feed.
- ¹⁰ Acreage of properties owned by a government entity are excluded from fee calculations. Existing public roads adjacent to annexation boundaries should be included with such petitions in accordance with City policies and planning purposes. Where non-petitioning properties are more than 30% of the annexing area, those fees which would be required for non-petitioning properties may be deferred for up to one year of the annexation becoming effective under the following requirements:
 1. A bond in a form acceptable to the City is posted for the remainder fees. Such bond shall be forfeited to the City if the remaining fees are not paid within the allowed 12-month time frame.
 2. Petitioners can not receive final approval on a plat until all required annexation fees, including non-petitioned property fees, are paid.
- ¹¹ Any additional Public Safety costs necessary for the event will be assessed to the applicant. If events are held in a public park, appropriate park fees apply.
- ¹² Annual renewal fees are due February 1st. If payment is not received by March 1st of the same renewal year, the license shall be considered null and void and a new license must be applied for with all associated new licensing fees. Persons operating a business without a renewed and/or current business license shall be subject to all penalties applicable under City and State law.
- ¹³ Base and Usage rates will be adjusted each July 1st to reflect the Consumer Price Index change from the preceding calendar year.
- ¹⁴ Deposits may be applied to customer's billings or may be returned when all billings are current.
- ¹⁵ City Sponsored activities/sports will have first priority when scheduling of the fields.
- ¹⁶ Deposit for Water Hydrant Meter Deposit will be refunded when meter is returned.
- ¹⁷ Pre-paid fees will be placed into an escrow account and drawn upon as inspection costs are incurred by the City. If costs for inspections and testing exceed the amount in the escrow account, they will be the responsibility of the developer and paid for prior to receiving final approvals at the end of the development warranty period. At the conclusion of a final walk through and city acceptance of the improvements, the developer may be reimbursed any amount remaining in the escrow account in accordance with reimbursement procedures found in city ordinances.
- ¹⁸ One ERU is equivalent to .25 acres of single family development. For all other types of development, the following formula will be utilized Step 1: Divide 10,890 (total sf in .25 acres) by impact fee per ERU (\$4,123) = \$0.3786 per sf. Step 2: Multiply irrigable area (sf lot size minus sf of hardscape on lot) by Impact Fee per sf (\$0.3786) to arrive at impact fee.
- ¹⁹ Per Equivalent Residential Unit: Impact Fee is \$1,180.00.

If situations arise where one customer wishes to use multiple meters, or it appears that the proposed fees by meter size in Table 3-13 will not lead to a fair and equitable result, the City may

instead calculate impact fees according to the following formula:

$$\text{Impact fee} = (\text{Peak Day Water use [gpd]}) / (500 \text{ gpd/ERC}) * (\$1,180/\text{ERC})$$

For example, a customer who would use 20,000 gallons of water on the peak day would have an impact fee calculated as follows:

$$\text{Impact fee} = (20,000 \text{ gpd}) / (500 \text{ gpd/ERC}) * (\$1,180/\text{ERC}) = \$47,200$$

²⁰ Fees for Cemetery Service not listed on the Consolidated Fee Schedule will be reviewed and charged on a case by case basis.

²¹ Culinary Water, Pressurized Irrigation, and Sewer base and usage rates are the same for unincorporated areas.

²² An opt-out period established during the February/March billing cycle each year. Opt-out fees are only applied to existing recycling customers. It is required to schedule the pickup/return of the customers recycling can. Missing recycling cans will be assessed a fee equivalent to the cost of a replacement recycling can.

²³ The base impact fee is \$468.00, Regional Pond fee is \$270.00 and the East side Debris Basins fee is \$32.00.

²⁴ Fees for all other uses (e.g. Residential, Commercial, etc.), please refer to the Transportation Impact Fee Analysis (Exhibit B) Table 14 of pages 11 and 12.

²⁵ The 2020-2021 Culinary and Irrigation Master Plan update includes a water rate study rate schedule. Annual increased to base and usages rates based outlined in this study.

²⁶ In anticipation of the arrival of Central Utah Pipeline (CUP) water, in 2019, the City Council authorized an increase to Pressurized Irrigation Base Rates of \$1.00/month surcharge in FY2021-22 and a second \$1.00/month in FY2022-23. These increases are in addition to those rates outline in the rate plan identified in footnote #25.

²⁷ In anticipation of the arrival of Central Utah Pipeline (CUP) water, in 2019, the City Council authorized and initial approval of the acceptance of Money In Lieu of Water Dedication of \$4,750 per acre foot. This rate increased to \$5,000 per acre foot in FY2021-22 and will increase annually by 3% unless market adjustments are required.

B. Furthermore:

1. In addition to the fees listed above, every development within the City boundaries of Santaquin, Utah, shall pay an infrastructure inspection fee according to the following:

a. Subdivision Infrastructure. Prior to the construction of any infrastructure which is approved as a part of a subdivision and is located within the boundaries of the same subdivision, the developer shall provide the City with funds, in an amount equal to 4% of the approved construction estimate for the necessary infrastructure improvements, as a means to defray the costs of inspection of said improvements. All such funds shall be non-refundable and paid in addition to any other bonding or surety requirements. Any shortcomings in the amount of the funds shall be paid in full by the developer prior to final approval of the infrastructure.

b. Off-Site and Other Infrastructure. Prior to the construction of any infrastructure which is: 1) approved as a part of a subdivision but which is not located within the boundaries of the subdivision; or 2) unrelated to an approved subdivision, the developer shall provide the City with funds, in an amount equal to 2% of the approved construction estimate for the necessary infrastructure improvements, as a means to defray the costs of inspection of said improvements. All such funds shall be non-refundable and paid in addition to any other bonding or surety requirements. Any shortcomings in the amount of the funds shall be paid in full by the developer prior to final approval of the infrastructure.

2. Bond or Escrow. The sub divider shall furnish a bond or escrow in the amount of one hundred twenty-five percent (125%) of improvement costs with the city recorder, prior to the beginning of any subdivision construction, to assure the proper installation and construction of all required improvements within two (2) years immediately following the approval of the subdivision plat by the city council. Release of such bond or escrow shall be made as per city code (11-11-3).

3. Payment of fees in full shall be the responsibility of the applicant. Payment of fees in full shall be required as a part of all application submittals, as stipulated herein. It shall be the responsibility of the applicant to submit the necessary materials in order to be eligible for review on an agenda of any City reviewing body. Placement on an agenda is not necessarily automatic and verification of the review of the application by the City is **strongly** encouraged.

C. In addition and notwithstanding the above schedule of fees, should the review and processing fees exceed those identified herein, the applicant shall pay **actual costs** as determined and documented by the City Recorder.

This resolution shall become effective upon passage and shall repeal and supersede any and all resolutions dealing with the same subject.

Approved this 21st day of June 2022.

Daniel M. Olson, Mayor

ATTEST:

Amalie R. Ottley, City Recorder

COMMUNITY DEVELOPMENT AGENCY OF SANTAQUIN CITY

RESOLUTION 06-03-2020-CDA FY2021/2022 BUDGET AMENDMENT #1

BE IT HEREBY RESOLVED:

SECTION 1: This document represents year-end adjustments to the Fiscal Year 2021/2022 Budget.

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

APPROVED THIS 30th DAY OF JUNE 2022.

Daniel M. Olson, Board Chair

Attest:

Amalie R. Ottley, Secretary

Community Development and Renewal Agency (CDA) of Santaquin City					
Fiscal Year 2021-2022 - Budget Amendment #1					
June 30, 2022					
Budget Changes by Fund:		Prior Budget	Amendment (1) [Change]	Final Budget	Notes:
<u>Revenues:</u>					
81-3999	Contribution from Surplus	\$ 7,500	\$ (3,650)	\$ 3,850	Increased city transfer to cover appraisal and operational buffer
Total Changes to Revenues:			\$ (3,650)		
<u>Expenditures:</u>					
82-4410-450	Expenditures	\$ -	\$ 3,800	\$ 3,800	Appraisal work plus operational buffer
82-4110-451	Licensing & Registration	\$ -	\$ 50	\$ 50	Each entity will pay for its own administrative costs
82-4410-480	Main Street Welcome Signs	\$ -	\$ (7,500)	\$ (7,500)	Project moved to FY2023
Total Changes to Expenditures:			\$ (3,650)		

LOCAL BUILDING AUTHORITY OF SANTAQUIN CITY

RESOLUTION 06-02-2022-LBA FY2021/2022 BUDGET AMENDMENT #1

BE IT HEREBY RESOLVED:

SECTION 1: This document represents year-end adjustments to the Fiscal Year 2021/2022 Budget.

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

APPROVED THIS 30th DAY OF JUNE 2022.

Daniel M. Olson, Board Chair

Attest:

Amalie R. Ottley, Secretary

Local Building Authority (LBA) of Santaquin City					
Fiscal Year 2021-2022 - Budget Amendment #1					
June 30, 2022					
Budget Changes by Fund:		Prior Budget	Amendment (1) [Change]	Final Budget	Notes:
<u>Revenues:</u>					
82-3610	Interest	\$ -	\$ 13	\$ 13	Reflects actual interest earnings
82-3910	Transfer from City	\$ 185,546	\$ 4,187	\$ 189,733	Reflects city transfers based on actual costs plus operational buffer
Total Changes to Revenues:			\$ 4,200		
<u>Expenditures:</u>					
82-4410-450	Expenditures	\$ -	\$ 1,000	\$ 1,000	Increased operational buffer
82-4110-451	Licensing & Registration	\$ -	\$ 60	\$ 60	Each entity will pay for its own administrative costs
82-4110-611	Bank Charges	\$ 1,000	\$ 1,250	\$ 2,250	Each entity will pay for its own administrative costs
82-4410-810	Debt Service - Principal	\$ 143,826	\$ (38,834)	\$ 104,992	Budgeting Error in FY2022
82-4410-820	Debt Service - Interest	\$ 40,720	\$ 40,724	\$ 81,444	Budgeting Error in FY2022
Total Changes to Expenditures:			\$ 4,200		

SANTAQUIN SPECIAL SERVICE DISTRICT (WATER)

RESOLUTION 06-02-2022-SWD FY2021/2022 BUDGET AMENDMENT #1

BE IT HEREBY RESOLVED:

SECTION 1: This document represents year-end adjustments to the Fiscal Year 2021/2022 Budget.

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

APPROVED THIS 30th DAY OF JUNE 2022.

Daniel M. Olson, Board Chair

Amalie R. Ottley, Secretary

Santaquin Special Service District (Water)						
Fiscal Year 2021-2022 - Budget Amendment #1						
June 30, 2022						
Budget Changes by Fund:			Prior Budget	Amendment (1) [Change]	Final Budget	Notes:
<u>Revenues:</u>						
83-3910	Transfer from City		\$ -	\$ 40,980	\$ 40,980	Budgeting Error FY2022 (City leases water from SSD, SSD pays assessments)
83-3920	Contribution from Surplus		\$ 41,255	\$ (38,850)	\$ 2,405	Assessment should not be paid for from reserves
Total Changes to Revenues:				\$ 2,130		
<u>Expenditures:</u>						
83-4410-450	Expenditures		\$ 41,255	\$ 1,600	\$ 42,855	Reflects actual cost for assessments and fees
83-4110-451	Licensing & Registration		\$ -	\$ 510	\$ 510	Each entity will pay for its own administrative costs
83-4110-611	Bank Charges		\$ -	\$ 20	\$ 20	Each entity will pay for its own administrative costs
Total Changes to Expenditures:				\$ 2,130		