



CITY COUNCIL REGULAR MEETING

Tuesday, March 17, 2026, 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://www.youtube.com/@santaquincity> 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.](#) 03-03-2026 City Council Work Session Meeting Minutes
- [2.](#) 03-03-2026 City Council Regular Meeting Minutes
- [3.](#) 02-27-2026 City Council Budget Meeting Planning Meeting Minutes
- [4.](#) 02-28-2026 City Council Budget Planning Meeting Minutes

Bills

- [5.](#) City Expenditures from 02-28-2026 to 03-13-2026 in the amount of \$649,645.50

PUBLIC FORUM

Public Forum

BUILDING PERMIT & BUSINESS LICENSE REPORT

ORDINANCE

Ordinance

- [6.](#) Ordinance 03-01-2026 - Sutherland Annexation

FORMAL PUBLIC HEARING

Formal Public Hearing

7. Public Hearing: to Adopt Updated Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances
- [8.](#) Ordinance 03-02-2026 Adoption of Drinking Water Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA)
- [9.](#) Ordinance 03-03-2026 Adoption of Pressurized Irrigation Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA)
- [10.](#) Ordinance 03-04-2026 Adoption of Sanitary Sewer Impact Fee Facilities Plan (IFFP) & Impact Fee Analysis (IFA)

DISCUSSION & POSSIBLE ACTION ITEM

Discussion & Possible Action Item

- [11.](#) Discussion & Possible Action Approval of Change Order #2 to VanCon for the ULS Pipeline City Connection

OTHER BUSINESS

12. Community Development Director - Final Selection
- [13.](#) Resolution 03-02-2026 Approval of Community Development Director Employment Agreement
14. Community Services Director - Final Selection
- [15.](#) Resolution 03-03-2026 Approval of Community Services Director Employment Agreement

REPORTS OF OFFICERS, STAFF, BOARDS, AND COMMITTEES

REPORTS BY MAYOR AND COUNCIL MEMBERS

CLOSED SESSION (May be called to discuss the character, professional competence, or physical or mental health of an individual, or deployment of security personnel, devices, or systems.)

CLOSED SESSION (May be called to discuss pending or reasonably imminent litigation; collective bargaining; and/or the purchase, exchange, or lease of real property, a proposed development agreement, a project proposal, or a financing proposal related to the development of land owned by the State.)

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.gov, 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:



Stephanie Christensen, City Recorder



CITY COUNCIL WORK SESSION MEETING

Tuesday, March 3rd, 2026, at 5:30 p.m.
Council Chambers at City Hall and Online

MINUTES

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

ROLL CALL

Councilors present included Art Adcock, Travis Keel, Lynn Mecham, Brian Del Rosario and Jeff Siddoway.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, City Recorder Stephanie Christensen, Legal Counsel Brett Rich, Jon Lundell and Steve Larsen

PLEDGE OF ALLEGIANCE

Councilor Brian Del Rosario led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Councilor Lynn Mecham offered an invocation.

DISCUSSION ITEMS

1. Grey Cliffs Development Agreement Proposed Plan Modifications-Discussion Only

City Manager Norm Beagley informed the Council that Steve Larsen with Grey Cliffs Development asked to make a few changes to the Grey Cliffs Development Agreement. City Manager Beagley stated that at the very south end of the development there are currently 4 or 5 lots for homes, they are asking to instead increase the commercial pad to 1.09 acres and eliminate the lots in that area that would have been homes. They would also take a small piece of the East Side park's area for part of the roadway, curb and gutter and park strip to add a road into the development. Also, on parcel A they are proposing to dedicate 150 acres up on the top for a trailhead or mountain bike area. City Manager Beagley stated the new road at the south end along the back of the property would only be accessible for emergency vehicles and mountain bikes, hikers, etc., no motorized vehicles. There would be a concrete barrier with fence on top to stop any rocks from rolling down through. City Manager Beagley stated the road would have room for emergency access, but it wouldn't be the typical 20 foot width only about 11 or 12 feet, which would be wide enough for emergency access. They also want to include a trailhead parking area up on top with access coming in from the north. They would dedicate additional property for a conservation easement and an additional 10 acres for the mountain bike park. City Manager Norm Beagley informed the Council that with increasing the commercial, they would need to do a rezone, which means it would go back to Planning Commission. The change would also increase the open space at the park on the south end. It will reduce the private conservation area by about 8.5 acres. Steve Larsen spoke to the Mayor and Council regarding the changes. He would put a concrete barrier at the emergency access road, limiting traffic to only emergency vehicles and mountain bikes. Mr. Larson also stated that having the access road come up from the north will be a better route. There will be a berm

at the bottom of the hill, also a rock capture and a 6 foot fence all the way across the area which would significantly reduce the risk if there happened to be rocks sliding. We will also be able to get vehicles along the emergency access road at the bottom to clean up the rocks if necessary. He stated those are the main things they are asking to change to increase safety. He said the berm at the bottom is 10 feet wide with a rock containment. City Manager Beagley stated when the development puts in the road on the south side, they will be responsibility to make the changes to the retention area at the City's East Side park. Mr. Larsen stated they will put the retention area underground and level the area off. Councilor Del Rosario suggested powder coating the chain-linked fence. Assistant City Manager Jason Bond stated the chain link fence is on top of the conservation area, which is helping to keep the area more natural looking. City Manager Beagley stated the next process will be to send the development agreement amendment to Planning Commission for their recommendation.

4. Public Involvement-Discussion Only

Councilor Brian Del Rosario presented to the Mayor and other Council Members a handout regarding his proposal of keeping the public involved in City matters. Councilor Del Rosario is proposing having one location or sheet that has the latest tracking of new projects. He feels that is what the citizens are asking for. Councilor Del Rosario is asking for a part-time in-office digital media specialist to keep the public appraised of what is happening in the city. The person in the position would set in on meetings to keep the updates from the different projects current. Mayor Olson stated this was a topic in our budget meeting and he loves the thought of getting the information out to the public quickly and effectively. Councilor Lynn Mecham feels it's a good idea and anything we can do to help the citizens would be beneficial. Councilor Jeff Siddoway feels that it is a good idea as well. Mayor Olson stated we always need to talk about how to get better and appreciate Councilor Del Rosario's work on this project.

5. Other Business

Mayor Olson informed the council that he and Councilor Adcock have been working with a Brigadier General of the Army to get information on the Navy vessel USS Santaquin. We are working on putting together a presentation for the City's celebration. Brigadier General has sent several pictures of the vessel. We are going to try to create a plaque with pictures. The Mayor is thinking about having it made out of wood with an engraved metal plate and pictures.

Councilor Brian Del Rosario looked through the years expenses and found that right now the City is paying about \$3,000 to archive public records that are posted on social media. Councilor Del Rosario called around and received quotes that would bring it down to \$1,300 a year. He feels the reason it is really high is because we have so many pages for different City groups on Facebook. There are also areas in expense tracking that we could save money and also for software publishing. Mayor Olson appreciates Councilor Del Rosario's work.

6. Upcoming Agenda Items

City Manager Norm Beagley informed the Council that Miss Santaquin will be here to speak to the Council. There will be 2 sets of minutes and expenditures to approve. Also, the Business Spotlight Old Pioneer Press will be here. Tyrell Russell will be sworn in as the new Planning Commission alternate, the Chamber of Commerce will give an update. There will be two Public Hearings one on the Sutherland Annexation and one on the Budget Amendment #2. There will be Resolution 03-01-2026 on Budget Amendment #2. There are quite a few changed items on there, but there is sufficient funds to cover all

the items. And the last item is a discussion and possible action item to award GMP Change Order to Ellsworth Paulsen. This change order will cover the inside and outside finish of the recreation building.

ADJOURNMENT

Councilor Mecham made a motion to adjourn the City Council Work Session. Councilor Siddoway seconded the motion.

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

The motion passed.

The City Council Work Session Meeting adjourned 6:26 p.m.

ATTEST:

Daniel M. Olson, Mayor

Stephanie Christensen, City Recorder

Software / Vendor	Annual Cost	The Issue	Recommended Fix	Potential Savings	Purchases	
Hootsuite	\$2,988	High cost for "Social Media Archiving."	Audit. Check if this specific archiving is legally required (GRAMA). If not, standard social platforms often suffice.	~\$3,000 / year	6/10/2025 --- \$2,988.00	
Dropbox	~\$770	Multiple personal accounts (~\$128 each) while paying for OneDrive.	Cancel. Migrate files to the City's OneDrive/SharePoint (already paid for).	\$770 / year	9/15/2025 --- \$128.81 (Jason Bond) 9/15/2025 --- \$128.81 (John Bradley) 8/11/2025 --- \$128.81 6/30/2025 --- \$128.81 4/14/2025 --- \$128.81 2/5/2025 --- \$128.81	
SurveyMonkey	\$502	Single annual subscription for surveys.	Cancel. Use Microsoft Forms (free/secure) or CivicPlus (already owned).	\$502 / year	5/12/2025 --- \$502.87	
Amazon Prime	~\$500	Duplicate personal memberships (\$139 + monthly fees).	Consolidate. Create one free "Amazon Business" account for the city.	~\$300 / year	1/6/2025 ---- \$190.00	
Canva	~\$360	Multiple individual "Pro" subscriptions (\$120 each).	Consolidate. Switch to one "Canva for Teams" account (5 users for ~\$150 total).	\$210 / year		
Adobe Acrobat	~\$2,900	Buying retail licenses (\$280) + random card charges.	Consolidate. Switch to a Government Volume License (VIP) for lower rates & easier management.	\$500+ / year	\$659.88 --- Adobe Inc. - Adobe Creative Cloud License Software Annual Renewal	Why Adobe Creative Cloud membership; who in the City has this skillset, because I'm not seeing any work product come out that looks like it is from this software. So many different Adobe licenses, might be smart to consolidate software acquisition
JotForm	\$190	Subscription for "Online New Hire" forms.	Cancel. Use Microsoft Forms (secure/free) or CivicPlus.	\$190 / year	1/6/2025 --- \$190.00	



REGULAR CITY COUNCIL MEETING
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Council Chambers at City Hall and Online

MINUTES

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

ROLL CALL

Councilors present included Art Adcock, Travis Keel, Jeff Siddoway, Lynn Mecham and Brian Del Rosario.

Others present included City Manager Norm Beagley, Assistant City Manager Jason Bond, City Recorder Stephanie Christensen, City Legal Counsel Brett Rich, City Engineer Jon Lundell, Tyrell Russell, Jim Rowland, Josh Barlow, Julie Sutherland, Glade Robins, Mark Robins, Kevin Kraut, Amy Kingsford, Mike Roberts, Bart Gibb, Payton Hone, Monique Hone, Christine Bell and several other members of the public.

PLEDGE OF ALLEGIANCE

Councilor Travis Keel led the Pledge of Allegiance.

INVOCATION/INSPIRATIONAL THOUGHT

Mark Robins offered an invocation.

DECLARATION OF POTENTIAL CONFLICTS OF INTEREST

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

CONSENT AGENDA (MINUTES, BILLS, ITEMS)

Minutes

- 1. 02-17-2026 City Council Work Session Minutes**
- 2. 02-17-2026 City Council Regular Meeting Minutes**

Bills

- 3. City Expenditures from 02-14-2026 to 02-27-2026 in the amount of \$690,545.50**

Councilor Travis Keel made a motion to approve the Consent Agenda items 1 through 3. Councilor Jeff Siddoway seconded the motion.

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

The motion passed.

PUBLIC FORUM, BID OPENINGS, AWARDS, AND APPOINTMENTS

Awards

4. Business Spotlight – Old Pioneer Press

Council Art Adcock introduced Kevin Kraut and Amy Kingsford from the Old Pioneer Press.

Old Pioneer Press first came about in 2003 after my father passed away and gave me all of his printing equipment. He initially started printing in 1967. I remember in my younger years working many hours as a family and having printing presses in our garage and some rooms in our house. He later started "Pioneer Press" in SLC. After my father's passing, we started printing in our home and then gradually moved to Main Street here in Santaquin in 2010. This is after having many other careers and businesses, one of them being "Pioneer Pizza" on Santaquin Main Street next to where Ivanovs Market is. We have really enjoyed our history of small business here in this quaint little town. Like all businesses, we've had our ups and downs but have always come through. The building we are in is one of the oldest buildings in Santaquin. Brigham Young gave several discourses right in front of our building.

We do all kinds of printing and book binding and are starting to branch more into hardback books and have helped many people create family heritage books and family histories. We have a team of editors, Amy and Beverly, who have helped people from beginning to end and have inspired many people to write their stories, histories and novels that would normally not be published.

One claim to fame was my boy's baseball coach who told me a story when he was young about a big red bike he wanted so badly and all the crazy things he did to earn the money for it. I turned to him and said "You need to write a book, and I know someone who can help you do that." He smiled, knowing I had a printing business and said "Yeah, I've been starting to write it." His book turned out to be a bestseller and is in most of the Elementary Schools here in Utah. The name of the book is "The Big Red Bike" by J. Tims.

Amy started here in 2012 and learned many layout and design skills from Beverly. They both are wonderful at what they do, keeping the business running and helping people with their projects and books. We are happy to be here to serve our community and make people's dreams come true.

Kevin Kraut, Owner

Appointments

5. Tyrell Russell - Planning Commission (Alternate)

Mayor Olson reported to the Council that he had an incredible opportunity to meet with 5 individuals who applied for the Planning Commission alternate position. Mayor Olson stated how wonderful it is to have so many citizens interested in our community and wanting to invest their time making our City the very best. Mayor Olson stated how impressed he was with Tyrell Russell and his desire to serve this City. Tyrell Russell spoke to the Council and stated how excited he is to serve on the Planning Commission.

Councilor Travis Keel made a motion to approve Tyrell Russell for the Planning Commission alternate. Councilor Brian Del Rosario seconded the motion.

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

The motion passed.

PUBLIC FORUM

6. Chamber of Commerce Report

Jim Rowland, President of the Chamber of Commerce, reported to the Council that on Tuesday March 24th at Wild Thistle they are having their monthly meet and greet and invited the Mayor and Council to attend. Mr. Rowland stated the chamber had a meeting regarding My Hometown Market and set a plan for the year. They are planning for 5 nights of fun and games and shopping starting June 15th through August 10th with activities every other week. Mr. Rowland introduced Josh Barlow as the Chambers new Chairman of the Board. Josh Barlow introduced himself to the Mayor and Council Members and gave them a background of his knowledge and how excited he is to be a part of the Chamber. He stated his focus is on promotion, education and connection.

Miss Santaquin Update

Miss Santaquin, Payton Hone, spoke to the Mayor and Council and told them how much she appreciates all their work and dedication to the City. She can tell each one of them love Santaquin. Payton reported her platform was No Generation Left Behind. She was able to connect with people from different generations and pull them all together. Mayor Olson thanked her for all she has done and wished her the best of luck in the future.

FORMAL PUBLIC HEARING

7. Sutherland Annexation

City Manager Norm Beagley informed the Council that this is 10 acres on the west side of town.

Mayor Olson asked for a motion to enter into a Public Hearing regarding the Sutherland Annexation.

Councilor Travis Keel made the motion to enter into the public hearing. Councilor Jeff Siddoway seconded the motion.

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

The motion passed.

The Public Hearing began at 7:32 p.m.

Mike Roberts spoke to the Mayor and Council Members regarding his questions in regard to the annexation. He wondered about their purpose of annexing the 10 acres into the city and if it will be a development and if so will it be multi family or single family housing. Mr. Roberts spoke about his concerns for how the utilities will be ran and keeping his fencing intact. He had been approached about running a sewer line through his property. Mayor Olson stated that those issues will be handled once the property is annexed and a development agreement has been submitted.

Councilor Lynn Mecham made a motion to end the public hearing. Councilor Art Adcock seconded the motion.

The Public Hearing ended at 7:40 p.m.

FORMAL PUBLIC HEARING

8. Budget Amendment #2

City Manager Norm Beagley stated the Budget Amendment #2 covers multiply items throughout the year. There are a few adjustments that need to be made with some increases and some decreases. City Manager Beagley reviewed the changes on the report line item by line item with the Mayor and Councilors.

Mayor Olson asked for a motion to enter into a Public Hearing regarding Budget Amendment #2. Councilor Lynn Mecham made the motion to enter into the public hearing. Councilor Jeff Siddoway seconded the motion.

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

The motion passed.

The Public Hearing began at 7:50 p.m.

There was no public comment.

Councilor Travis Keel made a motion to end the public hearing. Councilor Lynn Mecham seconded the motion.

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

The motion passed.

The Public Hearing ended at 7:51 p.m.

BUILDING PERMIT & BUSINESS LICENSE REPORT

Assistant City Manager Bond presented the Building Permit Report. 87 residential units have been issued building permits in the current calendar year. In comparison, 159 single and multi-family residential units have been issued building permits in the current fiscal year (July 1, 2025 – June 30, 2026). We had 5 new business licenses issued in the last month.

RESOLUTIONS, ORDINANCES & DISCUSSION & POSSIBLE ACTION ITEMS

Resolution

9. Resolution 03-01-2026 - Budget Amendment #2

City Manager Norm Beagley stated to the Council that the resolution is pertaining to the numbers they just reviewed (prior to the public hearing) and asked if there were additional questions. The Mayor and Councilors felt they understood the changes and had no questions.

Councilor Lynn Mecham made a motion to approve Resolution 03-01-2026 – Budget Amendment #2. Councilor Brian Del Rosario seconded the motion.

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

The motion passed.

Discussion & Possible Action Items

10. Discussion & Possible Action Item - Award of GMP Change Order to Ellsworth Paulsen - New Recreation Building Finish

City Engineer Jon Lundell reported to the Mayor and Council that Ellsworth Paulsen was selected in January as the city contractor to finish the recreation building and we have been working with them to nail down a final cost. He stated they worked together and developed a guaranteed maximum price (GMP) by working with multiply vendors and sub-contractors. City Engineer Jon Lundell stated this will get a fully complete recreation building and ready for move in. City Manager Norm Beagley thanked City Engineer Jon Lundell for all his work, he has done a great job.

Councilor Jeff Siddoway made a motion to Award of GMP Change Order to Ellsworth Paulsen – New Recreation Building Finish. Councilor Brian Del Rosario seconded the motion.

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

Councilor Siddoway

Yes

The motion passed.

REPORTS BY STAFF, COUNCIL MEMBERS, AND MAYOR OLSON

Assistant City Manager Jason Bond reported that the posting for the Community Development Director is closed, and the Community Services Director will close this Friday. Assistant City Manager Bond stated he will keep the Mayor and Council updated. The upcoming Development Review Committee (DRC) meeting next Tuesday will have one agenda item, a preliminary plan amendment for the Bella Vista Subdivision. For Planning Commission, there will be a public hearing for detached accessory dwelling units being allowed in the R-20 zone. Assistant Manager Bond stated this would be the next step for our moderate income housing requirements, however there is some legislation that just passed that requires allowing for detached accessory dwelling units in all zones. This is going to be forced upon us, but won't go into effect till a later date. There also is another bill being routed around pushing off moderate income housing for this year, but the things we do now we can still get credit for next year if necessary. Assistant City Manager stated it is appropriate for us to still move forward with our moderate income housing plan.

City Manager Norm Beagley reported the 2 bills that Assistant City Manager Jason Bond referred to haven't passed just yet, but are very likely to pass. Also, both of those position openings will have an employment agreement like they have had in the past. They will go through the interview process and come to the Council for approval. The culinary water, PI, and sanitary sewer impact fee facility plans and IFA and rate studies will be coming to the Council in the future to adopt the updated impact fees. Also, a budget request will be coming to the next meeting regarding the CUP pipe. The city pipeline will need to be moved to get out of their right of way. City Manager Beagley stated that the money is budgeted, it will just need to be accessible earlier than budgeted cycle than the full project. City Manager Norm Beagley reported the new website is forth coming. City Manager Beagley reported that the water situation is doing good-ish/ok. He presented graphs of where the mountain water is currently and how the previous years matched up. Mayor Olson asked if at the next meeting, he could report on the reservoirs and the additional locations we get water from. City Manager Norm Beagley reported that the water reclamation facility is working on a large expansion. They have started out at the lagoons. The center dike has been cut and they are putting a transfer structure in and then put the dike back which will also help with our winter water storage.

Councilor Brian Del Rosario had nothing to report.

Councilor Art Adcock had nothing to report.

Councilor Jeff Siddoway reported this is the last week of the legislation, which has 3 days left. He reminded the Mayor and Councilor to watch for possible action alerts, when you need to text our representative as needed. City Manager Norm Beagley stated responding to those texts has made and can make a big difference.

Councilor Lynn Mecham stated that the Miss Santaquin Pageant is next Saturday March 14th. Councilor Mecham had the opportunity to sit in on the mock interview process for the 9 young women trying out. They are a great group of girls with a lot of talent. He encourages everyone to attend.

Councilor Travis Keel reported that they have chosen a winner for the Youth City Council scholarship. The recipient will be coming to the City Council in April to be recognized.

Mayor Olson stated that we have started with our budget planning sessions. He thanked the staff and Councilors for all their help and making good decisions. We have 2 months to reach an abbreviated budget. Mayor Olson reported that UDOT seems well underway with the freeway project. He said it looks like there is a lot of surveying going on right now, moving forward fast. The Mayor received a lot of comments from people around the city, which were all good comments regarding the interchange upgrade. Mayor Olson is excited to see the project going. The Mayor stated the Councilors and staff have put a lot of work into this and he truly appreciates them. Also, the Forest Service sent an update and they starting on the bridge at the bottom of the Turkey Run trail.

ADJOURNMENT

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

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

The motion passed.

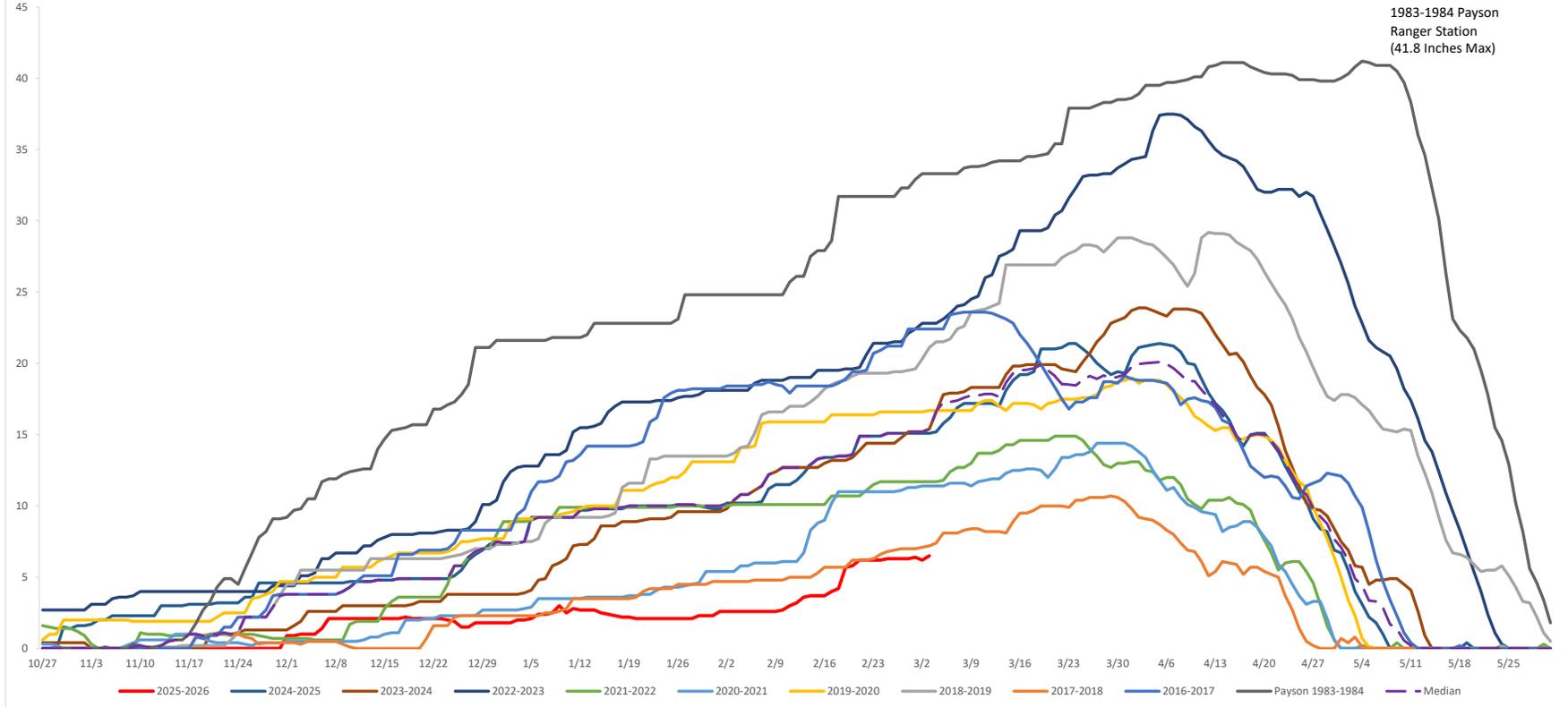
The meeting was adjourned at 8:20 p.m.

ATTEST:

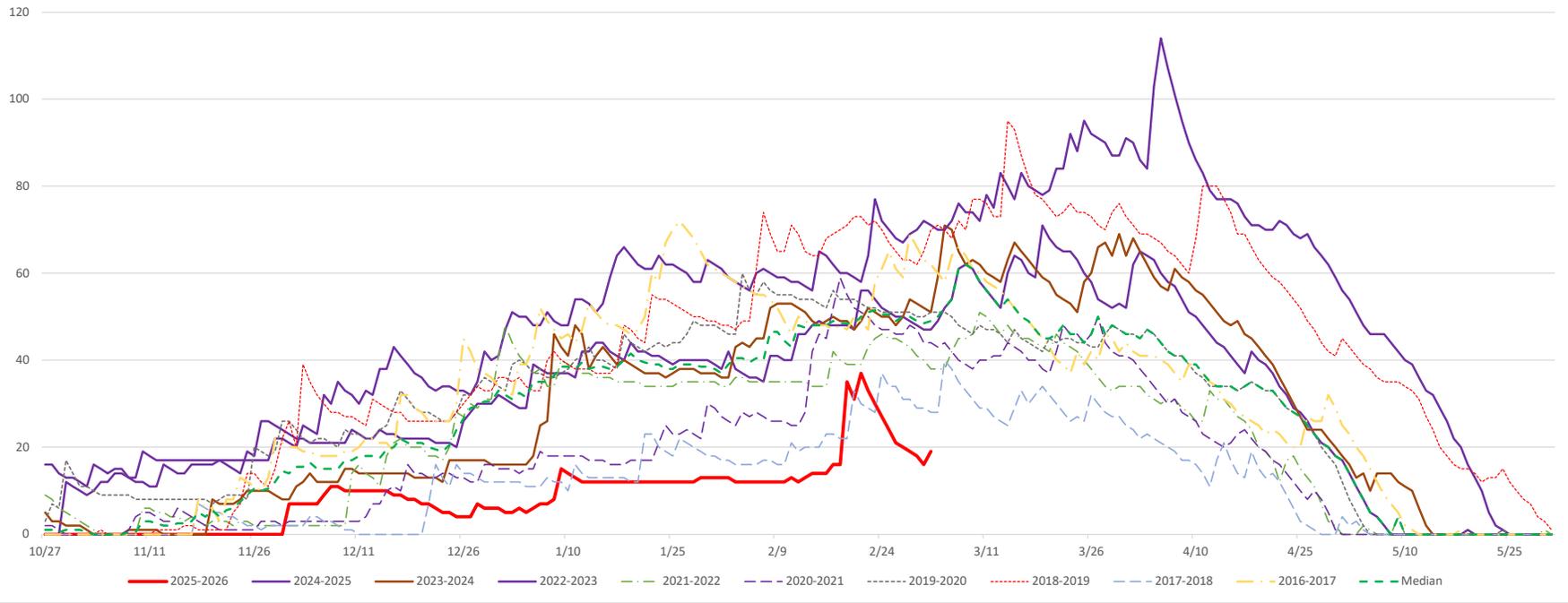
Daniel M. Olson, Mayor

Stephanie Christensen, City Recorder

Snow Water Equivalent Comparison for Santaquin Snotel Site (2016-2026) and Payson Ranger Station (1983-1984)



Snow Depth (in) Comparison for Santaquin Snotel Site (2016-2026)





CITY COUNCIL WORK SESSION MEETING

Friday, February 27th, 2026, at 5:00 p.m.
Santaquin City Hall, 110 S Center Street

MINUTES

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

ROLL CALL

Councilors present included Art Adcock, Travis Keel, Lynn Mecham, Brian Del Rosario and Jeff Siddoway.

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

Financial Director Shannon Hoffman was excused from the meeting.

DISCUSSION ITEMS

Mayor Olson welcomed all who attended the FY 2026-2027 Budget Planning Meeting. City Manager Norm Beagley 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. Council Member Del Rosario also presented 4 initiatives.

ADJOURNMENT

At the conclusion of the Departmental Reviews, and Council Member Del Rosario’s initiatives, and after questions were answered, Mayor Olson Adjourned the meeting.

ATTEST:

Daniel M. Olson, Mayor

Stephanie Christensen, City Recorder



SANTAQUIN CITY ANNUAL BUDGET MEETING FY 2026-2027

FRIDAY, FEBRUARY 27, 2026





WELCOME & INTRODUCTION



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



BUDGET MEETING AGENDA

- Purpose of Budget Planning Meeting
- Departments & Structure
- Review of Budget Timeline
- Activity
- Director Presentations (Part 1)
- Council Initiatives
- Break
- Director Presentations (Part 2)
- What's Next - Preview for Saturday Meeting
- Closing



PURPOSE OF A BUDGET PLANNING MEETING



Departmental Requests

Directors present operational requests such as additional personnel, program enhancements, or expanded levels of service that will affect operational budgets in their respective departments.



Capital Requests

Directors present proposed Capital Projects (both impact fee eligible and non-impact fee eligible) and Capital Vehicles & Equipment requests to be considered in the upcoming FY 26-27 budget.



Discuss Funding/Sources

Staff will discuss available/different funding sources for department requests, capital projects, capital equipment, and vehicles.



Prioritize Requests/Projects

Directors and the Governing Body will rate and rank department requests for personnel, vehicles, equipment, and projects.



Develop Unity of Purpose

Governing Body, along with Directors, works together to determine and prioritize the requests that will provide quality services to the Citizens of Santaquin in the new FY and into the future.



FUNCTIONAL AREAS DEPARTMENTS AND CITY STRUCTURE

WHAT'S THE DIFFERENCE?



FUNCTIONAL AREAS

ADMINISTRATIVE SERVICES

Finance, Human Resources, Risk Management

COMMUNITY DEVELOPMENT

Engineering, Planning & Building

COMMUNITY SERVICES

Sports, Classes, Events, Library, Seniors, Museum

PUBLIC SAFETY

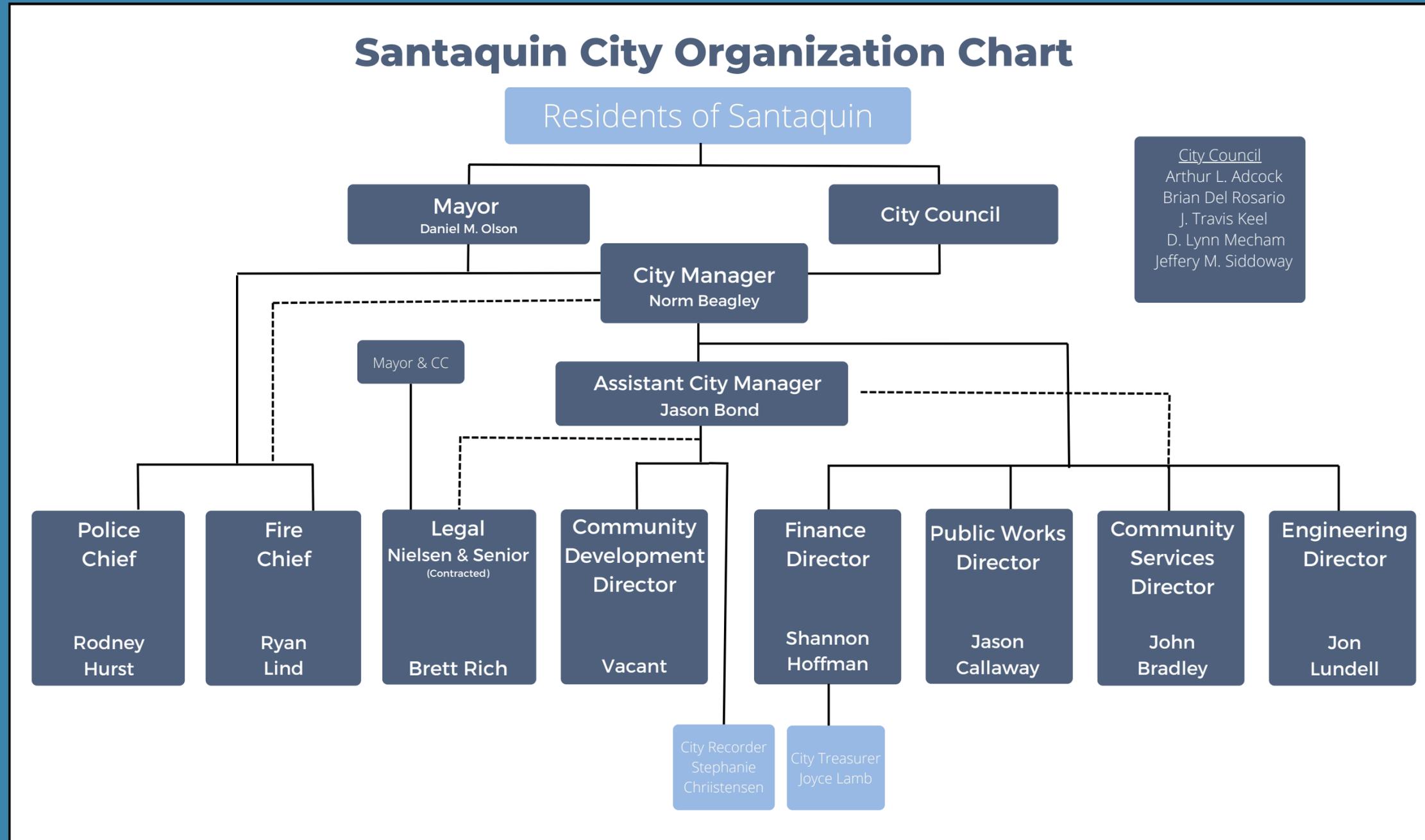
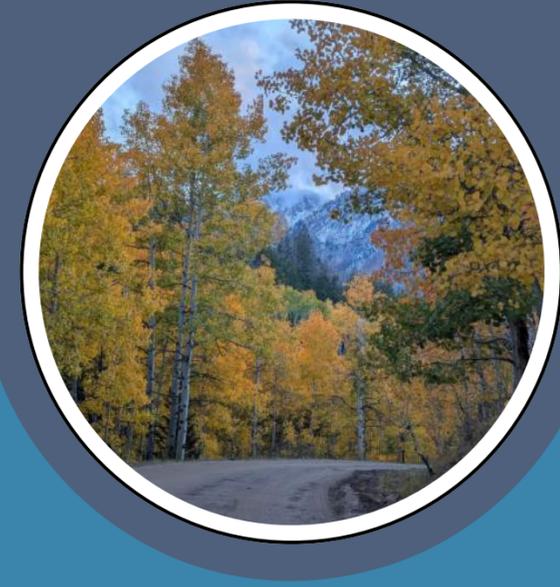
Police & Fire

PUBLIC WORKS

Water, Sewer, PI, Storm Wtr, Parks, Cem, Streets, Gov Bldgs



ORGANIZATIONAL CHART





MANAGEMENT TEAM



JASON BOND

Assistant City Manager/Acting
Community Development Director



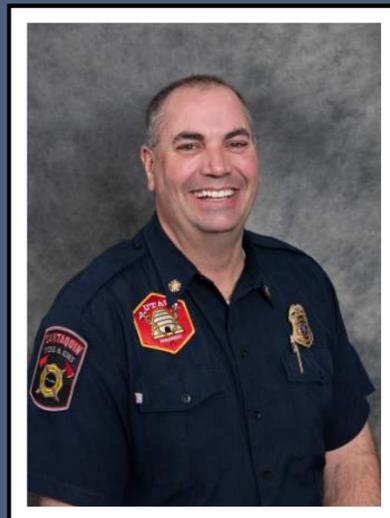
JOHN BRADLEY

Community Services Director



RODNEY HURST

Police Chief



RYAN LIND

Fire Chief



JON LUNDELL

Engineering Director



JASON CALLAWAY

Public Works Director



NORM BEAGLEY

City Manager



**SHANNON
HOFFMAN**

Finance Director



BUDGET TIMELINE

DATES TO REMEMBER



BUDGET TIMELINE

NOTABLE DATES FOR GOVERNING BODY

1. **ON OR BEFORE ~~FEBRUARY 28~~ JUNE 1, 2026** – IF A TAX INCREASE IS CONSIDERED BY GOVERNING BODY - NOTIFICATION OF INCREASE MUST BE SUBMITTED TO UTAH COUNTY AND STATE TAX COMMISSION.

MAY 5, 2026 - GOVERNING BODY PASSES FY26-27 TENTATIVE BUDGET & TRANSFERS.

MAY 19, 2026 - PUBLIC HEARING ON CITY COUNCIL AGENDA FOR FY26-27 TENTATIVE BUDGET & TRANSFERS.

MAY 20, 2026 - JUNE 12, 2026 - GOVERNING BODY & STAFF REVIEW FY26-27 TENTATIVE BUDGET & MAKE REVISIONS FOR FY26-27 FINAL BUDGET.

***JUNE 16, 2026** - GOVERNING BODY ADOPTS FY26-27 FINAL BUDGET.
• **NOTE - IF PROPERTY TAX INCREASE - DATE DETERMINED IN COORDINATION W/UT COUNTY**

JUNE 30, 2026 - PUBLIC HEARING & FINAL BUDGET AMENDMENT FOR FY26-27

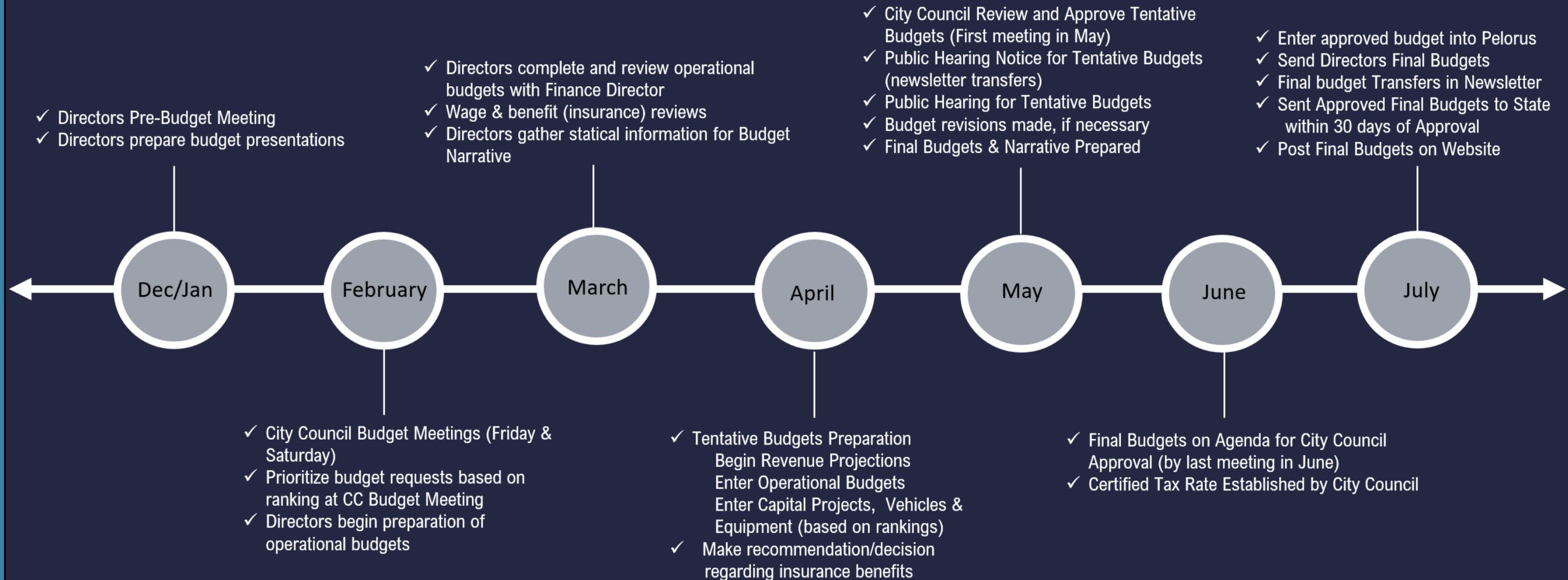


FY 2026-2027 BUDGET TIMELINE

Jan 16	Pre-Budget Meeting for Directors
Jan 19 – Feb 13	Directors - Prepare presentations for CC Budget Planning Meeting (Budget requests due to Shannon Friday, Feb 13, 2026)
Feb 9 - Feb 26	Shannon & Norm Prepare presentations for CC Budget Planning Meeting
Feb 27 - Feb 28	Budget Planning Meetings with City Council
Mar 2 – Mar 6	Prioritize requests based on ranking in Budget Planning Meeting
Mar 9 - Mar 13	Director's work on FY26-27 Operational Budget Worksheets
Feb 28	IF tax increase is considered by CC – Notice to Utah County
March 16 - Apr 10	Budget updates to wages and benefits (Survey is applicable) Prepare FY26-27 Tentative Budget Project revenues Enter operational budgets from worksheets & meetings with Directors Work on Budget Narrative – Get requests to Directors for updated info
Mar 16 – Apr 3	Directors meet with Shannon to review FY26-27 Operational Budgets
April 15	Prepare newsletter with FY26-27 Transfers & Notice Public Hearing Date (PH held May 19)
May 5	Governing Body passes FY26-27 Tentative Budget (first meeting in May)
May 5	Notice of Public Hearing for FY27-27 Tentative Budget & Transfers (PH held May 19)
May 19	Public Hearing for FY26-27 Tentative Budget & Transfers (Public comment/cc recommendations for Final Budget)
May 20 - June 12	Governing Body & Staff review FY26-27 Tentative Budget & make revisions for Final Budget
June 1	IF tax increase is considered by CC – Notice to Utah County and State Tax Commission
June 16	Governing Body Adopts FY 26-27 Final Budget & Certified Tax Rate Unless adopting a tax rate greater than the certified tax rate, then before September 1 st Governing Body certifies rate to the county auditor by June 23.
June 23	Public Notice for Amendment to the FY25-26 Budget
June 30	Final Budget Amendment for FY25-26 Adopted budget to the Office of the State Auditor 30 days within of adoption

BUDGET PROCESS TIMELINE

FY 2026-2027



* Budget Process Timeline is adjusted for TNT



TIME FOR AN

ACTIVITY



FY 26-27 BUDGET REQUESTS

DIRECTOR PRESENTATIONS



COMMUNITY SERVICES

(SPORTS, CLASSES, EVENTS, MUSEUM, LIBRARY, SENIORS)

FY 2026-2027 BUDGET REQUESTS



Unlocking Wellness through Parks and Recreation

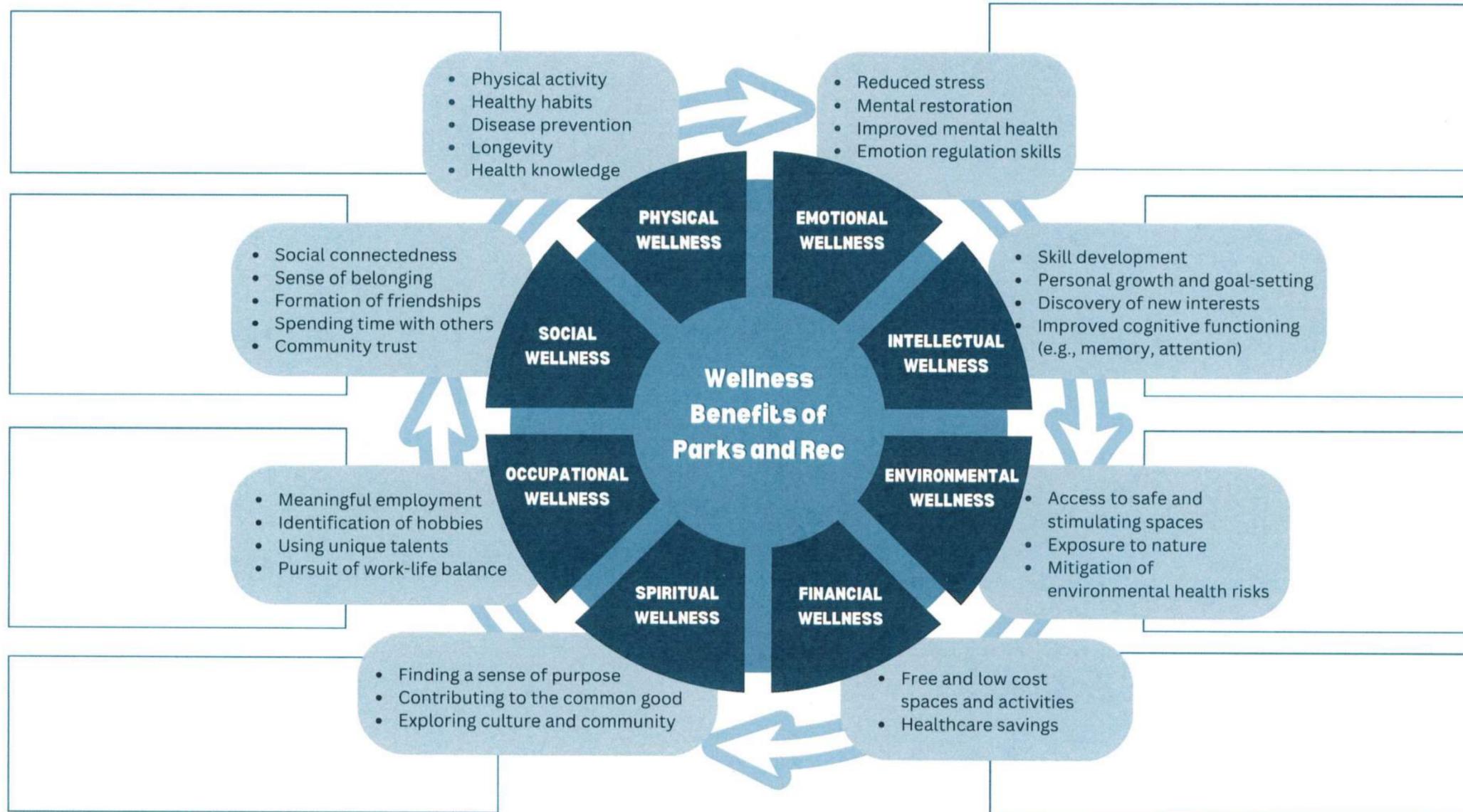


Evidence suggests that Parks and Recreation agencies provide meaningful opportunities for participants to **advance their wellness** through provision of programs, maintenance of facilities, and stewardship of natural spaces

Use the space below to identify the activities, programs, and spaces that you provide that contribute to participant wellness!



CONTACT & ADDITIONAL RESOURCES



This Wellness Wheel is adapted from the Substance Abuse and Mental Health Services Administration.

PERSONNEL



(1) PT Youth Coordinator (NEW)

(CS - LIBRARY - \$15,000 IN NEW WAGES/BENEFITS - \$25K CURRENT PT WAGES) - 29 HOURS

FUNDING SOURCE - General Fund

\$15,000

(1) PT Library Clerks (NEW)

(CS-LIBRARY - 31 ADDITIONAL PT HOURS PER WEEK)

FUNDING SOURCE - General Fund

\$30,000

(1) PT Fitness Coordinator

(CS-CLASSES - ADD 20 HRS PER WEEK TO EXISTING POSITION - OPENING OF NEW BUILDING)

FUNDING SOURCE - General Fund

\$27,500

(1) PT Recreation Aides (NEW)

(CS-CLASSES - 56 ADDITIONAL PT HOURS PER WEEK)

FUNDING SOURCE - General Fund

\$46,500

EQUIPMENT



(1) Shipping Container

(CS-CLASSES - STORAGE FOR ARCHERY PROGRAM @ HARVEST VIEW)

FUNDING SOURCE - General Fund

\$4,000

(1) Library Book Drop & Laminator

(CS-LIBRARY - NEW DUO BOOK DROP (AUDIO & BOOKS)
NEW LAMINATOR - REPLACE CURRENT - MULTIPLE REPAIRS)

FUNDING SOURCE - General Fund

\$12,500

Library Operational Budget

(CS-LIBRARY - INCREASE TO OPERATIONAL BUDGET FOR GROWTH @ NEW FACILITY)

FUNDING SOURCE - General Fund

\$9,000

(1) Mini Excavator & Trailer

(SPLIT PARKS/TRAILS/PW MAINTENANCE - \$72K TOTAL
\$36K POSSIBLE GRANT - WOULD BE SPLIT 1/2 WITH PW)

FUNDING SOURCE - General Fund

\$37,500

VEHICLES



(1) Used 12 Person Van

(CS - ADMIN - USED FOR SENIORS & YOUTH FIELD TRIPS)

FUNDING SOURCE - General Fund

\$35K

PROJECTS/INITIATIVES



Library FFE

(CS - LIBRARY - OPEN NEW LIBRARY - APPROX \$250K FROM FRIENDS OF SANTAQUIN)

FUNDING SOURCE - General Fund to Capital Projects

\$250K

Events Operational Budget

(CS-EVENTS - INCREASE TO OPERATIONAL BUDGET FOR GROWTH OF EVENT & INFLATION)

FUNDING SOURCE - General Fund

\$30K

PROJECTS (IMPACT FEE ELIGIBLE)



Skate Park

(SELECT LOCATION & CONSTRUCTION)

FUNDING SOURCE - Park Impact Fee/Possible 50% Matching State Grant

\$570K

Centennial Park - Basketball Lights

(LIGHTS TO EXTEND NIGHT PLAY AT BASKETBALL COURT)

FUNDING SOURCE - Park Impact Fee

\$90K

Prospector View Park

(ADDITIONAL TRAIL DEVELOPMENT)

FUNDING SOURCE - Park Impact Fees

\$10K

Harvest View Park

(FUTURE PHASE - MULTIPURPOSE FIELDS)

FUNDING SOURCE - Park Impact Fees/Possible 50% Matching Grant

up to \$1M



COMMUNITY SERVICES

COMMENTS OR QUESTIONS





COMMUNITY DEVELOPMENT

(PLANNING & BUILDING)

FY 2026-2027 BUDGET REQUESTS



COMMUNITY DEVELOPMENT
PERSONNEL

None - No Personnel Requested

\$0

FUNDING SOURCE - N/A



COMMUNITY DEVELOPMENT

EQUIPMENT



None - No Equipment Needed

\$0

FUNDING SOURCE - N/A

COMMUNITY DEVELOPMENT
VEHICLES



(1) Ford Maverick Hybrid AWD

(BUILDING INSPECTION - 40 MPG CITY)

FUNDING SOURCE - General Fund

\$35K

PROJECTS/INITIATIVES



Transportation Master Plan

(REQUIRED BY STATE TO UPDATE - 5 YEARS)

(ROLLOVER PROJECT FROM FY25-26)

FUNDING SOURCE - Transportation Impact Fees

\$100K

Storm Drain Master Plan

(REQUIRED BY STATE TO UPDATE - 5 YEARS)

(ROLLOVER PROJECT FROM FY25-26)

FUNDING SOURCE - Storm Drain Impact Fees

\$80K

Public Safety Master Plan

(REQUIRED BY STATE TO UPDATE - 5 YEARS)

(ROLLOVER PROJECT FROM FY25-26)

FUNDING SOURCE - Public Safety Impact Fees

\$50K



COMMUNITY DEVELOPMENT

COMMENTS
OR
QUESTIONS





FIRE DEPARTMENT

FY 2026-2027 BUDGET REQUESTS



Community Impact Report

Blood Pressure Checks
Seniors **2** Days a Month

EMT Ride-Alongs
155 Days

Tours
26 Tours
802 Kids with Parents

932
Calls in 2025

High School Interns
93 Days



EMT Class
12 Students

Community CPR
6 Classes **45** People



CERT Class
10 Students

16 Standby Events

36 Training Nights

**2024 AVERAGE
RESPONSE TIME**



**14.1
MINUTES**

AVERAGE IN 2024

**FASTER
RESPONSE
FOR ALL CALLS!**

**2025 AVERAGE
RESPONSE TIME**



**6
MINUTES**

AVERAGE IN 2025 WITH 24/7 STAFFING

COVERING AMBULANCE 141 & 142

AMBULANCE 141



**AVERAGE ENROUTE TIME:
65 SECONDS**

AMBULANCE 142



**AVERAGE ENROUTE TIME:
9 MINUTES**



ENGINE 145 RESPONSE



07:00 – 19:00



AVERAGE ENROUTE TIME:

65 SECONDS



19:00 – 07:00

ON-CALL RESPONSE



AVERAGE ENROUTE TIME:

12 MINUTES

FIRE DEPARTMENT

PERSONNEL



(1) PT Fire/EMT (NEW)

(12 HRS PER DAY X 365 + BENEFITS - \$100K)

(REDUCE NIGHTTIME ON-CALL FROM 4 TO 2 - \$50K SAVINGS)

FUNDING SOURCE - General Fund

\$50K



Santaquin Fire and EMS Apparatus Replacement Plan



Overdue | Replaces by 2022 or earlier Replace by 2022



Engine 141: 1994 Pumper Replace by **2022**

- Just rebuilt the pump; \$20k in repairs in last 24 months. Value: \$2,000-\$6,000



Truck 141: 2001 Quint Replace by **2021**

- Being replaced this year; new 107' should be here by July



BC 142: 2015 BC Explorer Replace by **2022**

- Active mold growth due to damage; turnout gear stored in the vehicle. Replace with a new F-350



Within 5 Years | By 2023-2027 Replace by 2023-27



Ambulance 143: 2006 Ambulance Replace by **2023**

- Ambulance will be delivered in March 2028; currently in queue



Brush 142: 2001 Wildland Brush Replace by **2026**

- Upgraded in 2024. Should be good for a few more years



FM 141: 2020 FM F-150 Replace by **2027**

- Spent over \$10k in repairs in the last 24 months for less than 6,000 miles of driving



Brush 143: 2012 Wildland Brush Replace by **2027**

Tender 141: 2008 3000 Gal Tender Replace by **2028**



5+ **5+ Years Out** | Replace by 2035-2035 Replace by 2035



Brush 141: 2019 Wildland Brush Replace by **2035**

Ambulance 141: 2022 Ambulance Replace by **2034**



Ambulance 142: 2016 Ambulance Replace by **2028**

Chief 141: 2022 Chief F-250 Replace by **2029**



EM 141: 2025 EM F-350 Replace by **2032**

Engine 145: 2015 Pumper Replace by **2035**

EQUIPMENT



Equipment Replacement Program

(CAPITAL VEHICLES & EQUIPMENT SET ASIDE - ANNUAL OBLIGATION)
(SCBAS, LIFEPAK CARDIAC MONITOR, VEHICLES, ETC.)

FUNDING SOURCE - General Fund

\$80K

Equipment Replacement Program

(CAPITAL VEHICLES & EQUIPMENT SET ASIDE - ANNUAL OBLIGATION)
(APPARATUS)

FUNDING SOURCE - General Fund

\$80K

FIRE DEPARTMENT

VEHICLES



(1) Ford F-350 1Ton Truck
(\$75,000 EACH - INCLUDES EQUIPMENT)

FUNDING SOURCE - General Fund

\$75K

(1) Ambulance

ORDERED JANUARY 2025 - FINANCIAL OBLIGATION FY27-28)

FUNDING SOURCE - General Fund

\$385K

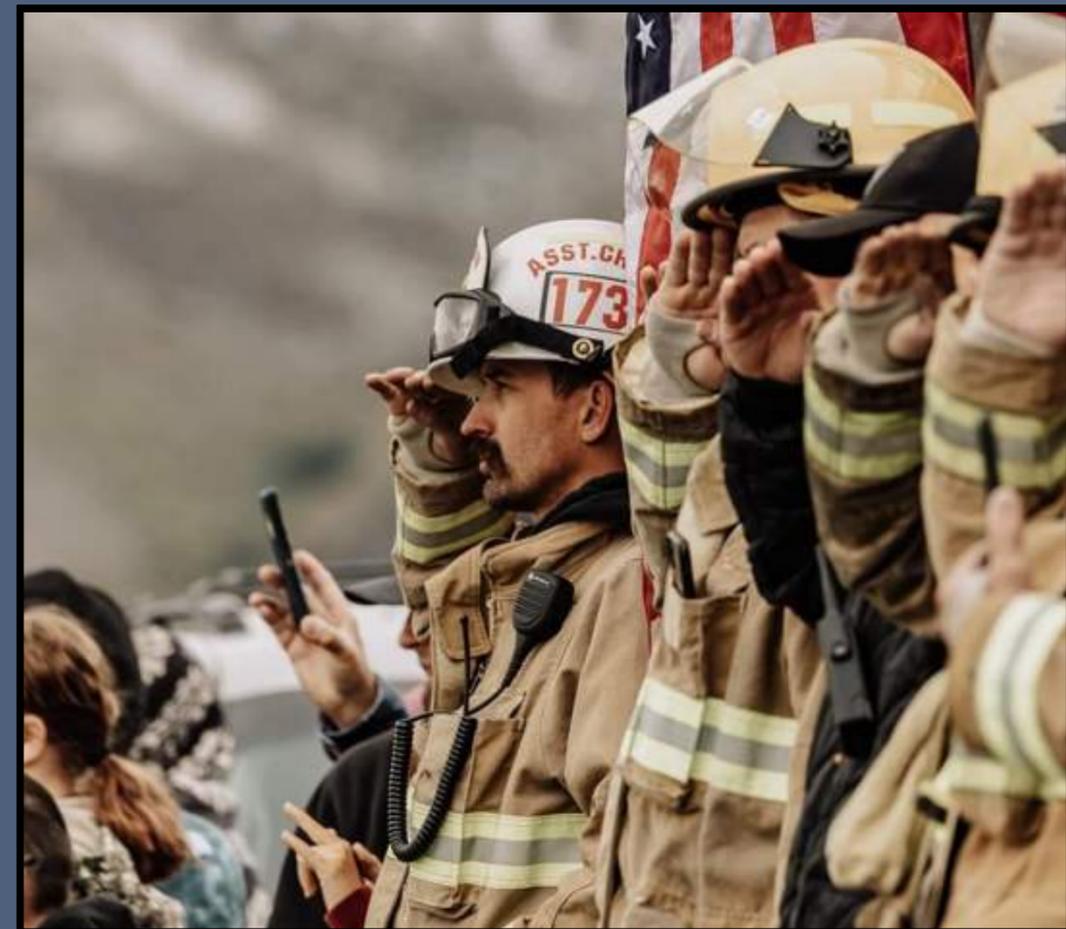
(1) New Fire Engine/Pumper

(AUTHORIZATION TO ORDER FY 26-27 - 28-30 MONTHS)
(FINANCIAL OBLIGATION FY29-30)

FUNDING SOURCE - General Fund

\$1.35M

PROJECTS/INITIATIVES



Public Safety Bldg Space

(SLEEPING QUARTERS - \$7,500)

(OFFICE CONVERSION - \$7,500)

FUNDING SOURCE - General Fund

\$15K

Public Safety Bldg Space - FUTURE

(SHOWER FACILITES & LIVING SPACE)

FUNDING SOURCE - General Fund

\$75K

New Fire Station - 142 - FUTURE

(SATELLITE STATION)

FUNDING SOURCE - General Fund/Bonding

\$10M

(1) New Fire Tender - FUTURE

FUNDING SOURCE - General Fund

\$800K



FIRE DEPARTMENT

COMMENTS OR QUESTIONS





COUNCIL INITIATIVES

FY 2026-2027 BUDGET REQUESTS



Santaquin Community Investment Proposals

Four proposals to strengthen Santaquin's infrastructure, livability, recreation, and communications.



ASPHALT TRAILS

\$250,000



ANNUAL TREE FUND

\$20,000/yr



SKATE PARK

\$285,000 net



DIGITAL COMMS

~\$18k/yr additional



Asphalt Trails

\$250,000 Urban Trail Fund

Allocate \$250,000 to an urban trail fund to study and develop connected asphalt trails. Trail infrastructure outperforms any other amenity investment — it serves everyone, multiplies existing park assets, unlocks state and federal grants, and carries the lowest lifetime cost.



100% Demographic Reach

The only amenity with a cradle-to-grave user profile — strollers to wheelchairs, ages 0–90+. Usable 24/7/365, unlike seasonal or age-restricted alternatives.



Connectivity & Network Effect

Connects orphan sidewalks in new developments into a real transportation network. Every trail dollar increases utilization of every amenity we already own.



Grant Eligible

Trails qualify as transportation infrastructure for UDOT, Safe Routes to School, and UORG grants. Playgrounds and parks never qualify for these matching funds.



Lowest Lifetime Cost

20+ year lifespan, seal coat every 5 years by city crews, no moving parts, virtually unlimited user capacity. Cost per user per hour is significantly lower than any alternative.



Annual Tree Fund

\$20,000 per Year

Establish a \$20,000 annual fund to plant 60–130 trees per year in city-controlled public spaces. Trees take 20–40 years to mature — every year we wait is canopy we never recover. This is the cheapest way to ensure our neighborhoods, trails, and parks become the community people are proud to call home.

1

Urgency — Time Is the Cost

Planting in 2026 means established shade by 2046. Waiting until 2031 loses five irreplaceable years of growth — trails are exposed asphalt in July, new subdivisions remain treeless.

2

Public Spaces Are the Gap

Private lots already require trees. The gap is park strips, trail corridors, and city parks — the spaces everyone sees. City trees define community character.

3

Quality of Life & Property Value

Homes near mature trees sell for 3–10% more. One canopy tree drops ambient temperature up to 10°F. Without shade, outdoor spaces are unusable 4 months of the year.



Skate Park Addition

\$285,000 Net Cost (with Grant)

Add a youth-focused skate park at Harvest View Sports Complex. With 8.9 million U.S. skateboarders and participation up 34% since 2019, this fills a gap in Santaquin's recreation offerings. A 50% state outdoor recreation grant reduces the \$570,000 project to \$285,000 net.



Youth Mental Health & Third Spaces

40% of teens report persistent sadness. Skate parks provide free, unstructured community space that research links to improved self-esteem and reduced isolation.



Ideal Location at Harvest View

Existing parking, restrooms, security cameras, and natural surveillance from staff and neighbors. 400+ homes within walking distance.



Youth-Focused Design

Smaller features for youth skating — no large bowls that only serve advanced skaters. An inclusive entry point for beginners of all ages.



Funding Strategy

\$285k Park Impact Fees + \$285k State Outdoor Rec Grant (50% reimbursable, due each March). Fencing and lighting optional — spillover light from adjacent fields.



Digital Communications

~\$18k/yr Add'l (~\$35k Total)

Redirect existing vendor spending to a part-time, in-house Digital Content and Communications Specialist (25–29 hrs/week). Our current vendor has served Santaquin well as a small town, but our needs have outgrown the arrangement. An in-house specialist brings mobile-first design, professional social media strategy, and day-to-day ownership of our digital presence — for approximately \$18k/year in additional spending.



Mobile-First Content

Our communications are not optimized for mobile — where most residents consume information. An in-house specialist ensures newsletters, graphics, and web content work on every screen.



Social Media That Makes Sense

Posting QR codes on Facebook defeats the purpose — people are already on their phones. A specialist brings real social media strategy: direct links, content calendars, and consistent engagement.



Website & Google Maps Ownership

Our website has broken links and outdated content. We don't own our Google Maps pins, so residents see old information. An in-house role provides ongoing maintenance and accuracy.



Cross-Department Coordination

A dedicated specialist works directly with Public Works, Public Safety, and Community Services to ensure every department's initiatives reach residents in a timely, professional way.



COUNCIL INITIATIVES

COMMENTS
OR
QUESTIONS





LET'S TAKE A

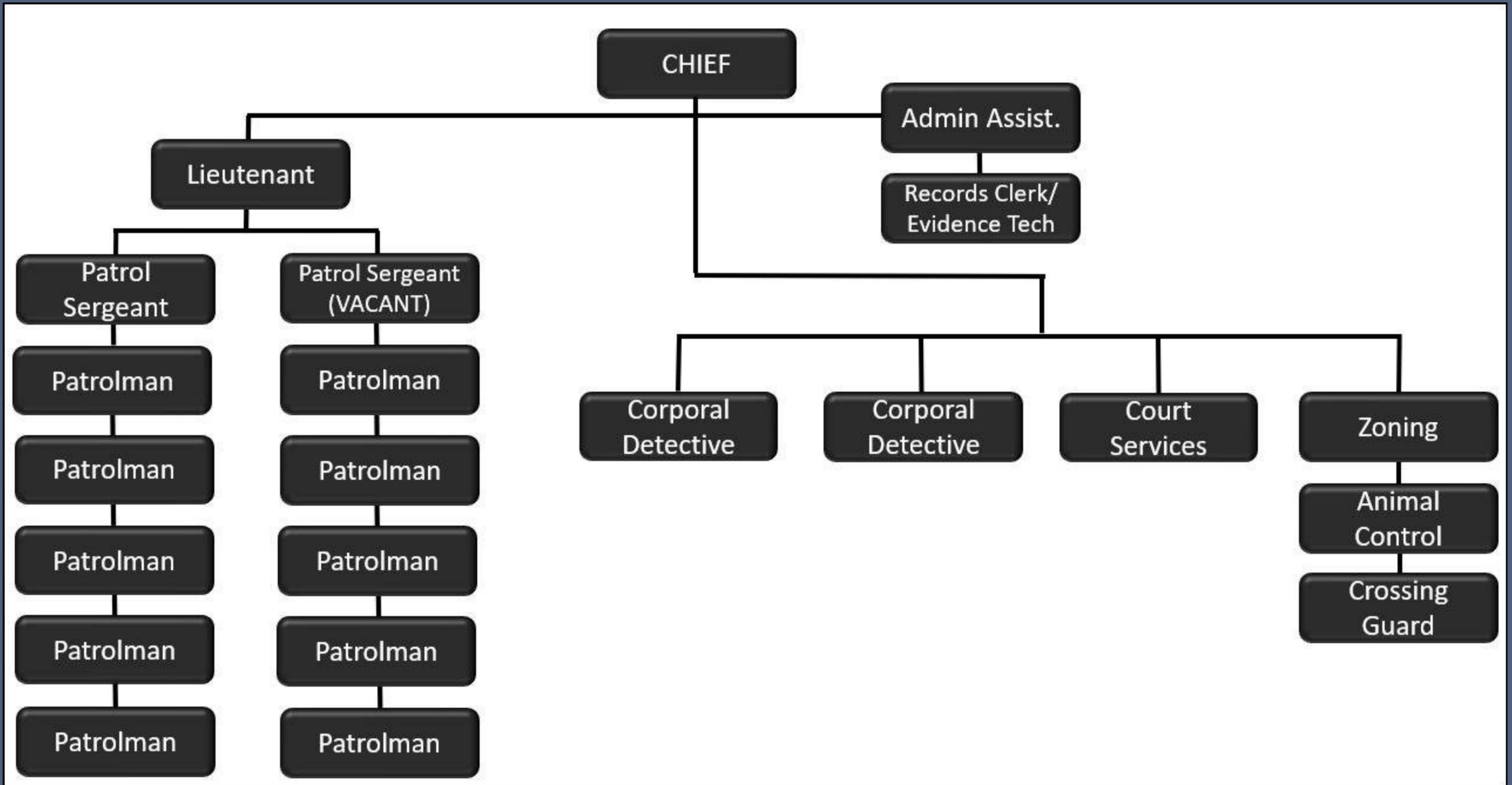
BREAK



POLICE DEPARTMENT

FY 2026-2027 BUDGET REQUESTS





POLICE DEPARTMENT

PERSONNEL



None - No new personnel for FY26-27

\$0

FUNDING SOURCE - None

EQUIPMENT



(3) Flock LPR Cameras

(\$3K EACH - THIS IS AN ANNUAL RECURRING EXPENSE)

FUNDING SOURCE -General Fund

\$9K

LensLok Data Storage

(\$34K - \$20K BEER TAX IS USED TO COVER EXPENSE
WILL NEED ADDITIONAL FUNDING IN FY26-27)

FUNDING SOURCE - General Fund/Operational Increase

\$14K

(4) Protective Vests

(\$1,300 EACH - EQUIPMENT ROTATION)

FUNDING SOURCE -General Fund

\$5,200

UAV (Drone)

(FOR SECOND PATROL TEAM)

FUNDING SOURCE -General Fund

\$7,500

POLICE DEPARTMENT
VEHICLES



(4) Police Responders F-150s

(\$70K EACH - INCLUDES EQUIPMENT & RADIOS)

FUNDING SOURCE - General Fund

\$280K

NOTE: 2 POLICE VEHICLES WILL BE FUNDED AS PER THE 2024 PROPERTY TAX INCREASE - 2 WILL BE RANKED FOR FUNDING.



POLICE DEPARTMENT

COMMENTS
OR
QUESTIONS





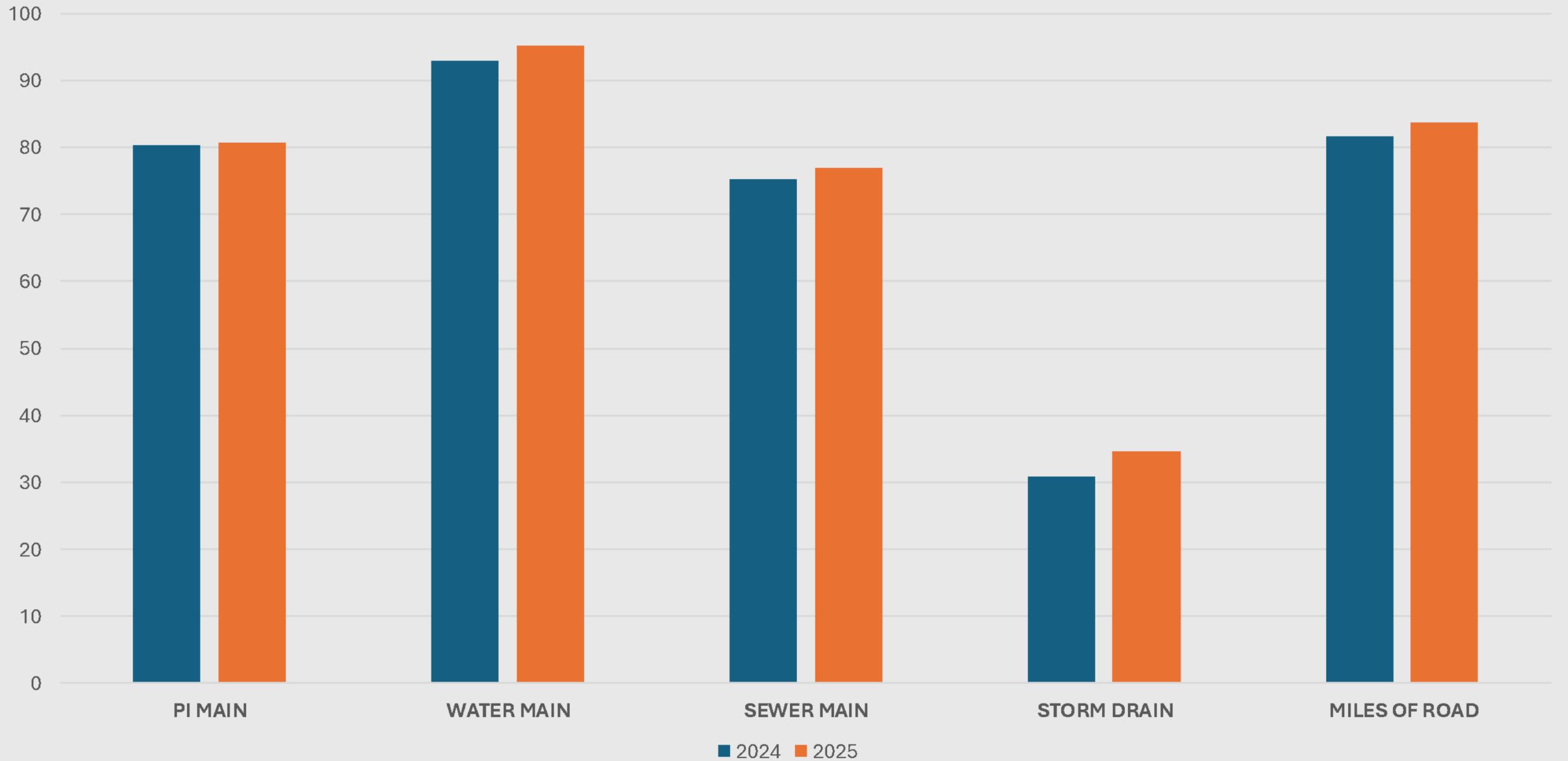
PUBLIC WORKS

(WATER, SEWER, PI, STREETS, PARKS, CEMETERY, BUILDINGS & GROUNDS)

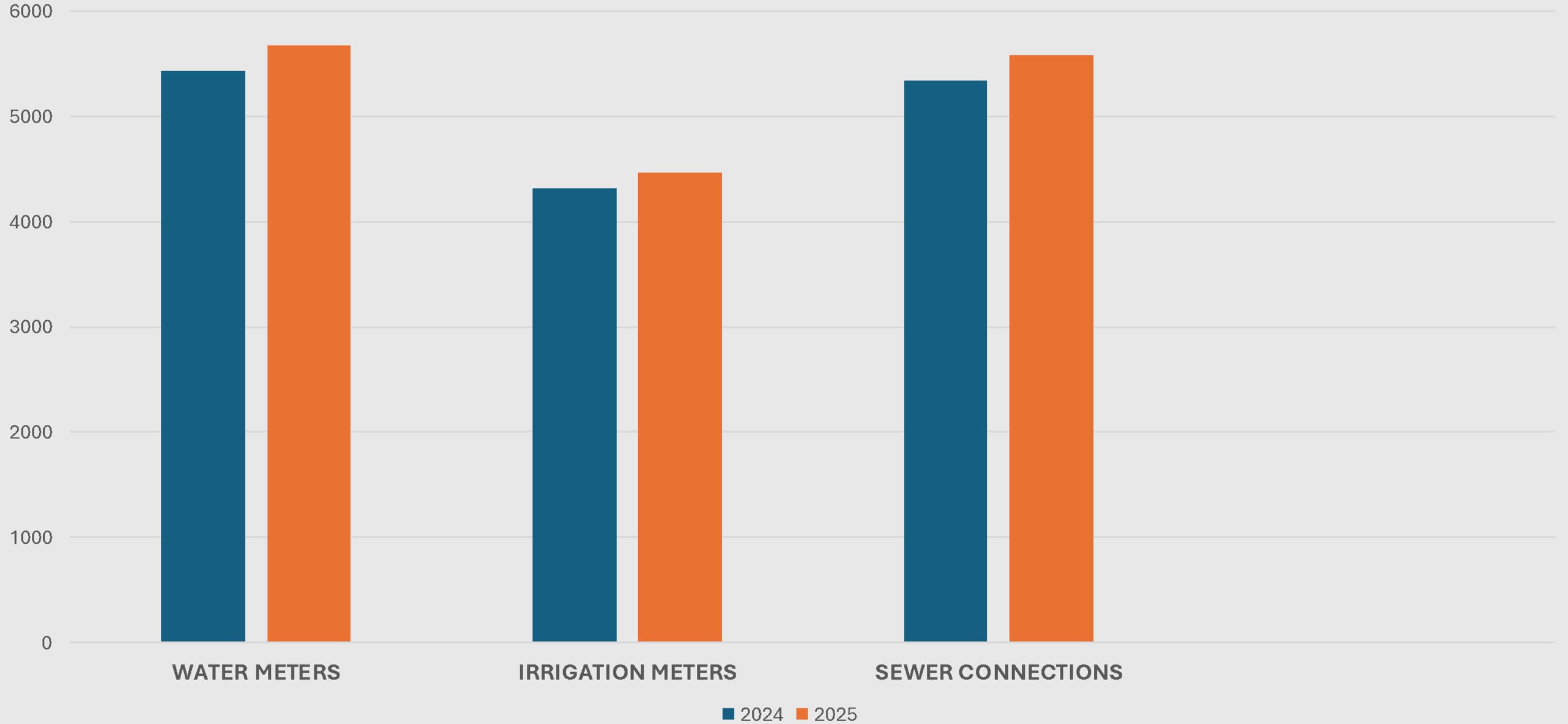
FY 2026-2027 BUDGET REQUESTS



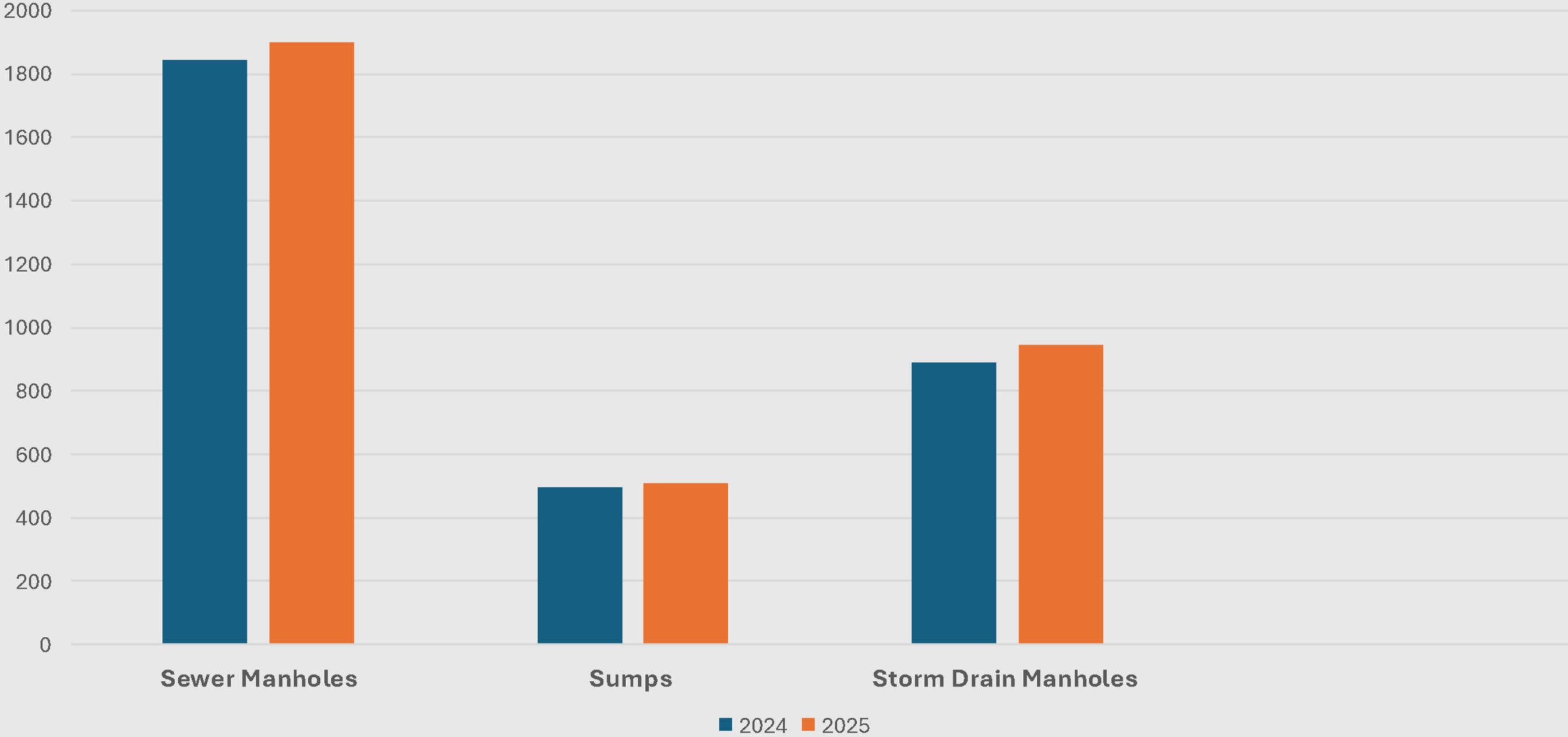
MILES OF INFRASTRUCTURE



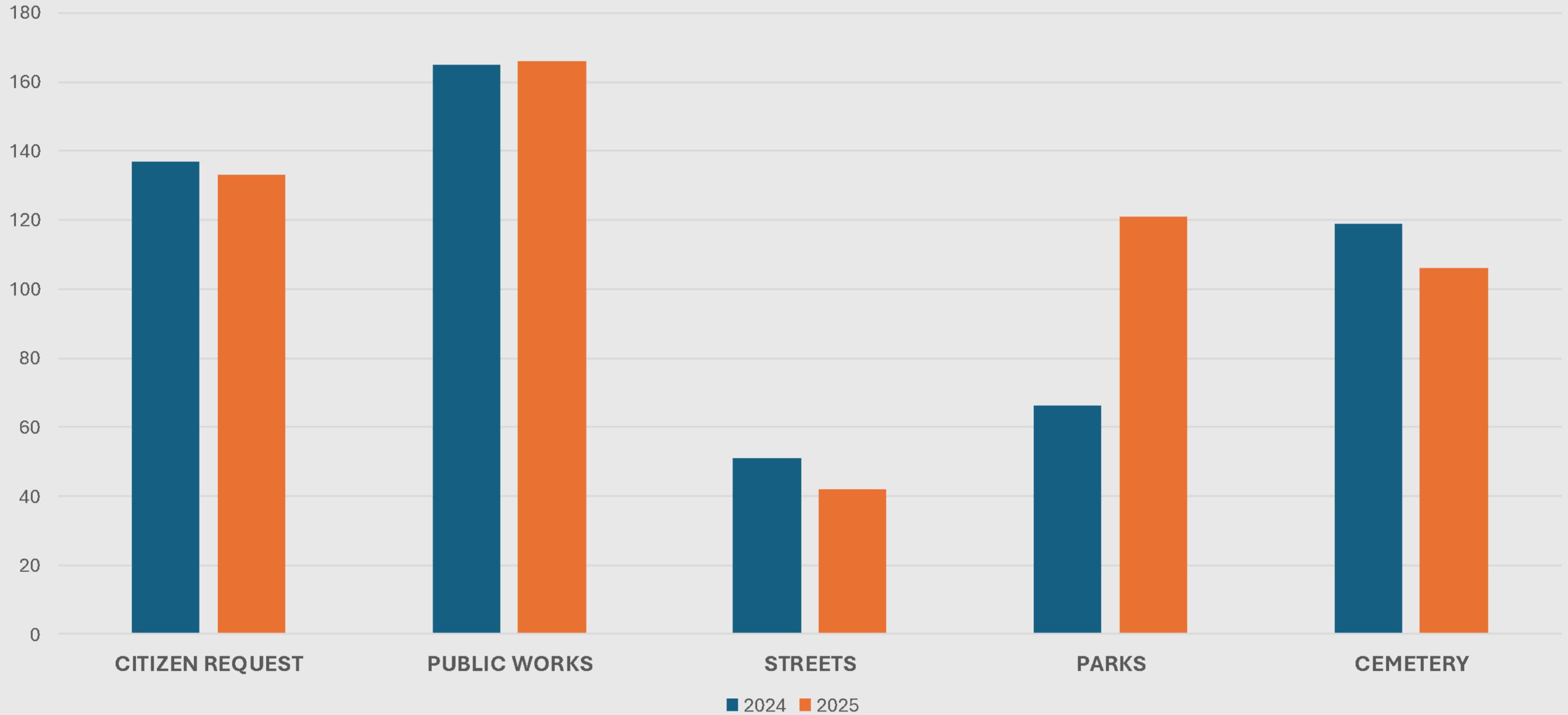
CULINARY AND PI METERS



SEWER AND STORM DRAIN STATS



WORK ORDERS



PUBLIC WORKS

PERSONNEL



(1) Seasonal Streets/Storm Wtr (NEW)
(**\$14,000 WAGES + \$1,500 BENEFITS**)

FUNDING SOURCE - Combined Streets/Storm Drain

\$15,500

(1) PT Custodian (NEW - 30 ADDITIONAL HOURS)
(**\$26,000 WAGES + \$2,500 BENEFITS**)

FUNDING SOURCE - General Fund

\$28,500

(1) Add On-Call - 2 per week (NEW)
(**\$13,000 + \$3,000 BENEFITS**)

FUNDING SOURCE - Combined Str/Strm Drain/ Wtr/Swr/ PI Funds

\$16,000

EQUIPMENT - STREETS



(1) Tack Tank

(ASPHALT REPAIRS)

FUNDING SOURCE - General Fund

\$27,000

(1) Chipper for Landfill

(DISPOSAL OF GREENWASTE - UNABLE TO BURN)

FUNDING SOURCE - General Fund

\$42,350

(1) Leaf & Debris Loader

(DEBRIS REMOVAL)

FUNDING SOURCE - General Fund

\$9,500

(1) Street Sweeper

(5 YEAR LEASE \$89,807 YR - TOTAL \$449,038)

(6 YEAR LEASE \$76,577 YR - TOTAL \$459,464)

FUNDING SOURCE - General Fund

\$412K

EQUIPMENT - STREETS

CONTINUED.....



(1) Plow Equipment for F450
(REPLACE PLOW EQUIPMENT)

FUNDING SOURCE - General Fund

\$10,500

(1) Crack Sealer
(IN-HOUSE REPAIRS TO CITY STREETS)

FUNDING SOURCE - General Fund

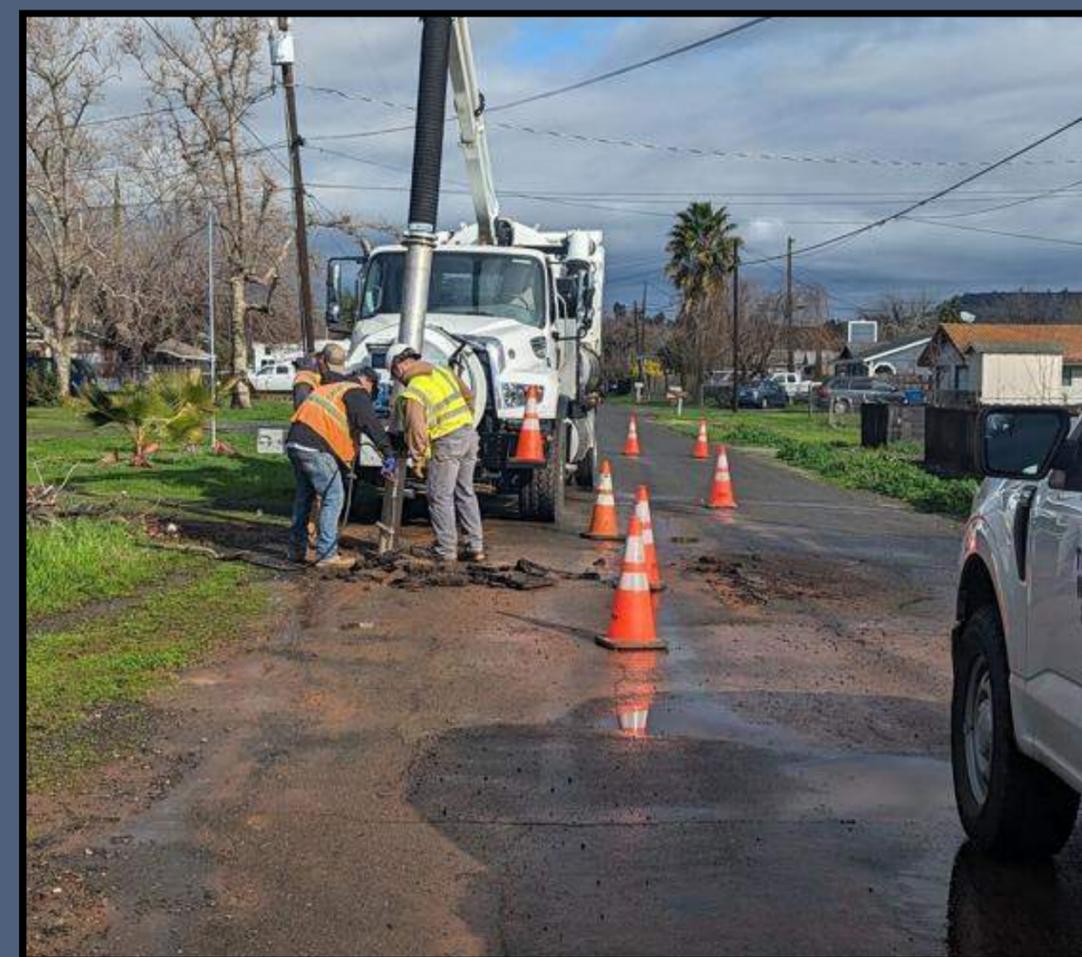
\$85,700

(1) Electric Welder
(WELDER FOR SHOP)

FUNDING SOURCE - Water/Sewer/PI

\$12,000

EQUIPMENT - PARKS



(1) Mini Excavator & Trailer

(SPLIT PARKS/TRAILS/PW MAINTENANCE - \$72K TOTAL 36K
POSSIBLE GRANT - WOULD BE SPLIT 1/2 WITH PW)

FUNDING SOURCE - General Fund

\$37,500

(2) Grasshopper Mowers

(PARKS & CEMETERY FACILITES)

FUNDING SOURCE - General Fund

\$37K

(1) Grasshopper Bagger

(OPTION TO BAG GRASS AT PARKS & CEMETERY)

FUNDING SOURCE - General Fund

\$23K

(1) Four Wheeler

(REPLACEMENT OF EXISTING)

FUNDING SOURCE - General Fund

\$10K

EQUIPMENT - PARKS

CONTINUED.....



(2) Mower Trailers
(TRANSPORT GRASSHOPPER MOWERS TO PARKS)

FUNDING SOURCE - General Fund

\$16K

(1) Ventrac
(2ND PARKS MAINTENANCE - HARVEST VIEW)

FUNDING SOURCE - General Fund

\$55K

VEHICLES



(1) Utility Trucks

(ADDITIONAL UTILITY TRUCK)

FUNDING SOURCE - Cap Vehicles Fund Bal/Wtr/Swr/PI Funds

\$63K

(1) Dump Truck for WRF

(\$150K FROM FY25-26 ROLLOVER + \$65K FY26-27)
(TOTAL COST - \$215K)

FUNDING SOURCE - Cap Vehicles Fund Bal/Swr Fund

\$65K

(1) 10-Wheel Snowplow

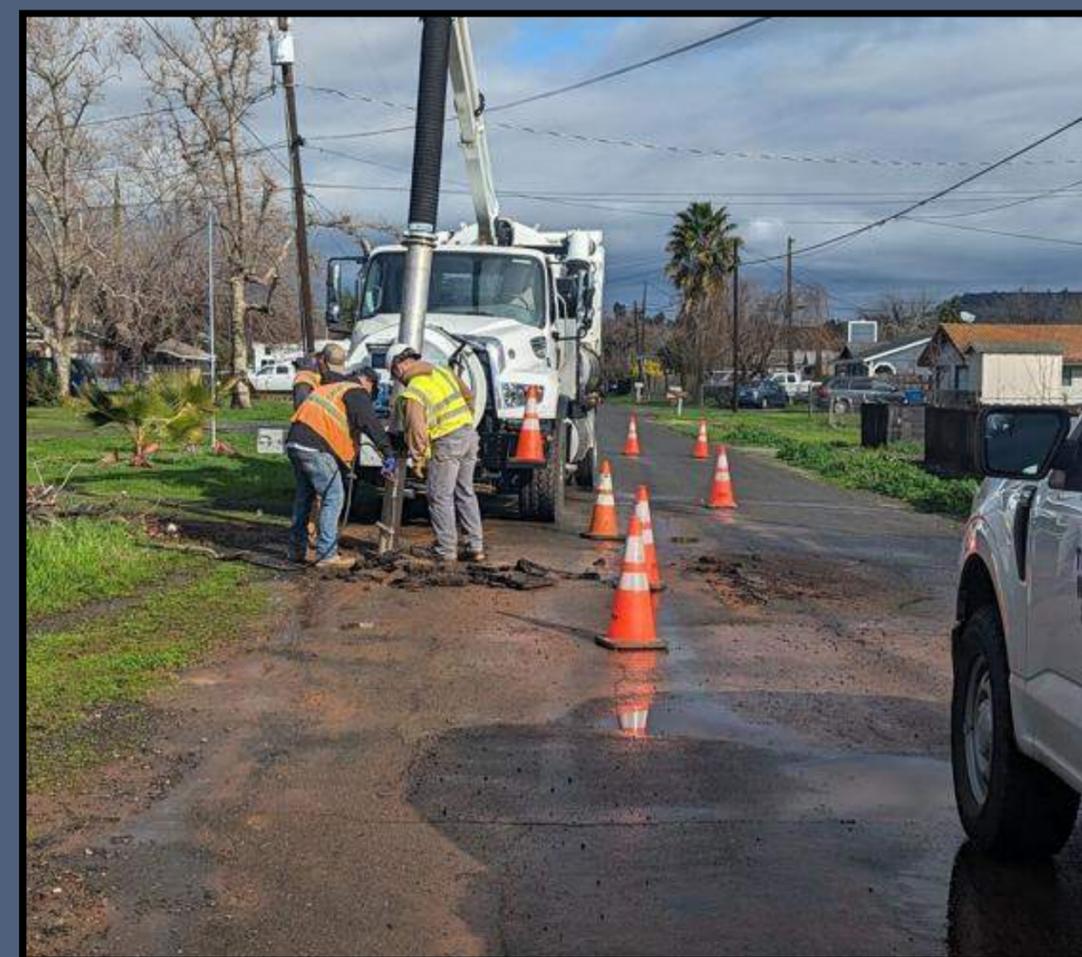
(ORDERED FY24-25/FINANCIAL IMPACT FY26-27)

FUNDING SOURCE - Streets/General Fund

\$295K

PUBLIC WORKS

PROJECTS/INITIATIVES



Summit Ridge Park Strip
(LANDSCAPING IMPROVEMENTS ALONG SUMMIT RIDGE PARKWAY)

FUNDING SOURCE - Capital Projects/General Fund

\$60K

Cameras @ Orchard Cove Park
(CAMERA EQUIPMENT & INSTALL + ONGOING INTERNET COSTS)

FUNDING SOURCE - Capital Comp & Tech/General Fund

\$15K

East Side Booster Station
(LANDSCAPING AND IMPROVEMENT TO PROPERTY)

FUNDING SOURCE - Capital Projects/General Fund

\$50K

Meter Replacement @ CW Spring
(REPLACE 12" METER AT CHLORINATOR)

FUNDING SOURCE - Water Fund

\$10K

PROJECTS/INITIATIVES



Lower Canyon Tank Repair
(EPOXY COATING ON TANK)

FUNDING SOURCE - Water Fund

\$85K

Center St Well Repairs/Upgrades
(REPLACING METER, CHECK VALVE, ROOF & VENTILATION)

FUNDING SOURCE - PI Fund

\$25K

Water Line Replacement
(REPLACEMENT OF DUCTILE IRON WTR LINES ANNUAL OBLIGATION FOR PROJECTS AND/OR SET ASIDE) (ADDITIONAL FUNDS)
(CURRENTLY SETTING ASIDE 150K)

FUNDING SOURCE - Water Fund

\$150K

Sidewalk Repair
(REPAIR SIDEWALK @ 610 SOUTH)
(CURRENTLY \$18.5K) ADDITIONAL REQUESTED \$18.5K

FUNDING SOURCE - Streets/General Fund

\$18,500

PUBLIC WORKS

PROJECTS/INITIATIVES



Summit Ridge Bridge (DECK REPAIR & MAINTENANCE)

\$150K

FUNDING SOURCE - Capital Project/General Fund/??B&C ROAD FUNDS??



PUBLIC WORKS

COMMENTS OR QUESTIONS





ENGINEERING

FY 2026-2027 BUDGET REQUESTS



ENGINEERING

PERSONNEL



(1) FT Engineer/Project Manager
(WAGES/BENEFITS - CARRY OVER FROM FY25-26)

FUNDING SOURCE - General Fund /Ent Funds

\$160K

ENGINEERING

EQUIPMENT & VEHICLES



None - No new equipment/vehicles

\$0

FUNDING SOURCE - N/A

PROJECTS/INITIATIVES



GIS Databases & Mapping

(STREET SIGNS & STREETLIGHTS)

FUNDING SOURCE - General Fund

Staff Time

Water Needs Study

(MT NEBO WTR AGENCY/CUWCD - COST SHARE)

FUNDING SOURCE - Water/PI Funds

\$6,000

ULS Water Project Payment

(BLOCK NOTICE PAYMENT IS ANTICIPATED TO BEGIN FY26-27)
(FUNDS COLLECTED AND BEING HELD FOR PAYMENT)

FUNDING SOURCE - PI Fund

\$250K

CITY CENTER PARK DESIGN

(CARRY OVER FROM FY25-26)

FUNDING SOURCE - Parks Impact Fee Fund

\$145K

ENGINEERING

CAPITAL FACILITY PROJECTS



WRF Improvements - Construction

(VANCON CONSTRUCTION CONTRACT - \$10,218,000)
(ROLLOVER PROJECT FROM FY25-26)

FUNDING SOURCE - Sewer Impact Fees

\$4.5M

Recreation Building

(COMPLETION OF PROJECT)
(ROLLOVER PROJECT FROM FY25-26)

FUNDING SOURCE - Park Impact Fees

\$275K

Cemetery Building

(PHASE II - COMPLETION OF PROJECT - TENANT FINISH)

FUNDING SOURCE - Park Impact Fees

\$450K

PRV Connection to ULS Pipeline

(ENG \$35,000 FY25-26 & CONSTRUCTION \$450,000 FY27-28)

FUNDING SOURCE - PI Impact Fees/Possible Bonding

\$500K

ENGINEERING

CAPITAL FACILITY PROJECTS

CONTINUED.....



Culinary Water Well

(LOCATION STUDY - \$90,000 - PRELIMINARY DESIGN - \$160,000)

(ROLLOVER PROJECT FROM FY25-26)

FUNDING SOURCE - Water Impact Fees

\$250K



ENGINEERING

COMMENTS OR QUESTIONS





ADMINISTRATIVE SERVICES

(FINANCE - BUDGET, AP, UTILITIES, PAYROLL/HR PROCESSING & CEMETERY RECORDS)

FY 2026-2027 BUDGET REQUESTS



Report on Passport Office

REVENUES

of Days Passport Office has been Open - 39 Days
Revenue from Processing Passports - \$9,869
Revenue from Taking Passport Photos - \$4,215

Total Passport Revenue Since Opening - \$14,084

EXPENSES

Expenses for Supplies to Setup Passport Office (equipment, furniture, shipping costs, etc.) - \$8,385
Expenses for New Employee Who Mostly Handles the Passport Office - \$13,894

Total Passport Expenses Since Opening - \$22,279

PROJECTIONS

It is hard to say exactly when the passport office will reach "net gain" status on an annual basis. After the ~\$6,000 that it took to set up the Passport Office on the first year, the annual expenses are pretty much just the cost of the employee(s), shipping costs, and a few supplies as needed. You could assume that the magic number to "net gain" status is about \$40,000 (cost of the employee). However, I think that number is less than \$40,000 because of the other work that the position currently does outside of the passport office. Conservatively, the number to "net gain" status might be more around \$30,000 - \$35,000.

The projection is based on the financial data that we have from the passport office since it opened.

Projected Revenue from the Passport Office for the First Year - \$50,000 (\$15,000-\$20,000 Revenue over Expenditures)



ADMINISTRATION/FINANCE

PERSONNEL



(1) PT Admin Assistant

(20 HOURS PER WEEK - WAGES + BENEFITS)

(ADMINISTRATIVE SERVICES & BACK UP TO PASSPORT OFFICE)

FUNDING SOURCE - General Fund

\$30K

EQUIPMENT



None - No Equipment Needed

FUNDING SOURCE - N/A

\$0

ADMINISTRATION/FINAINCE
VEHICLES



None - No New Vehicles

FUNDING SOURCE - N/A

\$0

PROJECTS/INITIATIVES



COLA Increase in July instead of Oct
(INITIATIVE - ACCOUNT FOR INCREASE IN BUDGET)

FUNDING SOURCE - General Fund/Enterprise Funds

\$125K

Insurance Benefits - Increase

(PRELIMINARY # IN FEB - 12-13% INC FOR SAME PLANS AS LAST FY)

FUNDING SOURCE - General Fund/Enterprise Funds

\$125K



ADMINISTRATION/FINANCE

COMMENTS OR QUESTIONS





WHAT HAPPENS NEXT?

SATURDAY BUDGET MEETING 8:00 AM

CLOSING COMMENTS

“ONE MAN CAN BE A CRUCIAL INGREDIENT ON A TEAM, BUT ONE MAN CANNOT MAKE A TEAM.”

– KAREEM ABDUL-JABBAR, AMERICAN BASKETBALL PLAYER

“If you take out the team in teamwork, it’s just work. Now who wants that?”

– Matthew Woodring Stover, American novelist

“POSITIVE ENERGY AND POSITIVE PEOPLE CREATE POSITIVE RESULTS. THERE IS CERTAINLY A LOT OF NEGATIVITY IN THE WORLD AND CHOOSING POSITIVE ENERGY HELPS US DEAL WITH THE NEGATIVE PEOPLE AND NEGATIVE SITUATIONS THAT CAN KNOCK US OFF COURSE.”

— JON GORDON, THE ENERGY BUS: 10 RULES TO FUEL YOUR LIFE, WORK, AND TEAM WITH POSITIVE ENERGY

“Individually we are one drop. Together we are an ocean.”

– Ryunosuke Satoro, Japanese writer





CITY COUNCIL BUDGET PLANNING MEETING

Friday, February 28th, 2026, at 8:00 a.m.
Santaquin City Hall, 110 S Center Street

MINUTES

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

ROLL CALL

Councilors present included Art Adcock, Travis Keel, Lynn Mecham, Brian Del Rosario and Jeff Siddoway.

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

Financial Director Shannon Hoffman was excused from the meeting.

DISCUSSION ITEMS

Mayor Olson welcomed all who attended the second session of the FY 2026-2027 Budget Planning Meeting. City Manager Norm Beagley addressed housekeeping items. Mayor Olson, members of the City Council, and staff all discussed the importance of establishing and prioritizing needs for the 2026-2027 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. City Manager Beagley spoke to the current General Fund standing and financial sustainability in Santaquin. Mayor Olson, Council members, and staff participated in a budget prioritization exercise.

ADJOURNMENT

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

ATTEST:

Daniel M. Olson, Mayor

Stephanie Christensen, City Recorder

SANTAQUIN CITY CORPORATION
Check Register
CHECKING - ZIONS - 02/28/2026 to 03/13/2026

Payee Name:	Payment Date:	Amount:	Description:	Ledger Account:
ADCOCK, ARTHUR LEE	3/13/2026	\$334.92	Per Diem for 2026 ULCT Spring Conference Art Adcock	1041230 - EDUCATION, TRAINING & TRAVEL
AERZSEN USA CORPORATION	3/6/2026	\$3,043.92	Filters for Blowers	5240550 - WRF - EQUIPMENT MAINTENANCE
AT&T MOBILITY	3/6/2026	\$314.91	Cell Phones and iPad service	7657280 - TELEPHONE
AT&T MOBILITY	3/6/2026	\$25.23	Tablets	5140280 - TELEPHONE
AT&T MOBILITY	3/6/2026	\$25.23	Tabletss	5440280 - TELEPHONE
		\$365.37		
BARBER METALS	3/6/2026	\$1,473.74	Banner Holder Frames	6640720 - RAP TAX EXPENSE
BIRRELL BOTTLING COMPANY	3/13/2026	\$361.19	Breakroom Supplies	1043240 - SUPPLIES
BLOMQUIST HALE CONSULTING	3/13/2026	\$580.64	Employee Assistance Program - Feb 2026	1022506 - EAP
BLOMQUIST HALE CONSULTING	3/13/2026	\$580.64	Employee Assistance Program - March 2026	1022506 - EAP
		\$1,161.28		
BLUE STAKES OF UTAH 811	3/6/2026	\$72.91	Blue Stakes	5140210 - BOOKS, SUBSCRIPTIONS & MEMBERS
BLUE STAKES OF UTAH 811	3/6/2026	\$72.92	Blue Stakes	5240210 - BOOKS, SUBSCRIPT, MEMBERSHIPS
BLUE STAKES OF UTAH 811	3/6/2026	\$72.92	Blue Stakes	5440210 - BOOKS, SUBSCRIPTIONS & MEMBERS
		\$218.75		
BLUELINE BACKGROUND SCREEN	3/13/2026	\$94.00	Pre-employment Drug Testing	1043310 - PROFESSIONAL & TECHNICAL
BRADY INDUSTRIES OF UTAH, LLC, A BRADYPLUS COMPANY	3/6/2026	\$430.29	Supplies-Toilet Paper and Liners	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
BRADY INDUSTRIES OF UTAH, LLC, A BRADYPLUS COMPANY	3/6/2026	\$1,290.87	Supplies-Toilet Paper and Liners	1051240 - SUPPLIES
		\$1,721.16		
BRIDGESOURCE, LLC	3/6/2026	\$104.56	Supplies-Def Fluid	1060240 - SUPPLIES
BRIDGESOURCE, LLC	3/6/2026	\$104.56	Supplies-Def Fluid	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
BRIDGESOURCE, LLC	3/6/2026	\$104.56	Supplies-Def Fluid	5140240 - SUPPLIES
BRIDGESOURCE, LLC	3/6/2026	\$104.56	Supplies-Def Fluid	5240240 - SUPPLIES
BRIDGESOURCE, LLC	3/6/2026	\$104.56	Supplies-Def Fluid	5440240 - SUPPLIES
		\$522.80		
BROWN, SHELBY	3/13/2026	\$58.00	Conference Parking Reimbursement-Shelby Brown	7240230 - EDUCATION, TRAINING & TRAVEL
CARLING, KAILEY	3/13/2026	\$72.00	Youth Enrichment contract instructor pay	6840725 - YOUTH ENRICHMENT
CENTRACOM INTERACTIVE	3/6/2026	\$4,468.83	Phone & Internet Services for City Facilities	4340240 - TELEPHONE & INTERNET
CHELSEA ROWLEY	3/6/2026	\$50.00	YCC Chelsea Rowley Reimbursement	1041670 - YOUTH CITY COUNCIL EXPENSES
CHEMTECH-FORD, LLC	3/6/2026	\$113.00	Effluent Testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, LLC	3/6/2026	\$160.00	Water Testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, LLC	3/6/2026	\$173.00	Effluent Testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, LLC	3/6/2026	\$32.00	Water Testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, LLC	3/13/2026	\$113.00	Effluent Testing	5240310 - PROFESSIONAL & TECHNICAL SVCS
CHEMTECH-FORD, LLC	3/13/2026	\$160.00	Water Testing	5140310 - PROFESSIONAL & TECHNICAL SVCS
		\$751.00		
CHILD SUPPORT SERVICES/ORS	3/13/2026	\$170.31	Garnishment - Child Support	1022420 - GARNISHMENTS
CLEGG, ROGER *	3/6/2026	\$63.77	Refund: 513803 - CLEGG, ROGER *	5113110 - ACCOUNTS RECEIVABLE

CODALE ELECTRIC SUPPLY	3/6/2026	\$1,031.68	Streetlight Repairs	1060485 - STREETLIGHT REPAIR & REPLACE
CODALE ELECTRIC SUPPLY	3/6/2026	\$46.59	Sewer Lift Station Supplies	5240730 - CAPITAL PROJECTS
CODALE ELECTRIC SUPPLY	3/6/2026	\$46.59	Sewer Lift Station Supplies	5240730 - CAPITAL PROJECTS
		\$1,124.86		
CORPORATE TRADITIONS	3/13/2026	\$150.00	Volunteer Appreciation (3) Pageant Coordinators	6440500 - OTHER
CORPORATE TRADITIONS	3/13/2026	\$700.00	Employee Appreciation - Budget Retreat	1041610 - OTHER SERVICES
CORPORATE TRADITIONS	3/13/2026	\$50.00	Employee Appreciation	1041610 - OTHER SERVICES
CORPORATE TRADITIONS	3/13/2026	\$70.00	March Birthdays	1043480 - EMPLOYEE RECOGNITIONS
		\$970.00		
CRSA	3/13/2026	\$4,575.27	CRSA Construction Architectural Services	4140704 - NEW CITY HALL - LIBRARY WING
CUSTOM SIGNWORKS, LLC	3/13/2026	\$175.00	Easter Events Banner Updates	6240251 - COMMUNITY EVENTS EXPENSE
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$88.29	Fuel - Engineering	1048260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$90.40	Fuel - Community Services	6740260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$106.28	Fuel - Building Inspections	1068260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$107.05	Fuel - PW	1077260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$107.06	Fuel - PW	1060260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$107.06	Fuel - PW	1070260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$107.06	Fuel - PW	5140260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$107.06	Fuel - PW	5240260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$107.06	Fuel - PW	5440260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$145.43	Fuel - Administration	1043260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$150.60	Fuel - EMS	7657260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$1,028.77	Fuel - Fire	7657260 - FUEL
DEPT OF GOVERNMENT OPERATIONS-FUEL NETWORK	3/13/2026	\$3,727.40	Fuel - Police	1054260 - FUEL
		\$5,979.52		
DK ENVIROMENTAL, LLC	3/6/2026	\$2,400.00	Phase 1 Environmental Report East Bench Debris Basin Property Acquisition (Sunset Ridge)	5040750 - CAPITAL PROJECTS
DUKE, ALLEN	3/6/2026	\$148.00	IAAI Training Conference	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
EFTPS	3/3/2026	\$1,134.78	Medicare Tax	1022210 - FICA PAYABLE
EFTPS	3/3/2026	\$3,145.50	Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	3/3/2026	\$4,852.20	Social Security Tax	1022210 - FICA PAYABLE
EFTPS	3/3/2026	\$6,211.54	Medicare Tax	1022210 - FICA PAYABLE
EFTPS	3/3/2026	\$15,318.65	Federal Income Tax	1022220 - FEDERAL WITHHOLDING PAYABLE
EFTPS	3/3/2026	\$26,559.68	Social Security Tax	1022210 - FICA PAYABLE
		\$57,222.35		
ELMER, ASPEN	3/13/2026	\$355.40	Per Diem and Mileage for Aspen Elmer to go to 2026 APA Spring Conference	1078230 - EDUCATION, TRAINING & TRAVEL
FIREFIGHTER SUPPLY CO.	3/6/2026	\$23,484.32	Turnouts	7657741 - FIRE - PPE ROTATION
FLEETPRIDE	3/6/2026	\$62.18	PW12 Repair	5240250 - EQUIPMENT MAINTENANCE
FORENSIC NURSING SERVICES LLC	3/6/2026	\$94.50	Blood Collection 26SQ00651	1054311 - PROFESSIONAL & TECHNICAL
FORENSIC NURSING SERVICES LLC	3/6/2026	\$168.00	Blood/Urine/Triage, 26SQ00772	1054311 - PROFESSIONAL & TECHNICAL
FORENSIC NURSING SERVICES LLC	3/6/2026	\$78.75	Blood/Urine Refusal 26SQ00892	1054311 - PROFESSIONAL & TECHNICAL
		\$341.25		
FREEDOM MAILING SERVICES, INC	3/6/2026	\$1,142.57	UTILITY BILL PROCESSING & NEWSLETTERS	5240241 - UTILITY BILLING PROCESSING FEES
FREEDOM MAILING SERVICES, INC	3/6/2026	\$1,142.57	UTILITY BILL PROCESSING & NEWSLETTERS	5440241 - UTILITY BILLING PROCESSING FEES
FREEDOM MAILING SERVICES, INC	3/6/2026	\$1,142.59	UTILITY BILL PROCESSING & NEWSLETTERS	5140241 - UTILITY BILLING PROCESSING FEES
		\$3,427.73		

GLENN MONSON PIANO SERVICE	3/6/2026	\$80.00	Piano Tuning at City Hall	6740610 - OTHER SERVICES
HACH COMPANY	3/13/2026	\$105.25	Testing Supplies for Chlorine	5140240 - SUPPLIES
HEALTH EQUITY INC,	3/6/2026	\$11.75	Admin Fees - FSA Feb 2026	1043310 - PROFESSIONAL & TECHNICAL
HEALTH EQUITY INC,	3/6/2026	\$592.23	Employee FSA Contributions - Feb 2026	1022502 - FSA
HEALTH EQUITY INC,	3/6/2026	\$11,249.96	Employee & Employer Contributions - Feb 2026	1022503 - HSA
		\$11,853.94		
HENRY SCHEIN	3/6/2026	\$1,031.73	EMS Supplies, gloves and medications	7657242 - EMS - SUPPLIES
HORROCKS ENGINEERS LLC	3/13/2026	\$2,253.00	East Bench Debris Basins Final Design	4140816-02 - NRCS - 6 ADDITIONAL DEBRIS BASINS
HUMPHRIES INC	3/6/2026	\$469.14	Breakroom Supplies	1043240 - SUPPLIES
INFANGER, THAYNE & TONIA *	3/6/2026	\$59.08	Refund: 5115803 - INFANGER, THAYNE & TONIA *	5113110 - ACCOUNTS RECEIVABLE
INGRAM BOOK GROUP	3/6/2026	\$218.45	Library Clef Fund Books	7240600 - LIBRARY-CLEF FUNDS (STATE GRANT)
INTERMOUNTAIN FARMERS, INC.	3/13/2026	\$176.98	Weed Spray and Sterilant	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
INTERMOUNTAIN FARMERS, INC.	3/13/2026	\$412.95	Weed Spray and Sterilant	1060240 - SUPPLIES
INTERMOUNTAIN FARMERS, INC.	3/13/2026	\$145.80	Weed Spray	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
INTERMOUNTAIN FARMERS, INC.	3/13/2026	\$340.18	Weed Spray	1060240 - SUPPLIES
		\$1,075.91		
ISOLVED, INC.	3/13/2026	\$355.00	Application & Hiring Software	4340500 - SOFTWARE EXPENSE
IVORY HOMES	3/6/2026	\$65.65	Refund: 65319580 - IVORY HOMES	5113110 - ACCOUNTS RECEIVABLE
IVORY HOMES	3/6/2026	\$55.73	Refund: 65107520 - IVORY HOMES	5113110 - ACCOUNTS RECEIVABLE
		\$121.38		
JOHN H. JACOBS, P.C.	3/6/2026	\$266.66	Public Defender Services	1042310 - PROFESSIONAL & TECHNICAL
L.N. CURTIS & SONS	3/6/2026	\$1,350.26	Training Shelters	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
L.N. CURTIS & SONS	3/6/2026	\$1,252.00	RIT Pack Upgrades	7657250 - FIRE - EQUIPMENT MAINTENANCE
		\$2,602.26		
LACEY KEEL DBA ICON CHEER GROUP, LLC	3/13/2026	\$3,848.48	Cheer Monthly Contract Pay	6840812 - CHEER
LENNAR HOMES OF UTAH LLC	3/6/2026	\$74.15	Refund: 9202300 - LENNAR HOMES OF UTAH LLC	5113110 - ACCOUNTS RECEIVABLE
LENNAR HOMES OF UTAH LLC	3/6/2026	\$24.91	Refund: 9206630 - LENNAR HOMES OF UTAH LLC	5113110 - ACCOUNTS RECEIVABLE
LENNAR HOMES OF UTAH LLC	3/6/2026	\$1,189.56	Refund: 9206830 - LENNAR HOMES OF UTAH LLC	5113110 - ACCOUNTS RECEIVABLE
LENNAR HOMES OF UTAH LLC	3/6/2026	\$201.43	Refund: 9206920 - LENNAR HOMES OF UTAH LLC	5113110 - ACCOUNTS RECEIVABLE
		\$1,490.05		
LENSLOCK INC.	3/6/2026	\$12,057.50	12 bodycams - Year 4 Service Term 3/6/26 - 3/5/27	1054320 - LIQUOR CONTROL
LES OLSON COMPANY	3/13/2026	\$689.07	Copier Maintenance & Usage	4340300 - COPIER CONTRACT
LIND, RYAN	3/6/2026	\$177.00	Per Diem Ryan Lind IAAI Conference	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
LINGO	3/13/2026	\$344.20	Landlines for PS Building & City Hall	4340240 - TELEPHONE & INTERNET
LOGAN FUHRIMAN & COLLETTE ZEIGLER *	3/6/2026	\$130.99	Refund: 5114632 - LOGAN FUHRIMAN & COLLETTE ZEIGLER *	5113110 - ACCOUNTS RECEIVABLE
MACEYS - SANTAQUIN	3/13/2026	\$11.83	Restitution - Case #25150006	1022430 - COURT FINES AND FORFEITURES
MACEYS - SANTAQUIN	3/13/2026	\$16.59	Library program training supplies	7240320 - PROGRAMS
MACEYS - SANTAQUIN	3/13/2026	\$38.72	Youth enrichment supplies	6840725 - YOUTH ENRICHMENT
MACEYS - SANTAQUIN	3/13/2026	\$41.68	Library Program Supplies	7240320 - PROGRAMS

MACEYS - SANTAQUIN	3/13/2026	\$14.34	Feb Employee Luncheon	1043483 - EMPLOYEE ENGAGEMENT
MACEYS - SANTAQUIN	3/13/2026	\$42.60	Water	1060240 - SUPPLIES
MACEYS - SANTAQUIN	3/13/2026	\$42.60	Water	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
MACEYS - SANTAQUIN	3/13/2026	\$42.60	Water	5140240 - SUPPLIES
MACEYS - SANTAQUIN	3/13/2026	\$42.60	Water	5240240 - SUPPLIES
MACEYS - SANTAQUIN	3/13/2026	\$42.62	Water	5440240 - SUPPLIES
		\$336.18		
MERISSA MCQUIVEY	3/4/2026	\$132.48	Mileage & Meal Per Diem-Court Clerk Conference SLC	1042230 - EDUCATION, TRAINING & TRAVEL
MERISSA MCQUIVEY	3/13/2026	\$18.00	Reimbursement - Court Clerks Conference - Parking	1042230 - EDUCATION, TRAINING & TRAVEL
		\$150.48		
MOON, CAMERON	3/6/2026	\$39.43	Refund: 1711363 - MOON, CAMERON	5113110 - ACCOUNTS RECEIVABLE
MOUNTAINLAND SUPPLY	3/6/2026	\$363.46	Ice Machine Filters	1051300 - BUILDINGS & GROUND MAINTENANCE
MOUNTAINLAND SUPPLY	3/6/2026	\$37,779.90	Meter Swap Out Project	5140750 - CAPITAL PROJECTS
MOUNTAINLAND SUPPLY	3/6/2026	\$75.87	Library	1051300 - BUILDINGS & GROUND MAINTENANCE
MOUNTAINLAND SUPPLY	3/6/2026	\$199.50	Tools	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/6/2026	\$199.50	Tools	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/6/2026	\$112.00	Supplies-Poly pipe	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/6/2026	\$48.00	Purple Marking Paint	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/13/2026	\$932.47	Meter Adapters	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	3/13/2026	\$932.47	Meter Adapters	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	3/13/2026	\$932.49	Meter Adapters	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	3/13/2026	\$1,862.94	HVAC Filters for Buildings	1051300 - BUILDINGS & GROUND MAINTENANCE
MOUNTAINLAND SUPPLY	3/13/2026	\$3,009.50	Rowley Farms Culinary Water Meter Location	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/13/2026	\$701.63	Supplies-Reseters	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/13/2026	\$24.00	Purple Marking Paint	5440240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/13/2026	\$87.06	Meter Gaskets	5140242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	3/13/2026	\$87.06	Meter Gaskets	5240242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	3/13/2026	\$87.07	Meter Gaskets	5440242 - METERS & MXU'S
MOUNTAINLAND SUPPLY	3/13/2026	\$298.26	Supplies-Headworks	5240550 - WRF - EQUIPMENT MAINTENANCE
MOUNTAINLAND SUPPLY	3/13/2026	\$2,873.95	Supplies-Fire Hydrant Meter	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/13/2026	\$20.33	Tool	5140240 - SUPPLIES
MOUNTAINLAND SUPPLY	3/13/2026	\$82.22	City Heater--Elements for Water Heater	1051300 - BUILDINGS & GROUND MAINTENANCE
MOUNTAINLAND SUPPLY	3/13/2026	\$11.96	City Hall-Element for Water Heater	1051300 - BUILDINGS & GROUND MAINTENANCE
		\$50,721.64		
NIELSEN & SENIOR, ATTORNEYS	3/6/2026	\$27,907.75	Legal Services - Criminal Prosecution	1043331 - LEGAL
NIELSEN & SENIOR, ATTORNEYS	3/6/2026	\$6,474.20	Legal Services - Civil	1043331 - LEGAL
		\$34,381.95		
OIL CHANGERS	3/6/2026	\$727.90	Oil changes x 7 vehicles	1054250 - EQUIPMENT MAINTENANCE
OUT BACK GRAPHICS, LLC	3/6/2026	\$25.50	Names on Uniforms	7657244 - UNIFORMS
OUT BACK GRAPHICS, LLC	3/6/2026	\$197.00	Address Signs-Silver Oaks	1022531 - STREET SIGNS (NEW DEVELOPMENT)
		\$222.50		
PAYSON AUTO SUPPLY - NAPA	3/6/2026	\$71.94	Suplies-Coolant	1060240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/6/2026	\$5.45	F-150 Oil Change	1048250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/6/2026	\$61.59	PW88 Clutch Kit	1060250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/6/2026	\$61.59	PW88 Clutch Kit	1070250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/6/2026	\$61.59	PW88 Clutch Kit	5140250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/6/2026	\$61.59	PW88 Clutch Kit	5240250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/6/2026	\$61.59	PW88 Clutch Kit	5440250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$32.21	PW88 Maintenance	1060250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$32.21	PW88 Maintenance	1070250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$16.17	Brake Cleaner	1060240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$16.17	Brake Cleaner	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES

PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$16.17	Brake Cleaner	5140240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$16.17	Brake Cleaner	5240240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$16.20	Brake Cleaner	5440240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$27.34	PW88 Maintenance Repair	1060250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery for PW72	1060250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery for PW72	1070250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery for PW72	5140250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery for PW72	5240250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.33	Battery for PW72	5440250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.51	Filters-Mowers	1060250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.51	Filters-Mowers	1070250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.51	Filters-Mowers	1077250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery-PW4	1060250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery-PW4	1070250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery-PW4	5140240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.32	Battery-PW4	5240240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$30.33	Battery-PW4	5440240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$17.37	Tool	5140240 - SUPPLIES
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$8.13	Filters-Mowers	1070250 - EQUIPMENT MAINTENANCE
PAYSON AUTO SUPPLY - NAPA	3/13/2026	\$53.28	5W20 Oil	1060250 - EQUIPMENT MAINTENANCE
		\$1,031.51		
PAYSON CITY SOLID WASTE	3/6/2026	\$7,919.74	Tipping Fees	5240530 - WRF - SOLID WASTE DISPOSAL
PAYSON LOCK & KEY	3/6/2026	\$145.06	City Hall-Locks for cabinets	1051300 - BUILDINGS & GROUND MAINTENANCE
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	3/6/2026	\$128.27	1 Drop Box Subscription	4340500 - SOFTWARE EXPENSE
PEN & WEB COMMUNICATIONS c/o PENNY REEVES	3/6/2026	\$1,184.34	Website & Social Media Content Management	4340113 - WEBSITE CONTENT MGT - PEN&WEB
		\$1,312.61		
POLYDYNE INC.	3/13/2026	\$4,570.56	Polymer for WRF	5240510 - WRF - CHEMICAL SUPPLIES
RB&G ENGINEERING, INC	3/6/2026	\$393.60	RB&G inspection and obervation of Winter storage pond imbankment	5240730.001 - CP - WATER RECLAMATION FACILITY UPGRADES
RED RHINO INDUSTRIAL	3/13/2026	\$43.86	Tools	1060240 - SUPPLIES
RED RHINO INDUSTRIAL	3/13/2026	\$43.86	Tools	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
RED RHINO INDUSTRIAL	3/13/2026	\$43.86	Tools	5140240 - SUPPLIES
RED RHINO INDUSTRIAL	3/13/2026	\$43.86	Tools	5240240 - SUPPLIES
RED RHINO INDUSTRIAL	3/13/2026	\$43.86	Tools	5440240 - SUPPLIES
		\$219.30		
REPUBLIC SERVICES LLC #864	3/6/2026	\$1,177.41	Dumpster Pickup Charges	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	3/6/2026	\$63.91	190 S 400 W Rec. Bldg. Dumpster Charge	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	3/6/2026	\$218.61	Fuel Recovery Fee	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	3/6/2026	\$461.52	Fuel Recovery Fee	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	3/6/2026	\$4,266.66	Garbage Pickup Services (1513 2nd Cans)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	3/6/2026	\$15,667.05	Recycle Pickup Services (2429 Cans)	1062312 - RECYCLING PICKUP CHARGES
REPUBLIC SERVICES LLC #864	3/6/2026	\$18,242.55	Disposal of Residential Waste (505.89 Tons)	1062311 - WASTE PICKUP CHARGES
REPUBLIC SERVICES LLC #864	3/6/2026	\$33,383.28	Garbage Pickup Services (5128 1st Cans)	1062311 - WASTE PICKUP CHARGES
		\$73,480.99		
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	-\$2,091.60	Customer Deposit for MS Licensing Annual - Credit for Pre-payment	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	-\$270.00	Back up of email accounts (1,500 GB) Credit for Backup	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$5.85	Microsoft Entra ID PI (Annual)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$8.05	Micosoft Business App	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$10.00	Sophos Endpoint Advanced Central Intercept	4340230 - MISC EQUIPMENT EXPENSE
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$17.40	Microsoft 365 Business Basic (3 @ 5.80)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$22.40	Microsoft Office 365 E3	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$24.00	(2) Microsoft 365 Business Standard @ 12.00	4340507 - MICROSOFT OFFICE 365 LICENSES

ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$28.75	Cisco VPN (23 @ 1.25)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$120.00	Splashtop Remote Premium (12 users @10.00)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$157.50	Management of User Security Accounts (90 @ \$1.75)	1043210 - BOOKS,SUBSCRIPTIONS,MEMBERSHIP
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$180.00	Maintenance & Mgmt of Access Control System - Rec Building (45 users @ \$4.00)	4340100 - COMPUTER SUPPORT CONTRACT - RMT
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$207.90	Microsoft Exchange Online (54 users @3.85)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$216.00	Back up of email accounts (144 @1.50)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$475.75	Remote Management & Monitoring Per Computer (173 users @ 2.75)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$1,806.00	Microsoft Office 365 Business Premium (84 users @ 21.50)	4340507 - MICROSOFT OFFICE 365 LICENSES
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$2,435.40	Cloud Backup (13,530 GB @ .18)	4340500 - SOFTWARE EXPENSE
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$3,780.00	Monthly Service Contract - 2-2026	4340100 - COMPUTER SUPPORT CONTRACT - RMT
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$12,047.02	Estimate 5277 - Norm Beagley - Library Access Control	4140704 - NEW CITY HALL - LIBRARY WING
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$13,419.47	Estimate 5269 - Norm Beagley - Library Cameras	4140704 - NEW CITY HALL - LIBRARY WING
ROCK MOUNTAIN TECHNOLOGY	3/13/2026	\$39,492.96	Estimate 5276 - Mayor Olson - Public Safety Security Cameras/Access Control	4340230 - MISC EQUIPMENT EXPENSE
		\$72,092.85		
ROCKY MOUNTAIN AIR SOLUTIONS	3/6/2026	\$122.62	Supplies-Oxygen and Acetylene	1060240 - SUPPLIES
ROCKY MOUNTAIN POWER	3/6/2026	\$0.01	ITEM 58 ARENACONCE CONTRACT FAIR GROUNDS AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$0.01	ITEM 67 SUMMIT RIDGE PKWY CONTRACT SOCCERFIELDS AUG-NOV USAGE SITE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$0.01	ITEM 74 CONTRACT METERED STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$0.01	ITEM 80 SUMMIT RIDGE SPORTS/FOOD COURT AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$0.01	ITEM 86 CITY HALL CONTRACT AUG-NOV USAGE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$5.36	ITEM 23 BALL PARK LIGHTS AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$9.79	ITEM 116 391 S 1200 E STREETLIGHT AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$10.36	ITEM 107 STREETLIGHTS 730 S TANNER RD AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$10.36	ITEM 91 ARENACONCE ANNOUNCERS/RV PEDESTALS AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$11.07	ITEM 117 559 W EMPRESS ST STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$11.24	ITEM 92 ARENACONCE SPRINKLER/RV PEDESTALS AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$11.97	ITEM 16 CITY PARK AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$11.97	ITEM 21 BALL PARK CONCESSION STAND AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$12.35	ITEM 65 STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$13.18	ITEM 105 FOOTHILL AUG-NOV USAGE SPRINKLERS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$13.38	ITEM 104 815 S HORIZON LOOP AUG-DEC USAGE AUG-NOV USAGE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$13.57	ITEM 94 GENERAL SVC POND PUMP AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$17.02	ITEM 118 959 N 200 E STREETLIGHTS	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$18.61	ITEM 72 SUMMIT RIDGE PARKWAY STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$18.65	ITEM 30 STREETLIGHT PEDESTAL AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$20.28	ITEM 29 SPRINKLING SYSTEM AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$21.64	ITEM 115 272 W 500 N STREETLIGHT AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$21.70	ITEM 70 STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$21.93	ITEM 97 STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$24.69	ITEM 98 EAST SIDE PARK AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$25.86	ITEM 13 BOWERY AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$26.46	ITEM 40 VETERANS MONUMENT AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$26.76	ITEM 85 RESTROOMS CENTENNIAL PARK AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$27.19	ITEM 109 STREETLIGHTS 904 S TANNER RD AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$30.26	ITEM 50 LIGHTING AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$33.44	ITEM 17 49 E MAIN AREA LIGHTS AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$34.82	ITEM 43 # SIGN AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$38.08	ITEM 46 STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$40.08	ITEM 71 LIGHTING AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$40.93	ITEM 112 SR PARKWAY SEWER LIFT STATION AUG-NOV USAGE	5240270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$46.64	ITEM 113 268 E 610 S BALL FIELD LIGHTS AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$48.55	ITEM 49 NORTH PARK AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$64.80	ITEM 78 LIGHTING STRONG BOX AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$64.94	ITEM 114 1230 S WEST VIEW DR STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$65.47	ITEM 60 ARENACONCE UPGRADE AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$68.16	ITEM 3 CITY OWNED WELL AUG-NOV USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$68.90	ITEM 95 CITY CENTER	1051270 - UTILITIES

ROCKY MOUNTAIN POWER	3/6/2026	\$73.58	ITEM 101 CITY PARK AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$75.30	ITEM 18 49 E MAIN PARK LIGHTS AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$77.36	ITEM 68 SUMMIT RIDGE PKWY SOCCER FIELD LIGHTING AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$80.46	ITEM 99 400 E MAIN AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$98.31	ITEM 20 SUNSET TRAILS PARK AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$109.50	ITEM 111 SEWER LIFT STATION AUG-NOV USAGE	5240270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$125.55	ITEM 7 PUMP VAULT AUG-NOV USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$158.69	ITEM 76 CULINARY PUMPSITE AUG-NOV USAGE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$170.56	ITEM 66 STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$203.22	ITEM 108 STREETLIGHTING 60 E MAIN AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$225.73	ITEM 27 COMMERCIAL/CITY LIBRARY AUG-NOV USAGE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$243.88	ITEM 93 REC CENTER PERM SVC FOR REMODEL AUG-NOV USAGE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$253.37	ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL AUG-NOV USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$253.38	ITEM 1 SPLIT 910 E 70 N EAST CULINARY WELL AUG-NOV USAGE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$278.03	ITEM 82 PI BOOSTER PUMP-SUMMIT RIDGE AUG-NOV USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$289.10	ITEM 96 1005 S CENTER CHLORINATOR AUG-NOV USAGE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$289.22	ITEM 48 HAYFIELD PUMP AUG-DEC USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$299.48	ITEM 79 GENERAL SERVICE PUMP STATION AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$324.73	ITEM 84 SUMMIT RIDGE SPORTS COURT FOOD STAND AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$427.64	ITEM 83 STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$498.08	ITEM 89 BOOSTER PUMP STATION AUG-NOV USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$542.48	ITEM 110 268 E 610 S BASEBALL FIELD LIGHT AUG-NOV USAGE	1070270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$901.22	ITEM 25 GOVERNMENT BUILDING AUG-NOV USAGE	1051270 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$1,944.83	ITEM 2 SPLIT SUMMIT RIDGE WATER PUMP AUG-NOV USAGE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$1,944.83	ITEM 2 SPLIT SUMMIT RIDGE WATER PUMP AUG-NOV USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$2,378.34	ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL AUG-NOV USAGE	5140273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$2,378.34	ITEM 4 SPLIT 190 E 400 S NEW CULINARY WELL AUG-NOV USAGE	5440273 - UTILITIES
ROCKY MOUNTAIN POWER	3/6/2026	\$4,239.70	ITEM 32, 33, 35, 36, 37, 38 STREETLIGHTS AUG-NOV USAGE	1060270 - UTILITIES - STREET LIGHTS
ROCKY MOUNTAIN POWER	3/6/2026	\$7,450.29	ITEM 88 CITY HALL AUG-NOV USAGE	1051270 - UTILITIES
		\$27,385.71		
SALT LAKE COMMUNITY COLLEGE	3/6/2026	\$308.00	Armstrong POST Cadet Meals - Jan 2026	1054230 - EDUCATION, TRAINING & TRAVEL
SALT LAKE COMMUNITY COLLEGE	3/13/2026	\$404.50	Feb 2026 POST Cadet Meals, Armstrong	1054230 - EDUCATION, TRAINING & TRAVEL
		\$712.50		
SAM'S CLUB	3/13/2026	\$20.30	OFFICE SUPPLIES-LABEL MAKER	1043240 - SUPPLIES
SAM'S CLUB	3/13/2026	\$40.09	PLANTERS	1043240 - SUPPLIES
SAM'S CLUB	3/13/2026	\$100.26	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	3/13/2026	\$159.40	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	3/13/2026	\$167.44	BUDGET RETREAT FOOD	1041610 - OTHER SERVICES
SAM'S CLUB	3/13/2026	\$184.68	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	3/13/2026	\$198.70	JAN. EMPLOYEE LUNCHEON	1043483 - EMPLOYEE ENGAGEMENT
SAM'S CLUB	3/13/2026	\$240.06	BREAKROOM SUPPLIES	1043240 - SUPPLIES
SAM'S CLUB	3/13/2026	\$289.83	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	3/13/2026	\$624.38	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	3/13/2026	\$672.44	SENIOR LUNCH	7540480 - FOOD
SAM'S CLUB	3/13/2026	\$967.18	SENIOR LUNCH	7540480 - FOOD
		\$3,664.76		
SANTAQUIN CITY UTILITIES	3/6/2026	\$100.00	Utility Assistance - Mar 2026	5221600 - SEWER FUND DONATIONS
SANTAQUIN CITY UTILITIES	3/13/2026	\$270.00	Utilities	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	3/13/2026	\$90.00	Cemetery	1022350 - UTILITIES PAYABLE
SANTAQUIN CITY UTILITIES	3/13/2026	\$500.00	Utilities	1022350 - UTILITIES PAYABLE
		\$960.00		
SANTAQUIN MARKET ACE	3/13/2026	\$143.07	East Side Park-Paint	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
SANTAQUIN MARKET ACE	3/13/2026	\$7.80	Supplies-Misc. Fasteners	1060240 - SUPPLIES
SANTAQUIN MARKET ACE	3/13/2026	\$41.38	Supplies-Mineral Spirits	5140240 - SUPPLIES
SANTAQUIN MARKET ACE	3/13/2026	\$125.07	Supplies-Centennial Park Bathroom Paint Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES

SANTAQUIN MARKET ACE	3/13/2026	\$33.29	Supplies- Heater	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
SANTAQUIN MARKET ACE	3/13/2026	\$20.69	Repair kit for ACLS Mannequin Neck	7657242 - EMS - SUPPLIES
SANTAQUIN MARKET ACE	3/13/2026	\$36.87	Tie down straps for UTV	7657240 - FIRE - SUPPLIES
SANTAQUIN MARKET ACE	3/13/2026	\$3.04	Supplies-Main Street Flower Boxes	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
SANTAQUIN MARKET ACE	3/13/2026	\$4.00	Supplies	1060240 - SUPPLIES
		\$415.21		
SANTAQUIN SPECIAL SERVICE DISTRICT (WATER)	3/13/2026	\$48,420.00	Transfer to SSD - Summit Creek Irrigations Annual 2026 PI Water Assessments for SSD	5440254 - TRANSFER TO WATER SSD (ASSESSMENTS)
SHIELD-SAFETY UT LLC	3/13/2026	\$229.99	Eye wash station recharge	7657252 - EMS - EQUIPMENT MAINTENANCE
SHIELD-SAFETY UT LLC	3/13/2026	\$79.84	First Aid Supplies	1060350 - SAFETY & PPE
SHIELD-SAFETY UT LLC	3/13/2026	\$79.84	First Aid Supplies	1070350 - SAFETY - PPE
SHIELD-SAFETY UT LLC	3/13/2026	\$79.84	First Aid Supplies	5140350 - SAFETY & PPE
SHIELD-SAFETY UT LLC	3/13/2026	\$79.84	First Aid Supplies	5240350 - SAFETY & PPE
SHIELD-SAFETY UT LLC	3/13/2026	\$79.84	First Aid Supplies	5440350 - SAFETY & PPE
SHIELD-SAFETY UT LLC	3/13/2026	\$214.37	First Aid Supplies	1051240 - SUPPLIES
		\$843.56		
SHRED-IT US JV LLC	3/13/2026	\$136.01	Paper Shredding Services - Court	1042310 - PROFESSIONAL & TECHNICAL
SIDDOWAY, JEFFREY	3/13/2026	\$334.92	Per Diem for 2026 ULCT Spring Conference Jeff Siddoway	1041230 - EDUCATION, TRAINING & TRAVEL
SILVA, LORI	3/4/2026	\$71.00	Meal Per Diem-Court Clerk Conference SLC	1043230 - EDUCATION, TRAINING & TRAVEL
SKINNER, SARAH *	3/6/2026	\$97.95	Refund: 2108033 - SKINNER, SARAH *	5113110 - ACCOUNTS RECEIVABLE
SKM INC	3/6/2026	\$1,672.50	Treatment Plant Upgrade CE Services	5240730.001 - CP - WATER RECLAMATION FACILITY UPGRADES
SOUTH UTAH VALLEY SOLID WASTE DISTRICT	3/6/2026	\$4,310.00	Recycle Tipping Fees	1062312 - RECYCLING PICKUP CHARGES
SOUTHERN TIRE MART, LLC	3/13/2026	\$35.16	Tire for PW27	1060250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$35.16	Tire for PW27	1070250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$35.16	Tire for PW27	5140250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$35.16	Tire for PW27	5240250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$35.18	Tire for PW27	5440250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$19.20	Tire Disposal fee	1060250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$19.20	Tire Disposal fee	1070250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$19.20	Tire Disposal fee	5140250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$19.20	Tire Disposal fee	5240250 - EQUIPMENT MAINTENANCE
SOUTHERN TIRE MART, LLC	3/13/2026	\$19.20	Tire Disposal fee	5440250 - EQUIPMENT MAINTENANCE
		\$271.82		
SPRINGVILLE MEATS	3/13/2026	\$89.90	Feb Employee Luncheon	1043483 - EMPLOYEE ENGAGEMENT
SPRINGVILLE MEATS	3/13/2026	\$26.97	Feb Employee Luncheon	1043483 - EMPLOYEE ENGAGEMENT
SPRINGVILLE MEATS	3/13/2026	\$48.10	Feb Employee Luncheon	1043483 - EMPLOYEE ENGAGEMENT
		\$164.97		
STAPLES	3/13/2026	\$101.17	Office Supplies	1043240 - SUPPLIES
STAPLES	3/13/2026	\$82.75	Office Supplies	1043240 - SUPPLIES
STAPLES	3/13/2026	\$55.75	Magnetic Card Reader	1043245 - PASSPORT SUPPLIES
		\$239.67		
STETSON LANCE	3/6/2026	\$30.00	Boot-S Lance	5140350 - SAFETY & PPE
STETSON LANCE	3/6/2026	\$30.00	Boots-S Lance	1060350 - SAFETY & PPE
STETSON LANCE	3/6/2026	\$30.00	Boots-S Lance	1070350 - SAFETY - PPE
STETSON LANCE	3/6/2026	\$30.00	Boots-S Lance	5240350 - SAFETY & PPE
STETSON LANCE	3/6/2026	\$30.00	Boots-S Lance	5440350 - SAFETY & PPE
		\$150.00		

STEVENS & GAILEY	3/13/2026	\$84.00	Public Defender Services - Huff	1042332 - LEGAL - PUBLIC DEFENDER
STRATEGIC COMMUNICATIONS SOLUTIONS, LLC	3/6/2026	\$9,362.20	Wildland Radios	7657700 - WILDLAND FIRE RES EXPENDITURES
STRINGHAM'S HARDWARE	3/6/2026	\$4.74	Supplies for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$14.98	Supplies	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$194.32	East Side Park-Graffiti Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$16.99	East Side Park-Graffiti Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$92.37	WRF Supplies	5240520 - WRF - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$8.29	Tape for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$20.13	City Hall Repairs	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$22.48	Gloves	1070350 - SAFETY - PPE
STRINGHAM'S HARDWARE	3/6/2026	\$28.78	Ems Training supplies	7657235 - EMS - EDUCATION, TRAINING & TRAVEL
STRINGHAM'S HARDWARE	3/6/2026	\$24.06	City Hall Dance Room Repair	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$27.27	City Hall Dance Room Repair	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$1.28	City Hall	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$38.99	Supplies	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$7.99	Supplies for PW27	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$39.98	Filter for Craftsman Shop Vac	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$8.96	Supplies for PW58	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	-\$2.00	Credit for parts returned	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$21.99	Supplies	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$12.99	Gloves	1070350 - SAFETY - PPE
STRINGHAM'S HARDWARE	3/6/2026	\$76.47	Harvest View Park Supplies	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$16.99	Supplies-Sprayer	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$26.99	Tool for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$49.48	Supplies and Tool for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$17.99	Supplies-Shop Towels for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$17.99	Supplies for PW27	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$24.99	Harvest View Park Supplies	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$17.19	City Hall Supplies	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	-\$21.99	Credit for supplies returned	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$88.96	Centennial Park-Bathroom Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$31.42	Supplies	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$43.94	Centennial Park-Bathroom Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$104.96	Centennial Park- Bathroom	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$15.99	Supplies for PW27	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$14.98	Supplies-Blu Tef Tape	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$25.47	City Hall Repairs	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$6.99	Centennial Park Supplies	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$8.58	Recreation Banner Holders	6640720 - RAP TAX EXPENSE
STRINGHAM'S HARDWARE	3/6/2026	\$42.45	Centennial Park-Bathroom Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$46.96	Supplies for PW27	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$9.49	Gloves	1070350 - SAFETY - PPE
STRINGHAM'S HARDWARE	3/6/2026	\$11.98	Supplies for Pw6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$21.96	Centennial Park-Antifreeze for bathrooms	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$12.70	Banner Holders	6640720 - RAP TAX EXPENSE
STRINGHAM'S HARDWARE	3/6/2026	\$65.98	Supplies	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$49.98	Centennial Park Heaters	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$20.48	Library Supplies	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$11.99	Museum-Foam Sealant	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$178.97	Tools for PW27	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$24.99	Museum Supplies	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$14.38	Supplies	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$26.27	Museum Supplies	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$35.94	Hose Bib Replacement in Bays	7657240 - FIRE - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$62.46	Museum Repair	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$19.14	Hardware for mounting items on E 145	7657250 - FIRE - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$3.29	Supplies-Notepad	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES

STRINGHAM'S HARDWARE	3/6/2026	\$36.99	Gloves	1070350 - SAFETY - PPE
STRINGHAM'S HARDWARE	3/6/2026	\$26.77	Main Street Planters-Drip Line Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$13.48	Main Street Flower Boxes Drip Line Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$51.48	Banner Frames	6640720 - RAP TAX EXPENSE
STRINGHAM'S HARDWARE	3/6/2026	\$21.47	Supplies for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$32.48	Supplies for PW100	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$29.99	Tools for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$14.73	Supplies	1077300 - CEMETERY GROUNDS MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$50.98	Tools for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$49.98	Pliers for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$9.99	Main Street-Planter Boxes Drip Line Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$20.48	City Hall Repairs	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$20.52	Main Street-Flower Boxes Drip Line	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$17.99	Supplies-Batteries for PW72	1060240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$6.99	Supplies-WRF	5240520 - WRF - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$34.99	Wood stakes for GPS locations	1048240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$7.74	Supplies-Coupling	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$16.15	Library Supplies	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$41.93	Shop Tools	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$42.99	Supplies-PW Bldg.	1051300 - BUILDINGS & GROUND MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$22.99	Supplies	5140240 - SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$73.98	Supplies and Tools for PW6	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$116.46	Supplies-East Park Graffiti Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$12.99	Supplies for PW26	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
STRINGHAM'S HARDWARE	3/6/2026	\$36.85	Return of EMT Books	7657252 - EMS - EQUIPMENT MAINTENANCE
STRINGHAM'S HARDWARE	3/6/2026	\$77.33	Supplies-East Park Graffiti Repair	1070300 - PARKS GROUNDS MAINTENANCE & SUPPLIES
		\$2,700.11		
STUART C. IRBY CO.	3/13/2026	\$10,000.00	Kars Streetlights Replacement	1060485 - STREETLIGHT REPAIR & REPLACE
SUMMIT CREEK IRRIGATION C/O TOD ROWLEY	3/13/2026	\$38,880.00	Water Assessments - 324 Shares @ \$120	5440253 - WATER ASSESSMENTS
SURINDER COUPE	3/13/2026	\$150.00	Interpreter Services - Case #255500688	1042310 - PROFESSIONAL & TECHNICAL
TAYLOR, KODI *	3/6/2026	\$38.00	Refund: 3142001 - TAYLOR, KODI *	5113110 - ACCOUNTS RECEIVABLE
THATCHER COMPANY	3/6/2026	\$7,364.23	Citric Acid and T-Chlor for WRF	5240510 - WRF - CHEMICAL SUPPLIES
THE CLASSIC CAR WASH OF SANTAQUIN LLC	3/6/2026	\$150.00	January 2026 Car washes	1054250 - EQUIPMENT MAINTENANCE
THE CLASSIC CAR WASH OF SANTAQUIN LLC	3/6/2026	\$9.60	Car Wash-Jon and Jared	1068250 - EQUIPMENT MAINT
THE CLASSIC CAR WASH OF SANTAQUIN LLC	3/6/2026	\$9.60	Car Wash-PW	5240250 - EQUIPMENT MAINTENANCE
THE CLASSIC CAR WASH OF SANTAQUIN LLC	3/6/2026	\$9.60	Car Wash-PW	5440250 - EQUIPMENT MAINTENANCE
THE CLASSIC CAR WASH OF SANTAQUIN LLC	3/6/2026	\$12.00	Car Wash-PW	5140250 - EQUIPMENT MAINTENANCE
THE CLASSIC CAR WASH OF SANTAQUIN LLC	3/6/2026	\$12.80	Car Wash-Engineering	1048250 - EQUIPMENT MAINTENANCE
		\$203.60		
THOMSON REUTERS - WEST	3/6/2026	\$287.84	CLEAR Subscription February 2026	1054311 - PROFESSIONAL & TECHNICAL
TOWN OF GENOLA	3/13/2026	\$1,784.81	Genola Court Fines - Feb 2026	1022430 - COURT FINES AND FORFEITURES
TRAILER PARTS WHOLESAL	3/13/2026	\$21.67	Supplies-Hitch Pins	1060240 - SUPPLIES
TRYON, ERIK	3/13/2026	\$2,613.91	Martial Arts Monthly Contract Pay	6840809 - MARTIAL ARTS
TYLER, MINDI	3/4/2026	\$71.00	Meal Per Diem-Court Clerk Conference SLC	1042230 - EDUCATION, TRAINING & TRAVEL
UPPER CASE PRINTING	3/13/2026	\$184.63	NEWLETTER	5140241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	3/13/2026	\$184.63	NEWSLETTER	5440241 - UTILITY BILLING PROCESSING FEES
UPPER CASE PRINTING	3/13/2026	\$184.64	NEWSLETTER	5240241 - UTILITY BILLING PROCESSING FEES

		\$553.90		
UTAH COUNTY AUDITOR - ACCOUNTS RECEIVABLE	3/13/2026	\$8,470.50	Jan-Mar 2026 Victim Advocate Services	1054311 - PROFESSIONAL & TECHNICAL
UTAH COUNTY HEALTH DEPARTMENT	3/13/2026	\$288.00	Hep A/B Vaccine for Makabe Phillips and Elijah Quintana	5240240 - SUPPLIES
UTAH COUNTY LODGE #31	3/13/2026	\$276.00	FOP Dues (Ut County Lodge #31)	1022425 - FOP DUES
UTAH OFFICE OF VICTIMS OF CRIME	3/6/2026	\$100.00	Restitution-Case #241500079	1022430 - COURT FINES AND FORFEITURES
UTAH STATE RETIREMENT	3/12/2026	\$564.50	401K	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$5,629.70	State Retirement	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$205.00	Traditional IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$411.94	Post Retirement (After 7/2010)	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$473.90	Retirement Loan Payment	1022325 - RETIREMENT LOAN PAYMENT
UTAH STATE RETIREMENT	3/12/2026	\$1,253.32	401K - Tier 1 Parity	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$1,588.00	Roth IRA	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$2,466.09	457	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$5,477.12	401K	1022300 - RETIREMENT PAYABLE
UTAH STATE RETIREMENT	3/12/2026	\$26,159.17	State Retirement	1022300 - RETIREMENT PAYABLE
		\$44,228.74		
UTAH STATE TAX COMMISSION	3/3/2026	\$1,820.12	State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
UTAH STATE TAX COMMISSION	3/3/2026	\$7,577.51	State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
UTAH STATE TAX COMMISSION	3/3/2026	\$1,776.11	State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
UTAH STATE TAX COMMISSION	3/3/2026	\$7,692.54	State Income Tax	1022230 - STATE WITHHOLDING PAYABLE
		\$18,866.28		
UTAH STATE TREASURER	3/13/2026	\$4,318.42	Santaquin Court Fines - Feb 2026	1042610 - STATE RESTITUTION
UTAH VALLEY UNIVERSITY	3/6/2026	\$40.00	Certification Testing Naylor and Clayson HZA	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
UTAH VALLEY UNIVERSITY	3/6/2026	\$75.00	Certificaiton Testing Jeremy Smith	7657230 - FIRE - EDUCATION, TRAINING & TRAVEL
		\$115.00		
VERIZON WIRELESS	3/6/2026	\$476.16	PD Phones	1054280 - TELEPHONE
VERIZON WIRELESS	3/6/2026	\$680.27	PD Jetpacks	1054340 - CENTRAL DISPATCH FEES
VERIZON WIRELESS	3/6/2026	\$127.77	Fire/EMS Telephone	7657280 - TELEPHONE
VERIZON WIRELESS	3/6/2026	\$100.04	Comm Dev Jetpacks	1068280 - TELEPHONE
VERIZON WIRELESS	3/6/2026	\$40.01	GPS Data Collector	1048280 - TELEPHONE
VERIZON WIRELESS	3/6/2026	\$365.99	Pub Works PI Monitors	5140240 - SUPPLIES
VERIZON WIRELESS	3/6/2026	\$39.73	Gregg Hiatt Phone	5240280 - TELEPHONE
VERIZON WIRELESS	3/6/2026	\$39.73	Stephanie Christensen Phone	1043280 - TELEPHONE
		\$1,869.70		
WHEELER CAT - WHEELER MACHINERY CO	3/6/2026	\$250.16	PW86 Excavator Maint	5440250 - EQUIPMENT MAINTENANCE
WHEELER CAT - WHEELER MACHINERY CO	3/6/2026	\$250.17	PW86 Excavator Maint	1060250 - EQUIPMENT MAINTENANCE
WHEELER CAT - WHEELER MACHINERY CO	3/6/2026	\$250.17	PW86 Excavator Maint	1070250 - EQUIPMENT MAINTENANCE
WHEELER CAT - WHEELER MACHINERY CO	3/6/2026	\$250.17	PW86 Excavator Maint	5140250 - EQUIPMENT MAINTENANCE
WHEELER CAT - WHEELER MACHINERY CO	3/6/2026	\$250.17	PW86 Excavator Maint	5240250 - EQUIPMENT MAINTENANCE
		\$1,250.84		
XPRESS BILL PAY	3/5/2026	\$1,188.74	Credit Card Processing Fee - Feb 2026	5440241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	3/5/2026	\$1,188.75	Credit Card Processing Fee - Feb 2026	5140241 - UTILITY BILLING PROCESSING FEES
XPRESS BILL PAY	3/5/2026	\$1,188.75	Credit Card Processing Fee - Feb 2026	5240241 - UTILITY BILLING PROCESSING FEES
		\$3,566.24		
ZIONS BANK	3/6/2026	\$35.00	Safe Deposit Box Rental - Annual Renewal	1043210 - BOOKS,SUBSCRIPTIONS,MEMBERSHIP
TOTAL:		\$649,645.50		

ORDINANCE NO. 03-01-2026

AN ORDINANCE AMENDING THE ZONING MAP OF SANTAQUIN CITY TO INCLUDE THE SUTHERLAND ANNEXATION AREA LOCATED ADJACENT TO THE CURRENT CITY BOUNDARIES OF SANTAQUIN CITY, UTAH

WHEREAS, on October 14, 2025, a petitioner who own certain real property adjacent to the City of Santaquin (the “Petitioners”), petitioned to annex the real property described in Exhibit A (the “Property”) to the City; and

WHEREAS, the Petitioners own the majority of the privately owned real property within the area proposed for annexation; and

WHEREAS, all Affected Entities have received notice of the proposed annexation; and

WHEREAS, on March 3, 2026, the Santaquin City Council held a public hearing to receive public input concerning the proposed annexation, which public hearing was properly scheduled and noticed in accordance with Utah law; and

WHEREAS, the area proposed for annexation lies within the City’s current Annexation Policy Plan; and

WHEREAS, Santaquin City, Utah desires to amend the Official Zone Map of Santaquin City to include the Property within the City’s regulatory boundary.

NOW, THEREFORE BE IT ORDAINED by the City Council of Santaquin City, Utah as follows:

SECTION I. Official Zone Map Amended. The Official Zone Map of Santaquin City as adopted by Section 10.20.020 of the Santaquin City Code is hereby amended to include the annexed real property as depicted in Exhibit B.

SECTION II. Designation. The amended area shall be zoned R-10 Residential Zone as depicted on the zoning map, a copy of which is attached hereto as Exhibit B and incorporated herein by reference.

SECTION III. Execution of Documents. The Mayor is hereby authorized to execute AMENDED ARTICLES OF INCORPORATION OF THE CITY OF SANTAQUIN and a certification of the Santaquin City Council that the legal procedures for annexation have been completed.

SECTION IV. Posting. A copy of this ordinance shall be deposited in the office of the Santaquin City Recorder, and on March 18, 2026, the Santaquin City Recorder shall certify that this Ordinance has been published according to UCA 10-3-711(1)(b).

SECTION V. Effective Date. This Ordinance shall take effect on March 17, 2026, and the described Annexation shall be effective upon the certification of the Utah Lt. Governor.

Originally passed and adopted on the 17th day of March, 2026.

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:

Stephanie Christensen, City Recorder

STATE OF UTAH)
) ss.
COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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 17th day of March 2026, entitled

“AN ORDINANCE AMENDING THE ZONING MAP OF SANTAQUIN CITY TO INCLUDE THE SUTHERLAND ANNEXATION AREA LOCATED ADJACENT TO THE CURRENT CITY BOUNDARIES OF SANTAQUIN CITY, UTAH”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 17th day of March 2026.

Stephanie Christensen
Santaquin City Recorder
(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)

) ss.

COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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.

STEPHANIE CHRISTENSEN
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ___ day of ___ 2026, by STEPHANIE CHRISTENSEN.

My Commission Expires:

Notary Public

Residing at: Utah County

Exhibit A

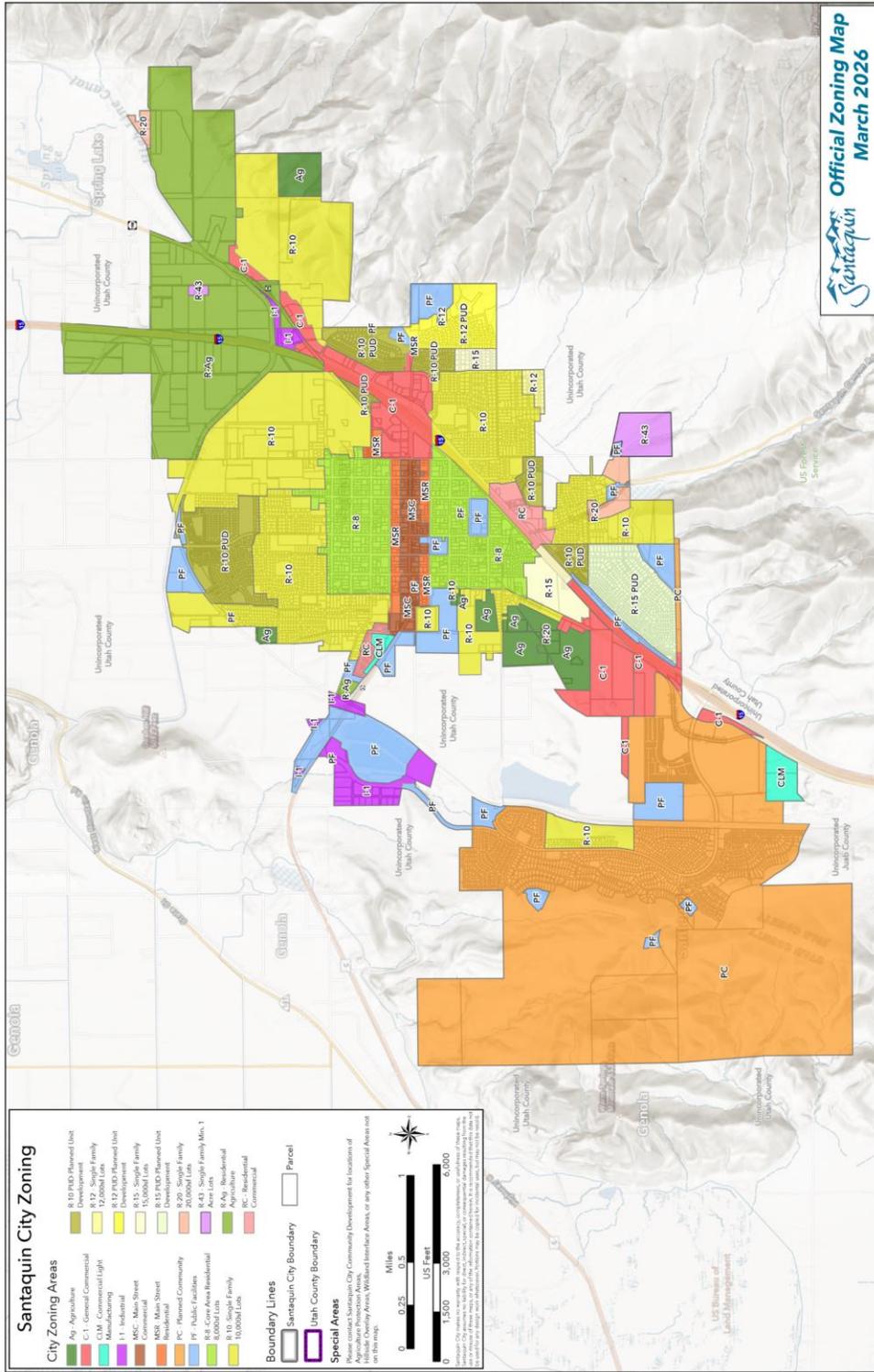
SUTHERLAND ANNEXATION LEGAL DESCRIPTION

A Parcel of land situated in the South West quarter of Section 2, Township 10, Range 1 East, Salt Lake Base and Meridian, more particularly Described as follows.

Beginning at a point which lies South $89^{\circ}58'58''$ West along the section line 667.26 feet and North 654.70 feet from the South quarter corner of Section 2, Township 10 South, Range 1 East, Salt Lake Base and Meridian; Thence South $89^{\circ}56'06''$ West 655.06 feet; Thence North $01^{\circ}18'25''$ West 252.88 feet; Thence North $00^{\circ}16'00''$ West 432.45 feet; Thence North $89^{\circ}56'06''$ East 661.18 feet to a point on the Darwin Robbins Annexation Plat Recorded May 7, 2003 as Entry No. 68640:2003; Thence along the west line of said annexation plat South $00^{\circ}08'21''$ East 685.27 feet to the point of beginning.

Containing 10.376 Acres

Exhibit B



STATE OF UTAH)
 : ss.
COUNTY OF UTAH)

On March, 17th, 2026, the City Council of Santaquin City, Utah, adopted Ordinance No. 03-01-2026, thereby annexing certain property into Santaquin City. The City Council hereby certifies that it has complied with the requirements of Utah Code Ann. §10-2-807 et seq. to complete the lawful annexation of the property described and attached hereto as Exhibit A.

DATED this 17th day of March, 2026

SANTAQUIN CITY

Daniel M. Olson, Mayor

ATTEST:

Stephanie Christensen, City Recorder

**AMENDED ARTICLES OF INCORPORATION OF THE
CITY OF SANTAQUIN**

Pursuant to provisions of the “Utah Municipal Code,” the City of Santaquin, Utah and Juab Counties, Utah, acting by its Mayor and approved by the City Council during a Public Meeting held on March 17, 2026, hereby amends its Articles of Incorporation as follows:

1. The name of the municipality is the Municipal Corporation of Santaquin, also known as the City of Santaquin.
2. The geographical description of the City is hereby amended to include the described property attached hereto as Exhibit “A” and known as the Sutherland Annexation.
3. The City of Santaquin is a “City of the Fourth Class” as defined in Utah Code Ann. § 10-2-301(2)(d), having a population of more than 10,000 inhabitants, but less than 30,000 inhabitants.
4. These Amended Articles of Incorporation shall become effective on March 17, 2026.

DATED this 17th day of March, 2026.

CITY OF SANTAQUIN

Daniel M. Olson, Mayor

STATE OF UTAH)
 : ss
COUNTY OF UTAH)

Daniel M. Olson, being first duly sworn upon oath, deposes and says: that I am the Mayor of the City of Santaquin and the foregoing Amended Articles of Incorporation of the City of Santaquin are truthful and accurate to the best of my knowledge and information.

Subscribed and sworn to before me this 17th day of March, 2026.

Notary Public



Lt. Governor’s Office
210 State Capitol
Salt Lake City, Utah 84114

RE: NOTICE OF IMPENDING BOUNDARY ACTION

Pursuant to and in accordance with the provisions of the “Utah Municipal Code,” the City of Santaquin, Utah and Juab Counties, Utah, acting by its Mayor and approved by the City Council during a Public Meeting held on March 17, 2026, hereby requests amendment to its Articles of Incorporation as follows:

1. The name of the municipality is the Municipal Corporation of Santaquin, also known as the City of Santaquin.
2. The geographical description of the City is hereby amended to include the described property attached hereto as Exhibit “A” and known as the Sutherland Annexation.
3. The City of Santaquin is a “City of the Fourth Class” as defined in Utah Code Ann. § 10-2-301(2)(d), having a population of more than 10,000 inhabitants, but less than 30,000 inhabitants.
4. These Amended Articles of Incorporation shall become effective on March 17, 2026.

DATED this 17th day of March, 2026.

CITY OF SANTAQUIN

Daniel M. Olson, Mayor

STATE OF UTAH)
 : ss
COUNTY OF UTAH)

Daniel M. Olson, being first duly sworn upon oath, deposes and says: that I am the Mayor of the City of Santaquin and the foregoing Amended Articles of Incorporation of the City of Santaquin are truthful and accurate to the best of my knowledge and information.

Subscribed and sworn to before me this 17th day of March, 2026.

Notary Public



MEMORANDUM

March 13, 2026

To: Santaquin City Mayor and City Council
From: Jon Lundell, P.E., City Engineer
RE: Proposal to update the Culinary Water, Pressure Irrigation, and Sanitary Sewer Impact Fee Facilities Plan and Impact Fee Analysis

Mayor and Council Members,

Over the last few months, staff has been coordinating with Hansen, Allen, and Luce Engineers to develop and update to Santaquin City's Culinary Water (CW), Pressure Irrigation (PI) and Sanitary Sewer Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) documents. These documents outline the projects required to maintain Santaquin City's Level of Service (LOS), estimate the cost for the construction of the projects, and establish impact fee amounts for new development.

Each IFFP and IFA examined existing debt for previous projects and estimated costs for projects that will be needed over the next 6 years at current cost estimates. This information was then used to determine the proposed impact fee amounts. The amounts listed below are the proposed new impact fees for an Equivalent Residential Connection (ERC). Other types of development, such as commercial and industrial are then adjusted based on the calculated ERCs for the proposed use. Please note that an ERC is defined

- Culinary Water impact fee (ERC based meter size starting at ¾ and 1 inch)
 - Current: \$1,180.00 per ERC
 - Proposed
 - Per ERC: \$2,022.93
 - Detached ADU: \$1,865.65
 - Multi-family Dwelling Unit: \$1,928.45
 - Difference: \$842.93
- Pressurized Irrigation (Based on meter size starting at 1 inch)
 - Current: \$4,123.00 per ERC
 - Proposed: \$4,020.16 per ERC
 - Difference: -\$102.84
- Sanitary Sewer
 - Current: \$5,096.30 per ERC
 - Proposed:
 - Per ERC: \$5,100.81 per ERC
 - Detached ADU: \$4,704.23 pe ERC
 - Multi-family Dwelling Unit: \$4,862.58
 - Difference: \$4.51

If approved the proposed impact fees would be implemented with the new fiscal year beginning July 1, 2026.

I am happy to discuss any questions or concerns that you may have

Recommended Motion: Motion to award a contract to Hansen, Allen, & Luce for the culinary water and pressure irrigation system master plan updates, in a not to exceed amount of \$146,570.

ORDINANCE 03-02-2026

AN ORDINANCE ADOPTING THE SANTAQUIN CITY DRINKING WATER IMPACT FEE FACILITIES PLAN AND THE DRINKING WATER IMPACT FEE ANALYSIS; AND ENACTING DRINKING WATER IMPACT FEES, 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, Santaquin City has legal authority pursuant to Title 11, Chapter 36a of the Utah Code known as the “Impact Fee Act” (hereinafter the “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, the City has historically assessed impact fees as a condition of development approval in order to appropriately assign capital infrastructure costs to development in an equitable and proportionate manner; and

WHEREAS, on September 23rd, 2025, pursuant to the Act, the City properly noticed its intent to update its Drinking Water Impact Fee Facilities Plan, and to amend its Drinking Water Impact Fees based on an updated Drinking Water Impact Fee Analysis; and

WHEREAS, the City has reviewed and evaluated the City’s drinking water service area for the drinking water system, which consists of the entire area within the Santaquin municipal boundary as shown in the Drinking Water Impact Fee Facilities Plan, and has determined that it is in the City’s best interest to establish the said service area for the purpose of imposing Drinking Water Impact Fees; and

WHEREAS, pursuant to the requirements of Sections 11-36a-301 and 302 of the Act, Hansen Allen & Luce Engineers has prepared the Santaquin City updates to the Drinking Water Impact Fee Facility Plan (the “IFFP”), attached hereto as Exhibit “A,” which Hansen, Allen, & Luce, INC. has properly certified pursuant to the requirements of Section 11-36a-306(1) of the Act; and

WHEREAS, pursuant to the requirements of Sections 11-36a-303 and 304 of the Hansen Allen & Luce Engineers, has prepared the “Santaquin City Drinking Water Impact Fee Analysis” (the

“IFA”), which Hansen, Allen, & Luce, INC. has properly certified pursuant to the requirements of Section 11-36a-306(2) of the Act; and

WHEREAS, Hansen, Allen, & Luce, INC. has also calculated for enactment Drinking Water Impact Fees as set forth in the IFA and pursuant to the requirements of Sections 11-36a-305 of the Act; and

WHEREAS, on March 5, 2026, pursuant to Section 11-36a-502 of the Act, a full copy the IFFP, the IFA, and this Impact Fee Enactment or Ordinance, along with an executive summary of the IFFP and the IFA that was designed to be understood by a lay person, were made available to the public at the Santaquin City Community Development Desk, posted on the City's Website, and the Public Notice Website; and

WHEREAS, on March 17th, 2026, the Santaquin City Council held a public hearing regarding the proposed and certified IFFP, IFA, and this Impact Fee Enactment or Ordinance; and

WHEREAS, the Santaquin City Council does now desire to hereby approve and adopt the IFFP and the IFA and to formally enact Drinking Water Impact Fees pursuant thereto and pursuant to the requirements of Sections 11-36a-401 through 11-36a-403 of the Act.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Santaquin, Utah:

SECTION 1: Adoption.

The IFFP and the IFA are attached hereto and approved, adopted and incorporated as part of this Ordinance. The Impact Fees for the drinking water system as set forth in the IFA are hereby approved and adopted, and at the time the Impact Fees become effective pursuant to this Ordinance, the Impact Fees will replace all previously adopted drinking water impact fees.

SECTION 2: Service Area - Utah Code Requirement 11-36a-402(1)(a).

The service area established in the IFFP and the IFA and for which Drinking Water Impact Fees are established and imposed is all of Santaquin City (the “Service Area”). The Service Area is established based upon sound planning and engineering principles for the City’s drinking water system services.

SECTION 3: Level of Service - Utah Code Requirement 11-36a-402(1)(b).

IFA Tables 1-2 and 1-3 set the level of service parameters and level of service calculations for the City drinking water source, storage, and distribution systems.

**Table Error! No text of specified style in document.-1
Drinking Water LOS Parameters**

Category	Parameter	Source
Maximum Operating Pressure (psi)	125 psi	2021 DW Master Plan Level of Service Parameters (Table ES-1)
Minimum Operating Pressure (psi)	40 psi	2021 DW Master Plan Level of Service Parameters (Table ES-1)
Maximum Daily Pressure Variation	20 psi	2021 DW Master Plan Level of Service Parameters (Table ES-1)
Minimum or Local Pipe Size (in)	8 in	City Standards
Minimum Required Source Capacity	Peak Day of a Peak Year Flow	State Code: R309-510-7
Minimum Required Annual Source Capacity	Peak Year Annual Demand	State Code: R309-510-7
Minimum Fire Flow Storage	Model to Fire Marshal Requirements	State Code: R309-510-8(1)(b)
Minimum Fire Flow Residual Pressure	20 psi	2021 DW MP Level of Service Parameters (Table 5-2)
Minimum Required LOS Equalization Storage per ERC (gal)	Average Day of a Peak Year	State Code: R309-510-8(a)
Emergency Storage (% of Equalization Storage)	50%	State Code: R309-510-8(1)(c)

**Table Error! No text of specified style in document.-2
Drinking Water Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Source LOS/ERC	290.12 gpd	290.12 gpd	290.00 gpd	100.00%
Storage LOS/ERC	472.66 gal	472.66 gal	360.00 gal	100.00%
Distribution LOS/ERC	7.45 cf	7.45 cf	7.00 cf	100.00%

SECTION 4: Impact Fee Analysis and Impact Fee Calculations – Utah Code Requirements 11-36a-402(1)(b)(ii).

As found in the IFA, the Drinking Water Impact Fee calculation is based on the following:

1. Elements. In calculating the Drinking Water Impact Fee, the City has included those costs allowed, including debt service, if any, that are found under Section 11-36a-305 of the Act for each type of system improvement. These types are categorized by the following elements of a drinking water impact fee:

- a. Source;
 - b. Storage;
 - c. Miscellaneous Facilities;
 - d. Planning; and
 - e. Distribution.
2. Proportionate Share Analysis. Included within the IFA is a proportionate share analysis as required by Section 11-36a-304 of the Act.
 3. Formula. The Drinking Water Impact Fee is based upon the Act's required proportionate share analysis in determining the total project costs to maintain the City's current drinking water system level of service for new development activity that is projected to occur during the next six (6) years. Table 2-4 from the IFA shows the impact fee imposed per ERC for each type of system improvement.

**Table Error! No text of specified style in document.-3
Drinking Water Impact Fee Per ERC**

Type	Cost	ERC Capacity	Cost/ERC
Source/Transmission	\$1.38/gpd	290 gpd/ERC	\$400.37
Storage	\$1.36/gal	360 gal/ERC	\$490.16
Facilities	\$3,667,263	10,310 ERCs	\$355.71
Planning	\$135,500	3,271 ERCs	\$41.43
Distribution	\$105.04/cf	7.0 cf/ERC	\$735.26

Table 2-6 from the IFA shows the formula used to calculate the impact fee for each type of development activity. It also includes the proposed cost change and percent increase per ERC.

**Table Error! No text of specified style in document.-4
Proposed Drinking Water Impact Fee per ERC**

ERC Meter Size	3/4, 1 in	
Maximum Allowable Impact Fee/ERC	\$2,022.93/ERC	
Previous Impact Fee	\$1,180.00/ERC	
Proposed Impact Fee	\$2,022.93/ERC	
Difference	\$842.93/ERC	
% Change	71.43%	
Average Occupancy/ERC		3.64
Average Occupancy/Single Family Dwelling Unit	Factor: 1.0247	3.73
Detached ADU	Factor: 0.9000	
Average Occupancy/Multi-Family Dwelling Unit	Factor: 0.9533	3.47
Maximum Allowable Impact Fee/Single Family Dwelling Unit	\$2,072.95	
Maximum Allowable Impact Fee/Detached ADU	\$1,865.65	
Maximum Allowable Impact Fee/Multi-Family Dwelling Unit	\$1,928.45	

The ERC Ratio for different meter sizes is found in IFA Table 2-7. This factor would be applied to the Proposed Impact Fee/ERC in Table 2-6. The calculated flow option may be applied to any development where the City determines the use may not be equivalent to a typical ERC.

**Table Error! No text of specified style in document.-5
Proposed Drinking Water Impact Fee by Meter Size**

Meter Size	ERC	Impact Fee
3/4, 1 in	1.00	\$2,022.93/ERC
1 1/2 in	3.33	\$6,736.36/ERC
2 in	5.33	\$10,782.23/ERC
3 in	10.00	\$20,229.32/ERC
4 in	16.67	\$33,722.28/ERC
6 in	33.33	\$67,424.33/ERC
8 in	53.33	\$107,882.98/ERC
3/4 in+	Calculated Flow Option	\$6.98/gpd

The drinking water impact fee is charged at the time of building permit issuance. Drinking water impact fees are charged on a per-ERC basis.

A more detailed analysis of the impact fee schedule and formula is found in the attached IFA.

4. Impact Fee Adjustments – Utah Code Requirement 11-36a-402(1)(c) and 11-36a-402(1)(d).
 - a. The City Council is authorized to adjust the standard fee at the time the fee is charged to:
 - i. respond to:

1. unusual circumstances in specific cases; or
 2. a request of a prompt and individualized impact fee review for the development activity of the state, a school district, or a charter school and an offset or credit for a public facility for which an impact fee has or will be collected, and
 - ii. ensure that the impact fees are imposed fairly.
 - b. The impact fee may be adjusted for a particular development based on studies or data provided by a developer after review by the City's Impact Fee Administrator and approval by the City Council.
5. Credits and Reimbursements – Utah Code Requirements 11-36a-402(2) and 11-36a-402(3).
- a. A developer, including a school district or a charter school, shall receive a credit against or proportionate reimbursement of an impact fee from the City if the developer:
 - i. dedicates land for a system improvement,
 - ii. builds and dedicates some or all of a system improvement, or
 - iii. dedicates a public facility that the City and the developer agree will reduce the need for a system improvement.
 - b. The City shall require a credit against the impact fee for any dedication of land for, improvement to, or new construction of, any system improvements provided by the developer if the facilities:
 - i. are system improvements, or
 - ii. A. are dedicated to the public, and
 - B. offset the need for an identified system improvement.

SECTION 5: Assessment.

The Drinking Water Impact Fee shall be charged for all new service connections or whenever a customer desires to increase the size of an existing drinking water service. In the latter instance, the impact fee shall be based on the difference in service capacity between the new and existing service. The impact fee shall be charged throughout the Service Area for all classes of service.

SECTION 6: Expenditure of Impact Fees – Utah Code Requirements 11-36a-602.

The City may expend impact fees only for a system improvement identified in the IFFP and for the specific public facility type for which the fee was collected. Impact fees will be expended on a first-in-first-out basis. Impact fees collected pursuant to this Ordinance shall be expended or encumbered

for permissible use within six (6) years of their receipt. The City may hold the fees for longer than six (6) years if it identifies, in writing, an extraordinary and compelling reason why the fees should be held longer than six (6) years and an absolute date by which the fees will be expended.

SECTION 7: Impact Fee Reimbursement and Pioneering Agreements.

The City Manager is authorized to sign drinking water impact fee reimbursement agreements and pioneering agreements when in accordance with this ordinance and Utah code.

SECTION 8: Refunds – Utah Code Requirements 11-36a-603.

The City shall refund any impact fee paid by a developer, plus interest earned, when:

1. the developer does not proceed with the development activity and has filed a written request for a refund;
2. the fee has not been spent or encumbered; and
3. no impact has resulted.

An impact that would preclude a developer from a refund from the City may include any impact reasonably identified by the City, including but not limited to, the City having sized facilities and/or paid for, installed and/or caused the installation of facilities based, in whole or in part, upon the developer's planned development activity even though that capacity may, at some future time, be utilized by another development.

SECTION 9: Impact Fee Challenges – Utah Code Requirements 11-36a-701.

A person or entity that has standing to challenge an impact fee may appeal the impact fee pursuant to Title 9, Chapter 8 of the Santaquin City Code. The procedures and time limitations for challenging an impact fee, including procedures for mediation and/or arbitration, shall be as set forth in Sections 11-36a-702 through 705 of the Act. The applicable remedies for an impact fee challenge shall be limited to those set forth in Section 11-36a-701 of the Act.

SECTION 10: Accounting of Impact Fees – Utah Code Requirements 11-36a-601.

The City shall follow all of the accounting and reporting requirements found in Section 11-36a-601 of the Act.

SECTION 11. 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 12. 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 13. 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 14. Other Impact Fees Not Repealed.

Except as otherwise specifically provided herein, this Ordinance shall not repeal, modify, or affect any impact fee of the City in existence as of the effective date of this Ordinance.

SECTION 15. Effective Date.

This Ordinance will become effective July 1, 2026 which is more than 90 days after the day on which it is approved in accordance with Utah Code 11-36a-401(2). 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 17th day of March 2026

SANTAQUIN CITY

Dan Olson, Mayor

ATTEST:

Stephanie Christensen
CITY RECORDER

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

STATE OF UTAH)

) ss.

COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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 17th day of March 2026, entitled

“AN ORDINANCE ADOPTING THE SANTAQUIN CITY DRINKING WATER IMPACT FEE FACILITIES PLAN AND THE DRINKING WATER IMPACT FEE ANALYSIS; AND ENACTING DRINKING WATER IMPACT FEES, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE.”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 17th day of March 2026.

Stephanie Christensen
Santaquin City Recorder
(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)

) ss.

COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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.

STEPHANIE CHRISTENSEN
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ___ day of ___ 2026, by STEPHANIE CHRISTENSEN.

My Commission Expires:

Notary Public

Residing at: Utah County

Exhibit A- IFFP, IFA



Drinking Water Impact Fee Facilities Plan



SANTAQUIN

March 2026



Santaquin

**DRINKING WATER
IMPACT FEE FACILITY PLAN**

(HAL Project No.: 415.10.100)

March 2026



ACKNOWLEDGMENTS

Several individuals contributed to the successful completion of this study. We sincerely appreciate the cooperation, assistance, and expertise provided by members of the project team:

The City of Santaquin

- Jason Callaway, Public Works Director
- Norm Beagley, City Manager
- Jon Lundell, City Engineer
- Pat Hatfield, Water System Superintendent
- Josh Carr, GIS Administrator

Hansen, Allen & Luce, Inc.

- Steve Jones, Principal in Charge
- Chris Thompson, Project Manager
- Dana Tran, Project Engineer
- Jason Biesinger, Project Engineer

ABBREVIATIONS, ACRONYMS, UNITS AND DEFINITIONS

ABBREVIATIONS

City Santaquin City

ACRONYMS

CIP Capital Improvement Plan
DW Drinking Water
DWMP Drinking Water Master Plan
ERC Equivalent Residential Connection
GIS Geographic Information System
HAL Hansen, Allen and Luce, Inc.
IF Impact Fee
LOS Level of Service
MAG Mountainland Association of Governments
MPO Metropolitan Planning Organization

UNITS

ac-ft Acre Foot
cf Cubic Foot
ft Foot
in Inch
In-ft Linear Foot
sq-ft Square Foot

DEFINITIONS

Base LOS Data Year. The first data year LOS calculations were made.

Base LOS Fiscal Year. The first fiscal year LOS calculations were implemented.

Base Year LOS. The Base Year LOS reflects the originally calculated LOS provided to the residents. It is tracked so impact fees are not used to raise the LOS to existing residents.

Data Year. The Data Year is the previous full calendar year for which annual data is used for updating the IFFP and IFA.

Distribution LOS Parameter. The Distribution LOS Parameter was set by standard practice in the DWMP. Distribution facilities must be designed with capacity for peak day and fire flow demands.

Distribution Pipe. Distribution Pipe includes main lines that convey drinking water and are owned by the City.

Effective Date. The date, no less than 90 days after the Enactment Date, when the impact fees become effective for impact fees that are increasing.

Enactment Date. The Enactment Date is the date the City Council approves the IFFP, IFA, and Impact Fee Enactment Ordinance.

Equivalent Residential Connection (ERC). An ERC is defined by the average drinking water usage of an average single-family house.

Established LOS. The Established LOS is set by the City Council by the adoption of the IFFP, the IFA, and the Impact Fee Enactment Ordinance.

Existing LOS. The Existing LOS is the LOS currently provided to the existing City residents for the Data Year.

Local Distribution System. Local Distribution System is defined as distribution system constructed with Minimum Size Distribution Pipe or pipe smaller in diameter.

Master Plan LOS. The Master Plan LOS is the LOS for the entire City at the Master Planned Year. It indicates what the Existing LOS will be raised to with non-impact fee funds.

Minimum Size Distribution Pipe. The Minimum Size Distribution Pipe is defined as the minimum or local distribution pipe diameter. It is established by City standards according to standard practice and the City's ability to operate and maintain the drinking water system.

Project Improvements. Project Improvements are improvements required by development that the City determines not to define as System Improvements.

Proposed LOS. The Proposed LOS is the LOS recommended to the City Council by the IFFP and IFA to set as the Established LOS.

Proposed LOS for Existing. The LOS existing customers will have as a result of the Proposed LOS.

Regional Distribution System. Regional Distribution System is defined as the volume of distribution system pipe above that of a local or minimum pipe size.

Storage LOS Parameter. The Storage LOS Parameter was set by standard practice in the DWMP. Storage facilities must be designed with capacity for fire flow, equalization and emergency storage.

System Improvements. System Improvements are regional improvements determined by the City to be impact fee reimbursable. Cities are not required to define all regional facilities as System Improvements, but all System Improvements must be regional.

Volume LOS. The Volume LOS for both distribution and storage is based on the volume of Regional Pipe or Storage Facility per ERC.

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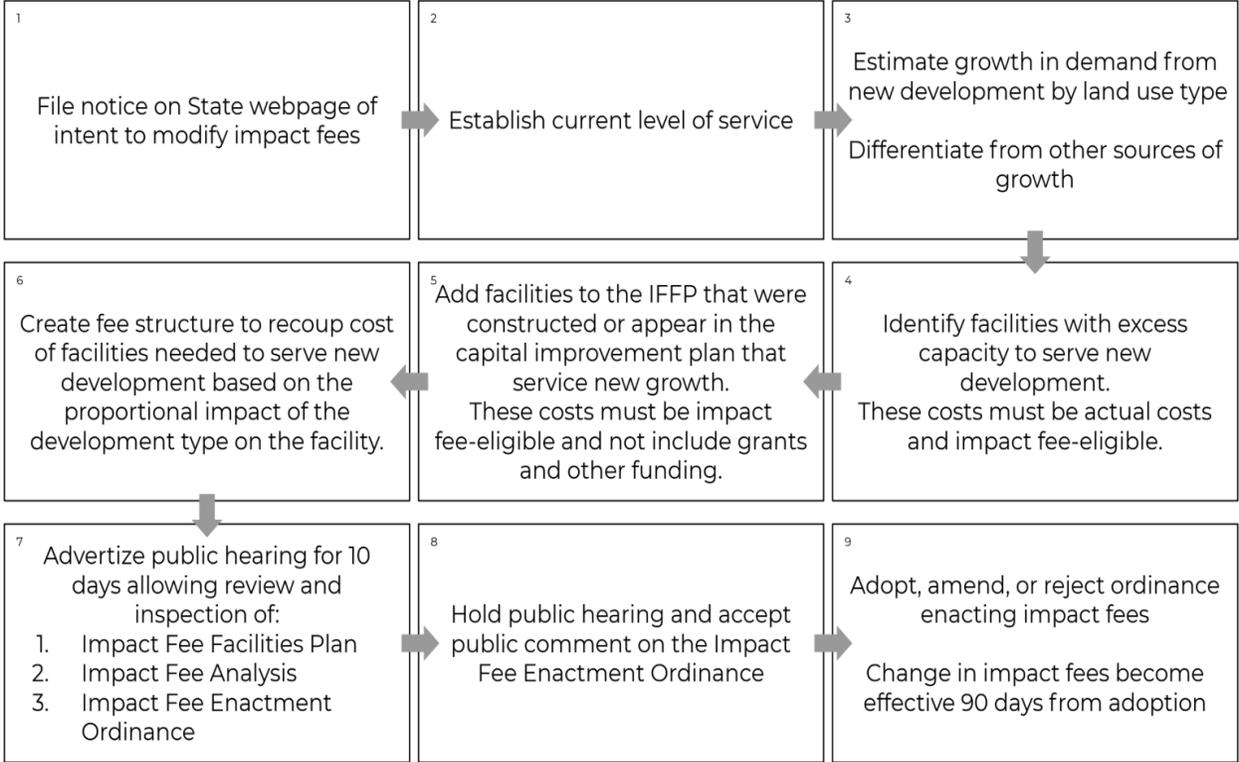
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CHAPTER 1 – INTRODUCTION

IMPACT FEE ENACTMENT PROCESS

Figure 1-1 outlines the impact fee enactment process.

**Figure 1-1
Impact Fee Enactment Process**



NOTICES

In accordance with Utah Code section 11-36a-501 Notice of Intent to Prepare an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Prepare an Impact Fee Assessment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Analysis for the area within the City’s policy declaration boundary. It was posted on the Utah Public Notice Website and the local City website. See [Appendix A](#).

In accordance with Utah Code section 11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-504 Notice of Intent to Adopt an Impact Fee Enactment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Facilities Plan and prepare an Impact Fee Analysis for the area within the City’s policy boundary. It was posted on the Utah Public Notice Website and the local City website. See Appendix B.

EXECUTIVE SUMMARY

HAL completed a drinking water system model and the DWMP for the City. This IFFP is based on that model and DWMP and any update studies conducted since. Recommendations for Source, Storage, and Distribution System Improvements are based on the model requirements to meet the DWMP Source, Storage, and Distribution LOS Parameters.

The City has adopted impact fees based on the cost of capital facilities needed to meet the demand of new development according to the LOS Parameters set by the City in the DWMP and this IFFP. Impact fees are not used to increase the LOS for existing residents.

Service Area

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040. Master Planned Year refers to when, at growth rates projected by the MPO, the state and the City, all vacant land in the DWMP boundaries would be developed. It assumes no future changes to the DWMP boundaries but will be updated with each future IFFP according to the current City DWMP.

Impact Fee Facilities Plan

Table 1-1 identifies projects and planning studies with impact fee-eligible costs. All costs are based on actual costs or use present day cost estimates. There are 5 components to a drinking water impact fee: source, storage, miscellaneous facilities, planning, and distribution. The fees charged for source, storage, and distribution are based on LOS. The fees charged for miscellaneous facilities and planning are based on ERCs served. The IF % removes the Project Improvement costs and costs of projects used to solve existing deficiencies.

Table 1-1
Drinking Water Impact Fee Facilities Plan

Source	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gpd
Zone 10 West Well	FY2022	\$5,218,619	100.00%	\$5,218,619	2,625 gpm	-1,462 ERCs	290 gpd	\$1.38
WEIGHTED AVERAGE								\$1.38
Storage	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gal
Upsize Main Zone Cnyn Rd Tank 500k to 1M gal	FY2030	\$1,361,550	50.00%	\$680,775	500,000 gal	2,215 ERCs	360 gal	\$1.36
WEIGHTED AVERAGE								\$1.36
Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	Add ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$935,124	11,149 ERCs	4,114 ERCs	15,263 ERCs	\$83.87
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36%) - [6.36% 3,000 gpm Booster Pump Station - Zone 11W]	FY2022	\$715,258	100.00%	\$1,214,243	9,329 ERCs	5,934 ERCs	15,263 ERCs	\$130.15
Canyon Rd 3,000 gpm Booster Pump Station Zions WA 2018 Bond (58.4% DW Booster, 41.6% PI Zone 11E Tank)	FY2018	\$1,004,779	100.00%	\$1,503,764	10,715 ERCs	4,548 ERCs	15,263 ERCs	\$140.34
Summit Ridge 12" PRV	FY2019	\$38,599	71.00%	\$14,132	10,474 ERCs	4,789 ERCs	15,263 ERCs	\$1.35
TOTAL								\$355.71
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$51,150	100.00%	\$51,150	3,271 ERCs	5,934 ERCs	9,204 ERCs	\$15.64
Master Plan Studies	FY2022	\$84,350	100.00%	\$84,350	3,271 ERCs	5,934 ERCs	9,204 ERCs	\$25.79
TOTAL								\$41.43
Distribution	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	ERC Cap	LOS/ERC	Cost/cf
Grey Cliffs 14,000' 10" Line	FY2027	\$4,186,672	6.90%	\$288,736	2,749 cf	393 ERCs	7.00 cf	\$105.04
WEIGHTED AVERAGE								\$105.04

Note: Project and study costs based on actual costs or present-day cost estimates

Level of Service

Tables 1-2 and 1-3 set the LOS Parameters and LOS Calculations for the City drinking water source, storage, and distribution systems. All systems have LOS categories defined in the Definitions.

**Table 1-2
Drinking Water LOS Parameters**

Category	Parameter	Source
Maximum Operating Pressure (psi)	125 psi	2021 DW Master Plan Level of Service Parameters (Table ES-1)
Minimum Operating Pressure (psi)	40 psi	2021 DW Master Plan Level of Service Parameters (Table ES-1)
Maximum Daily Pressure Variation	20 psi	2021 DW Master Plan Level of Service Parameters (Table ES-1)
Minimum or Local Pipe Size (in)	8 in	City Standards
Minimum Required Source Capacity	Peak Day of a Peak Year Flow	State Code: R309-510-7
Minimum Required Annual Source Capacity	Peak Year Annual Demand	State Code: R309-510-7
Minimum Fire Flow Storage	Model to Fire Marshal Requirements	State Code: R309-510-8(1)(b)
Minimum Fire Flow Residual Pressure	20 psi	2021 DW MP Level of Service Parameters (Table 5-2)
Minimum Required LOS Equalization Storage per ERC (gal)	Average Day of a Peak Year	State Code: R309-510-8(a)
Emergency Storage (% of Equalization Storage)	50%	State Code: R309-510-8(1)(c)

**Table 1-3
Drinking Water Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Source LOS/ERC	290.12 gpd	290.12 gpd	290.00 gpd	100.00%
Storage LOS/ERC	470.29 gal	470.29 gal	360.00 gal	100.00%
Distribution LOS/ERC	7.46 cf	7.46 cf	7.00 cf	100.00%

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 1-3 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This is calculated by dividing the Existing LOS by the Proposed LOS for Existing, the LOS that existing residents will be raised to because of the Proposed LOS. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

CERTIFICATION

Utah Impact Fee Act requires certification for the IFFP. Hansen, Allen & Luce provides this certification with the understanding that the recommendations in the IFFP are followed by City Staff and elected officials. If all or a portion of the IFFP is modified or amended, or if assumptions presented in this analysis change substantially, this certification is no longer valid. All information provided to Hansen, Allen & Luce, Inc. is assumed to be correct, complete, and accurate.

IFFP Certification

Hansen, Allen & Luce, Inc. certifies that this Impact Fee Facilities Plan (IFFP):

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; or
 - 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; and
3. complies in each and every relevant respect with the Impact Fees Act.

HANSEN, ALLEN & LUCE, INC.

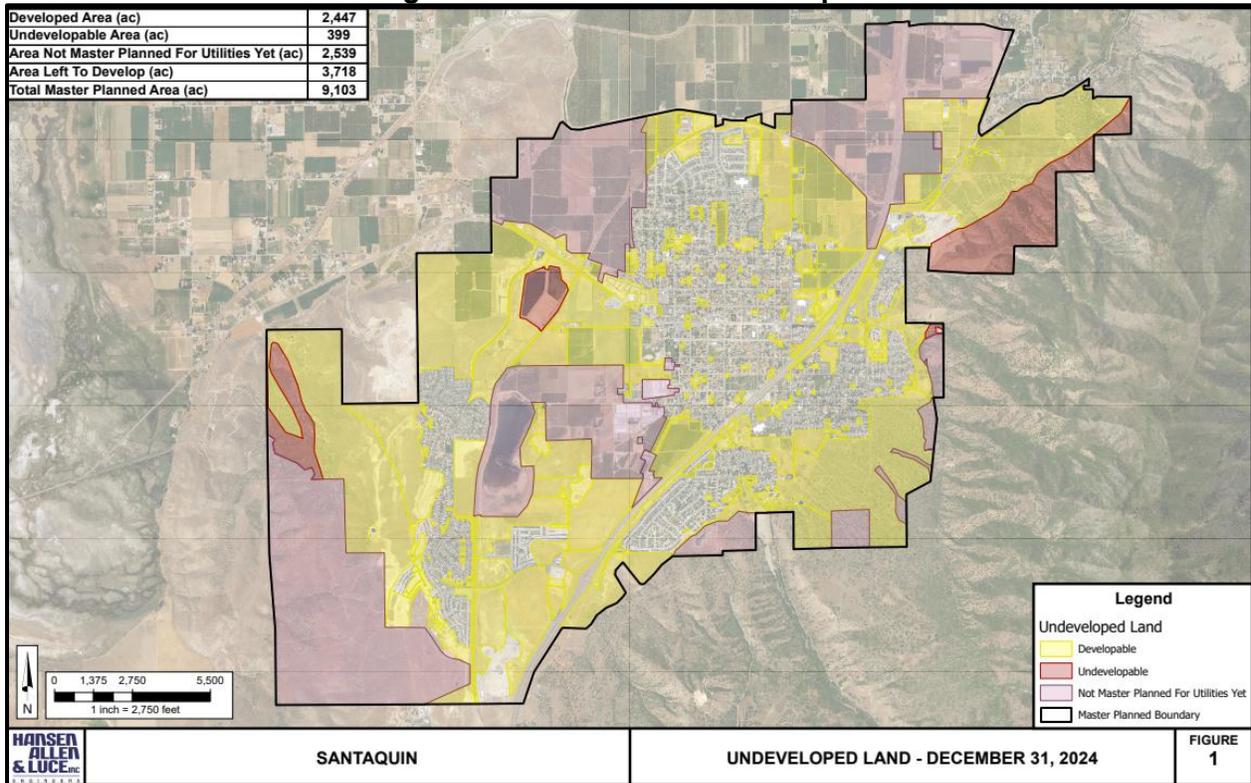
CHAPTER 2 – DEMOGRAPHICS AND GROWTH

UNDEVELOPED LAND

Santaquin City was first settled in late 1851 and is located about 70 miles south of Salt Lake City in Utah County. Although its history lies mostly in agriculture, its population today also has a substantial number of commuters who work in Provo, Orem, and other nearby cities. Utah County has experienced rapid growth in recent decades, and this growth has extended to Santaquin as population centers have expanded and property values have increased.

The City GIS was used to find developed, undeveloped, undevelopable, and not planned to be developed land within the DWMP boundary. Developed land includes parks and existing roads. Undevelopable land includes, but is not limited to, land that cannot be developed because of wetlands and steep terrains. Not expected to be developed land includes but is not limited to land that is not planned to be developed or has development restrictions. All these areas are shown in Figure 2-1.

**Figure 2-1
Drinking Water Master Plan Undeveloped Land**



POPULATION

In Table 2-1 growth projections from the City and the Mountainland Association of Governments (MAG) Metropolitan Planning Organization (MPO) were used to estimate growth by Census. These projections were used to estimate annual growth for this study.

**Table 2-1
Census Population Projections**

Population Criteria	1990	2000	2010	2020	2030	2040	2050	2060
Santaquin	2,386	2,834	9,128	13,725	20,303	25,478	34,211	42,944
10-Year Growth Rate	0.00%	1.74%	12.41%	4.16%	3.99%	2.30%	2.99%	2.30%
Utah County	263,590	368,536	518,872	679,188	861,852	1,080,082	1,297,515	1,504,433
Growth Rate	0.00%	3.41%	3.48%	2.73%	2.41%	2.28%	1.85%	1.49%
Santaquin as % of Utah County	0.91%	0.77%	1.76%	2.02%	2.36%	2.36%	2.64%	2.85%
Santaquin Yearly Growth Rate	1.88%	22.21%	5.04%	4.79%	4.32%	3.04%	2.33%	1.89%

DATA YEAR AND MASTER PLANNED

Table 2-2 summarizes development information for the land area master planned in the DWMP for the IFFP Data Year. The Master Planned Year is estimated by applying the MPO growth rates to the developed area until the area left to develop is gone.

**Table 2-2
Projected Master Planned Development**

Land Use		% Total
Developed Area	2,447 acres	26.88%
Undevelopable Area	399 acres	4.38%
Area Not Master Planned for Utilities Yet	2,539 acres	27.89%
Area Left to Develop	3,718 acres	40.84%
Total Master Planned Area	9,103 acres	100.00%
Data Year	2024	
Master Planned Households	11,700	
Master Planned Year	2050	

Source: City GIS and DWMP

MPO, state, and City growth projections were used to estimate the end of Data Year and Master Planned Year population in Table 2-3 and Table 2-4. Statistics were calculated using data from the City GIS, Census and the MPO MAG.

**Table 2-3
End of Data Year Developed Land and Population Summary**

Data Year	2024
Population	17,853
Households	5,433
Single-Family Home Persons per Household	3.75
Multi-Family Household Persons per Household	3.47
Average Household Size	3.64
Developed Area	2,447 acres
Undevelopable Area	399 acres
Area Not Master Planned for Drinking Water Yet	2,539 acres
Area Left to Develop	3,718 acres
Total Master Plan Land Area	9,103 acres

Sources: City GIS, Census, and MAG MPO

**Table 2-4
Population - End of Data Year and Master Planned**

	2024	2050
Santaquin	17,853	43,642
Growth Rate	6.14%	2.33%
Utah County	752,254	1,297,515
Growth Rate	2.49%	1.70%
Santaquin as % of Utah County	2.37%	3.36%

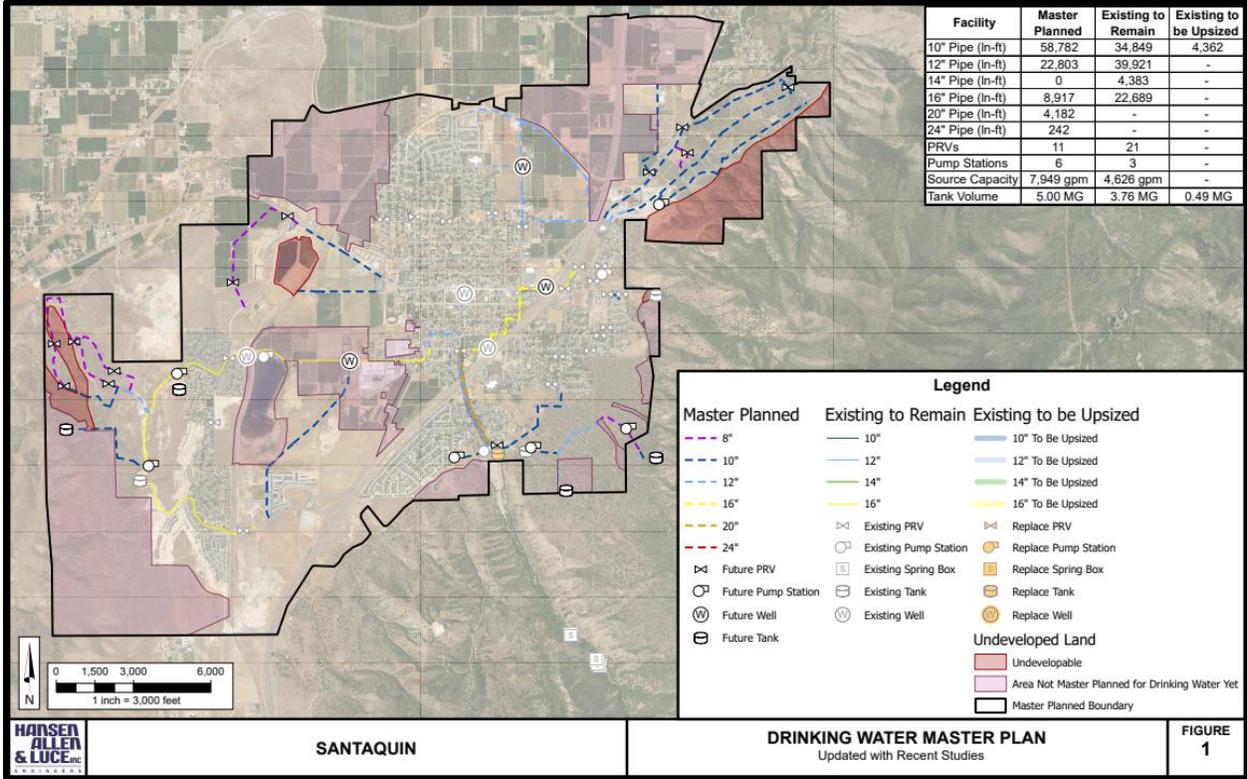
Sources: City GIS, Census, MAG MPO

CHAPTER 3 – IMPACT FEE FACILITIES PLAN

OVERVIEW

HAL completed a system model and DWMP for the City. Master planned future system improvements are based on the model requirements to meet the LOS Parameters established in the DWMP according to industry standards. See Table 1-2. These improvements and existing regional improvements are shown in Figures 3-1, 3-2, and 3-3. Figure 3-1 also includes any updates from more recent studies.

**Figure 3-1
Master Planned Drinking Water System**



The following projects found in Tables 3-1, 3-2, and 3-3 are identified in the DWMP to be needed for future growth. They are also shown graphically on Figures 3-1, 3-2, and 3-3. For more detail on each project, see the DWMP.

**Table 3-1
Source CIP Projects**

DWMP Map ID	Project	Cost
1	Zone 12E Foothill Village Booster Pump Station	\$600,000
3	Zone 11W 1,500 gpm Booster Station	\$1,200,000
4	New Well	\$1,584,000
5	Zone 11NE Booster Station	\$900,000
Total		\$4,284,000

Source: 2021 DWMP

Figure 3-2
Recommended Growth Projects 0-10 Year Timeframe

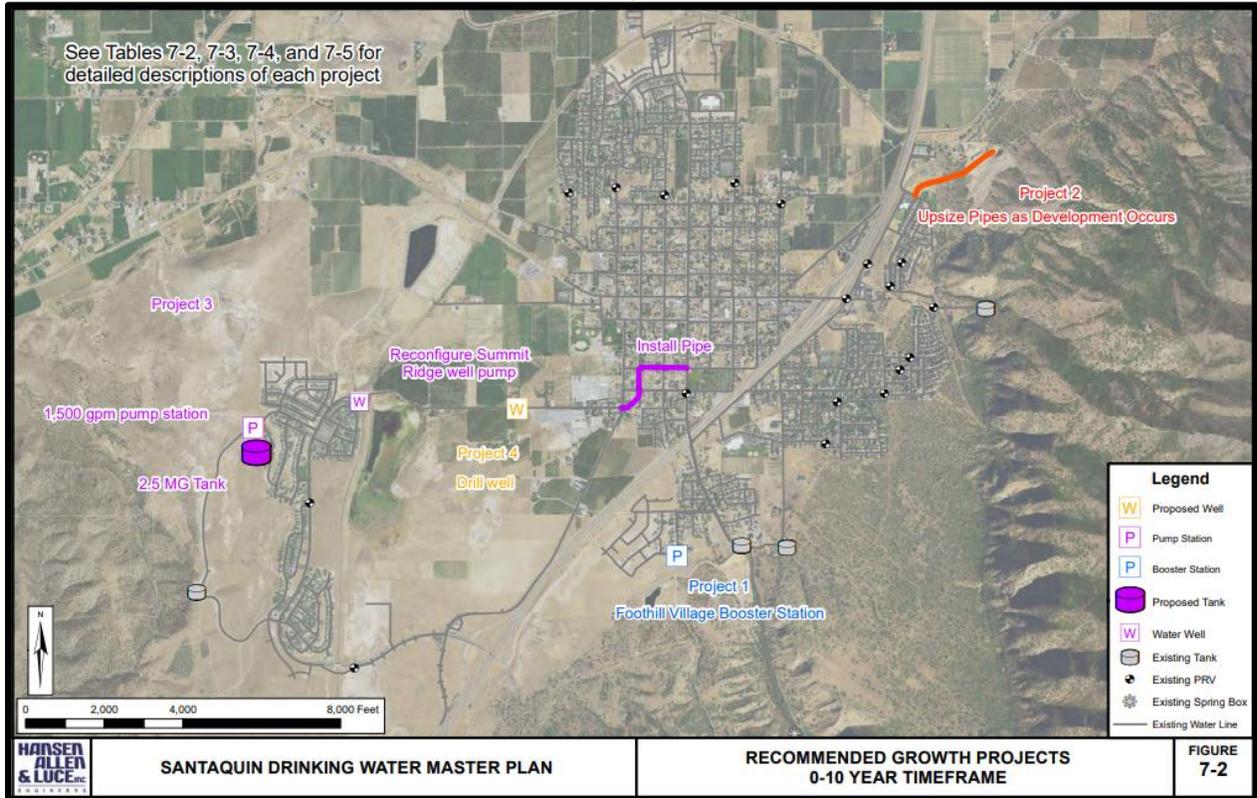
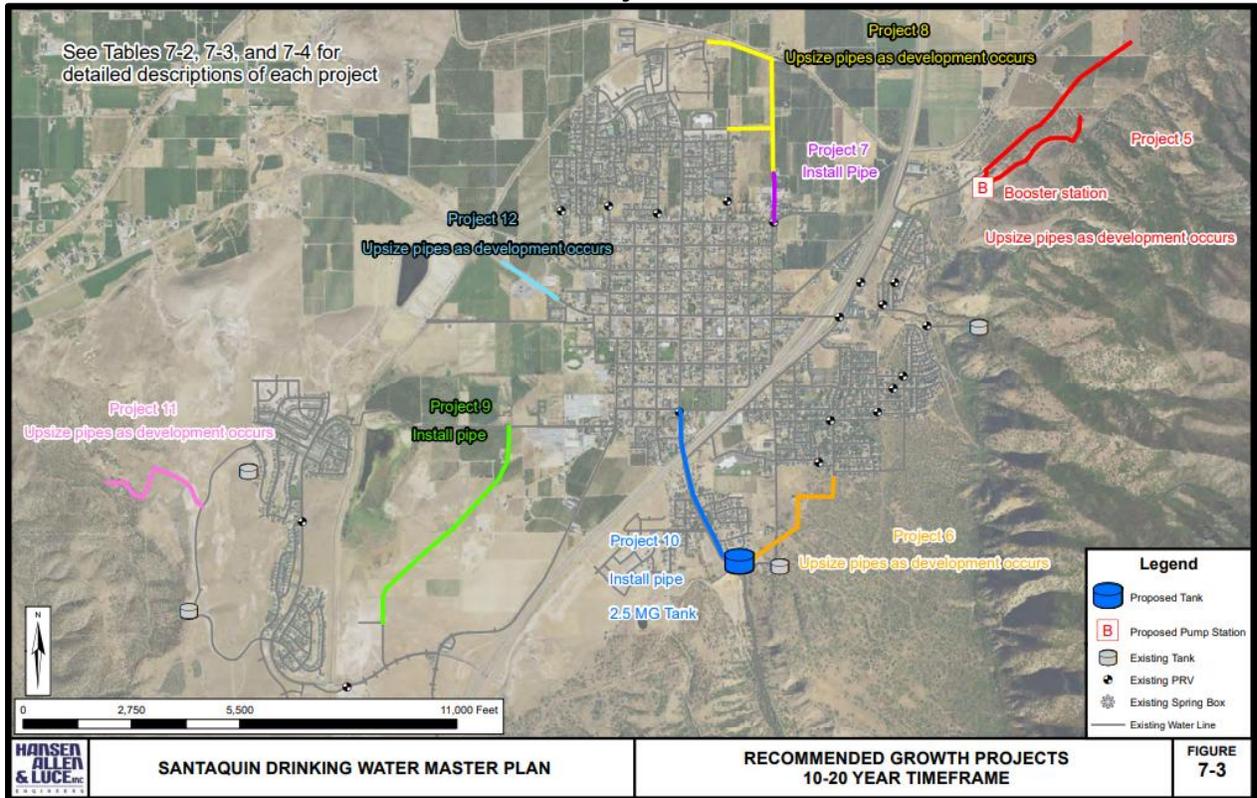


Figure 3-3
Recommended Growth Projects 10-20 Year Timeframe



**Table 3-2
Storage CIP Projects**

DWMP Map ID	Project	Cost
3	New Zone 10 2.5 MG Tank	\$3,036,000
10	Replace Zone 10 2.5 MG Tank	\$3,000,000
Total		\$6,036,000

Source: 2021 DWMP

**Table 3-3
Distribution CIP Projects**

DWMP Map ID	Length	Diameter	Cost
2	2,300 ln-ft	10 in	\$52,000
3	700 ln-ft	16 in	\$459,000
5	8,900 ln-ft	10 in	\$203,000
6	3,500 ln-ft	10 in	\$80,000
7	1,200 ln-ft	12 in	\$234,000
8	5,700 ln-ft	12 in	\$198,000
9	6,300 ln-ft	10 in	\$968,000
10	4,200 ln-ft	20 in	\$1,248,000
11	1,900 ln-ft	10 in	\$99,000
12	1,700 ln-ft	10 in	\$39,000
Total			\$3,580,000

Source: 2021 DWMP

The following sections give detail on the impact fee calculations for each of the five components of a drinking water impact fee:

1. Source
2. Storage
3. Misc Facilities
4. Planning
5. Distribution

All IFFP projects and costs are summarized into these components.

SOURCE

The City drinking water sources include both wells and springs. It is important that the total reliable yield/dry-year flow capacity for drinking water system sources is greater than the peak day use. Source capacity should be evaluated for N-1 conditions. This means the system needs to be able to supply the needs of the City when the largest source is down. Outdoor usage of drinking water by the City and Genola are also used in calculating source capacity.

Table 3-4 contains the existing drinking water sources and their capacity.

**Table 3-4
Existing Drinking Water System Sources**

Source	Peak Flow	Average Flow	Reliable/Dry Year Flow	Peak Flow Annual Capacity	Average Flow Annual Capacity	Reliable/Dry Yr Annual Capacity
Gravity Springs 2-5 (WS001)	1,000 gpm	750 gpm	700 gpm	1,613 ac-ft	1,210 ac-ft	1,129 ac-ft
Cemetery Well (WS003)	740 gpm	740 gpm	740 gpm	1,194 ac-ft	1,194 ac-ft	1,194 ac-ft
Summit Ridge Well (WS006)	3,000 gpm	3,000 gpm	2,625 gpm	4,839 ac-ft	4,839 ac-ft	4,234 ac-ft
Total Source Capacity	4,740 gpm	4,490 gpm	4,065 gpm	7,646 ac-ft	7,243 ac-ft	6,557 ac-ft
Genola Use	-97 gpm	-97 gpm	-97 gpm	-157 ac-ft	-157 ac-ft	-157 ac-ft
Santaquin Outdoor Use	-671 gpm	-671 gpm	-671 gpm	-1,083 ac-ft	-1,083 ac-ft	-1,083 ac-ft
Total Source Capacity for Indoor Use	3,971 gpm	3,721 gpm	3,296 gpm	6,406 ac-ft	6,003 ac-ft	5,318 ac-ft
Backup Source - Center St Well	490 gpm	490 gpm	490 gpm	790 ac-ft	790 ac-ft	790 ac-ft
Total (N-1)	1,461 gpm	1,211 gpm	1,161 gpm	2,358 ac-ft	1,954 ac-ft	1,874 ac-ft
Peak Day Proposed LOS Flow	1,327 gpm	1,327 gpm	1,327 gpm	2,141 ac-ft	2,141 ac-ft	2,141 ac-ft
Total Excess Source Capacity	134 gpm	-116 gpm	-166 gpm	216 ac-ft	-187 ac-ft	-268 ac-ft

Each source was assessed a capacity in terms of gallons per minute and acre-feet per year. Demands on each component were computed by applying the level of service to the amount of ERCs and irrigated areas served by each component. The difference between the capacity of the component and the demand on the component is the component's remaining capacity. The existing excess capacity and the capacity at the master planned year are shown in Table 3-5.

**Table 3-5
Source Existing Excess Capacity**

N-1 Capacity	Prop LOS gpd/ERC	ERCs	Proposed LOS Capacity	Available LOS Capacity	Available ERCs
1,161 gpm	290 gpd	7,230 ERCs	1,456 gpm	-295 gpm	-1,462 ERCs
Proposed LOS Fiscal Year					FY2026
N-1 Capacity	Prop LOS gpd/ERC	ERCs	Proposed LOS Capacity	Available LOS Capacity	Available ERCs
1,076 gpm	290 gpd	15,263 ERCs	3,074 gpm	-1,998 gpm	-9,920 ERCs
Master Planned Fiscal Year					FY2050
First Year without Excess Capacity					FY2026

Table 3-6 contains the calculation parameters and calculations for the source Proposed LOS per ERC.

**Table 3-6
Source ERC LOS**

Existing Source Capacity	1,161 gpm
Existing Drinking Water ERCs	6,591 ERCs
Master Planned Drinking Water ERCs	15,263 ERCs
Additional Master Planned ERCs	8,672 ERCs
Base LOS	290 gpd
Base LOS Fiscal Year	FY2023
Existing LOS	290 gpd
Proposed LOS with N-1	290 gpd
% IF Reimbursable	100.00%

STORAGE

Santaquin currently operates the water storage facilities listed in Table 3-7. According to DDW standards outlined in Section R309-510-8, storage tanks must be able to provide: 1) fire suppression storage to supply water for firefighting; 2) emergency storage, as deemed necessary; and 3) equalization storage volume to make up the difference between source and demand. Each of the requirements is addressed below.

Fire Suppression Storage

Fire suppression storage is required for water systems that provide water for firefighting. The local fire authority determines the need for fire suppression storage. The policy for the City is to provide 1,500 gpm of fire flow at all areas of the system. Buildings must be designed to require no more than 1,500 gpm. The fire flow storage requirements are sufficient to meet the required fire flows provided by the local fire authority as per IFC.

Equalization Storage

Equalization storage for the drinking water system is required to meet the amount supplied by sources on an average day of a peak year (Utah Rule R309-510-8).

Emergency Storage

While there are no specific DDW requirements for emergency storage water systems can choose to maintain emergency storage to mitigate risks, provide system reliability, and protect public health and welfare. Emergency storage may be used in case of pipeline failures, equipment failures, power outages, source contamination, and natural disasters. For the above listed reasons, the City has chosen an emergency storage requirement equal to 50% of the equalization storage requirement when not including outdoor and wholesale water for impact fee calculations.

Table 3-7 lists the existing storage facilities and their requirements.

**Table 3-7
Existing Storage Facilities and Capacity**

Facility	Fire Flow	Emergency	Equalization	Excess Capacity	Total Capacity
Percent Storage	9.57%	18.36%	36.73%	35.33%	100%
Zone 10 - Main Zone Tank	0.000 MG	0.090 MG	0.180 MG	0.173 MG	0.490 MG
Zone 11E - East Zone Tank	0.000 MG	0.200 MG	0.400 MG	0.385 MG	1.090 MG
Zone 11W - Summit Ridge Tank	0.180 MG	0.176 MG	0.353 MG	0.339 MG	1.140 MG
Zone 12 E - Canyon Tank	0.180 MG	0.158 MG	0.316 MG	0.304 MG	1.040 MG
Total	0.360 MG	0.624 MG	1.249 MG	1.201 MG	3.760 MG
Base LOS Storage per ERC (gallons)					470 gal
Base LOS Fiscal Year					FY2026
Current LOS Storage per ERC (gallons)					470 gal
Proposed LOS Storage per ERC (gallons)					360 gal

The existing excess capacity and capacity at the master planned year for storage are shown in Table 3-8.

**Table 3-8
Storage Existing Excess Capacity**

Fiscal Year				FY2026	
Capacity after Fire Flow	Proposed LOS/ERC	Current ERCs	Proposed LOS Storage	Available	Available ERCs
3.40 MG	360.00 gal	7,230 ERCs	2.60 MG	0.80 MG	2,215 ERCs
Master Planned Year				FY2050	
Capacity after Fire Flow	Proposed LOS/ERC	Master Planned ERCs	Proposed LOS Storage	Available	Available ERCs
3.40 MG	360.00 gal	15,263 ERCs	5.49 MG	-2.09 MG	-5,819 ERCs
First Year without Excess Capacity					FY2033

Table 3-9 contains the calculation parameters and calculations for the storage Proposed LOS per ERC.

**Table 3-9
Storage ERC LOS**

Existing Storage Capacity	3.40 MG
Existing Drinking Water ERCs	6,591 ERCs
Master Planned Drinking Water ERCs	15,263 ERCs
Additional Master Planned ERCs	8,672 ERCs
Base LOS	470 gal
Base LOS Fiscal Year	FY2026
Existing LOS	470 gal
Proposed Indoor LOS	360 gal
% IF Reimbursable	100.00%

MISC FACILITIES

Misc facilities include drinking water related projects that do not tie directly to source, storage, or distribution LOS. They may include but are not limited to buildings, storage yards, pump stations, or public works buildings. The growth related portion of these miscellaneous facilities attributed to the drinking water system can be paid for or reimbursed by impact fees. Individual analysis of cost per ERC is conducted for each facility project. Present day facility cost estimates are used to estimate future facility costs.

PLANNING

Master plan, IFFP, and IFA consultant planning work can be paid for or reimbursed with impact fees. These planning costs from 4 years previous to 6 years in the future are divided by the ERC increase over the 10-year period to calculate the planning component of the impact fee per ERC. Present day planning costs are used to estimate future planning expenses.

DISTRIBUTION

Pipe diameters range from 4 inches to 16 inches, with the majority being 6 and 8 inches in diameter. The function of the larger pipes in the system is regional. They fill the storage tanks and meet peak day and fire flow demands. Smaller pipes facilitate local distribution.

The Minimum Size Distribution Pipe or local/Project Improvement pipe size is defined in Table 3-10. Only the upsize cost from this may be paid for with impact fee funds. Upsize cost calculations are found in Table 3-11. Table 3-10 also contains the calculation parameters and calculations for the distribution Proposed LOS per ERC.

**Table 3-10
Regional Distribution ERC LOS**

Item	Distribution System
Local/Minimum Conveyance Pipe Size	8 in
Existing Regional Volume	51,010 cf
Future Master Planned Regional Volume	38,313 cf
Existing Drinking Water ERCs	6,591 ERCs
Master Planned Drinking Water ERCs	15,263 ERCs
Base Regional Volume LOS per ERC (cf)	7.46 cf
Existing Regional Volume LOS per ERC (cf)	7.46 cf
Proposed Established Regional Volume per ERC (cf)	7.00 cf
% Impact Fee Reimbursable	100.00%

Table 3-11 contains the upsize percentages for System Improvement collection projects. They are calculated according to current day estimates for collection projects, dividing the cost difference of a regional distribution pipe with appurtenances and local one by the cost of the regional. Since the costs are relative, it fairly applies to all project costs whether or not they are the same as the basis costs for the percentage calculations. The IF Percentage is calculated by applying the % Impact Fee Reimbursable in Table 3-10 to the Upsize Percentage.

**Table 3-11
Drinking Water Pipe Upsize Percentage**

Pipe Size	Upsize Percentage	IF Percentage
10" Drinking Water Pipe	6.90%	6.90%
12" Drinking Water Pipe	15.63%	15.63%
14" Drinking Water Pipe	18.18%	18.18%
16" Drinking Water Pipe	27.03%	27.03%
18" Drinking Water Pipe	32.50%	32.50%
20" Drinking Water Pipe	38.64%	38.64%
24" Drinking Water Pipe	47.06%	47.06%
30" Drinking Water Pipe	57.81%	57.81%
36" Drinking Water Pipe	65.38%	65.38%

SERVICE AREA

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040.

Master Planned Year refers to when, at growth rates projected by the MPO, all vacant land in the DWMP boundaries will be developed. It assumes no future changes to the DWMP boundaries but will be updated with each IFFP according to the current City DWMP.

IMPACT FEE FACILITIES PLAN

Figures 3-1, 3-2, and 3-3 show the drinking water facilities needed to maintain the Proposed LOS as development occurs in the City. These facilities are determined from the CIPs in the DWMP, and specific localized studies completed as development progresses or is proposed. Many of these projects will be constructed in phases as development occurs.

Using the drinking water CIPs and recent development needs, specific capital projects which have impact fee-eligible costs are identified in Table 3-12. These are projects that have been completed or are planned for construction in the next 6 years. All costs are actual or based on present day estimates.

If development requires any System Improvement projects before existing budgets can construct them, then developers may, if approved by the City, front the cost of the project and be reimbursed through impact fees or receive an impact fee credit. If development occurs in areas that trigger projects beyond the planning horizon of this IFFP then the City may add these projects once they are confident the projects will progress.

Table 3-12 lists the IFFP projects. It includes the percentage of each project required to remove the cost to solve existing system deficiencies and increased utilization if appropriate. These percentages are applied to the total cost of the project to determine the cost reimbursable by impact fees. If IFFP projects are bonded, then the growth related interest of the bond are included in the IF & Interest Cost. The cost/ERC is determined by the product of the cost per capacity times the Proposed LOS required capacity. The total capacity and total cost are used to determine the cost per capacity unit.

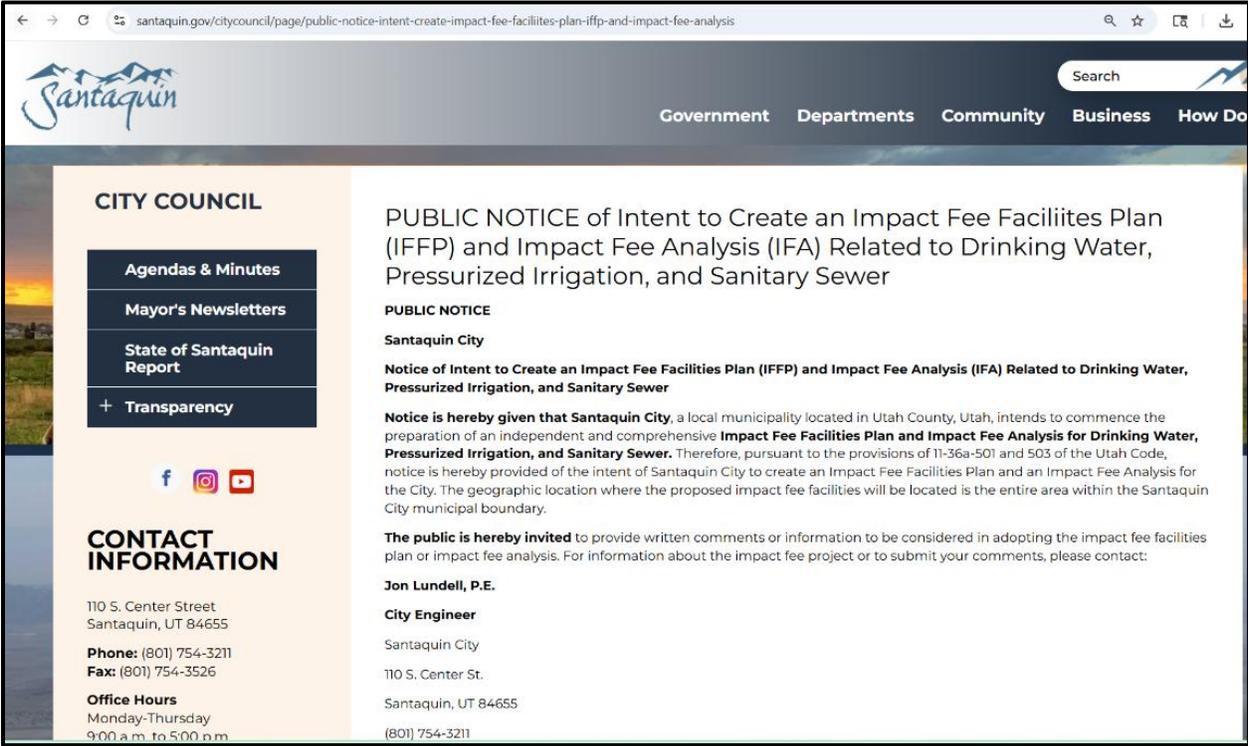
Table 3-12
Drinking Water Impact Fee Facilities Plan

Source	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gpd
Zone 10 West Well	FY2022	\$5,218,619	100.00%	\$5,218,619	2,625 gpm	-1,462 ERCs	290 gpd	\$1.38
WEIGHTED AVERAGE								\$1.38
Storage	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gal
Upsize Main Zone Cnyn Rd Tank 500k to 1M gal	FY2030	\$1,361,550	50.00%	\$680,775	500,000 gal	2,215 ERCs	360 gal	\$1.36
WEIGHTED AVERAGE								\$1.36
Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	Add ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$935,124	11,149 ERCs	4,114 ERCs	15,263 ERCs	\$83.87
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36%) - [6.36% 3,000 gpm Booster Pump Station - Zone 11W]	FY2022	\$715,258	100.00%	\$1,214,243	9,329 ERCs	5,934 ERCs	15,263 ERCs	\$130.15
Canyon Rd 3,000 gpm Booster Pump Station Zions WA 2018 Bond (58.4% DW Booster, 41.6% PI Zone 11E Tank)	FY2018	\$1,004,779	100.00%	\$1,503,764	10,715 ERCs	4,548 ERCs	15,263 ERCs	\$140.34
Summit Ridge 12" PRV	FY2019	\$38,599	71.00%	\$14,132	10,474 ERCs	4,789 ERCs	15,263 ERCs	\$1.35
TOTAL								\$355.71
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$51,150	100.00%	\$51,150	3,271 ERCs	5,934 ERCs	9,204 ERCs	\$15.64
Master Plan Studies	FY2022	\$84,350	100.00%	\$84,350	3,271 ERCs	5,934 ERCs	9,204 ERCs	\$25.79
TOTAL								\$41.43
Distribution	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	ERC Cap	LOS/ERC	Cost/cf
Grey Cliffs 14,000' 10" Line	FY2027	\$4,186,672	6.90%	\$288,736	2,749 cf	393 ERCs	7.00 cf	\$105.04
WEIGHTED AVERAGE								\$105.04

Note: Project and study costs based on actual costs or present day cost estimates

APPENDICES

APPENDIX A - NOTICE OF INTENT TO AMEND THE DW, PI, & SS IFFP AND IFA



utah.gov/pmn/sitemap/notice/1025109.html

Services Agencies

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utah.gov PUBLIC NOTICE WEBSITE
DIVISION OF ARCHIVES AND RECORDS SERVICE

Santaquin / City Council / Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

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General Information

Government Type:
Municipality

Entity:
Santaquin

Public Body:
[City Council](#)

Notice Information

[Add Notice to Calendar](#)

Notice Title:

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice Type(s):

Notice

Event Start Date & Time:

November 24, 2025 05:00 PM

Description/Agenda:

Santaquin City

Notice of Intent to Create an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice is hereby given that Santaquin City, a local municipality located in Utah County, Utah, intends to commence the preparation of an independent and comprehensive Impact Fee Facilities Plan and Impact Fee Analysis for Drinking Water, Pressurized Irrigation, and Sanitary Sewer. Therefore, pursuant to the provisions of 11-36a-501 and 503 of the Utah Code, notice is hereby provided of the intent of Santaquin City to create an Impact Fee Facilities Plan and an Impact Fee Analysis for the City. The geographic location where the proposed impact fee facilities will be located is the entire area within the Santaquin City municipal boundary.

The public is hereby invited to provide written comments or information to be considered in adopting the impact fee facilities plan or impact fee analysis. For information about the impact fee project or to submit your comments, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.

Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S. Center Street
Santaquin, UT 84655

[Show in Apple Maps](#)

[Show in Google Maps](#)

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

September 23, 2025 08:57 AM

Notice Last Edited On:

September 23, 2025 04:17 PM

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File Name	Category	Date Added
Notice of Intent - IFFP DW PI WW - Santaquin 2025.docx	Public Information Handout	2025/09/23 04:16 PM

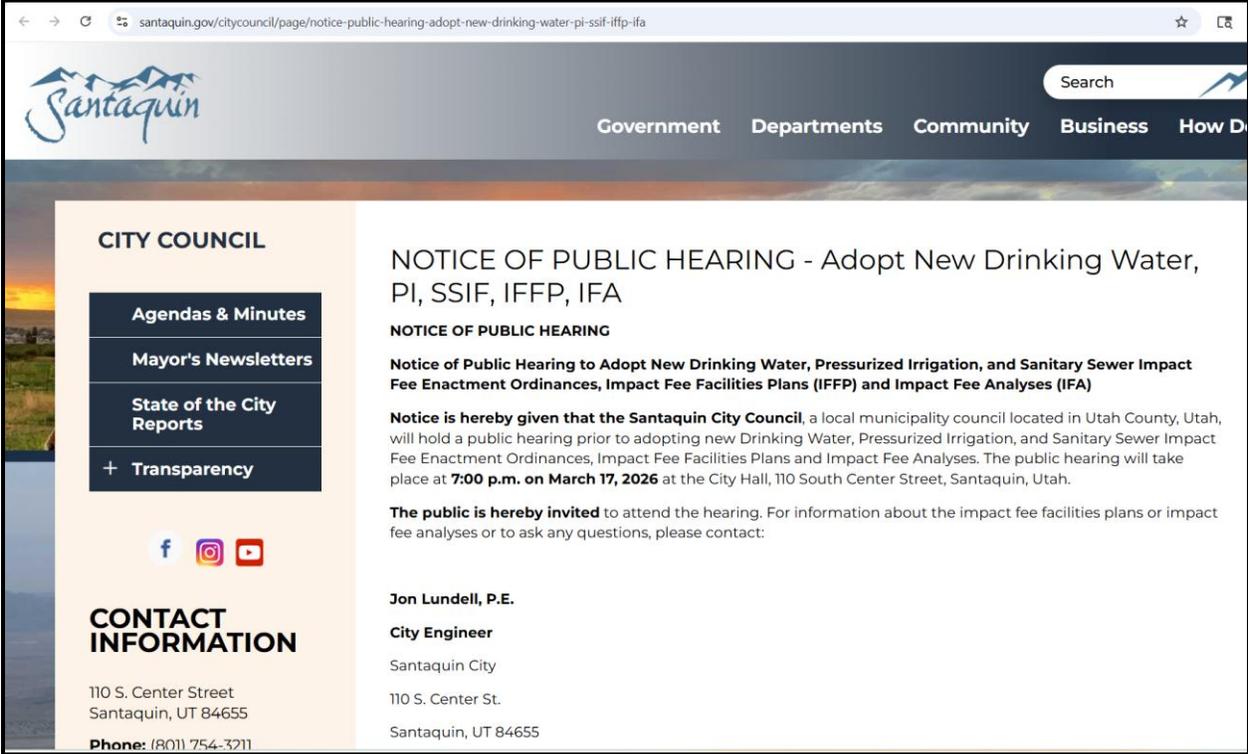
SHOW NOTICE REVISION HISTORY

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Brian Del Rosario	bdelrosario@santaquin.org	801-754-3211

APPENDIX B - NOTICE OF PUBLIC HEARING TO ADOPT OR AMEND AN IFFP AND IF ENACTMENT

11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Adopt an Impact Fee Enactment





Santaquin / City / Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)
Council

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

SUBSCRIBE TO PUBLIC BODY

General Information

Government Type:

Municipality

Entity:

Santaquin

Public Body:

[City Council](#)

Notice Information

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Notice Title:

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice Type(s):

Notice, Hearing

Event Start Date & Time:

March 17, 2026 07:00 PM

Santaquin City

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice is hereby given that the Santaquin City Council, a local municipality council located in Utah County, Utah, will hold a public hearing prior to adopting new Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans and Impact Fee Analyses. The public hearing will take place at 7:00 p.m. on March 17, 2026 at the City Hall, 110 South Center Street, Santaquin, Utah.

The public is hereby invited to attend the hearing. For information about the impact fee facilities plans or impact fee analyses or to ask any questions, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.
Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S CENTER STREET
Santaquin/Utah County, UT 84655

Show in Apple Maps

Show in Google Maps

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

March 06, 2026 12:16 PM

Notice Last Edited On:

March 06, 2026 12:16 PM

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File Name	Category	Date Added
FINAL Notice of Public Hearing - IFFP IFA DW PI SS - Santaquin 2026.docx	Public Information Handout	2026/03/06 12:16 PM

Download Attachments

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Board/Committee Contacts



Drinking Water Impact Fee Analysis



SANTAQUIN

March 2026



Santaquin

DRINKING WATER

IMPACT FEE ANALYSIS

(HAL Project No.: 415.10.100)

March 2026



ACKNOWLEDGMENTS

Several individuals contributed to the successful completion of this study. We sincerely appreciate the cooperation, assistance, and expertise provided by members of the project team:

The City of Santaquin

- Jason Callaway, Public Works Director
- Norm Beagley, City Manager
- Jon Lundell, City Engineer
- Pat Hatfield, Water System Superintendent
- Josh Carr, GIS Administrator

Hansen, Allen & Luce, Inc.

- Steve Jones, Principal in Charge
- Chris Thompson, Project Manager
- Dana Tran, Project Engineer
- Jason Biesinger, Project Engineer

ABBREVIATIONS, ACRONYMS, UNITS AND DEFINITIONS

ABBREVIATIONS

City Santaquin City

ACRONYMS

CIP Capital Improvement Plan
DWMP Drinking Water Master Plan
ERC Equivalent Residential Connection
GIS Geographic Information System
HAL Hansen, Allen & Luce, Inc.
LOS Level of Service

UNITS

ac-ft Acre Foot
cf Cubic Foot
ft Foot
in Inch
In-ft Linear Foot
sq-ft Square Foot

DEFINITIONS

Base LOS Data Year. The first data year LOS calculations were made.

Base LOS Fiscal Year. The first fiscal year LOS calculations were implemented.

Base Year LOS. The Base Year LOS reflects the originally calculated LOS provided to the residents. It is tracked so impact fees are not used to raise the LOS to existing residents.

Data Year. The Data Year is the previous full calendar year for which annual data is used for updating the IFFP and IFA.

Distribution LOS Parameter. The Distribution LOS Parameter was set by standard practice in the DWMP. Distribution facilities must be designed with capacity for peak day and fire flow demands.

Distribution Pipe. Distribution Pipe includes pipes that convey drinking water and are owned by the City.

Effective Date. The date, no less than 90 days after the Enactment Date, when the impact fees become effective for impact fees that are increasing.

Enactment Date. The Enactment Date is the date the City Council approves the IFFP, IFA, and Impact Fee Enactment Ordinance.

Equivalent Residential Connection (ERC). An ERC is defined by the average drinking water usage of an average single-family house.

Established LOS. The Established LOS is set by the City Council by the adoption of the IFFP, the IFA, and the Impact Fee Enactment Ordinance.

Existing LOS. The Existing LOS is the LOS currently provided to the existing City residents for the Data Year.

Local Distribution System. Local Distribution System is defined as distribution system constructed with Minimum Size Distribution Pipe or pipe smaller in diameter.

Master Plan LOS. The Master Plan LOS is the LOS for the entire City at the Master Planned Year. It indicates what the Existing LOS will be raised to with non-impact fee funds.

Minimum Size Distribution Pipe. The Minimum Size Distribution Pipe is defined as the minimum or local distribution pipe diameter. It is established by City standards according to standard practice and the City's ability to operate and maintain the drinking water system.

Project Improvements. Project Improvements are improvements required by development that the City determines not to define as System Improvements.

Proposed LOS. The Proposed LOS is the LOS recommended to the City Council by the IFFP and IFA to set as the Established LOS.

Proposed LOS for Existing. The LOS existing customers will have as a result of the Proposed LOS.

Regional Distribution System. Regional Distribution System is defined as the volume of distribution system pipe above that of a local or minimum pipe size.

Storage LOS Parameter. The Storage LOS Parameter was set by standard practice in the DWMP. Storage facilities must be designed with capacity for fire flow, equalization and emergency storage.

System Improvements. System Improvements are regional improvements determined by the City to be impact fee reimbursable. Cities are not required to define all regional facilities as System Improvements, but all System Improvements must be regional.

Volume LOS. The Volume LOS for both distribution and storage is based on the volume of Regional Pipe or Storage Facility per ERC.

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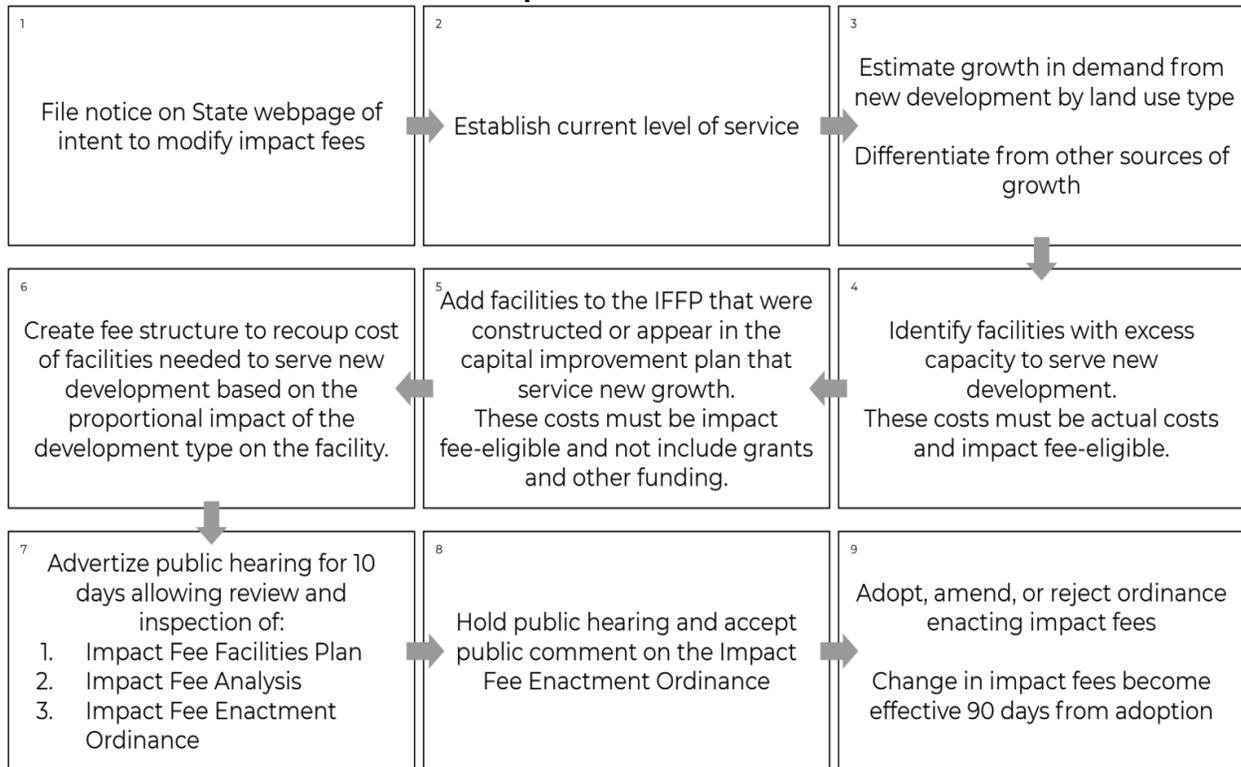
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CHAPTER 1 – INTRODUCTION

IMPACT FEE ENACTMENT PROCESS

Figure 1-1 outlines the impact fee enactment process.

**Figure 1-1
Impact Fee Process**



NOTICES

In accordance with Utah Code section 11-36a-501 Notice of Intent to Prepare an Impact Fee Facilities Plan (IFFP) and 11-36a-503 Notice of Intent to Prepare an Impact Fee Analysis (IFA), Santaquin City (City) posted a notice of intent to prepare or amend an Impact Fee Facilities Plan and prepare an Impact Fee Analysis for the area within the City’s policy boundary. It was posted on the Utah Public Notice Website and the local City website. See [Appendix A](#), Notices.

Utah Code 11-36a-401 requires that impact fees not go into effect until 90 days after the Enactment Date. These dates are found in Table 1-1.. The fiscal year the Base LOS was set and the Data Year it was based on are also included in Table 1-1.

**Table 1-1
Enactment and Study Dates**

Data Year	Enactment Date	Effective Date	Base LOS Fiscal Year
2024	3/17/2026	7/1/2026	FY2026

EXECUTIVE SUMMARY

Hansen Allen and Luce, Inc (HAL) completed an IFFP for the City. This IFA is based on that IFFP. The impact fees calculated in this analysis have been developed in accordance with Section 11-36A-304 of the Utah Impact Fees Act.

The impact fee calculated in this IFA is a one-time fee charged to new development to pay for the cost of infrastructure to serve that development. It was developed to ensure that the cost of that infrastructure is fairly apportioned to the different types of anticipated development.

Service Area

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040. Master Planned Year refers to when, at projected growth rates, all vacant land in the DWMP boundaries would be developed. It assumes no future changes to the DWMP boundaries but will be updated with each future IFFP update according to the current City DWMP.

Level of Service

Table 1-2 summarizes the City drinking water LOS calculations for indoor and outdoor usage as indicated in the IFFP.

**Table 1-2
Drinking Water Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Source LOS/ERC	290.12 gpd	290.12 gpd	290.00 gpd	100.00%
Storage LOS/ERC	470.29 gal	470.29 gal	360.00 gal	100.00%
Distribution LOS/ERC	7.46 cf	7.46 cf	7.00 cf	100.00%

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 1-3 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This is calculated by dividing the Existing LOS by the Proposed LOS for Existing, the LOS that existing residents will be raised to because of the Proposed LOS. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

Maximum Allowable Impact Fee

Table 1-3 provides the maximum allowable impact fee for the drinking water system. Where appropriate, the maximum allowable fee is adjusted to reflect the proportional infrastructure needs of different lot size and land use types.

**Table 1-3
Maximum Allowable Drinking Water Impact Fee**

Category	Impact Fee
Source Cost/ERC	\$400.37/ERC
Storage Cost/ERC	\$490.16/ERC
Misc Facilities Cost/ERC	\$355.71/ERC
Planning Cost/ERC	\$41.43/ERC
Distribution Cost/ERC	\$735.26/ERC
Maximum Allowable Impact Fee/ERC	\$2,022.93/ERC

The proposed first year impact fee for an ERC is identified in Table 1-4. It also includes the proposed cost change and percent increase per ERC.

**Table 1-4
Proposed Drinking Water Impact Fee per ERC**

ERC Meter Size	3/4, 1 in	
Maximum Allowable Impact Fee/ERC	\$2,022.93/ERC	
Previous Impact Fee	\$1,180.00/ERC	
Proposed Impact Fee	\$2,022.93/ERC	
Difference	\$842.93/ERC	
% Change	71.43%	
Average Occupancy/ERC		3.64
Average Occupancy/Single Family Home	Factor: 1.0247	3.73
Detached ADU	Factor: 0.9000	
Average Occupancy/Multi-Family Home	Factor: 0.9533	3.47
Maximum Allowable Impact Fee/Single Family Dwelling Unit	\$2,072.95	
Maximum Allowable Impact Fee/ Detached ADU	\$1,865.65	
Maximum Allowable Impact Fee/Multi-Family Dwelling Unit	\$1,928.45	

The impact fee has been calculated based on 1 ERC which would correspond to a standard 3/4" or 1" meter. Larger meters are assumed to serve more than 1 ERC and will have a higher corresponding impact fee. Table 1-5 indicates the impact fee rate schedule based on water meter size. The ERC factor is calculated based on American Water Works Association (AWWA) rated capacity for each meter size. The calculated flow option may be applied to any development the City determines the use may not be equivalent to a typical ERC.

**Table 1-5
Proposed Drinking Water Impact Fee by Meter Size**

Meter Size	ERC	Impact Fee
3/4, 1 in	1.00	\$2,022.93
1 1/2 in	3.33	\$6,736.36
2 in	5.33	\$10,782.23
3 in	10.00	\$20,229.32
4 in	16.67	\$33,722.28
6 in	33.33	\$67,424.33
8 in	53.33	\$107,882.98
3/4 in+	Calculated Flow Option	\$6.98/gpd

The drinking water impact fee is charged at the time of building permit issuance. Drinking water impact fees are charged on a per-ERC basis.

CERTIFICATION

Hansen, Allen & Luce, Inc. certifies that this Impact Fee Analysis (IFA):

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; OR
 - 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;
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.

HANSEN, ALLEN & LUCE, INC.

CHAPTER 2 – DRINKING WATER IMPACT FEE

SERVICE AREA

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040.

UPSIZING PERCENTAGE

Table 2-1 contains the upsize percentages for System Improvement distribution projects. They are calculated according to current day estimates for distribution projects, dividing the cost difference of a regional distribution pipe with appurtenances and local one by the cost of the regional. Since the costs are relative, it fairly applies to all project costs whether or not they are the same as the basis costs for the percentage calculations. The IF Percentage is calculated by applying the % Impact Fee Reimbursable in Table 3-10 to the Upsize Percentage.

**Table 2-1
Drinking Water Pipe Upsize Percentage**

Pipe Size	Upsize Percentage	IF Percentage
10" Drinking Water Pipe	6.90%	6.90%
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36" Drinking Water Pipe	65.38%	65.38%

IMPACT FEE FACILITIES PLAN

Table 2-2 identifies projects and planning studies with impact fee-eligible costs. All costs are based on actual costs or use present-day cost estimates. There are 5 components to a drinking water impact fee: source, storage, miscellaneous facilities, planning, and distribution. The fees charged for source, storage, and distribution are based on LOS. The fees charged for miscellaneous facilities and planning are based on future ERCs served. Table 2-2 calculates the costs per LOS unit. The IF% removes the Project Improvement costs and costs of projects used to solve existing deficiencies.

**Table 2-2
Drinking Water Impact Fee Facilities Plan**

Source	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gpd
Zone 10 West Well	FY2022	\$5,218,619	100.00%	\$5,218,619	2,625 gpm	-1,462 ERCs	290 gpd	\$1.38
WEIGHTED AVERAGE								\$1.38
Storage	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gal
Upsize Main Zone Cnyn Rd Tank 500k to 1M gal	FY2030	\$1,361,550	50.00%	\$680,775	500,000 gal	2,215 ERCs	360 gal	\$1.36
WEIGHTED AVERAGE								\$1.36
Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	Add ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$935,124	11,149 ERCs	4,114 ERCs	15,263 ERCs	\$83.87
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36%) - [6.36% 3,000 gpm Booster Pump Station - Zone 11W]	FY2022	\$715,258	100.00%	\$1,214,243	9,329 ERCs	5,934 ERCs	15,263 ERCs	\$130.15
Canyon Rd 3,000 gpm Booster Pump Station Zions WA 2018 Bond (58.4% DW Booster, 41.6% PI Zone 11E Tank)	FY2018	\$1,004,779	100.00%	\$1,503,764	10,715 ERCs	4,548 ERCs	15,263 ERCs	\$140.34
Summit Ridge 12" PRV	FY2019	\$38,599	71.00%	\$14,132	10,474 ERCs	4,789 ERCs	15,263 ERCs	\$1.35
TOTAL								\$355.71
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$51,150	100.00%	\$51,150	3,271 ERCs	5,934 ERCs	9,204 ERCs	\$15.64
Master Plan Studies	FY2022	\$84,350	100.00%	\$84,350	3,271 ERCs	5,934 ERCs	9,204 ERCs	\$25.79
TOTAL								\$41.43
Distribution	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	ERC Cap	LOS/ERC	Cost/cf
Grey Cliffs 14,000' 10" Line	FY2027	\$4,186,672	6.90%	\$288,736	2,749 cf	393 ERCs	7.00 cf	\$105.04
WEIGHTED AVERAGE								\$105.04

Note: Project and study costs based on actual costs or present day cost estimates.
Source: IFFP

LEVEL OF SERVICE

Table 2-3 has the LOS calculations for the City drinking water source, storage and distribution systems as calculated in the IFFP.

**Table 2-3
Drinking Water Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Source LOS/ERC	290.12 gpd	290.12 gpd	290.00 gpd	100.00%
Storage LOS/ERC	470.29 gal	470.29 gal	360.00 gal	100.00%
Distribution LOS/ERC	7.46 cf	7.46 cf	7.00 cf	100.00%

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 1-3 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This is calculated by dividing the Existing LOS by the Proposed LOS for Existing, the LOS that existing residents will be raised to because of the Proposed LOS. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

IMPACT FEE COMPONENTS

The impact fee per ERC for each component of a drinking water system is shown in Table 2-4.

**Table 2-4
Drinking Water Impact Fee Per ERC**

Type	Cost	ERC Capacity	Cost/ERC
Source/Transmission	\$1.38/gpd	290 gpd/ERC	\$400.37
Storage	\$1.36/gal	360 gal/ERC	\$490.16
Facilities	\$3,667,263	10,310 ERCs	\$355.71
Planning	\$135,500	3,271 ERCs	\$41.43
Distribution	\$105.04/cf	7.0 cf/ERC	\$735.26

MAXIMUM ALLOWABLE IMPACT FEE

Table 2-5 provides the maximum allowable impact fee for the drinking water system. It is calculated by adding the costs for each component in Table 2-4.

**Table 2-5
Maximum Allowable Drinking Water Impact Fee**

Category	Impact Fee
Source Cost/ERC	\$400.37/ERC
Storage Cost/ERC	\$490.16/ERC
Misc Facilities Cost/ERC	\$355.71/ERC
Planning Cost/ERC	\$41.43/ERC
Distribution Cost/ERC	\$735.26/ERC
Maximum Allowable Impact Fee/ERC	\$2,022.93/ERC

The proposed first year impact fee for an ERC is identified in Table 2-6. It also includes the proposed cost change and percent increase per ERC.

**Table 2-6
Proposed Drinking Water Impact Fee per ERC**

ERC Meter Size	3/4, 1 in	
Maximum Allowable Impact Fee/ERC	\$2,022.93/ERC	
Previous Impact Fee	\$1,180.00/ERC	
Proposed Impact Fee	\$2,022.93/ERC	
Difference	\$842.93/ERC	
% Change	71.43%	
Average Occupancy/ERC		3.64
Average Occupancy/Single Family Home	Factor: 1.0247	3.73
Detached ADU	Factor: 0.9000	
Average Occupancy/Multi-Family Home	Factor: 0.9533	3.47
Maximum Allowable Impact Fee/Single Family Dwelling Unit	\$2,072.95	
Maximum Allowable Impact Fee/ Detached ADU	\$1,865.65	
Maximum Allowable Impact Fee/Multi-Family Dwelling Unit	\$1,928.45	

The ERC Ratio for different meter sizes is found in Table 2-7. This factor would be applied to the Proposed Impact Fee/ERC in Table 2-6. The calculated flow option may be applied to any development the City determines the use may not be equivalent to a typical ERC.

**Table 2-7
Proposed Drinking Water Impact Fee by Meter Size**

Meter Size	ERC	Impact Fee
3/4, 1 in	1.00	\$2,022.93
1 1/2 in	3.33	\$6,736.36
2 in	5.33	\$10,782.23
3 in	10.00	\$20,229.32
4 in	16.67	\$33,722.28
6 in	33.33	\$67,424.33
8 in	53.33	\$107,882.98
3/4 in+	Calculated Flow Option	\$6.98/gpd

The drinking water impact fee is charged at the time of building permit issuance. Drinking water impact fees are charged on a per-ERC basis.

CHAPTER 3 – ADOPTION, ACCOUNTING, EXPENDITURE, AND REFUNDS

ADOPTION

The Utah Impact Fees Act requires the preparation of an IFFP, impact fee analysis and impact fee enactment prior to adoption of an ordinance adopting or amending impact fees. The IFFP for drinking water was prepared to identify existing excess capacity, existing deficiencies, Existing LOS, Proposed LOS and newly constructed facilities that were required to serve new development in the City.

The written impact fee analysis, using the analysis from the IFFP, identifies the impacts placed on facilities by development activity and how the impacts are related to new development. The analysis also calculates the roughly proportional share of costs of each facility identified in the IFFP attributable to new development and establishes the relative benefit each group will receive from the improvement. The analysis also includes an executive summary of the impact fee analysis providing a brief overview of the impact fee structure, methodology and cost basis used.

The impact fee enactment must be adopted by the City Council to enact the proposed fees. The ordinance may not impose a fee higher than the maximum legal fee defined in the written analysis but may adopt a fee that is lower than the maximum fee. In addition, the ordinance must:

- establish one or more service areas
- include a schedule of the impact fees or the formula by which the fee is derived
- include provisions allowing the City to adjust or modify the fee to take into account any changes or unusual circumstances to ensure that the fee is administered fairly
- include provisions to adjust the fee if independent research or studies determine that it should be different
- include a provision allowing charter and public schools to request the inclusion of facilities on the IFFP and in the calculation of the impact fee

By Utah Code 11-36a-504, the Ordinance may be adopted following a ten (10) day notice period and public hearing. Copies of the proposed Ordinance, written IFFP and Impact Fee Analysis must be made available to the public during the 10-day notice period for public review and inspection in designated public places including the City offices and any public libraries within the jurisdiction. A public hearing shall be held at the end of the 10-day notice period, at which point the Council may adopt, amend and adopt, or reject the Impact Fee Ordinance and proposed fee schedule.

ACCOUNTING

The Impact Fees Act requires that any entity imposing impact fees establish an interest bearing ledger account for each type of public facility for which an impact fee is collected. All impact fee receipts must be deposited into the appropriate account. Any interest earned in each account must remain in the corresponding account. At the end of each fiscal year, the City must prepare a report on each fund or account showing the source and amount of all monies collected, earned, and received by each account and each expenditure made from each account.

EXPENDITURE

The City may only expend impact fees for System Improvements identified in the IFFP. All funds collected must be spent or encumbered within six years of collection or the City must provide an extraordinary or compelling reason why the fees must be held longer and provide an ultimate date by which the impact fees collected will be expended. Any fees retained beyond the six years without an extraordinary or compelling reason must be refunded. The improvements financed by impact fees must be owned and operated by the City or another local public entity with which the City has contracted or will contract for services and improvements that will be operated on the City’s behalf.

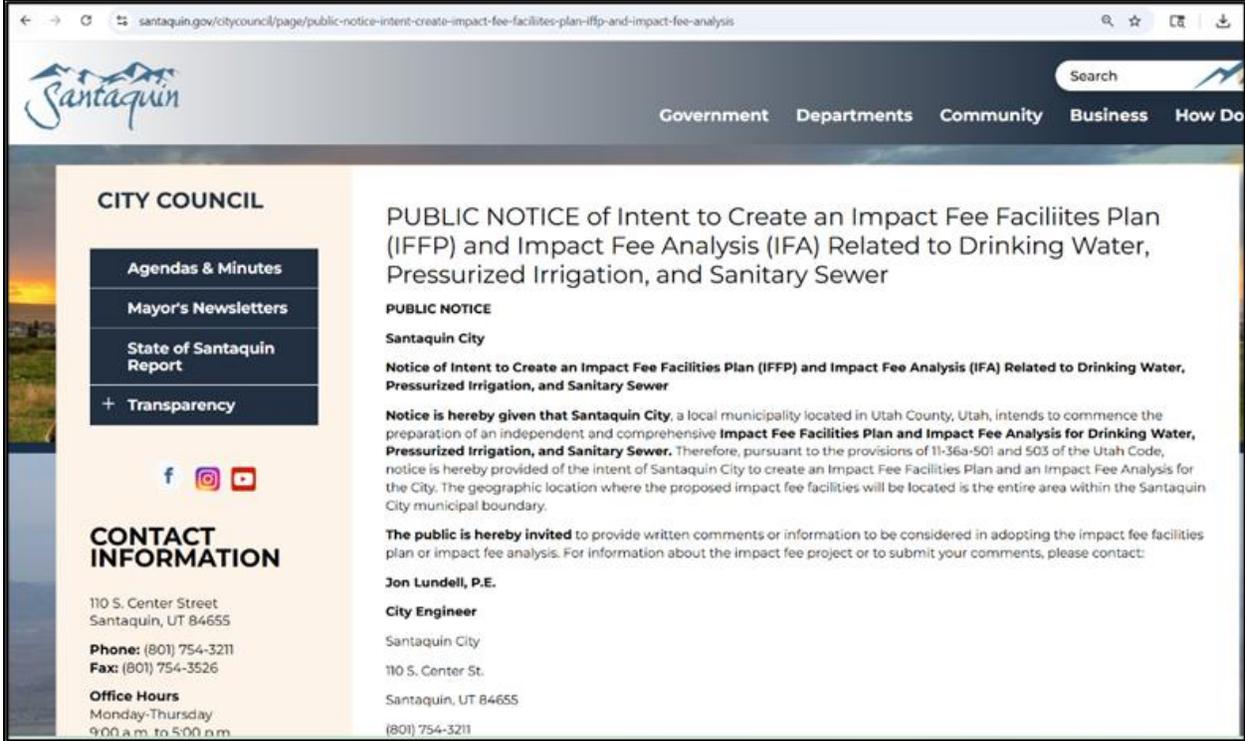
REFUNDS

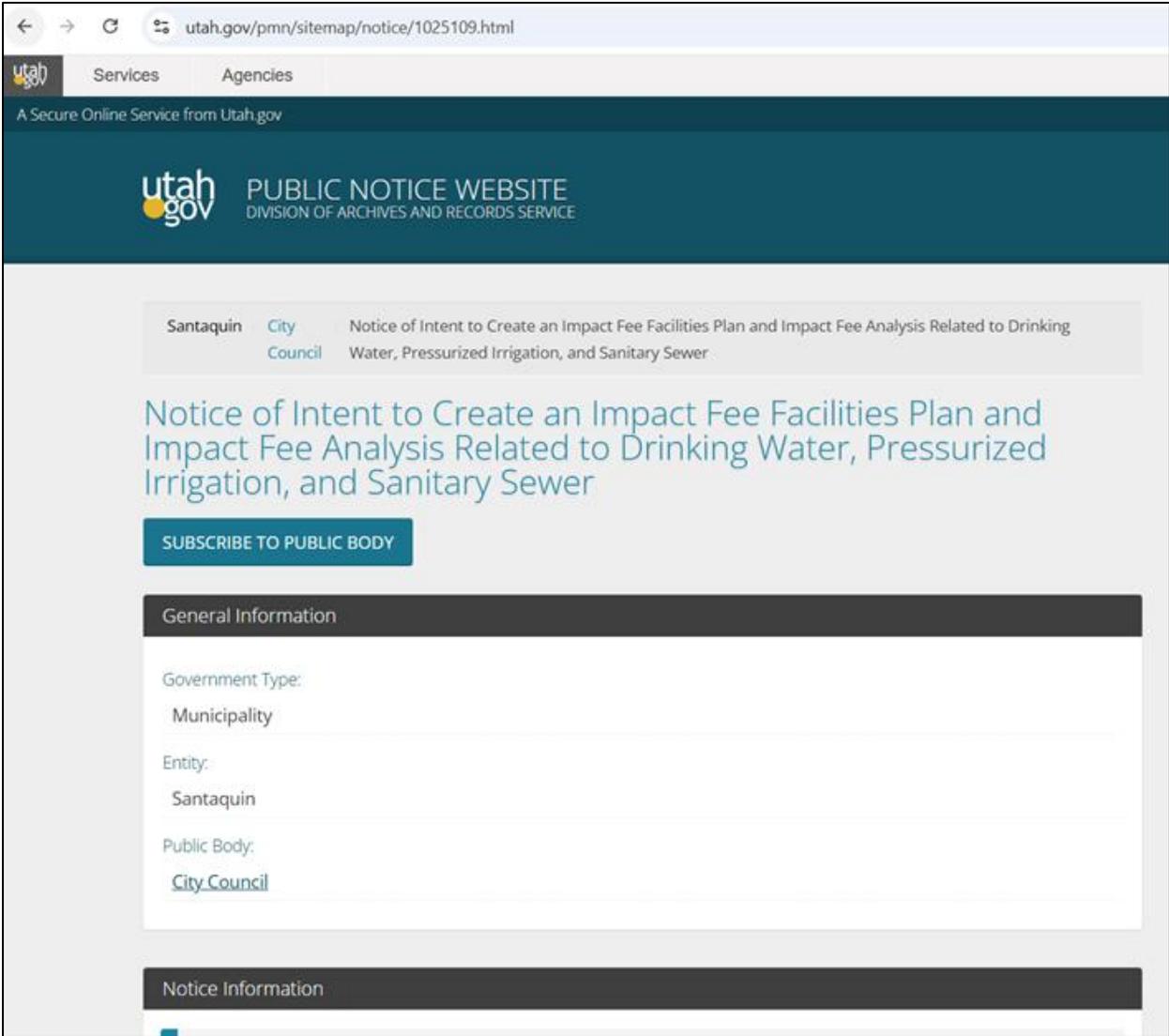
By Utah Code 11-36a-603, the City is required to refund any impact fees collected, plus interest earned since collection if:

1. A developer who has paid impact fees does not proceed with the development and has filed a written request for a refund,
2. The fees have not been spent or encumbered within six years, or
3. The new development which has paid impact fees has not created an impact upon the system.

APPENDICES

APPENDIX A - NOTICE OF INTENT TO AMEND THE DRINKING WATER IFFP AND IFA





[Add Notice to Calendar](#)

Notice Title:

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice Type(s):

Notice

Event Start Date & Time:

November 24, 2025 05:00 PM

Description/Agenda:

Santaquin City

Notice of Intent to Create an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice is hereby given that Santaquin City, a local municipality located in Utah County, Utah, intends to commence the preparation of an independent and comprehensive Impact Fee Facilities Plan and Impact Fee Analysis for Drinking Water, Pressurized Irrigation, and Sanitary Sewer. Therefore, pursuant to the provisions of 11-36a-501 and 503 of the Utah Code, notice is hereby provided of the intent of Santaquin City to create an Impact Fee Facilities Plan and an Impact Fee Analysis for the City. The geographic location where the proposed impact fee facilities will be located is the entire area within the Santaquin City municipal boundary.

The public is hereby invited to provide written comments or information to be considered in adopting the impact fee facilities plan or impact fee analysis. For information about the impact fee project or to submit your comments, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.

Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S. Center Street
Santaquin, UT 84655

[Show in Apple Maps](#)

[Show in Google Maps](#)

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

September 23, 2025 08:57 AM

Notice Last Edited On:

September 23, 2025 04:17 PM

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File Name	Category	Date Added
Notice of Intent - IFFP DW PI WW - Santaquin 2025.docx	Public Information Handout	2025/09/23 04:16 PM

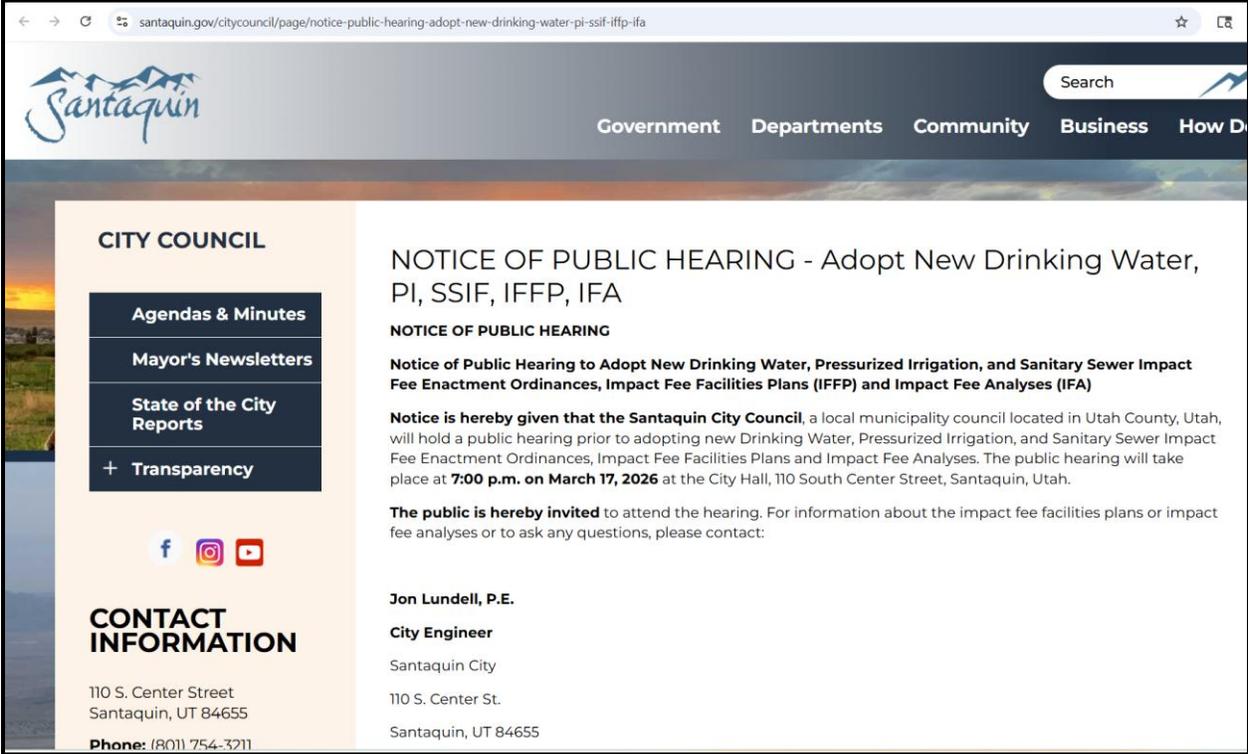
SHOW NOTICE REVISION HISTORY

Board/Committee Contacts

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APPENDIX B - NOTICE OF PUBLIC HEARING TO ADOPT OR AMEND AN IFFP AND IF ENACTMENT

11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Adopt an Impact Fee Enactment





Santaquin / City Council / Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

SUBSCRIBE TO PUBLIC BODY

General Information

Government Type:
Municipality

Entity:
Santaquin

Public Body:
[City Council](#)

Notice Information

[Add Notice to Calendar](#)

Notice Title:
Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice Type(s):
Notice, Hearing

Event Start Date & Time:
March 17, 2026 07:00 PM

Santaquin City

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice is hereby given that the Santaquin City Council, a local municipality council located in Utah County, Utah, will hold a public hearing prior to adopting new Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans and Impact Fee Analyses. The public hearing will take place at 7:00 p.m. on March 17, 2026 at the City Hall, 110 South Center Street, Santaquin, Utah.

The public is hereby invited to attend the hearing. For information about the impact fee facilities plans or impact fee analyses or to ask any questions, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.
Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S CENTER STREET
Santaquin/Utah County, UT 84655

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

March 06, 2026 12:16 PM

Notice Last Edited On:

March 06, 2026 12:16 PM

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File Name	Category	Date Added
FINAL Notice of Public Hearing - IFFP IFA DW PI SS - Santaquin 2026.docx	Public Information Handout	2026/03/06 12:16 PM

Download Attachments

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Board/Committee Contacts

ORDINANCE 03-03-2026

AN ORDINANCE ADOPTING THE SANTAQUIN CITY PRESSURIZED IRRIGATION IMPACT FEE FACILITIES PLAN AND THE PRESSURIZED IRRIGATION IMPACT FEE ANALYSIS; AND ENACTING PRESSURIZED IRRIGATION IMPACT FEES, 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, Santaquin City has legal authority pursuant to Title 11, Chapter 36a of the Utah Code known as the "Impact Fee Act" (hereinafter the "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, the City has historically assessed impact fees as a condition of development approval in order to appropriately assign capital infrastructure costs to development in an equitable and proportionate manner; and

WHEREAS, on September 23rd, 2025, pursuant to the Act, the City properly noticed its intent to update its Pressurized Irrigation Impact Fee Facilities Plan, and to amend its Pressurized Irrigation Impact Fees based on an updated Pressurized Irrigation Impact Fee Analysis; and

WHEREAS, the City has reviewed and evaluated the City's pressurized irrigation service area for the pressurized irrigation system, which consists of the entire area within the Santaquin municipal boundary as shown in the Pressurized Irrigation Impact Fee Facilities Plan, and has determined that it is in the City's best interest to establish the said service area for the purpose of imposing Pressurized Irrigation Impact Fees; and

WHEREAS, pursuant to the requirements of Sections 11-36a-301 and 302 of the Act, Hansen Allen & Luce Engineers has prepared the Santaquin City updates to the Pressurized Irrigation Impact Fee Facility Plan (the "IFFP"), attached hereto as Exhibit "A," which Hansen, Allen, & Luce, INC. has properly certified pursuant to the requirements of Section 11-36a-306(1) of the Act; and

WHEREAS, pursuant to the requirements of Sections 11-36a-303 and 304 of the Hansen Allen & Luce Engineers, has prepared the "Santaquin City Pressurized Irrigation Impact Fee

Analysis” (the “IFA”), which Hansen, Allen, & Luce, INC. has properly certified pursuant to the requirements of Section 11-36a-306(2) of the Act; and

WHEREAS, Hansen, Allen, & Luce, INC. has also calculated for enactment Pressurized Irrigation Impact Fees as set forth in the IFA and pursuant to the requirements of Sections 11-36a-305 of the Act; and

WHEREAS, on March 5, 2026, pursuant to Section 11-36a-502 of the Act, a full copy the IFFP, the IFA, and this Impact Fee Enactment or Ordinance, along with an executive summary of the IFFP and the IFA that was designed to be understood by a lay person, were made available to the public at the Santaquin City Community Development Desk, posted on the City’s Website, and the Public Notice Website; and

WHEREAS, on March 17th, 2026, the Santaquin City Council held a public hearing regarding the proposed and certified IFFP, IFA, and this Impact Fee Enactment or Ordinance; and

WHEREAS, the Santaquin City Council does now desire to hereby approve and adopt the IFFP and the IFA and to formally enact Pressurized Irrigation Impact Fees pursuant thereto and pursuant to the requirements of Sections 11-36a-401 through 11-36a-403 of the Act.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Santaquin, Utah:

SECTION 1: Adoption.

The IFFP and the IFA are attached hereto and approved, adopted and incorporated as part of this Ordinance. The Impact Fees for the pressurized irrigation system as set forth in the IFA are hereby approved and adopted, and at the time the Impact Fees become effective pursuant to this Ordinance, the Impact Fees will replace all previously adopted pressurized irrigation impact fees.

SECTION 2: Service Area - Utah Code Requirement 11-36a-402(1)(a).

The service area established in the IFFP and the IFA and for which Pressurized Irrigation Impact Fees are established and imposed is all of Santaquin City (the “Service Area”). The Service Area is established based upon sound planning and engineering principles for the City’s pressurized irrigation system services.

SECTION 3: Level of Service - Utah Code Requirement 11-36a-402(1)(b).

IFFP Tables 1-2 and 1-3 set the level of service parameters and level of service calculations for the City pressurized irrigation source, storage, and distribution systems.

**Table Error! No text of specified style in document.-1
Pressurized Irrigation LOS Parameters**

Category	Parameter	Source
Maximum Operating Pressure (psi)	130 psi	Master Plan Level of Service (Table 1-2)
Minimum Operating Pressure (psi)	30 psi	Master Plan Level of Service (Table 1-2)
Maximum Daily Pressure Variation	20 psi	Master Plan Level of Service (Section 5-2)
Minimum or Local Pipe Size (in)	6 in	City Standards
Residential Service Meter Size (in)	1 in	Santaquin Fee Schedule, Meter Fees
Minimum Required Source Capacity	Peak Day of a Peak Year Flow	
Minimum Required Annual Source Capacity	Peak Year Annual Demand	
Minimum Required LOS Equalization Storage per ERC (% of Avg Day Peak Year)	80%	
Emergency Storage (% of Equalization Storage)	0%	

**Table Error! No text of specified style in document.-2
Pressurized Irrigation Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Source LOS/ERC	2.31 gpm	2.31 gpm	0.97 gpm	100.00%
Storage LOS/ERC	2,353 gal	2,353 gal	1,817 gal	100.00%
Distribution LOS/ERC	25.34 cf	25.34 cf	25.00 cf	100.00%

SECTION 4: Impact Fee Analysis and Impact Fee Calculations – Utah Code Requirements 11-36a-402(1)(b)(ii).

As found in the IFA, the Pressurized Irrigation Impact Fee calculation is based on the following:

1. Elements. In calculating the Pressurized Irrigation Impact Fee, the City has included those costs allowed, including debt service, if any, that are found under Section 11-36a-305 of the Act for each type of system improvement. These types are categorized by the following elements of a pressurized irrigation impact fee:
 - a. Source;
 - b. Storage;

- c. Miscellaneous Facilities;
 - d. Planning; and
 - e. Distribution.
2. Proportionate Share Analysis. Included within the IFA is a proportionate share analysis as required by Section 11-36a-304 of the Act.
 3. Formula. The Pressurized Irrigation Impact Fee is based upon the Act's required proportionate share analysis in determining the total project costs to maintain the City's current pressurized irrigation system level of service for new development activity that is projected to occur during the next six (6) years. Table 2-5 from the IFA shows the impact fee imposed per ERC for each type of system improvement.

**Table Error! No text of specified style in document.-3
Pressurized Irrigation Impact Fee Per ERC**

Single Family Residential	Cost	ERC Capacity	Cost/ERC	Cost/ERC with Credit
Source/Transmission	\$184.20/gpm	0.97 gpm/ERC	\$178.68/ERC	\$178.68/ERC
Storage	\$0.89/gal	1,817 gal/ERC	\$1,621.24/ERC	\$1,621.24/ERC
Misc Facilities	\$3,000,365.70	7,138 ERCs	\$840.68/ERC	\$840.68/ERC
Planning	\$227,150.00	2,313 ERCs	\$98.21/ERC	\$98.21/ERC
Distribution	\$58.38/cf	25.0 cf/ERC	\$1,459.43/ERC	\$1,281.36/ERC

Table 2-7 from the IFA shows the formula used to calculate the impact fee for each type of development activity. It also includes the proposed cost change and percent increase per ERC.

**Table Error! No text of specified style in document.-4
Pressurized Irrigation Impact Fee per ERC with Credit**

ERC Meter Size	1 in
Maximum Allowable Impact Fee/ERC	\$4,020.16/ERC
Previous Impact Fee	\$4,123.00/ERC
Proposed Impact Fee	\$4,020.16/ERC
Difference	-\$102.84/ERC
% Change	-2.49%

The ERC ratio for different lot sizes is found in IFA Table 2-8. This factor would be applied to the Proposed Impact Fee/ERC in Table 2-7.

**Table Error! No text of specified style in document.-5
Proposed Pressurized Irrigation Impact Fee by Irrigated Area**

Lot Size	ERC	Impact Fee
Average Single Family Residential Lot	1	\$4,020.16/ERC
1 Acre of Landscaped Area	8.78	\$35,313.51/ERC

The pressurized irrigation impact fee is charged at the time of building permit issuance. It is charged by lot size for single family Dwelling Unit and by irrigated acre for all other development.

A more detailed analysis of the impact fee schedule and formula is found in the attached IFA.

4. Impact Fee Adjustments – Utah Code Requirement 11-36a-402(1)(c) and 11-36a-402(1)(d).

- a. The City Council is authorized to adjust the standard fee at the time the fee is charged to:
 - i. respond to:
 - 1. unusual circumstances in specific cases; or
 - 2. a request of a prompt and individualized impact fee review for the development activity of the state, a school district, or a charter school and an offset or credit for a public facility for which an impact fee has or will be collected, and
 - ii. ensure that the impact fees are imposed fairly.
- b. The impact fee may be adjusted for a particular development based on studies or data provided by a developer after review by the City’s Impact Fee Administrator and approval by the City Council.

5. Credits and Reimbursements – Utah Code Requirements 11-36a-402(2) and 11-36a-402(3).

- a. A developer, including a school district or a charter school, shall receive a credit against or proportionate reimbursement of an impact fee from the City if the developer:
 - i. dedicates land for a system improvement,
 - ii. builds and dedicates some or all of a system improvement, or
 - iii. dedicates a public facility that the City and the developer agree will reduce the need for a system improvement.

- b. The City shall require a credit against the impact fee for any dedication of land for, improvement to, or new construction of, any system improvements provided by the developer if the facilities:
 - i. are system improvements, or
 - ii. A. are dedicated to the public, and
 - B. offset the need for an identified system improvement.

SECTION 5: Assessment.

The Pressurized Irrigation Impact Fee shall be charged for all new service connections or whenever a customer desires to increase the size of an existing pressurized irrigation service. In the latter instance, the impact fee shall be based on the difference in service capacity between the new and existing service. The impact fee shall be charged throughout the Service Area for all classes of service.

SECTION 6: Expenditure of Impact Fees – Utah Code Requirements 11-36a-602.

The City may expend impact fees only for a system improvement identified in the IFFP and for the specific public facility type for which the fee was collected. Impact fees will be expended on a first-in-first-out basis. Impact fees collected pursuant to this Ordinance shall be expended or encumbered for permissible use within six (6) years of their receipt. The City may hold the fees for longer than six (6) years if it identifies, in writing, an extraordinary and compelling reason why the fees should be held longer than six (6) years and an absolute date by which the fees will be expended.

SECTION 7: Impact Fee Reimbursement and Pioneering Agreements.

The City Manager is authorized to sign pressurized irrigation impact fee reimbursement agreements and pioneering agreements when in accordance with this ordinance and Utah code.

SECTION 8: Refunds – Utah Code Requirements 11-36a-603.

The City shall refund any impact fee paid by a developer, plus interest earned, when:

- 1. the developer does not proceed with the development activity and has filed a written request for a refund;
- 2. the fee has not been spent or encumbered; and
- 3. no impact has resulted.

An impact that would preclude a developer from a refund from the City may include any impact reasonably identified by the City, including but not limited to, the City having sized facilities and/or

paid for, installed and/or caused the installation of facilities based, in whole or in part, upon the developer's planned development activity even though that capacity may, at some future time, be utilized by another development.

SECTION 9: Impact Fee Challenges – Utah Code Requirements 11-36a-701.

A person or entity that has standing to challenge an impact fee may appeal the impact fee pursuant to Title 9, Chapter 8 of the Santaquin City Code. The procedures and time limitations for challenging an impact fee, including procedures for mediation and/or arbitration, shall be as set forth in Sections 11-36a-702 through 705 of the Act. The applicable remedies for an impact fee challenge shall be limited to those set forth in Section 11-36a-701 of the Act.

SECTION 10: Accounting of Impact Fees – Utah Code Requirements 11-36a-601.

The City shall follow all of the accounting and reporting requirements found in Section 11-36a-601 of the Act.

SECTION 11. 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 12. 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 13. 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 14. Other Impact Fees Not Repealed.

Except as otherwise specifically provided herein, this Ordinance shall not repeal, modify, or affect any impact fee of the City in existence as of the effective date of this Ordinance.

SECTION 15. Effective Date.

This Ordinance will become effective July 1, 2026 which is more than 90 days after the day on which it is approved in accordance with Utah Code 11-36a-401(2). 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 17th day of March 2026

SANTAQUIN CITY

Dan Olson, Mayor

ATTEST:

Stephanie Christensen
CITY RECORDER

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

STATE OF UTAH)

) ss.

COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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 17th day of March 2026, entitled

“AN ORDINANCE ADOPTING THE SANTAQUIN CITY PRESSURIZED IRRIGATION IMPACT FEE FACILITIES PLAN AND THE PRESSURIZED IRRIGATION IMPACT FEE ANALYSIS; AND ENACTING PRESSURIZED IRRIGATION IMPACT FEES, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE.”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 17th day of March 2026.

Stephanie Christensen
Santaquin City Recorder
(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)
) ss.

COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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.

STEPHANIE CHRISTENSEN
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ___ day of ___ 2026, by STEPHANIE CHRISTENSEN.

My Commission Expires:

Notary Public _____

Residing at: Utah County

Exhibit A- IFFP, IFA



Pressurized Irrigation Impact Fee Facilities Plan



SANTAQUIN

March 2026



Santaquin

**PRESSURIZED IRRIGATION
IMPACT FEE FACILITY PLAN**

(HAL Project No.: 415.10.200)

March 2026



ACKNOWLEDGMENTS

Several individuals contributed to the successful completion of this study. We sincerely appreciate the cooperation, assistance, and expertise provided by members of the project team:

The City of Santaquin

- Jason Callaway, Public Works Director
- Norm Beagley, City Manager
- Jon Lundell, City Engineer
- Pat Hatfield, Water System Superintendent
- Josh Carr, GIS Administrator

Hansen, Allen & Luce, Inc.

- Steve Jones, Principal in Charge
- Chris Thompson, Project Manager
- Dana Tran, Project Engineer
- Jason Biesinger, Project Engineer

ABBREVIATIONS, ACRONYMS, UNITS AND DEFINITIONS

ABBREVIATIONS

City Santaquin City

ACRONYMS

CIP	Capital Improvement Plan
ERC	Equivalent Residential Connection
GIS	Geographic Information System
HAL	Hansen, Allen and Luce, Inc.
IF	Impact Fee
LOS	Level of Service
MAG	Mountainland Association of Governments
MPO	Metropolitan Planning Organization
PI	Pressurized Irrigation

UNITS

ac-ft	Acre Foot
cf	Cubic Foot
ft	Foot
in	Inch
ln-ft	Linear Foot
sq-ft	Square Foot

DEFINITIONS

Base LOS Data Year. The first data year LOS calculations were made.

Base LOS Fiscal Year. The first fiscal year LOS calculations were implemented.

Base Year LOS. The Base Year LOS reflects the originally calculated LOS provided to the residents. It is tracked so impact fees are not used to raise the LOS to existing residents.

Data Year. The Data Year is the previous full calendar year for which annual data is used for updating the IFFP and IFA.

Distribution LOS Parameter. The Distribution LOS Parameter was set by standard practice in the PI Master Plan. Distribution facilities must be designed with capacity for peak day demands.

Distribution Pipe. Distribution Pipe includes main lines that convey PI water and are owned by the City.

Effective Date. The date, no less than 90 days after the Enactment Date, when the impact fees become effective for impact fees that are increasing.

Enactment Date. The Enactment Date is the date the City Council approves the IFFP, IFA, and Impact Fee Enactment Ordinance.

Equivalent Residential Connection (ERC). An ERC is defined by the average PI usage of an average single-family house.

Established LOS. The Established LOS is set by the City Council by the adoption of the IFFP, the IFA, and the Impact Fee Enactment Ordinance.

Existing LOS. The Existing LOS is the LOS currently provided to the existing City residents for the Data Year.

Local Distribution System. Local Distribution System is defined as distribution system constructed with Minimum Size Distribution Pipe or pipe smaller in diameter.

Master Plan LOS. The Master Plan LOS is the LOS for the entire City at the Master Planned Year. It indicates what the Existing LOS will be raised to with non-impact fee funds.

Minimum Size Distribution Pipe. The Minimum Size Distribution Pipe is defined as the minimum or local distribution pipe diameter. It is established by City standards according to standard practice and the City's ability to operate and maintain the pressurized irrigation system.

Project Improvements. Project Improvements are improvements required by development that the City determines not to define as System Improvements.

Proposed LOS. The Proposed LOS is the LOS recommended to the City Council by the IFFP and IFA to set as the Established LOS.

Proposed LOS for Existing. The LOS existing customers will have as a result of the Proposed LOS.

Regional Distribution System. Regional Distribution System is defined as the volume of distribution system pipe above that of a local or minimum pipe size.

Storage LOS Parameter. The Storage LOS Parameter was set by standard practice in the PI Master Plan. Storage facilities must be designed with capacity for equalization storage.

System Improvements. System Improvements are regional improvements determined by the City to be impact fee reimbursable. Cities are not required to define all regional facilities as System Improvements, but all System Improvements must be regional.

Volume LOS. The Volume LOS for both distribution and storage is based on the volume of Regional Pipe or Storage Facility per ERC.

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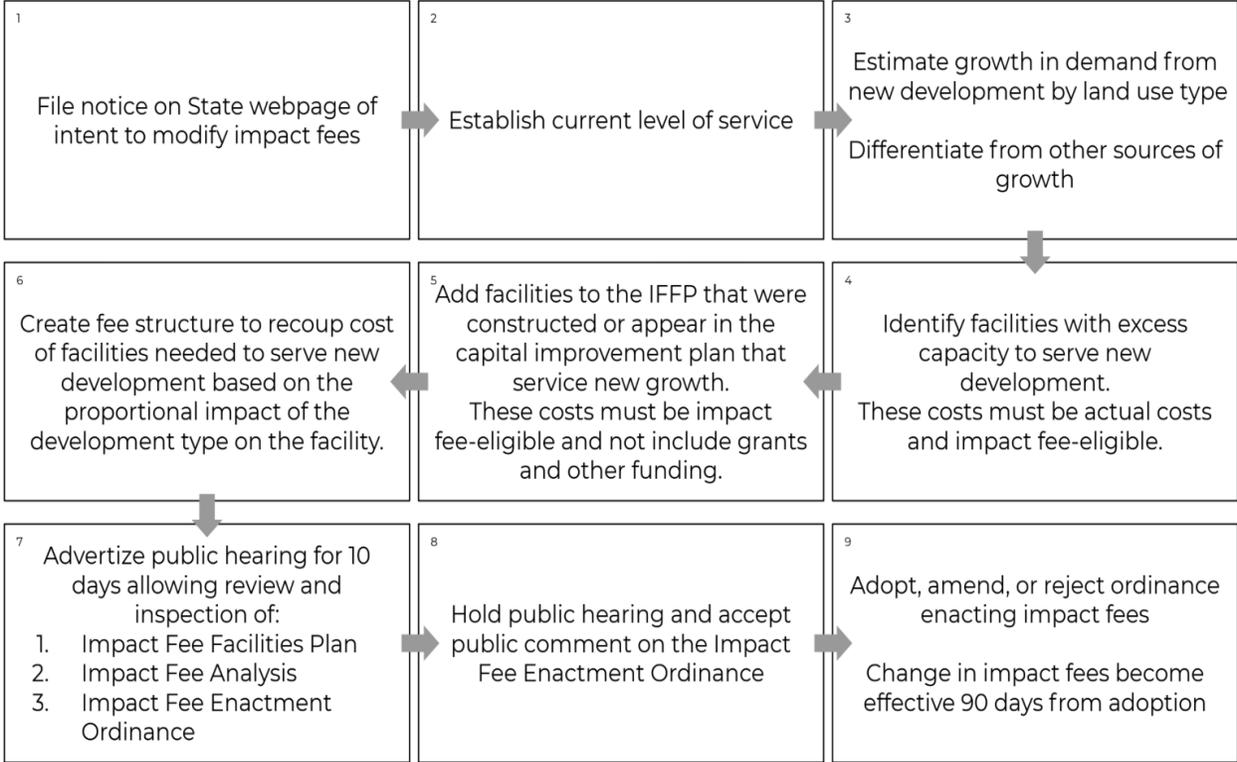
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CHAPTER 1 – INTRODUCTION

IMPACT FEE ENACTMENT PROCESS

Figure 1-1 outlines the impact fee enactment process.

**Figure 1-1
Impact Fee Enactment Process**



NOTICES

In accordance with Utah Code section 11-36a-501 Notice of Intent to Prepare an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Prepare an Impact Fee Assessment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Analysis for the area within the City’s policy declaration boundary. It was posted on the Utah Public Notice Website and the local City website. See [Appendix A](#).

In accordance with Utah Code section 11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-504 Notice of Intent to Adopt an Impact Fee Enactment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Facilities Plan and prepare an Impact Fee Analysis for the area within the City’s policy boundary. It was posted on the Utah Public Notice Website and the local City website. See Appendix B.

Table 1-1
Pressurized Irrigation Impact Fee Facilities Plan

Source	Begin	Total Cost	IF %	IF & Interest Cost	Add Capacity	Excess Cap	LOS/ERC	Cost/gpm
Winter Storage WRF Reuse Pump Upsize from 650 GPM to 1,200 GPM 400 S 100 W Summit Crk Irrig Well Connections	FY2018	\$129,160	45.83%	\$59,198	550 gpm	567 ERCs	0.97 gpm	\$107.63
	FY2026	\$300,000	100.00%	\$300,000	1,400 gpm	567 ERCs	0.97 gpm	\$214.29
WEIGHTED AVERAGE								\$184.20
Storage	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gal
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - [21.16% Zone 11W 3.25 MG Tank]	FY2022	\$2,377,070	100.00%	\$2,899,844	3,250,000 gal	1,569 ERCs	1,817 gal	\$0.89
WEIGHTED AVERAGE								\$0.89
Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$936,064	7,709 ERCs	3,752 ERCs	11,461 ERCs	\$121.43
Summit Ridge 12" PRV	FY2020	\$57,329	67.00%	\$13,285	7,267 ERCs	4,194 ERCs	11,461 ERCs	\$1.83
Canyon Rd 3,000 gpm Booster Pump Station Zions 2018 PI Bond (58.4% PI Booster, 41.6% PI Zone 11E Tank)	FY2018	\$1,004,779	100.00%	\$1,251,120	7,565 ERCs	3,896 ERCs	11,461 ERCs	\$165.39
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - [7.33% 3,000 gpm Booster Pump Station - Zone 11W]	FY2022	\$823,580	100.00%	\$3,200,650	6,782 ERCs	4,679 ERCs	11,461 ERCs	\$471.93
Stone Hollow Backflow Preventer - Zone 10W	FY2020	\$32,179	100.00%	\$32,179	7,267 ERCs	4,194 ERCs	11,461 ERCs	\$4.43
Zone 10 ULS Connection	FY2026	\$450,000	100.00%	\$450,000	5,947 ERCs	5,514 ERCs	11,461 ERCs	\$75.67
TOTAL								\$840.68
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$81,500	100.00%	\$81,500	2,313 ERCs	4,679 ERCs	6,992 ERCs	\$35.24
Master Plan Studies	FY2022	\$145,650	100.00%	\$145,650	2,313 ERCs	4,679 ERCs	6,992 ERCs	\$62.97
TOTAL								\$98.21

Distribution	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	LOS/ERC	ERCs	Cost/cf
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - Summit Ridge 500 S Summit Ridge 7,950' 16" & 7,500' 24" Lines - Zone 11W	FY2022	\$3,687,424	44.75%	\$1,879,981	31,629 cf	25.0 cf	1,265 ERCs	\$59.44
Summit Ridge Santaquin Peaks 5,660' 12"	FY2023	\$265,004	20.69%	\$161,040	3,334 cf	25.0 cf	133 ERCs	\$48.30
WEIGHTED AVERAGE								\$58.38

Note: Project and study costs based on actual costs or present-day cost estimates

Level of Service

Tables 1-2 and 1-3 set the LOS Parameters and LOS calculations for the City pressurized irrigation source, storage, and distribution systems. All systems have LOS categories defined in the Definitions.

**Table 1-2
Pressurized Irrigation LOS Parameters**

Category	Parameter	Source
Maximum Operating Pressure (psi)	130 psi	Master Plan Level of Service (Table 1-2)
Minimum Operating Pressure (psi)	30 psi	Master Plan Level of Service (Table 1-2)
Maximum Daily Pressure Variation	20 psi	Master Plan Level of Service (Section 5-2)
Minimum or Local Pipe Size (in)	6 in	City Standards
Residential Service Meter Size (in)	1 in	Santaquin Fee Schedule, Meter Fees
Minimum Required Source Capacity	Peak Day of a Peak Year Flow	
Minimum Required Annual Source Capacity	Peak Year Annual Demand	
Minimum Required LOS Equalization Storage per ERC (% of Avg Day Peak Year)	80%	
Emergency Storage (% of Equalization Storage)	0%	

Table 1-3
Pressurized Irrigation Level of Service per ERC

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Source LOS/ERC	1.45 gpm	1.45 gpm	0.97 gpm	100.00%
Storage LOS/ERC	2,334 gal	2,334 gal	1,817 gal	100.00%
Distribution LOS/ERC	25.28 cf	25.28 cf	25.00 cf	100.00%

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 1-3 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

CERTIFICATION

Utah Impact Fee Act requires certification for the IFFP. Hansen, Allen & Luce provides this certification with the understanding that the recommendations in the IFFP are followed by City Staff and elected officials. If all or a portion of the IFFP is modified or amended, or if assumptions presented in this analysis change substantially, this certification is no longer valid. All information provided to Hansen, Allen & Luce, Inc. is assumed to be correct, complete, and accurate.

IFFP Certification

Hansen, Allen & Luce, Inc. certifies that this Impact Fee Facilities Plan (IFFP):

- 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; or
 - 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; and
- 3. complies in each and every relevant respect with the Impact Fees Act.

HANSEN, ALLEN & LUCE, INC.

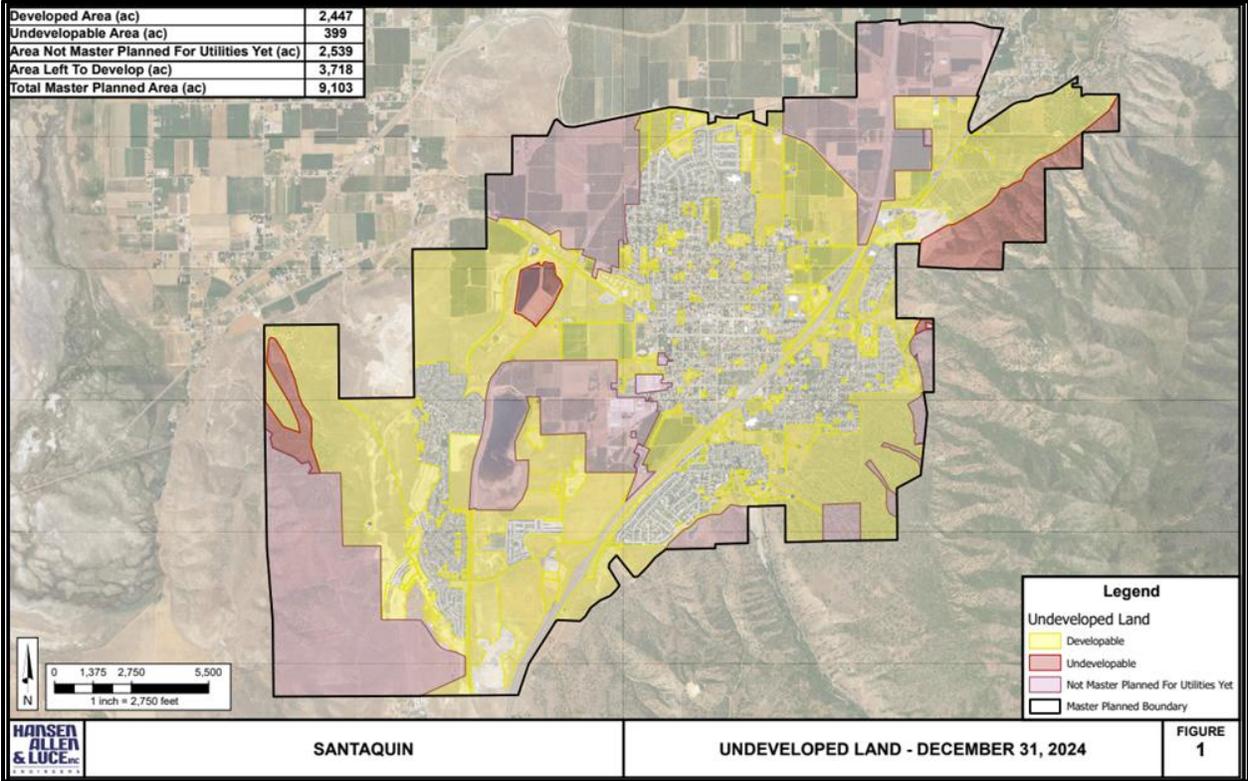
CHAPTER 2 – DEMOGRAPHICS AND GROWTH

UNDEVELOPED LAND

Santaquin City was first settled in late 1851 and is located about 70 miles south of Salt Lake City in Utah County. Although its history lies mostly in agriculture, its population today also has a substantial number of commuters who work in Provo, Orem, and other nearby cities. Utah County has experienced rapid growth in recent decades, and this growth has extended to Santaquin as population centers have expanded and property values have increased.

The City GIS was used to find developed, undeveloped, undevelopable, and not planned to be developed land within the PI Master Plan boundary. Developed land includes parks and existing roads. Undevelopable land includes, but is not limited to, land that cannot be developed because of wetlands and steep terrains. Not expected to be developed land includes but is not limited to land that is not planned to be developed or has development restrictions. All these areas are shown in Figure 2-1.

Figure 2-1
Pressurized Irrigation Master Plan Undeveloped Land



POPULATION

In Table 2-1 growth projections from the City and the Mountainland Association of Governments (MAG) Metropolitan Planning Organization (MPO) were used to estimate growth by Census. These projections were used to estimate annual growth for this study.

**Table 2-1
Census Population Projections**

Population Criteria	1990	2000	2010	2020	2030	2040	2050	2060
Santaquin	2,386	2,834	9,128	13,725	20,303	25,478	34,211	42,944
10-Year Growth Rate		1.74%	12.41%	4.16%	3.99%	2.30%	2.99%	2.30%
Utah County	263,590	368,536	518,872	679,188	861,852	1,080,082	1,297,515	1,504,433
Growth Rate		3.41%	3.48%	2.73%	2.41%	2.28%	1.85%	1.49%
Santaquin as % of Utah County	0.91%	0.77%	1.76%	2.02%	2.36%	2.36%	2.64%	2.85%
Santaquin Yearly Growth Rate	1.88%	22.21%	5.04%	4.79%	4.32%	3.04%	2.33%	1.89%

Source: Census, MAG MPO

DATA YEAR AND MASTER PLANNED

Table 2-2 summarizes development information for the land area master planned in the PI Master Plan for the IFFP Data Year. The Master Planned Year is estimated by applying the MPO growth rates to the developed area until the area left to develop is gone.

**Table 2-2
Projected Master Planned Development**

Land Use	% Total
Developed Area	2,447 acres 26.88%
Undevelopable Area	399 acres 4.38%
Area Not Master Planned for Utilities Yet	2,539 acres 27.89%
Area Left to Develop	3,718 acres 40.84%
Total Master Planned Area	9,103 acres 100.00%
Data Year	2024
Master Planned Households	11,700
Master Planned Year	2050

Source: City GIS and PI Master Plan

MPO, state, and City growth projections were used to estimate the end of Data Year and Master Planned Year population in Table 2-3 and Table 2-4. Statistics were calculated using data from the City GIS, Census and the MPO MAG.

**Table 2-3
End of Data Year Developed Land and Population Summary**

Data Year	2024
Population	17,853
Households	5,433
Single-Family Home Persons per Household	3.75
Multi-Family Household Persons per Household	3.47
Average Household Size	3.64
Developed Area	2,447 acres
Undevelopable Area	399 acres
Area Not Master Planned for Drinking Water Yet	2,539 acres
Area Left to Develop	3,718 acres
Total Master Plan Land Area	9,103 acres

Sources: City GIS, Census, and MAG MPO

**Table 2-4
Population - End of Data Year and Master Planned**

	2024	2050
Santaquin	17,853	43,642
Growth Rate	6.14%	2.33%
Utah County	752,254	1,297,515
Growth Rate	2.49%	1.70%
Santaquin as % of Utah County	2.37%	3.36%

Sources: City GIS, Census, MAG MPO

IRRIGATED ACREAGE

Outdoor water demands are based on irrigated acreage. Existing irrigated acreage percentages were estimated using multi-spectral aerial imagery analysis as shown in Figure 2-2. The units used for the pressurized irrigation impact fee is per Equivalent Residential Connection (ERC) or acre. The ERC was determined by calculating the irrigated acreage within a residential parcel and applying that to the average residential parcel size. Table 2-5 shows the irrigated acreage by lot size calculated from this study.

Figure 2-2
ERC Irrigated Acreage Percentage



Table 2-5
Irrigated Acres by Residential Lot Size

Lot Size	Acres	Irrigated Acres	ERC
Average Single Family Residential Lot	0.21 acres	0.11 acres	1.00 ERC
1 Acre of Landscaped Area	1.00 acres	1.00 acres	8.78 ERCs
Lot Size	% Landscaped	Irrigated Area	Factor
2000 sq-ft or less	15.00%	300 sq-ft	0.06
2,001-3,000 sq-ft	26.00%	650 sq-ft	0.13
3,001-4,000 sq-ft	39.29%	1,375 sq-ft	0.27
4,001-5,000 sq-ft	44.44%	2,000 sq-ft	0.39
5,001-6,000 sq-ft	48.18%	2,650 sq-ft	0.51
6,001-7,000 sq-ft	50.00%	3,250 sq-ft	0.63
7,001-8,000 sq-ft	51.33%	3,850 sq-ft	0.75
8,001-9,000 sq-ft	52.65%	4,475 sq-ft	0.87
9,001-10,000 sq-ft	54.21%	5,150 sq-ft	1.00
10,001-11,000 sq-ft	55.95%	5,875 sq-ft	1.14
11,001-12,000 sq-ft	57.61%	6,625 sq-ft	1.29
12,001-16,000 sq-ft	61.96%	8,675 sq-ft	1.68
16,001-20,000 sq-ft	64.86%	11,675 sq-ft	2.27
Greater than 20,001 sq-ft	67.50%	16,875 sq-ft	3.28

Table 2-6 shows the calculations for an ERC. To simplify calculations, an ERC ratio to the average lot was calculated to apply to calculate ERCs. These ratios are found in Table 2-5 for single family residential units and 2-6 for multi-family residential and non-residential development.

**Table 2-6
Equivalent Residential Connection Lot**

ERC Lot Size (acres)	0.21 acres
% Irrigated Area	54.21%
ERC Irrigated Acreage	0.11 acres
ERC Ratio per Acre of Irrigated Area for Multi-Family and Non-Residential Development	8.78

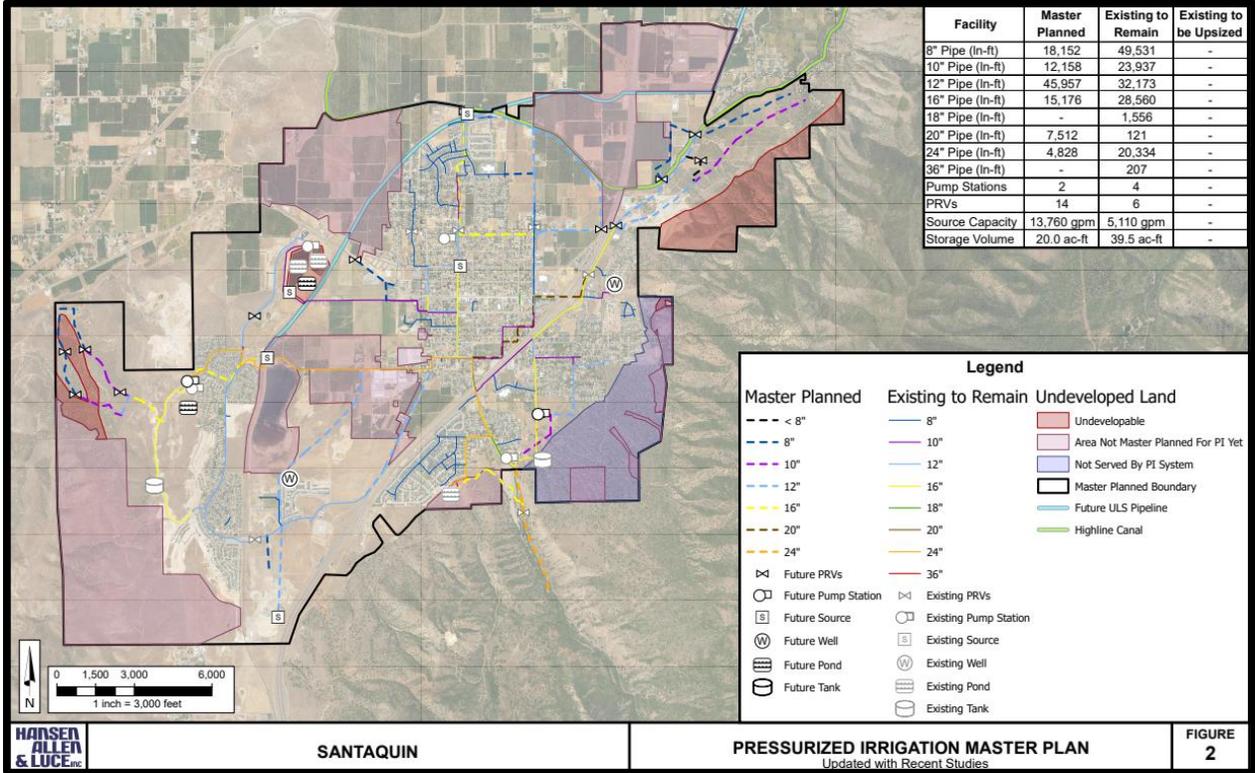
Source: City GIS

CHAPTER 3 – IMPACT FEE FACILITIES PLAN

OVERVIEW

HAL completed a system model and PI Master Plan for the City. Master planned future system improvements are based on the model requirements to meet the LOS Parameters established in the PI Master Plan according to industry standards. See Table 1-2. These improvements and existing regional improvements are shown in Figures 3-1, 3-2, and 3-3. Figure 3-1 also includes any updates from more recent studies.

**Figure 3-1
Master Planned Pressurized Irrigation System**



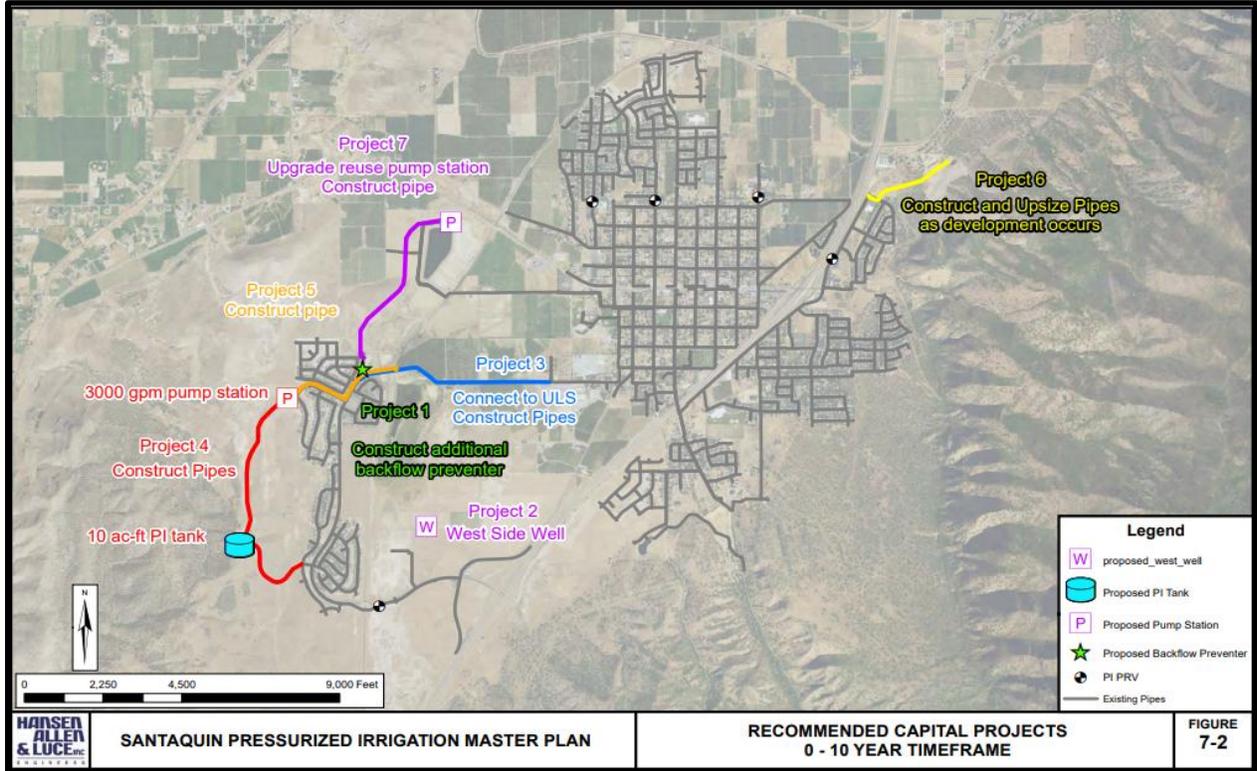
The following projects found in Tables 3-1, 3-2, and 3-3 are identified in the PI Master Plan to be needed for future growth. They are also shown graphically in Figures 3-1, 3-2, and 3-2. For more detail on each project, see the PI Master Plan.

**Table 3-1
Source CIP Projects**

PI Master Plan Map ID	Project	Cost
2	Drill new well to serve Zone 10	\$701,000
3	ULS West Connection	\$1,596,000
4	Zone 11W pump station	\$2,474,500
7	Increase booster station capacity	\$1,489,000
15	Install pump station on south side	\$1,126,000
Total		\$7,386,500

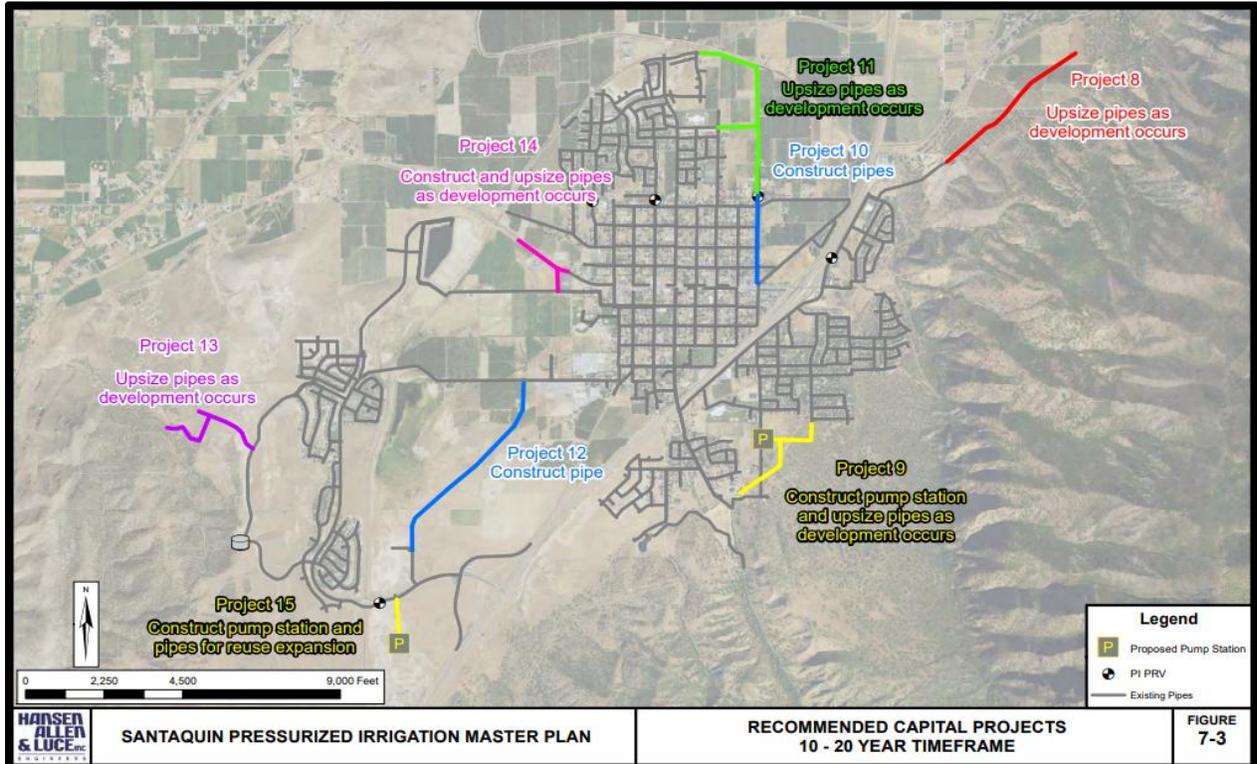
Source: 2021 PI Master Plan

Figure 3-2
 Pressurized Irrigation Master Plan Projects 0-10 Year Timeframe



Source: 2021 PI Master Plan

Figure 3-3
 Pressurized Irrigation Master Plan Projects 10-20 Year Timeframe



Source: 2021 PI Master Plan

**Table 3-4
Existing Pressurized Irrigation System Sources**

Source	Peak Flow	Average Flow	Reliable/Dry Year Flow	Peak Flow Annual Capacity	Average Flow Annual Capacity	Reliable/Dry Year Annual Capacity
Spring #1	137 gpm	137 gpm	75 gpm	221 ac-ft	221 ac-ft	121 ac-ft
Center St Well	560 gpm	525 gpm	490 gpm	903 ac-ft	847 ac-ft	790 ac-ft
Summit Creek Irrigation Canal Co #1 (Well)	1,054 gpm	1,054 gpm	1,054 gpm	1,700 ac-ft	1,700 ac-ft	1,700 ac-ft
Summit Creek Irrigation Canal Co #2 (Stream)	575 gpm	575 gpm	575 gpm	928 ac-ft	928 ac-ft	928 ac-ft
Type 1 Reuse Ponds	1,250 gpm	1,250 gpm	1,250 gpm	2,016 ac-ft	2,016 ac-ft	2,016 ac-ft
ULS North	0 gpm	0 gpm	0 gpm	0 ac-ft	0 ac-ft	0 ac-ft
ULS West	4,568 gpm	4,568 gpm	4,568 gpm	909 ac-ft	909 ac-ft	909 ac-ft
Total	8,144 gpm	8,109 gpm	8,012 gpm	6,677 gpm	6,621 gpm	6,464 gpm
Proposed LOS Flow / Peak Year Volume per ERC	0.97 gpm	0.97 gpm	0.97 gpm	0.685 ac-ft	0.685 ac-ft	0.685 ac-ft
Proposed Total LOS Flow / Peak Year Volume	5,349 gpm	5,349 gpm	5,349 gpm	3,777 ac-ft	3,777 ac-ft	3,777 ac-ft
Total Excess Source Capacity	2,795 gpm	2,760 gpm	2,663 gpm	2,900 ac-ft	2,844 ac-ft	2,687 ac-ft
Backup Source - DW Gravity Springs 2-5 PI Bypass	1,000 gpm	1,000 gpm	1,000 gpm	1,613 ac-ft	1,613 ac-ft	1,613 ac-ft
Backup Source - Summit Ridge DW Well	375 gpm	375 gpm	375 gpm	605 ac-ft	605 ac-ft	605 ac-ft
Total with Backup Sources	9,519 gpm	9,484 gpm	9,387 gpm	8,895 ac-ft	8,839 ac-ft	8,682 ac-ft

Each source was assessed a capacity in terms of gallons per minute and acre-feet per year. Demands on each component were computed by applying the level of service to the amount of ERCs and irrigated areas served by each component. The difference between the capacity of the

component and the demand on the component is the component's remaining capacity. The existing excess capacity is shown in Table 3-5.

**Table 3-5
Source Existing Excess Capacity**

Proposed LOS Fiscal Year				FY2026	
Capacity	Prop LOS gpd/ERC	Current ERCs	Prop LOS Capacity	Avail LOS Capacity	Avail ERCs
8,012 gpm	0.97 gpm	5,514 ERCs	5,349 gpm	2,663 gpm	2,746 ERCs
Master Planned Fiscal Year				FY2050	
Capacity	Prop LOS gpd/ERC	Master Planned ERCs	Prop LOS Capacity	Avail LOS Capacity	Avail ERCs
5,728 gpm	0.97 gpd	11,461 ERCs	11,117 gpm	-5,389 gpm	-5,556 ERCs
First Year without Excess Capacity				FY2034	

Table 3-6 contains the calculation parameters and calculations for the source Proposed LOS per ERC.

**Table 3-6
Source ERC LOS**

Existing Source Capacity	8,012 gpm
Existing Pressurized Irrigation ERCs	5,514 ERCs
Master Planned Pressurized Irrigation ERCs	11,461 ERCs
Additional Master Planned ERCs	5,947 ERCs
Base LOS	1.45 gpm
Base LOS Fiscal Year	FY2026
Existing LOS	1.45 gpm
Proposed LOS per ERC	0.97 gpm
% IF Reimbursable	100.00%

STORAGE

Santaquin currently operates one irrigation pond and two tanks. The purpose of storage within the pressurized irrigation water system is to provide equalization storage for those periods where demand exceeds the source supply. Equalization storage requirements were based on irrigated acreage and the level of service determined based on analysis of water usage data.

Table 3-7 lists the existing storage facilities and their requirements.

**Table 3-7
Existing Storage Facilities and Capacity**

Facility	Capacity
Ahlin Pond Zone 10 (MG)	6.35 MG
Zone 11 E PI Tank (MG)	3.26 MG
Zone 11 W PI Tank (MG)	3.26 MG
Total	12.87 MG

The existing excess capacity for storage is shown in Table 3-8.

**Table 3-8
Storage Existing Excess Capacity**

Proposed LOS Fiscal Year				FY2026	
Capacity	Proposed LOS/ERC	Current ERCs	Proposed LOS Storage	Available	Available ERCs
12.87 MG	1,817.00 gal	5,514 ERCs	10.02 MG	2.85 MG	517 ERCs
Master Planned Fiscal Year				FY2050	
Capacity	Proposed LOS/ERC	Master Planned ERCs	Proposed LOS Storage	Available	Available ERCs
12.87 MG	1,817.00 gal	11,461 ERCs	20.82 MG	-7.95 MG	-694 ERCs
First Year without Excess Capacity				FY2033	

Source: PI Master Plan, Water Division

Table 3-9 contains the calculation parameters and calculations for the storage Proposed LOS per ERC.

**Table 3-9
Storage ERC LOS**

Existing Storage Capacity	12.87 MG
Existing Pressurized Irrigation ERCs	5,514 ERCs
Master Planned Pressurized Irrigation ERCs	11,461 ERCs
Additional Master Planned ERCs	5,947 ERCs
Base LOS	2,334 gallons
Base LOS Fiscal Year	FY2024
Existing LOS	2,334 gallons
Proposed LOS	1,817 gallons
% IF Reimbursable	100.00%

MISC FACILITIES

Misc facilities include pressurized irrigation related projects that do not tie directly to source, storage, or distribution LOS. They may include but are not limited to buildings, storage yards, pump stations, or public works buildings. The growth related portion of these miscellaneous facilities attributed to the pressurized irrigation system can be paid for or reimbursed by impact fees. Individual analysis of cost per ERC is conducted for each facility project. Present day facility cost estimates are used to estimate future facility costs.

PLANNING

Master plan, IFFP, and IFA consultant planning work can be paid for or reimbursed with impact fees. These planning costs from 4 years previous to 6 years in the future are divided by the ERC increase over the 10-year period to calculate the planning component of the impact fee per ERC. Present day planning costs are used to estimate future planning expenses.

DISTRIBUTION

Pipe diameters range from 4 inches to 36 inches, with the majority being 6 and 8 inches in diameter. The function of the larger pipes in the system is regional. They fill the storage ponds and meet peak day and fire flow demands. Smaller pipes facilitate local distribution.

The Minimum Size Distribution Pipe or local/Project Improvement pipe size is defined in Table 3-10. Only the upsize cost from this may be paid for with impact fee funds. Upsize cost calculations are found in Table 3-11. Table 3-10 also contains the calculation parameters and calculations for the distribution Proposed LOS per ERC.

**Table 3-10
Regional Distribution ERC LOS**

Local/Minimum Conveyance Pipe Size	6 in
Existing Regional Volume	133,136 cf
Future Master Planned Regional Volume	81,430 cf
Existing Pressurized Irrigation ERCs	5,514 ERCs
Master Planned Pressurized Irrigation ERCs	11,461 ERCs
Existing Regional Volume LOS per ERC (cf)	25.3 cf
Base Regional Volume LOS per ERC (cf)	25.3 cf
Proposed Established Regional Volume per ERC (cf)	25.0 cf
% Impact Fee Reimbursable	100.00%

Table 3-11 contains the upsize percentages for System Improvement distribution projects. They are calculated according to current day estimates for distribution projects, dividing the cost difference of a regional distribution pipe with appurtenances and local one by the cost of the regional. Since the costs are relative, it fairly applies to all project costs whether or not they are the same as the basis costs for the percentage calculations. The IF Percentage is calculated by applying the % Impact Fee Reimbursable in Table 3-10 to the Upsize Percentage.

**Table 3-11
Pressurized Irrigation Pipe Upsize Percentage**

Pipe Size	Upsize Percentage	IF Percentage
8 in Pressurized Irrigation Pipe	4.17%	4.17%
10 in Pressurized Irrigation Pipe	14.81%	14.81%
12 in Pressurized Irrigation Pipe	20.69%	20.69%
14 in Pressurized Irrigation Pipe	25.81%	25.81%
16 in Pressurized Irrigation Pipe	34.29%	34.29%
18 in Pressurized Irrigation Pipe	37.84%	37.84%
20 in Pressurized Irrigation Pipe	43.90%	43.90%
24 in Pressurized Irrigation Pipe	52.08%	52.08%
30 in Pressurized Irrigation Pipe	62.30%	62.30%
36 in Pressurized Irrigation Pipe	68.92%	68.92%

SERVICE AREA

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040.

Master Planned Year refers to when, at growth rates projected by the MPO, all vacant land in the PI Master Plan boundaries will be developed. It assumes no future changes to the PI Master Plan boundaries but will be updated with each IFFP according to the current City PI Master Plan.

IMPACT FEE FACILITIES PLAN

Figures 3-1, 3-2, and 3-3 show the pressurized irrigation facilities needed to maintain the Proposed LOS as development occurs in the City. These facilities are determined from the CIPs in the PI Master Plan and specific localized studies completed as development progresses or is proposed. Many of these projects will be constructed in phases as development occurs.

Using the pressurized irrigation CIPs and recent development needs, specific capital projects which have impact fee-eligible costs are identified in Table 3-12. These are projects that have been completed or are planned for construction in the next 6 years. All costs are actual or based on present day estimates.

If development requires any System Improvement projects before existing budgets can construct them, then developers may, if approved by the City, front the cost of the project and be reimbursed through impact fees or receive an impact fee credit. If development occurs in areas that trigger projects beyond the planning horizon of this IFFP then the City may add these projects once they are confident the projects will progress.

Table 3-12 lists the IFFP projects. It includes the percentage of each project required to remove the cost to solve existing system deficiencies and increased utilization if appropriate. These percentages are applied to the total cost of the project to determine the cost reimbursable by impact fees. If IFFP projects are bonded, then the growth related interest of the bond are included in the IF & Interest Cost. The cost/ERC is determined by the product of the cost per capacity times the Proposed LOS required capacity. The total capacity and total cost are used to determine the cost per capacity unit.

**Table 3-12
Pressurized Irrigation Impact Fee Facilities Plan**

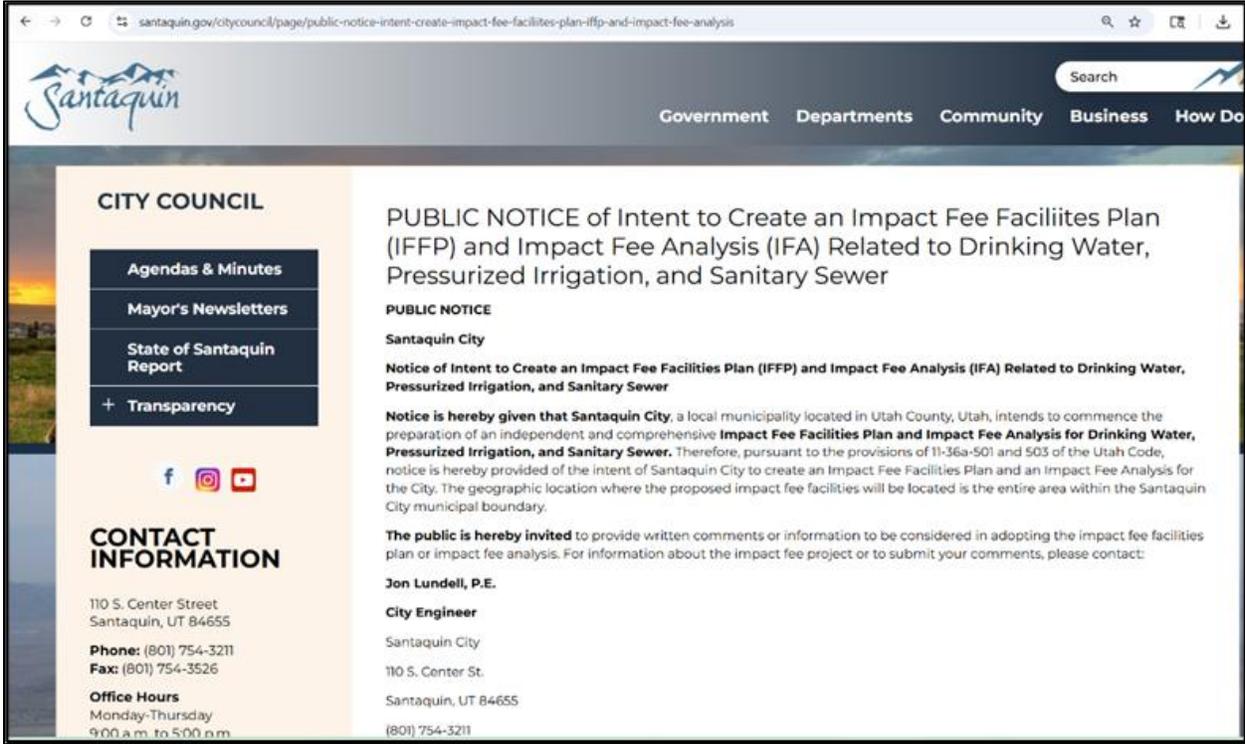
Source	Begin	Total Cost	IF %	IF & Interest Cost	Add Capacity	Excess Cap	LOS/ERC	Cost/gpm
Winter Storage WRF Reuse Pump Upsize from 650 GPM to 1,200 GPM 400 S 100 W Summit Crk Irrig Well Connections	FY2018	\$129,160	45.83%	\$59,198	550 gpm	567 ERCs	0.97 gpm	\$107.63
	FY2026	\$300,000	100.00%	\$300,000	1,400 gpm	567 ERCs	0.97 gpm	\$214.29
WEIGHTED AVERAGE								\$184.20
Storage	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gal
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - [21.16% Zone 11W 3.25 MG Tank]	FY2022	\$2,377,070	100.00%	\$2,899,844	3,250,000 gal	1,569 ERCs	1,817 gal	\$0.89
WEIGHTED AVERAGE								\$0.89
Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$936,064	7,709 ERCs	3,752 ERCs	11,461 ERCs	\$121.43
Summit Ridge 12" PRV	FY2020	\$57,329	67.00%	\$13,285	7,267 ERCs	4,194 ERCs	11,461 ERCs	\$1.83
Canyon Rd 3,000 gpm Booster Pump Station Zions 2018 PI Bond (58.4% PI Booster, 41.6% PI Zone 11E Tank)	FY2018	\$1,004,779	100.00%	\$1,251,120	7,565 ERCs	3,896 ERCs	11,461 ERCs	\$165.39
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - [7.33% 3,000 gpm Booster Pump Station - Zone 11W]	FY2022	\$823,580	100.00%	\$3,200,650	6,782 ERCs	4,679 ERCs	11,461 ERCs	\$471.93
Stone Hollow Backflow Preventer - Zone 10W	FY2020	\$32,179	100.00%	\$32,179	7,267 ERCs	4,194 ERCs	11,461 ERCs	\$4.43
Zone 10 ULS Connection	FY2026	\$450,000	100.00%	\$450,000	5,947 ERCs	5,514 ERCs	11,461 ERCs	\$75.67
TOTAL								\$840.68
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$81,500	100.00%	\$81,500	2,313 ERCs	4,679 ERCs	6,992 ERCs	\$35.24
Master Plan Studies	FY2022	\$145,650	100.00%	\$145,650	2,313 ERCs	4,679 ERCs	6,992 ERCs	\$62.97
TOTAL								\$98.21

Distribution	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	LOS/ERC	ERCs	Cost/cf
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - Summit Ridge 500 S Summit Ridge 7,950' 16" & 7,500' 24" Lines - Zone 11W	FY2022	\$3,687,424	44.75%	\$1,879,981	31,629 cf	25.0 cf	1,265 ERCs	\$59.44
Summit Ridge Santaquin Peaks 5,660' 12"	FY2023	\$265,004	20.69%	\$161,040	3,334 cf	25.0 cf	133 ERCs	\$48.30
WEIGHTED AVERAGE								\$58.38

Note: Project and study costs based on actual costs or present-day cost estimates

APPENDICES

APPENDIX A - NOTICE OF INTENT TO AMEND THE DW, PI, & WW IFFP AND IFA



The screenshot shows a web browser window with the URL `utah.gov/pmn/sitemap/notice/1025109.html`. The page header includes the Utah.gov logo, navigation links for 'Services' and 'Agencies', and the text 'A Secure Online Service from Utah.gov'. Below this is a dark teal banner with the Utah.gov logo and the text 'PUBLIC NOTICE WEBSITE DIVISION OF ARCHIVES AND RECORDS SERVICE'. The main content area features a breadcrumb trail: 'Santaquin City Council' followed by the notice title 'Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer'. The title is repeated in a larger font below. A blue button labeled 'SUBSCRIBE TO PUBLIC BODY' is positioned under the title. A 'General Information' section contains the following details: Government Type: Municipality; Entity: Santaquin; Public Body: City Council. A 'Notice Information' section is partially visible at the bottom.

[Add Notice to Calendar](#)

Notice Title:

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice Type(s):

Notice

Event Start Date & Time:

November 24, 2025 05:00 PM

Description/Agenda:

Santaquin City

Notice of Intent to Create an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice is hereby given that Santaquin City, a local municipality located in Utah County, Utah, intends to commence the preparation of an independent and comprehensive Impact Fee Facilities Plan and Impact Fee Analysis for Drinking Water, Pressurized Irrigation, and Sanitary Sewer. Therefore, pursuant to the provisions of 11-36a-501 and 503 of the Utah Code, notice is hereby provided of the intent of Santaquin City to create an Impact Fee Facilities Plan and an Impact Fee Analysis for the City. The geographic location where the proposed impact fee facilities will be located is the entire area within the Santaquin City municipal boundary.

The public is hereby invited to provide written comments or information to be considered in adopting the impact fee facilities plan or impact fee analysis. For information about the impact fee project or to submit your comments, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.

Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S. Center Street
Santaquin, UT 84655

[Show in Apple Maps](#) [Show in Google Maps](#)

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

September 23, 2025 08:57 AM

Notice Last Edited On:

September 23, 2025 04:17 PM

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File Name	Category	Date Added
Notice of Intent - IFFP DW PI WW - Santaquin 2025.docx	Public Information Handout	2025/09/23 04:16 PM

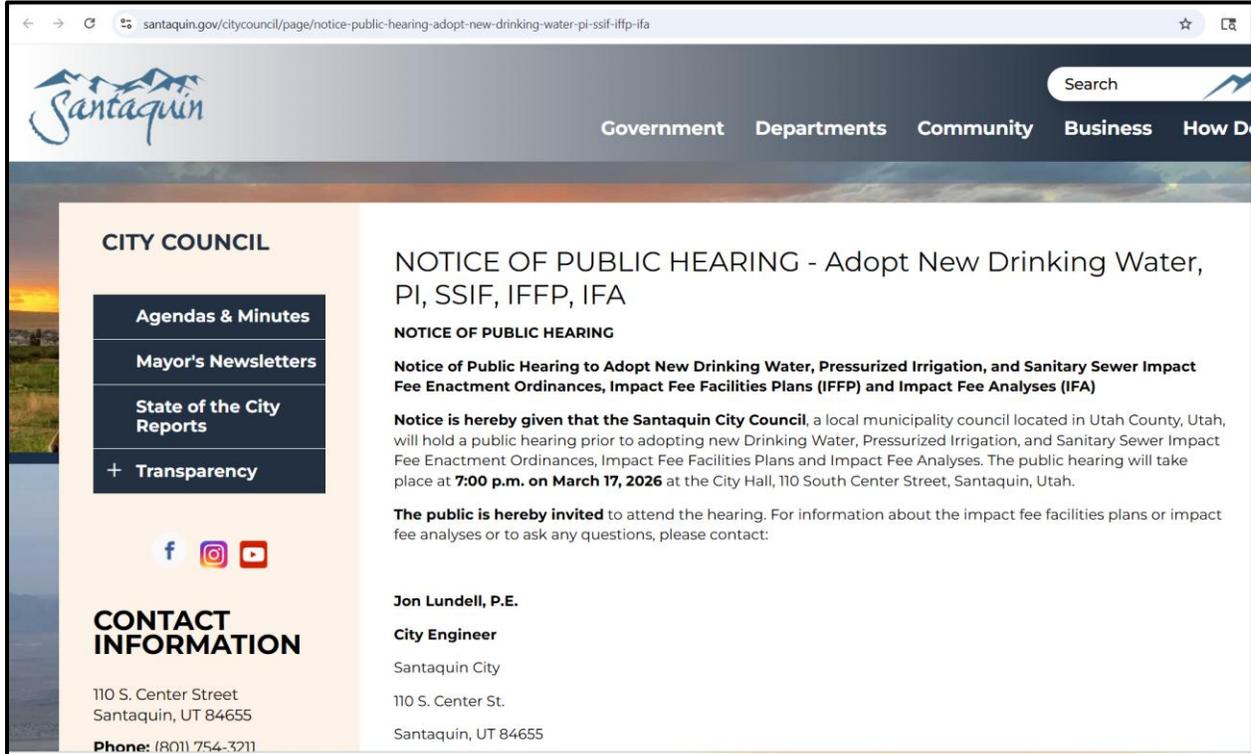
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APPENDIX B - NOTICE OF PUBLIC HEARING TO ADOPT OR AMEND AN IFFP AND IF ENACTMENT

11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Adopt an Impact Fee Enactment





Santaquin / City Council / Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

SUBSCRIBE TO PUBLIC BODY

General Information

Government Type:
Municipality

Entity:
Santaquin

Public Body:
[City Council](#)

Notice Information

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Notice Title:
Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice Type(s):
Notice, Hearing

Event Start Date & Time:
March 17, 2026 07:00 PM

Santaquin City

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice is hereby given that the Santaquin City Council, a local municipality council located in Utah County, Utah, will hold a public hearing prior to adopting new Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans and Impact Fee Analyses. The public hearing will take place at 7:00 p.m. on March 17, 2026 at the City Hall, 110 South Center Street, Santaquin, Utah.

The public is hereby invited to attend the hearing. For information about the impact fee facilities plans or impact fee analyses or to ask any questions, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.
Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S CENTER STREET
Santaquin/Utah County, UT 84655

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Stephanie Chistensen

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schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

March 06, 2026 12:16 PM

Notice Last Edited On:

March 06, 2026 12:16 PM

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File Name	Category	Date Added
FINAL Notice of Public Hearing - IFFP IFA DW PI SS - Santaquin 2026.docx	Public Information Handout	2026/03/06 12:16 PM

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Board/Committee Contacts



Pressurized Irrigation Impact Fee Analysis



SANTAQUIN

March 2026



Santaquin

PRESSURIZED IRRIGATION

IMPACT FEE ANALYSIS

(HAL Project No.: 415.10.200)

March 2026



ACKNOWLEDGMENTS

Several individuals contributed to the successful completion of this study. We sincerely appreciate the cooperation, assistance, and expertise provided by members of the project team:

The City of Santaquin

- Jason Callaway, Public Works Director
- Norm Beagley, City Manager
- Jon Lundell, City Engineer
- Pat Hatfield, Water System Superintendent
- Josh Carr, GIS Administrator

Hansen, Allen & Luce, Inc.

- Steve Jones, Principal in Charge
- Chris Thompson, Project Manager
- Dana Tran, Project Engineer
- Jason Biesinger, Project Engineer

ABBREVIATIONS, ACRONYMS, UNITS AND DEFINITIONS

ABBREVIATIONS

City Santaquin City

ACRONYMS

CIP	Capital Improvement Plan
ERC	Equivalent Residential Connection
GIS	Geographic Information System
HAL	Hansen, Allen & Luce, Inc.
LOS	Level of Service
PI	Pressurized Irrigation

UNITS

ac-ft	Acre Foot
cf	Cubic Foot
ft	Foot
in	Inch
ln-ft	Linear Foot
sq-ft	Square Foot

DEFINITIONS

Base LOS Data Year. The first data year LOS calculations were made.

Base LOS Fiscal Year. The first fiscal year LOS calculations were implemented.

Base Year LOS. The Base Year LOS reflects the originally calculated LOS provided to the residents. It is tracked so impact fees are not used to raise the LOS to existing residents.

Data Year. The Data Year is the previous full calendar year for which annual data is used for updating the IFFP and IFA.

Distribution LOS Parameter. The Distribution LOS Parameter was set by standard practice in the PI Master Plan. Distribution facilities must be designed with capacity for peak day demands.

Distribution Pipe. Distribution Pipe includes main lines that convey PI water and are owned by the City.

Effective Date. The date, no less than 90 days after the Enactment Date, when the impact fees become effective for impact fees that are increasing.

Enactment Date. The Enactment Date is the date the City Council approves the IFFP, IFA, and Impact Fee Enactment Ordinance.

Equivalent Residential Connection (ERC). An ERC is defined by the average PI usage of an average single-family house.

Established LOS. The Established LOS is set by the City Council by the adoption of the IFFP, the IFA, and the Impact Fee Enactment Ordinance.

Existing LOS. The Existing LOS is the LOS currently provided to the existing City residents for the Data Year.

Local Distribution System. Local Distribution System is defined as distribution system constructed with Minimum Size Distribution Pipe or pipe smaller in diameter.

Master Plan LOS. The Master Plan LOS is the LOS for the entire City at the Master Planned Year. It indicates what the Existing LOS will be raised to with non-impact fee funds.

Minimum Size Distribution Pipe. The Minimum Size Distribution Pipe is defined as the minimum or local distribution pipe diameter. It is established by City standards according to standard practice and the City's ability to operate and maintain the pressurized irrigation system.

Project Improvements. Project Improvements are improvements required by development that the City determines not to define as System Improvements.

Proposed LOS. The Proposed LOS is the LOS recommended to the City Council by the IFFP and IFA to set as the Established LOS.

Proposed LOS for Existing. The LOS existing customers will have as a result of the Proposed LOS.

Regional Distribution System. Regional Distribution System is defined as the volume of distribution system pipe above that of a local or minimum pipe size.

Storage LOS Parameter. The Storage LOS Parameter was set by standard practice in the PI Master Plan. Storage facilities must be designed with capacity for equalization storage.

System Improvements. System Improvements are regional improvements determined by the City to be impact fee reimbursable. Cities are not required to define all regional facilities as System Improvements, but all System Improvements must be regional.

Volume LOS. The Volume LOS for both distribution and storage is based on the volume of Regional Pipe or Storage Facility per ERC.

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 APPENDIX A - NOTICE OF INTENT TO AMEND THE PRESSURIZED IRRIGATION IFFP
 AND IFA I

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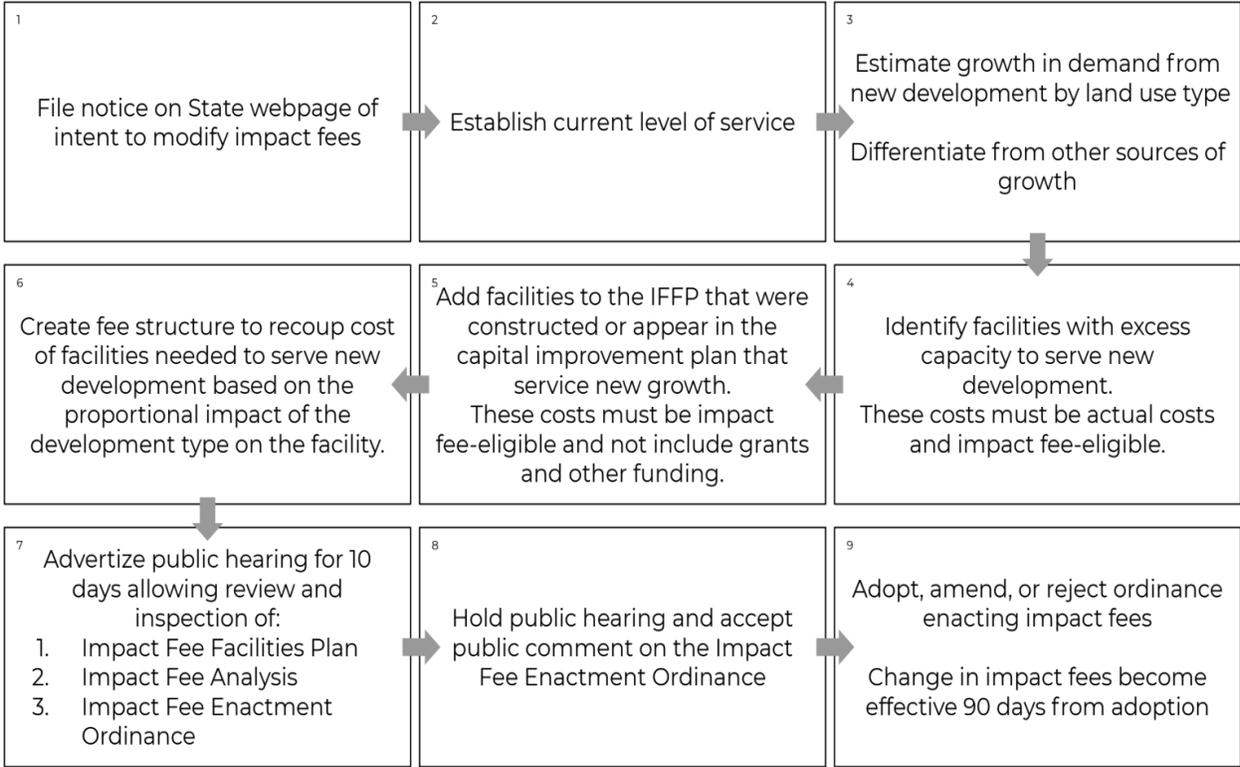
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CHAPTER 1 – INTRODUCTION

IMPACT FEE ENACTMENT PROCESS

Figure 1-1 outlines the impact fee enactment process.

**Figure 1-1
Impact Fee Process**



NOTICES

In accordance with Utah Code section 11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-504 Notice of Intent to Adopt an Impact Fee Enactment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Facilities Plan and prepare an Impact Fee Analysis for the area within the City’s policy boundary. It was posted on the Utah Public Notice Website and the local City website. See [Appendix A](#), Notices.

Utah Code 11-36a-401 requires that impact fees not go into effect until 90 days after the Enactment Date. These dates are found in Table 1-1. This table also includes the Data Year for this IFA and the IFFP it is based on. The fiscal year the Base LOS was set and the Data Year it was based on are also included in Table 1-1.

of the facility through impact fees they receive a credit for what they will pay in user rates over the life of the bond. Table 1-3 shows the NPV credit calculations per ERC for any impact fee components that meet these criteria for a credit.

**Table 1-3
Impact Fee Credits**

Distribution	2021 Bond - Summit Ridge		
Year	Credit	NPV	Maximum Fee after Credit
FY2027	\$21.48	\$178.07	\$1,281.36
FY2028	\$20.61	\$166.36	\$1,293.07
FY2029	\$19.79	\$154.85	\$1,304.58
FY2030	\$19.06	\$143.48	\$1,315.95
FY2031	\$18.37	\$132.19	\$1,327.24
FY2032	\$17.72	\$120.92	\$1,338.51
FY2033	\$17.11	\$109.64	\$1,349.79
FY2034	\$16.55	\$98.31	\$1,361.12
FY2035	\$16.01	\$86.85	\$1,372.58
FY2036	\$15.51	\$75.26	\$1,384.17
FY2037	\$15.06	\$63.48	\$1,395.95
FY2038	\$14.62	\$51.44	\$1,407.99
FY2039	\$14.21	\$39.11	\$1,420.32
FY2040	\$13.80	\$26.45	\$1,432.97
FY2041	\$13.44	\$13.44	\$1,445.98
Average Mortgage Interest Rate for the Data Yr			6.24%

Source: IFFP, Federal Home Loan Mortgage Corporation

Maximum Allowable Impact Fee

Table 1-4 provides the maximum allowable impact fee for the pressurized irrigation system. Where appropriate, the maximum allowable fee is adjusted to reflect the proportional infrastructure needs of different lot size and land use types.

**Table 1-4
Maximum Allowable Pressurized Irrigation Impact Fee per ERC**

Item	Max Allowable Impact Fee	Max Allowable with Credits
Source Cost/ERC	\$178.68/ERC	\$178.68/ERC
Storage Cost/ERC	\$1,621.24/ERC	\$1,621.24/ERC
Distribution Cost/ERC	\$1,459.43/ERC	\$1,281.36/ERC
Facilities Cost/ERC	\$840.68/ERC	\$840.68/ERC
Planning Cost/ERC	\$98.21/ERC	\$98.21/ERC
Maximum Allowable Impact Fee/ERC	\$4,198.23/ERC	\$4,020.16/ERC

The proposed first year impact fee with credits for an ERC is identified in Table 1-5. It also includes the proposed cost change and percent increase per ERC.

**Table 1-5
Pressurized Irrigation Impact Fee per ERC with Credit**

ERC Meter Size	1 in
Maximum Allowable Impact Fee/ERC	\$4,020.16/ERC
Previous Impact Fee	\$4,123.00/ERC
Proposed Impact Fee	\$4,020.16/ERC
Difference	-\$102.84/ERC
% Change	-2.49%

The pressurized irrigation impact fee is charged at the time of building permit issuance. It is charged by lot size for single family homes and by irrigated acre for all other development according to Table 1-6.

**Table 1-6
Impact Fee by Area and Single Family Residential Lot Size**

Development Type	Acres	Irrigated Acres	ERC	Impact Fee
Single Family Residential ERC Lot	0.21 acres	0.11 acres	1.00 ERCs	\$4,020.16
1 Acre of Multi-Family Landscaped Area	1.00 acre	1.00 acre	8.78 ERCs	\$35,313.51
1 Acre of Non-Residential Landscaped Area	1.00 acre	1.00 acre	8.78 ERCs	\$35,313.51
Single Family Home Lot Size	% Landscaped	Irrigated Area	Factor	Impact Fee
2000 sq-ft or less	15.00%	300 sq-ft	0.06	\$234.18
2,001-3,000 sq-ft	26.00%	650 sq-ft	0.13	\$507.40
3,001-4,000 sq-ft	39.29%	1,375 sq-ft	0.27	\$1,073.34
4,001-5,000 sq-ft	44.44%	2,000 sq-ft	0.39	\$1,561.23
5,001-6,000 sq-ft	48.18%	2,650 sq-ft	0.51	\$2,068.63
6,001-7,000 sq-ft	50.00%	3,250 sq-ft	0.63	\$2,537.00
7,001-8,000 sq-ft	51.33%	3,850 sq-ft	0.75	\$3,005.37
8,001-9,000 sq-ft	52.65%	4,475 sq-ft	0.87	\$3,493.25
9,001-10,000 sq-ft	54.21%	5,150 sq-ft	1.00	\$4,020.16
10,001-11,000 sq-ft	55.95%	5,875 sq-ft	1.14	\$4,586.11
11,001-12,000 sq-ft	57.61%	6,625 sq-ft	1.29	\$5,171.57
12,001-16,000 sq-ft	61.96%	8,675 sq-ft	1.68	\$6,771.83
16,001-20,000 sq-ft	64.86%	11,675 sq-ft	2.27	\$9,113.67
Greater than 20,001 sq-ft	67.50%	16,875 sq-ft	3.28	\$13,172.87

CERTIFICATION

Hansen, Allen & Luce, Inc. certifies that this Impact Fee Analysis (IFA):

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; or
 - 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;
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.

HANSEN, ALLEN & LUCE, INC.

CHAPTER 2 – PRESSURIZED IRRIGATION IMPACT FEE

SERVICE AREA

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040.

UPSIZING PERCENTAGE

Table 2-1 contains the upsizing percentages for System Improvement distribution projects. They are calculated according to current day estimates for distribution projects, dividing the cost difference of a regional distribution pipe with appurtenances and local one by the cost of the regional. Since the costs are relative, it fairly applies to all project costs whether or not they are the same as the basis costs for the percentage calculations. The IF Percentage is calculated by applying the % Impact Fee Reimbursable in Table 3-10 to the Upsizing Percentage.

**Table 2-1
Pressurized Irrigation Pipe Upsizing Percentage**

Pipe Size	Upsizing Percentage	IF Percentage
8 in Pressurized Irrigation Pipe	4.17%	4.17%
10 in Pressurized Irrigation Pipe	14.81%	14.81%
12 in Pressurized Irrigation Pipe	20.69%	20.69%
14 in Pressurized Irrigation Pipe	25.81%	25.81%
16 in Pressurized Irrigation Pipe	34.29%	34.29%
18 in Pressurized Irrigation Pipe	37.84%	37.84%
20 in Pressurized Irrigation Pipe	43.90%	43.90%
24 in Pressurized Irrigation Pipe	52.08%	52.08%
30 in Pressurized Irrigation Pipe	62.30%	62.30%
36 in Pressurized Irrigation Pipe	68.92%	68.92%

Table 2-2 identifies projects and planning studies with impact fee-eligible costs. All costs are based on actual costs or use present-day cost estimates. There are 5 components to a pressurized irrigation impact fee: source, storage, miscellaneous facilities, planning, and distribution. The fees charged for source, storage, and distribution are based on LOS. The fees charged for miscellaneous facilities and planning are based on future ERCs served. Table 2-2 calculates the costs per LOS unit. The IF% removes the Project Improvement costs and costs of projects used to solve existing deficiencies.

**Table 2-2
Pressurized Irrigation Impact Fee Facilities Plan**

Source/Transmission	Begin	Total Cost	IF %	IF & Interest Cost	Add Capacity	Excess Cap	LOS/ERC	Cost/gpm
Winter Storage WRF Reuse Pump Upsize from 650 GPM to 1,200 GPM 400 S 100 W Summit Crk Irrig Well Connections	FY2018	\$129,160	45.83%	\$59,198	550 gpm	567 ERCs	0.97 gpm	\$107.63
	FY2026	\$300,000	100.00%	\$300,000	1,400 gpm	567 ERCs	0.97 gpm	\$214.29
WEIGHTED AVERAGE								\$184.20
Storage	Begin	Total Cost	IF %	IF & Interest Cost	Capacity	Excess Cap	LOS/ERC	Cost/gal
Summit Ridge & City Hall 2021 Bond (32.3% City Hall 67.7% PI) - [21.16% Zone 11W 3.25 MG Tank]	FY2022	\$2,377,070	100.00%	\$2,899,844	3,250,000 gal	1,614 ERCs	1,817 gal	\$0.89
WEIGHTED AVERAGE								\$0.89
Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$936,064	7,709 ERCs	3,752 ERCs	11,461 ERCs	\$121.43
Summit Ridge 12" PRV	FY2020	\$57,329	67.00%	\$13,285	7,267 ERCs	4,194 ERCs	11,461 ERCs	\$1.83
Canyon Rd 3,000 gpm Booster Pump Station Zions 2018 PI Bond (58.4% PI Booster, 41.6% PI Zone 11E Tank)	FY2018	\$1,004,779	100.00%	\$1,251,120	7,565 ERCs	3,896 ERCs	11,461 ERCs	\$165.39
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - [7.33% 3,000 gpm Booster Pump Station - Zone 11W]	FY2022	\$823,580	100.00%	\$3,200,650	6,782 ERCs	4,679 ERCs	11,461 ERCs	\$471.93
Stone Hollow Backflow Preventer - Zone 10W	FY2020	\$32,179	100.00%	\$32,179	7,267 ERCs	4,194 ERCs	11,461 ERCs	\$4.43
Zone 10 ULS Connection	FY2026	\$450,000	100.00%	\$450,000	5,947 ERCs	5,514 ERCs	11,461 ERCs	\$75.67
TOTAL								\$840.68
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$81,500	100.00%	\$81,500	2,313 ERCs	4,679 ERCs	6,992 ERCs	\$35.24
Master Plan Studies	FY2022	\$145,650	100.00%	\$145,650	2,313 ERCs	4,679 ERCs	6,992 ERCs	\$62.97
TOTAL								\$98.21

Distribution	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	LOS/ERC	ERCs	Cost/cf
Summit Ridge 2021 Bond (32.33% City Hall, 61.30% PI, 6.36% DW) - Summit Ridge 500 S Summit Ridge 7,950' 16" & 7,500' 24" Lines - Zone 11W	FY2022	\$3,687,424	44.75%	\$1,879,981	31,629 cf	25.0 cf	1,265 ERCs	\$59.44
Summit Ridge Santaquin Peaks 5,660' 12"	FY2023	\$265,004	20.69%	\$161,040	3,334 cf	25.0 cf	133 ERCs	\$48.30
WEIGHTED AVERAGE								\$58.38

Note: Project and study costs based on actual costs or present day cost estimates.
Source: IFFP

LEVEL OF SERVICE

Table 2-3 has the LOS calculations for the City pressurized irrigation source, storage and distribution systems as calculated in the IFFP.

**Table 2-3
Pressurized Irrigation Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Source LOS/ERC	1.45 gpm	1.45 gpm	0.97 gpm	100.00%
Storage LOS/ERC	2,334 gal	2,334 gal	1,817 gal	100.00%
Distribution LOS/ERC	25.28 cf	25.28 cf	25.00 cf	100.00%

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 2-3 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

IMPACT FEE CREDITS

When the Proposed LOS is higher than the Existing LOS, impact fee credits are applied so new residents do not also pay an impact fee for costs to raise the Existing LOS. Also, bonds often include new and existing user costs. New users pay for their portion of the bond through impact fees. Existing users pay through their rates. Since new users have already paid for their portion of the facility through impact fees they receive a credit for what they will pay in user rates over the life of the bond. Table 2-4 shows the NPV credit calculations per ERC for any impact fee components that meet these criteria for a credit.

**Table 2-4
Impact Fee Credits**

Distribution	2021 Bond - Summit Ridge		
	Year	Credit	NPV
FY2027	\$21.48	\$178.07	\$1,281.36
FY2028	\$20.61	\$166.36	\$1,293.07
FY2029	\$19.79	\$154.85	\$1,304.58
FY2030	\$19.06	\$143.48	\$1,315.95
FY2031	\$18.37	\$132.19	\$1,327.24
FY2032	\$17.72	\$120.92	\$1,338.51
FY2033	\$17.11	\$109.64	\$1,349.79
FY2034	\$16.55	\$98.31	\$1,361.12
FY2035	\$16.01	\$86.85	\$1,372.58
FY2036	\$15.51	\$75.26	\$1,384.17
FY2037	\$15.06	\$63.48	\$1,395.95
FY2038	\$14.62	\$51.44	\$1,407.99
FY2039	\$14.21	\$39.11	\$1,420.32
FY2040	\$13.80	\$26.45	\$1,432.97
FY2041	\$13.44	\$13.44	\$1,445.98
Average Mortgage Interest Rate			6.24%

Source: IFFP, Federal Home Loan Mortgage Corporation

The costs that new residents will pay in user rates to increase the Existing LOS to the Master Plan LOS or to make bond payments for projects that benefit existing users in Table 2-2 are divided over the years to the Master Planned Year or end of bond payments. All costs are converted to present day costs and deducted from the component's impact fee.

IMPACT FEE COMPONENTS

The impact fee per ERC for each component of a pressurized irrigation system is shown in Table 2-5.

**Table 2-5
Pressurized Irrigation Impact Fee Per ERC**

Single Family Residential	Cost	ERC Capacity	Cost/ERC	Cost/ERC with Credit
Source/Transmission	\$184.20/gpm	0.97 gpm/ERC	\$178.68/ERC	\$178.68/ERC
Storage	\$0.89/gal	1,817 gal/ERC	\$1,621.24/ERC	\$1,621.24/ERC
Misc Facilities	\$3,000,365.70	7,036 ERCs	\$840.68/ERC	\$840.68/ERC
Planning	\$227,150.00	2,313 ERCs	\$98.21/ERC	\$98.21/ERC
Distribution	\$58.38/cf	25.0 cf/ERC	\$1,459.43/ERC	\$1,281.36/ERC

MAXIMUM ALLOWABLE IMPACT FEE

Table 2-6 provides the maximum allowable impact fee for the pressurized irrigation system. It is calculated by adding the costs for each component in Table 2-5.

**Table 2-6
Maximum Allowable Pressurized Irrigation Impact Fee**

Item	Max Allowable Impact Fee	Max Allowable with Credits
Source Cost/ERC	\$178.68/ERC	\$178.68/ERC
Storage Cost/ERC	\$1,621.24/ERC	\$1,621.24/ERC
Distribution Cost/ERC	\$1,459.43/ERC	\$1,281.36/ERC
Facilities Cost/ERC	\$840.68/ERC	\$840.68/ERC
Planning Cost/ERC	\$98.21/ERC	\$98.21/ERC
Maximum Allowable Impact Fee/ERC	\$4,198.23/ERC	\$4,020.16/ERC

The proposed first year impact fee with credits for an ERC is identified in Table 2-7. It also includes the proposed cost change and percent increase per ERC.

**Table 2-7
Pressurized Irrigation Impact Fee per ERC with Credit**

ERC Meter Size	1 in
Maximum Allowable Impact Fee/ERC	\$4,020.16/ERC
Previous Impact Fee	\$4,123.00/ERC
Proposed Impact Fee	\$4,020.16/ERC
Difference	-\$102.84/ERC
% Change	-2.49%

The ERC Ratio for different lot sizes is found in Table 2-8. This factor would be applied to the Proposed Impact Fee/ERC in Table 2-7 for the first and Table 2-9 for subsequent years.

**Table 2-8
Proposed Pressurized Irrigation Impact Fee by Irrigated Area**

Lot Size	ERC	Impact Fee
Average Single Family Residential Lot	1	\$4,020.16/ERC
1 Acre of Landscaped Area	8.78	\$35,313.51/ERC

Source: IFFP

Table 2-9 shows the proposed impact fees per ERC with credits for the next 6 years. These credits reduce slightly per year according to the NPV credit calculations in Table 2-4.

**Table 2-9
Impact Fee Schedules with Credits**

Year	Single Family Residential
FY2027	\$4,020.16/ERC
FY2028	\$4,031.87/ERC
FY2029	\$4,043.38/ERC
FY2030	\$4,054.75/ERC
FY2031	\$4,066.04/ERC
FY2032	\$4,077.31/ERC

The pressurized irrigation impact fee is charged at the time of building permit issuance. It is charged by lot size for single family homes and by irrigated acre for all other development according to Table 2-10.

**Table 2-10
Impact Fee by Area and Single Family Residential Lot Size**

Development Type	Acres	Irrigated Acres	ERC	Impact Fee
Single Family Residential ERC Lot	0.21 acres	0.11 acres	1.00 ERCs	\$4,020.16
1 Acre of Multi-Family Landscaped Area	1.00 acre	1.00 acre	8.78 ERCs	\$35,313.51
1 Acre of Non-Residential Landscaped Area	1.00 acre	1.00 acre	8.78 ERCs	\$35,313.51
Single Family Home Lot Size	% Landscaped	Irrigated Area	Factor	Impact Fee
2000 sq-ft or less	15.00%	300 sq-ft	0.06	\$234.18
2,001-3,000 sq-ft	26.00%	650 sq-ft	0.13	\$507.40
3,001-4,000 sq-ft	39.29%	1,375 sq-ft	0.27	\$1,073.34
4,001-5,000 sq-ft	44.44%	2,000 sq-ft	0.39	\$1,561.23
5,001-6,000 sq-ft	48.18%	2,650 sq-ft	0.51	\$2,068.63
6,001-7,000 sq-ft	50.00%	3,250 sq-ft	0.63	\$2,537.00
7,001-8,000 sq-ft	51.33%	3,850 sq-ft	0.75	\$3,005.37
8,001-9,000 sq-ft	52.65%	4,475 sq-ft	0.87	\$3,493.25
9,001-10,000 sq-ft	54.21%	5,150 sq-ft	1.00	\$4,020.16
10,001-11,000 sq-ft	55.95%	5,875 sq-ft	1.14	\$4,586.11
11,001-12,000 sq-ft	57.61%	6,625 sq-ft	1.29	\$5,171.57
12,001-16,000 sq-ft	61.96%	8,675 sq-ft	1.68	\$6,771.83
16,001-20,000 sq-ft	64.86%	11,675 sq-ft	2.27	\$9,113.67
Greater than 20,001 sq-ft	67.50%	16,875 sq-ft	3.28	\$13,172.87

CHAPTER 3 – ADOPTION, ACCOUNTING, EXPENDITURE, AND REFUNDS

ADOPTION

The Utah Impact Fees Act requires the preparation of an IFFP, impact fee analysis and impact fee enactment prior to adoption of an ordinance adopting or amending impact fees. The IFFP for pressurized irrigation was prepared to identify existing excess capacity, existing deficiencies, Existing LOS, Proposed LOS and newly constructed facilities that were required to serve new development in the City.

The written impact fee analysis, using the analysis from the IFFP, identifies the impacts placed on facilities by development activity and how the impacts are related to new development. The analysis also calculates the roughly proportional share of costs of each facility identified in the IFFP attributable to new development and establishes the relative benefit each group will receive from the improvement. The analysis also includes an executive summary of the impact fee analysis providing a brief overview of the impact fee structure, methodology and cost basis used.

The impact fee enactment must be adopted by the City Council to enact the proposed fees. The ordinance may not impose a fee higher than the maximum legal fee defined in the written analysis, but may adopt a fee that is lower than the maximum fee. In addition, the ordinance must:

- establish one or more service areas
- include a schedule of the impact fees or the formula by which the fee is derived
- include provisions allowing the City to adjust or modify the fee to take into account any changes or unusual circumstances to ensure that the fee is administered fairly
- include provisions to adjust the fee if independent research or studies determine that it should be different
- include a provision allowing charter and public schools to request the inclusion of facilities on the IFFP and in the calculation of the impact fee

By Utah Code 11-36a-504, the Ordinance may be adopted following a ten (10) day notice period and public hearing. Copies of the proposed Ordinance, written IFFP and Impact Fee Analysis must be made available to the public during the 10-day notice period for public review and inspection in designated public places including the City offices and any public libraries within the jurisdiction. A public hearing shall be held at the end of the 10-day notice period, at which point the Council may adopt, amend and adopt, or reject the Impact Fee Ordinance and proposed fee schedule.

ACCOUNTING

The Impact Fees Act requires that any entity imposing impact fees establish an interest bearing ledger account for each type of public facility for which an impact fee is collected. All impact fee receipts must be deposited into the appropriate account. Any interest earned in each account must remain in the corresponding account. At the end of each fiscal year, the City must prepare a report on each fund or account showing the source and amount of all monies collected, earned, and received by each account and each expenditure made from each account.

EXPENDITURE

The City may only expend impact fees for System Improvements identified in the IFFP. All funds collected must be spent or encumbered within six years of collection or the City must provide an extraordinary or compelling reason why the fees must be held longer and provide an ultimate date by which the impact fees collected will be expended. Any fees retained beyond the six years without an extraordinary or compelling reason must be refunded. The improvements financed by impact fees must be owned and operated by the City or another local public entity with which the City has contracted or will contract for services and improvements that will be operated on the City's behalf.

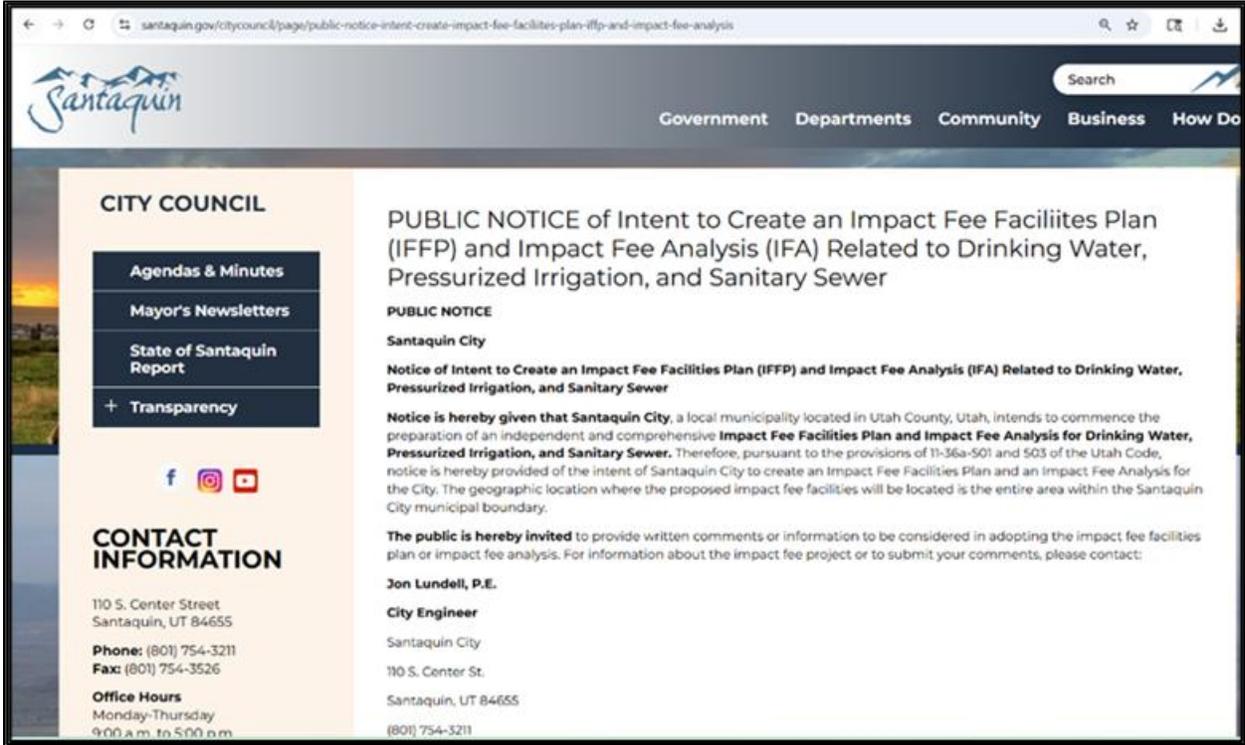
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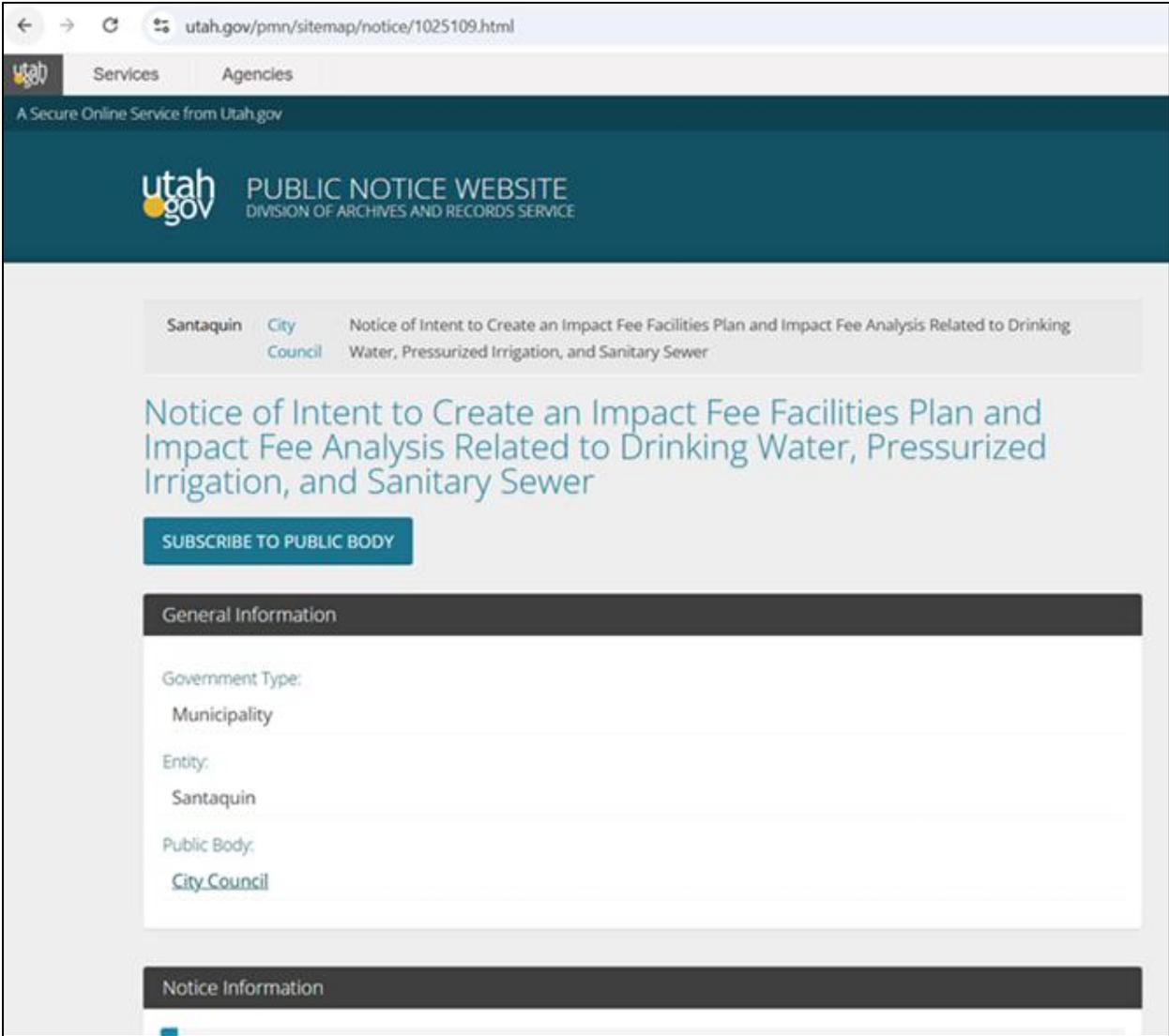
By Utah Code 11-36a-603, the City is required to refund any impact fees collected, plus interest earned since collection if:

1. A developer who has paid impact fees does not proceed with the development and has filed a written request for a refund,
2. The fees have not been spent or encumbered within six years, or
3. The new development which has paid impact fees has not created an impact upon the system.

APPENDICES

APPENDIX A - NOTICE OF INTENT TO AMEND THE PRESSURIZED IRRIGATION IFFP AND IFA





Add Notice to Calendar

Notice Title:

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice Type(s):

Notice

Event Start Date & Time:

November 24, 2025 05:00 PM

Description/Agenda:

Santaquin City

Notice of Intent to Create an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice is hereby given that Santaquin City, a local municipality located in Utah County, Utah, intends to commence the preparation of an independent and comprehensive Impact Fee Facilities Plan and Impact Fee Analysis for Drinking Water, Pressurized Irrigation, and Sanitary Sewer. Therefore, pursuant to the provisions of 11-36a-501 and 503 of the Utah Code, notice is hereby provided of the intent of Santaquin City to create an Impact Fee Facilities Plan and an Impact Fee Analysis for the City. The geographic location where the proposed impact fee facilities will be located is the entire area within the Santaquin City municipal boundary.

The public is hereby invited to provide written comments or information to be considered in adopting the impact fee facilities plan or impact fee analysis. For information about the impact fee project or to submit your comments, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.

Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S. Center Street
Santaquin, UT 84655

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Contact Name:

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Notice Posting Details

Notice Posted On:
September 23, 2025 08:57 AM

Notice Last Edited On:
September 23, 2025 04:17 PM

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File Name	Category	Date Added
Notice of Intent - IFFP DW PI WW - Santaquin 2025.docx	Public Information Handout	2025/09/23 04:16 PM

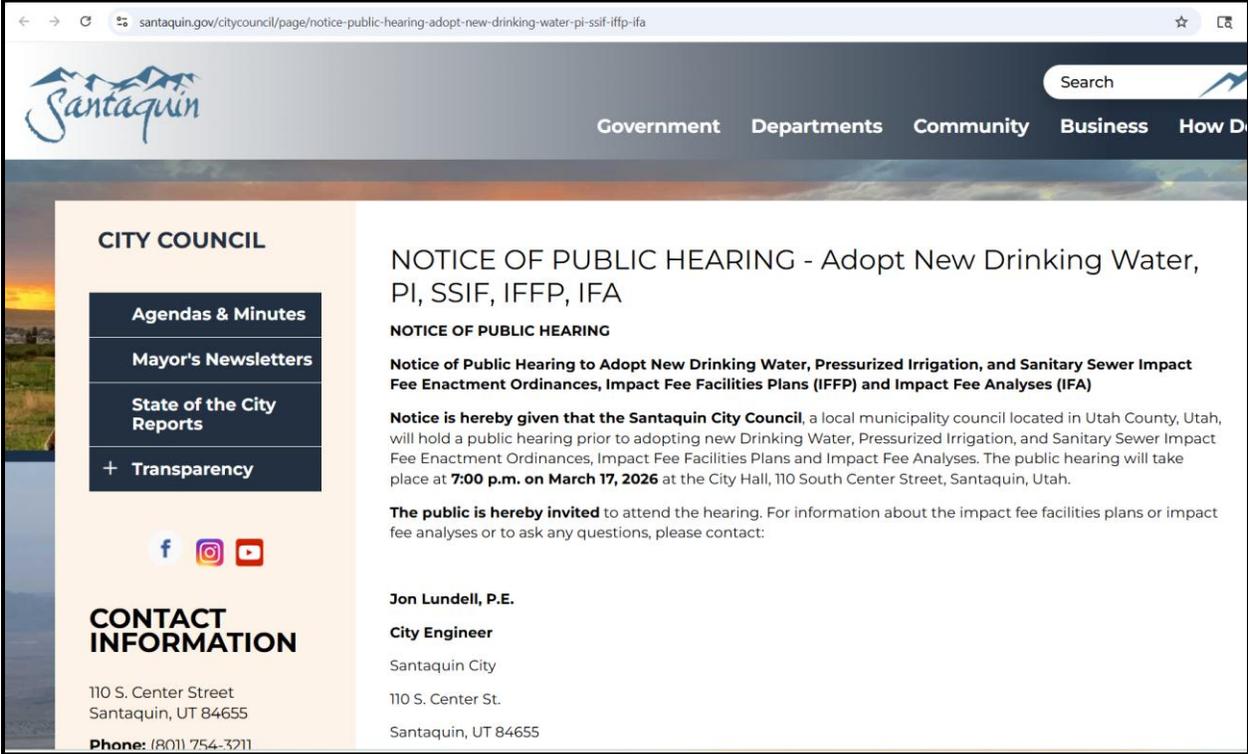
SHOW NOTICE REVISION HISTORY

Board/Committee Contacts

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Art Adcock	aadcock@santaquin.org	801-754-3211
Jeff Siddoway	jsiddoway@santaquin.org	801-754-3211
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Brian Del Rosario	bdelrosario@santaquin.org	801-754-3211

APPENDIX B - NOTICE OF PUBLIC HEARING TO ADOPT OR AMEND AN IFFP AND IF ENACTMENT

11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Adopt an Impact Fee Enactment





Santaquin / City / Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

SUBSCRIBE TO PUBLIC BODY

General Information

Government Type:

Municipality

Entity:

Santaquin

Public Body:

[City Council](#)

Notice Information

[Add Notice to Calendar](#)

Notice Title:

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice Type(s):

Notice, Hearing

Event Start Date & Time:

March 17, 2026 07:00 PM

Description/Agenda:

Santaquin City

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice is hereby given that the Santaquin City Council, a local municipality council located in Utah County, Utah, will hold a public hearing prior to adopting new Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans and Impact Fee Analyses. The public hearing will take place at 7:00 p.m. on March 17, 2026 at the City Hall, 110 South Center Street, Santaquin, Utah.

The public is hereby invited to attend the hearing. For information about the impact fee facilities plans or impact fee analyses or to ask any questions, please contact:

Santaquin City

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice is hereby given that the Santaquin City Council, a local municipality council located in Utah County, Utah, will hold a public hearing prior to adopting new Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans and Impact Fee Analyses. The public hearing will take place at 7:00 p.m. on March 17, 2026 at the City Hall, 110 South Center Street, Santaquin, Utah.

The public is hereby invited to attend the hearing. For information about the impact fee facilities plans or impact fee analyses or to ask any questions, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.
Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S CENTER STREET
Santaquin/Utah County, UT 84655

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

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March 06, 2026 12:16 PM

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File Name	Category	Date Added
FINAL Notice of Public Hearing - IFFP IFA DW PI SS - Santaquin 2026.docx	Public Information Handout	2026/03/06 12:16 PM

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Board/Committee Contacts

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Board/Committee Contacts

ORDINANCE 03-04-2026

AN ORDINANCE ADOPTING THE SANTAQUIN CITY SANITARY SEWER IMPACT FEE FACILITIES PLAN AND THE SANITARY SEWER IMPACT FEE ANALYSIS; AND ENACTING SANITARY SEWER IMPACT FEES, 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, Santaquin City has legal authority pursuant to Title 11, Chapter 36a of the Utah Code known as the “Impact Fee Act” (hereinafter the “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, the City has historically assessed impact fees as a condition of development approval in order to appropriately assign capital infrastructure costs to development in an equitable and proportionate manner; and

WHEREAS, on September 23rd, 2025, pursuant to the Act, the City properly noticed its intent to update its Sanitary Sewer Impact Fee Facilities Plan, and to amend its Sanitary Sewer Impact Fees based on an updated Sanitary Sewer Impact Fee Analysis; and

WHEREAS, the City has reviewed and evaluated the City’s sanitary sewer service area for the sanitary sewer system, which consists of the entire area within the Santaquin municipal boundary as shown in the Sanitary Sewer Impact Fee Facilities Plan, and has determined that it is in the City’s best interest to establish the said service area for the purpose of imposing Sanitary Sewer Impact Fees; and

WHEREAS, pursuant to the requirements of Sections 11-36a-301 and 302 of the Act, Hansen Allen & Luce Engineers has prepared the Santaquin City updates to the Sanitary Sewer Impact Fee Facility Plan (the “IFFP”), attached hereto as Exhibit “A,” which Hansen, Allen, & Luce, INC. has properly certified pursuant to the requirements of Section 11-36a-306(1) of the Act; and

WHEREAS, pursuant to the requirements of Sections 11-36a-303 and 304 of the Hansen Allen & Luce Engineers, has prepared the “Santaquin City Sanitary Sewer Impact Fee Analysis” (the

“IFA”), which Hansen, Allen, & Luce, INC. has properly certified pursuant to the requirements of Section 11-36a-306(2) of the Act; and

WHEREAS, Hansen, Allen, & Luce, INC. has also calculated for enactment Sanitary Sewer Impact Fees as set forth in the IFA and pursuant to the requirements of Sections 11-36a-305 of the Act; and

WHEREAS, on March 5, 2026, pursuant to Section 11-36a-502 of the Act, a full copy the IFFP, the IFA, and this Impact Fee Enactment or Ordinance, along with an executive summary of the IFFP and the IFA that was designed to be understood by a lay person, were made available to the public at the Santaquin City Community Development Desk, posted on the City’s Website, and the Public Notice Website; and

WHEREAS, on March 17th, 2026, the Santaquin City Council held a public hearing regarding the proposed and certified IFFP, IFA, and this Impact Fee Enactment or Ordinance; and

WHEREAS, the Santaquin City Council does now desire to hereby approve and adopt the IFFP and the IFA and to formally enact Sanitary Sewer Impact Fees pursuant thereto and pursuant to the requirements of Sections 11-36a-401 through 11-36a-403 of the Act.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Santaquin, Utah:

SECTION 1: Adoption.

The IFFP and the IFA are attached hereto and approved, adopted and incorporated as part of this Ordinance. The Impact Fees for the sanitary sewer system as set forth in the IFA are hereby approved and adopted, and at the time the Impact Fees become effective pursuant to this Ordinance, the Impact Fees will replace all previously adopted sanitary sewer impact fees.

SECTION 2: Service Area - Utah Code Requirement 11-36a-402(1)(a).

The service area established in the IFFP and the IFA and for which Sanitary Sewer Impact Fees are established and imposed is all of Santaquin City (the “Service Area”). The Service Area is established based upon sound planning and engineering principles for the City’s sanitary sewer system services.

SECTION 3: Level of Service - Utah Code Requirement 11-36a-402(1)(b).

IFFP Tables 1-2 and 1-3 set the level of service parameters and level of service calculations for the City sanitary sewer collection and treatment systems.

**Table Error! No text of specified style in document.-1
Sanitary Sewer LOS Parameters**

Category	Parameter	Source
Maximum Peak Hour Flow Depth in Areas with Basements (%)	78%	2023 SS Master Plan Level of Service page 9
Maximum Peak Hour Flow Depth in Areas without Basements (%)	95%	2023 SS Master Plan Level of Service page 9
Lift Station Pump Peak Hour Capacity Excluding Standby Pump (%)	100%	2023 SS Master Plan Level of Service page 10
WRF Treatment Flow Capacity % of Peak Day or Avg Flow as Applicable	100%	2023 SS Master Plan Level of Service page 10
Effluent Storage % of Total Non-Irrigation Season Demand	100%	2023 SS Master Plan Level of Service page 11
WRF Average Day Load Capacity - COD (ppd)	5,213 ppd	Design Flow Loading Summary
WRF Average Day BOD5 Load Capacity (ppd)	2,085 ppd	Design Flow Loading Summary
WRF Average Day TSS Load Capacity (ppd)	2,085 ppd	Design Flow Loading Summary
WRF Average Day TKN Load Capacity (ppd)	459 ppd	Design Flow Loading Summary
WRF Average Day Phosphorus Load Capacity (ppd)	67 ppd	Design Flow Loading Summary

**Table Error! No text of specified style in document.-2
Sanitary Sewer Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Treatment	326.37 gpd	326.37 gpd	200.00 gpd	100.00%
Collection	5.16 cf	5.16 cf	4.67 cf	100.00%

SECTION 4: Impact Fee Analysis and Impact Fee Calculations - Utah Code Requirements 11-36a-402(1)(b)(ii).

As found in the IFA, the Sanitary Sewer Impact Fee calculation is based on the following:

1. Elements. In calculating the Sanitary Sewer Impact Fee, the City has included those costs allowed, including debt service, if any, that are found under Section 11-36a-305 of the Act for each type of system improvement. These types are categorized by the following elements of a sanitary sewer impact fee:
 - a. Treatment;
 - b. Miscellaneous Facilities;
 - c. Planning; and

d. Collection.

2. Proportionate Share Analysis. Included within the IFA is a proportionate share analysis as required by Section 11-36a-304 of the Act.
3. Formula. The Sanitary Sewer Impact Fee is based upon the Act's required proportionate share analysis in determining the total project costs to maintain the City's current sanitary sewer system level of service for new development activity that is projected to occur during the next six (6) years. Table 2-5 from the IFA shows the impact fee imposed per ERC for each type of system improvement.

**Table Error! No text of specified style in document.-3
Sanitary Sewer Impact Fee Per ERC**

Type	Cost	ERC Capacity	Cost/ERC	Cost/ERC with Credit
Treatment	\$23.96/gpd	200 gpd/ERC	\$4,791.93/ERC	\$4,508.39/ERC
Misc Facilities	\$936,064	11,083 ERCs	\$84,46/ERC	\$84.46/ERC
Planning	\$215,150	6,539 ERCs	\$65.80/ERC	\$65.80/ERC
Collection	\$94.68/cf	4.67 cf/ERC	\$442.15/ERC	\$442.15/ERC

Table 2-7 from the IFA shows the formula used to calculate the impact fee for each type of development activity. It also includes the proposed cost change and percent increase per ERC.

**Table 2-7
Sanitary Sewer Impact Fee per ERC with Credit**

Maximum Allowable Impact Fee/ERC		\$5,384.35/ERC
Maximum Allowable Impact Fee/ERC with Credit		\$5,100.81/ERC
Previous Impact Fee/ERC		\$5,096.30/ERC
Proposed Impact Fee/ERC		\$5,100.81/ERC
Difference		\$4.51/ERC
% Change		0.09%
Average Occupancy/ERC		3.64
Average Occupancy/Single Family Dwelling Unit	Factor: 1.0247	3.73
Detach ADU	Factor: 0.9000	
Average Occupancy/Multi-Family Dwelling Unit	Factor: 0.9533	3.47
Maximum Allowable Impact Fee/Single Family Dwelling Unit		\$5,226.92
Maximum Allowable Impact Fee/Detached ADU		\$4,704.23
Maximum Allowable Impact Fee/Multi-Family Dwelling Unit		\$4,862.58

The ERC Ratio for different meter sizes is found in IFA Table 2-8. This factor would be applied to the Proposed Impact Fee/ERC in Table 2-7.

**Table Error! No text of specified style in document.-4
Proposed Non-Residential Sanitary Sewer Impact Fee by Meter Size**

Meter Size	ERCs	Impact Fee
Single-Family Dwelling Unit 3/4 in	1.02	\$5,226.92/ERC
Single-Family Dwelling Unit 1 in	1.71	\$8,728.96/ERC
Single-Family Dwelling Unit 1 1/2 in	3.41	\$17,405.66/ERC
Single-Family Dwelling Unit 2 in	5.46	\$27,859.51/ERC
Detached ADU	0.92	\$4,704.23/ERC
Multi-Family Dwelling Unit	0.95	\$4,862.58/ERC
Non-Residential Development 3/4 in	1.00	\$5,100.81/ERC
Non-Residential Development 1 in	1.67	\$8,518.35/ERC
Non-Residential Development 1 1/2 in	3.33	\$16,985.68/ERC
Non-Residential Development 2 in	5.33	\$27,187.29/ERC
Non-Residential Development (Any Size Meter) ¹	Effluent Flow Option	\$25.50/gpd

The sanitary sewer impact fee is charged at the time of building permit issuance. Sanitary sewer impact fees are charged on a per-ERC basis.

A more detailed analysis of the impact fee schedule and formula is found in the attached IFA.

4. Impact Fee Adjustments - Utah Code Requirement 11-36a-402(1)(c) and 11-36a-402(1)(d).
 - a. The City Council is authorized to adjust the standard fee at the time the fee is charged to:
 - i. respond to:
 1. unusual circumstances in specific cases; or
 2. a request of a prompt and individualized impact fee review for the development activity of the state, a school district, or a charter school and an offset or credit for a public facility for which an impact fee has or will be collected, and
 - ii. ensure that the impact fees are imposed fairly.
 - b. The impact fee may be adjusted for a particular development based on studies or data provided by a developer after review by the City's Impact Fee Administrator and approval by the City Council.
5. Credits and Reimbursements - Utah Code Requirements 11-36a-402(2) and 11-36a-402(3).

- a. A developer, including a school district or a charter school, shall receive a credit against or proportionate reimbursement of an impact fee from the City if the developer:
 - i. dedicates land for a system improvement,
 - ii. builds and dedicates some or all of a system improvement, or
 - iii. dedicates a public facility that the City and the developer agree will reduce the need for a system improvement.
- b. The City shall require a credit against the impact fee for any dedication of land for, improvement to, or new construction of, any system improvements provided by the developer if the facilities:
 - i. are system improvements, or
 - ii. A. are dedicated to the public, and
 - B. offset the need for an identified system improvement.

SECTION 5: Assessment.

The Sanitary Sewer Impact Fee shall be charged for all new service connections or whenever a customer desires to increase the size of an existing sanitary sewer service. In the latter instance, the impact fee shall be based on the difference in service capacity between the new and existing service. The impact fee shall be charged throughout the Service Area for all classes of service.

SECTION 6: Expenditure of Impact Fees - Utah Code Requirements 11-36a-602.

The City may expend impact fees only for a system improvement identified in the IFFP and for the specific public facility type for which the fee was collected. Impact fees will be expended on a first-in-first-out basis. Impact fees collected pursuant to this Ordinance shall be expended or encumbered for permissible use within six (6) years of their receipt. The City may hold the fees for longer than six (6) years if it identifies, in writing, an extraordinary and compelling reason why the fees should be held longer than six (6) years and an absolute date by which the fees will be expended.

SECTION 7: Impact Fee Reimbursement and Pioneering Agreements.

The City Manager is authorized to sign sanitary sewer impact fee reimbursement agreements and pioneering agreements when in accordance with this ordinance and Utah code.

SECTION 8: Refunds - Utah Code Requirements 11-36a-603.

The City shall refund any impact fee paid by a developer, plus interest earned, when:

1. the developer does not proceed with the development activity and has filed a written request for a refund;
2. the fee has not been spent or encumbered; and
3. no impact has resulted.

An impact that would preclude a developer from a refund from the City may include any impact reasonably identified by the City, including but not limited to, the City having sized facilities and/or paid for, installed and/or caused the installation of facilities based, in whole or in part, upon the developer's planned development activity even though that capacity may, at some future time, be utilized by another development.

SECTION 9: Impact Fee Challenges - Utah Code Requirements 11-36a-701.

A person or entity that has standing to challenge an impact fee may appeal the impact fee pursuant to Title 9, Chapter 8 of the Santaquin City Code. The procedures and time limitations for challenging an impact fee, including procedures for mediation and/or arbitration, shall be as set forth in Sections 11-36a-702 through 705 of the Act. The applicable remedies for an impact fee challenge shall be limited to those set forth in Section 11-36a-701 of the Act.

SECTION 10: Accounting of Impact Fees - Utah Code Requirements 11-36a-601.

The City shall follow all of the accounting and reporting requirements found in Section 11-36a-601 of the Act.

SECTION 11: Severability.

If any portion or provision of this Ordinance shall be declared invalid for any reason, such decision shall not affect the remaining portions of this Ordinance that shall remain in full force and effect. For this purpose, the provisions of this Enactment are declared to be severable.

SECTION 12: Effective Date.

This Ordinance will become effective July 1, 2026 which is more than 90 days after the day on which it is approved in accordance with Utah Code 11-36a-401(2). 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.

ADOPTED by the City Council of Santaquin, Utah, this 17th day of March 2026.

SANTAQUIN CITY

Dan Olson, Mayor

ATTEST:

Stephanie Christensen
CITY RECORDER

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

STATE OF UTAH)

) ss.

COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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 17th day of March 2026, entitled

“AN ORDINANCE ADOPTING THE SANTAQUIN CITY SANITARY SEWER IMPACT FEE FACILITIES PLAN AND THE SANITARY SEWER IMPACT FEE ANALYSIS; AND ENACTING SANITARY SEWER IMPACT FEES, PROVIDING FOR CODIFICATION, CORRECTION OF SCRIVENER’S ERRORS, SEVERABILITY, AND AN EFFECTIVE DATE.”

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of Santaquin City Utah this 17th day of March 2026.

Stephanie Christensen
Santaquin City Recorder
(SEAL)

AFFIDAVIT OF POSTING

STATE OF UTAH)

) ss.

COUNTY OF UTAH)

I, STEPHANIE CHRISTENSEN, 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.

STEPHANIE CHRISTENSEN
Santaquin City Recorder

The foregoing instrument was acknowledged before me on this ___ day of ___ 2026, by STEPHANIE CHRISTENSEN.

My Commission Expires:

Notary Public

Residing at: Utah County

Exhibit A- IFFP, IFA



Sanitary Sewer Impact Fee Facilities Plan



SANTAQUIN

March 2026



Santaquin

**Sanitary Sewer
IMPACT FEE FACILITY PLAN**

(HAL Project No.: 415.10.300)

March 2026



ACKNOWLEDGMENTS

Several individuals contributed to the successful completion of this study. We sincerely appreciate the cooperation, assistance, and expertise provided by members of the project team:

The City of Santaquin
Jason Callaway, Public Works Director
Norm Beagley, City Manager
Jon Lundell, City Engineer
Josh Carr, GIS Administrator

Hansen, Allen & Luce, Inc.
Steve Jones, Principal in Charge
Chris Thompson, Project Manager
Dana Tran, Project Engineer
Jason Biesinger, Project Engineer

ABBREVIATIONS, ACRONYMS, UNITS AND DEFINITIONS

ABBREVIATIONS

City Santaquin City

ACRONYMS

CIP	Capital Improvement Plan
ERC	Equivalent Residential Connection
GIS	Geographic Information System
HAL	Hansen, Allen and Luce, Inc.
IF	Impact Fee
LOS	Level of Service
MAG	Mountainland Association of Governments
MPO	Metropolitan Planning Organization
SS	Sanitary Sewer
SSMP	Sanitary Sewer Master Plan
WRF	Water Reclamation Facility

UNITS

ac-ft	Acre Foot
cf	Cubic Foot
ft	Foot
in	Inch
ln-ft	Linear Foot
sq-ft	Square Foot

DEFINITIONS

Base LOS Data Year. The first data year LOS calculations were made.

Base LOS Fiscal Year. The first fiscal year LOS calculations were implemented.

Base Year LOS. The Base Year LOS reflects the originally calculated LOS provided to the residents. It is tracked so impact fees are not used to raise the LOS to existing residents.

Data Year. The Data Year is the previous full calendar year for which annual data is used for updating the IFFP and IFA.

Collection LOS Parameter. The Collection LOS Parameter was set by standard practice in the WWMP.

Collection Pipe. Collection Pipe includes main lines that collect sanitary sewer and are owned by the City.

Effective Date. The date, no less than 90 days after the Enactment Date, when the impact fees become effective for impact fees that are increasing.

Enactment Date. The Enactment Date is the date the City Council approves the IFFP, IFA, and Impact Fee Enactment Ordinance.

Equivalent Residential Connection (ERC). An ERC is defined by the average sanitary sewer usage of an average single-family house.

Established LOS. The Established LOS is set by the City Council by the adoption of the IFFP, the IFA, and the Impact Fee Enactment Ordinance.

Existing LOS. The Existing LOS is the LOS currently provided to the existing City residents for the Data Year.

Local Collection System. Local Collection System is defined as collection system constructed with Minimum Size Collection Pipe or pipe smaller in diameter.

Master Plan LOS. The Master Plan LOS is the LOS for the entire City at the Master Planned Year. It indicates what the Existing LOS will be raised to with non-impact fee funds.

Minimum Size Collection Pipe. The Minimum Size Collection Pipe is defined as the minimum or local collection pipe diameter. It is established by City standards according to standard practice and the City's ability to operate and maintain the sanitary sewer system.

Project Improvements. Project Improvements are improvements required by development that the City determines not to define as System Improvements.

Proposed LOS. The Proposed LOS is the LOS recommended to the City Council by the IFFP and IFA to set as the Established LOS.

Proposed LOS for Existing. The LOS existing customers will have as a result of the Proposed LOS.

Regional Collection System. Regional Collection System is defined as the volume of collection system pipe above that of a local or minimum pipe size.

Treatment LOS Parameter. The Treatment LOS Parameter was set by standard practice in the SSMP. Treatment facilities must be designed to meet state permits.

System Improvements. System Improvements are regional improvements determined by the City to be impact fee reimbursable. Cities are not required to define all regional facilities as System Improvements, but all System Improvements must be regional.

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APPENDICES I

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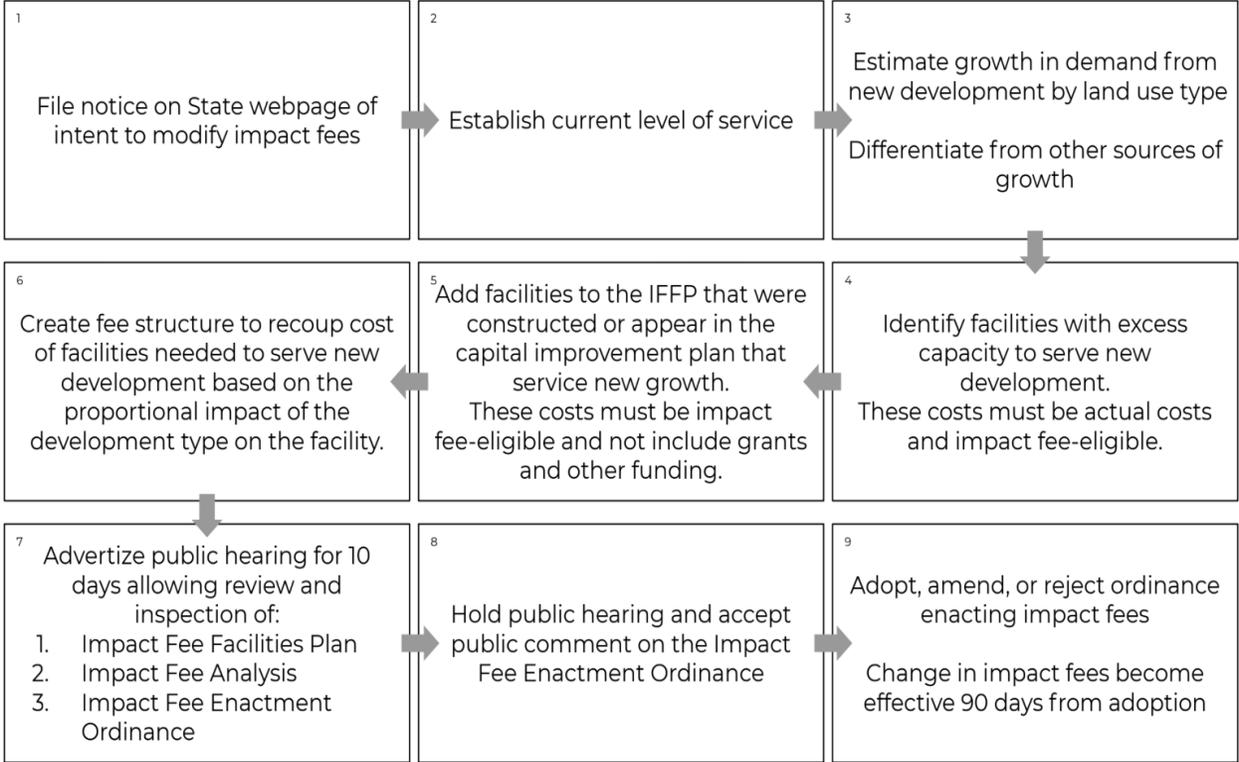
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CHAPTER 1 – INTRODUCTION

IMPACT FEE ENACTMENT PROCESS

Figure 1-1 outlines the impact fee enactment process.

**Figure 1-1
Impact Fee Enactment Process**



NOTICES

In accordance with Utah Code section 11-36a-501 Notice of Intent to Prepare an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Prepare an Impact Fee Assessment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Analysis for the area within the City’s policy declaration boundary. It was posted on the Utah Public Notice Website and the local City website. See [Appendix A](#).

In accordance with Utah Code section 11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-504 Notice of Intent to Adopt an Impact Fee Enactment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Facilities Plan and prepare an Impact Fee Analysis for the area within the City’s policy boundary. It was posted on the Utah Public Notice Website and the local City website. See Appendix B.

EXECUTIVE SUMMARY

J-U-B completed a sanitary sewer system model and the SSMP for the City. This IFFP is based on that model and SSMP and any update studies conducted since. Recommendations for Treatment and Collection System Improvements are based on the model requirements to meet the SSMP Treatment and Collection LOS Parameters.

The City has adopted impact fees based on the cost of capital facilities needed to meet the demand of new development according to the LOS Parameters set by the City in the SSMP and this IFFP. Impact fees are not used to increase the LOS for existing residents.

Service Area

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040. Master Planned Year refers to when, at growth rates projected by the MPO, the state and the City, all vacant land in the SSMP boundaries would be developed. It assumes no future changes to the SSMP boundaries but will be updated with each future IFFP according to the current City SSMP.

Impact Fee Facilities Plan

Table 1-1 identifies projects and planning studies with impact fee-eligible costs. All costs are based on actual costs or use present day cost estimates. There are 4 components to a sanitary sewer impact fee: treatment, miscellaneous facilities, planning, and collection. The fees charged for collection and treatment are based on LOS. The fees charged for miscellaneous facilities and planning are based on ERCs served. The IF % removes the Project Improvement costs and costs of projects used to solve existing deficiencies.

**Table 1-1
Sanitary Sewer Impact Fee Facilities Plan**

Treatment	Begin	Total Cost	IF %	IF & Interest Cost	Add Capacity	Capacity	Excess Cap	Cost/gpd
Phase 1 WRF Reclaimed Water Trunklines 2011 Bonds	FY2013	\$1,838,069	44.34%	\$1,057,424	0.96 mgd	2.16 mgd	1.14 mgd	\$1.11
Phase 1 WRF Site Work, Yard Piping, Utilities 2011 Bonds	FY2013	\$1,102,841	50.57%	\$723,627	0.75 mgd	1.48 mgd	0.73 mgd	\$0.96
Phase 1 WRF Headworks Building (screens, building, and electrical) 2011 Bonds	FY2013	\$1,286,648	58.89%	\$982,972	1.05 mgd	1.78 mgd	0.73 mgd	\$0.94
Phase 1 WRF Treatment Building 2011 Bonds	FY2013	\$5,881,820	50.57%	\$3,859,346	0.75 mgd	1.48 mgd	0.73 mgd	\$5.14
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Phase 3 WRF T-09 UV System Upgrades 2025 Bond	FY2024	\$436,375	66.67%	\$408,342	1.87 mgd	2.80 mgd	0.93 mgd	\$0.22
WRF Integration and SCADA	FY2025	\$139,375	100.00%	\$139,375	0.12 mgd	1.48 mgd	1.37 mgd	\$1.20
TOTAL								\$23.96

Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	Add ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$936,064	11,083 ERCs	4,109 ERCs	15,192 ERCs	\$84.46
TOTAL								\$84.46
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$81,500	100.00%	\$81,500	3,270 ERCs	5,864 ERCs	9,133 ERCs	\$24.93
Master Plan Studies	FY2022	\$133,650	100.00%	\$133,650	3,270 ERCs	5,864 ERCs	9,133 ERCs	\$40.88
TOTAL								\$65.80
Collection	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	LOS per ERC	ERCs	Cost/cf
Straten Acres 580' 18" Trunkline	FY2026	\$281,674	27.65%	\$77,873	822 ERCs	4.67 cf	176 ERCs	\$94.68
WEIGHTED AVERAGE								\$94.68

Note: Project and study costs based on actual costs or present-day cost estimates

Level of Service

Tables 1-2 and 1-3 set the LOS Parameters and LOS calculations for the City sanitary sewer treatment and collection systems. All systems have LOS categories defined in the Definitions.

**Table 1-2
Sanitary Sewer LOS Parameters**

Category	Parameter	Source
Maximum Peak Hour Flow Depth in Areas with Basements (%)	78%	2023 SS Master Plan Level of Service page 9
Maximum Peak Hour Flow Depth in Areas without Basements (%)	95%	2023 SS Master Plan Level of Service page 9
Lift Station Pump Peak Hour Capacity Excluding Standby Pump (%)	100%	2023 SS Master Plan Level of Service page 10
WRF Treatment Flow Capacity % of Peak Day or Avg Flow as Applicable	100%	2023 SS Master Plan Level of Service page 10
Effluent Storage % of Total Non-Irrigation Season Demand	100%	2023 SS Master Plan Level of Service page 11
WRF Average Day Load Capacity - COD (ppd)	5,213 ppd	Design Flow Loading Summary
WRF Average Day BOD5 Load Capacity (ppd)	2,085 ppd	Design Flow Loading Summary
WRF Average Day TSS Load Capacity (ppd)	2,085 ppd	Design Flow Loading Summary
WRF Average Day TKN Load Capacity (ppd)	459 ppd	Design Flow Loading Summary
WRF Average Day Phosphorus Load Capacity (ppd)	67 ppd	Design Flow Loading Summary

**Table 1-3
Sanitary Sewer Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Treatment	326.37 gpd	325.35 gpd	200.00 gpd	100.00%
Collection	5.14 cf	5.14 cf	4.67 cf	100.00%

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 1-3 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

CERTIFICATION

Utah Impact Fee Act requires certification for the IFFP. Hansen, Allen & Luce provides this certification with the understanding that the recommendations in the IFFP are followed by City Staff and elected officials. If all or a portion of the IFFP is modified or amended, or if assumptions presented in this analysis change substantially, this certification is no longer valid. All information provided to Hansen, Allen & Luce, Inc. is assumed to be correct, complete, and accurate.

IFFP Certification

Hansen, Allen & Luce, Inc. certifies that this Impact Fee Facilities Plan (IFFP):

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; or
 - 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; and
3. complies in each and every relevant respect with the Impact Fees Act.

HANSEN, ALLEN & LUCE, INC.

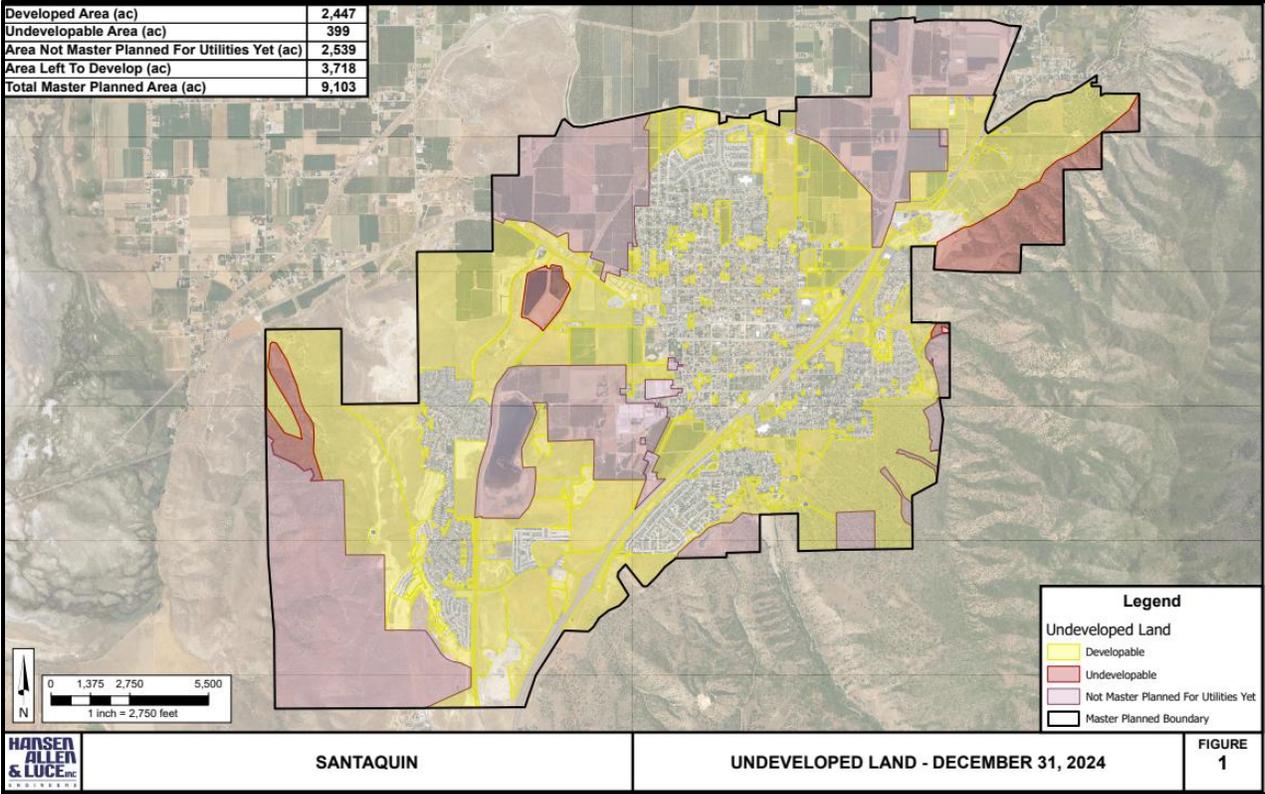
CHAPTER 2 – DEMOGRAPHICS AND GROWTH

UNDEVELOPED LAND

Santaquin City was first settled in late 1851 and is located about 70 miles south of Salt Lake City in Utah County. Although its history lies mostly in agriculture, its population today also has a substantial number of commuters who work in Provo, Orem, and other nearby cities. Utah County has experienced rapid growth in recent decades, and this growth has extended to Santaquin as population centers have expanded and property values have increased.

The City GIS was used to find developed, undeveloped, undevelopable, and not planned to be developed land within the SSMP boundary. Developed land includes parks and existing roads. Undevelopable land includes, but is not limited to, land that cannot be developed because of wetlands and steep terrains. Not expected to be developed land includes but is not limited to land that is not planned to be developed or has development restrictions. All these areas are shown in Figure 2-1.

**Figure 2-1
Sanitary Sewer Master Plan Undeveloped Land**



POPULATION

In Table 2-1 growth projections from the City and the Mountainland Association of Governments (MAG) Metropolitan Planning Organization (MPO) were used to estimate growth by Census. These projections were used to estimate annual growth for this study.

**Table 2-1
Census Population Projections**

Population Criteria	1990	2000	2010	2020	2030	2040	2050	2060
Santaquin	2,386	2,834	9,128	13,725	20,303	25,478	34,211	42,944
10-Year Growth Rate	0.00%	1.74%	12.41%	4.16%	3.99%	2.30%	2.99%	2.30%
Utah County	263,590	368,536	518,872	679,188	861,852	1,080,082	1,297,515	1,504,433
Growth Rate	0.00%	3.41%	3.48%	2.73%	2.41%	2.28%	1.85%	1.49%
Santaquin as % of Utah County	0.91%	0.77%	1.76%	2.02%	2.36%	2.36%	2.64%	2.85%
Santaquin Yearly Growth Rate	1.88%	22.21%	5.04%	4.79%	4.32%	3.04%	2.33%	1.89%

DATA YEAR AND MASTER PLANNED

Table 2-2 summarizes development information for the land area master planned in the SSMP for the IFFP Data Year. The Master Planned Year is estimated by applying the MPO growth rates to the developed area until the area left to develop is gone.

**Table 2-2
Projected Master Planned Development**

Land Use	% Total
Developed Area	2,447 acres 26.88%
Undevelopable Area	399 acres 4.38%
Area Not Master Planned for Utilities Yet	2,539 acres 27.89%
Area Left to Develop	3,718 acres 40.84%
Total Master Planned Area	9,103 acres 100.00%
Data Year	2024
Master Planned Households	11,700
Master Planned Year	2050

Source: City GIS and SSMP

MPO, state, and City growth projections were used to estimate the end of Data Year and Master Planned Year population in Table 2-3 and Table 2-4. Statistics were calculated using data from the City GIS, Census and the MPO MAG.

**Table 2-3
End of Data Year Developed Land and Population Summary**

Data Year	2024
Population	17,853
Households	5,433
Single-Family Home Persons per Household	3.75
Multi-Family Household Persons per Household	3.47
Average Household Size	3.64
Developed Area	2,447 acres
Undevelopable Area	399 acres
Area Not Master Planned for Drinking Water Yet	2,539 acres
Area Left to Develop	3,718 acres
Total Master Plan Land Area	9,103 acres

Sources: City GIS, Census, and MAG MPO

**Table 2-4
Population - End of Data Year and Master Planned**

	2024	2050
Santaquin	17,853	43,642
Growth Rate	6.14%	2.33%
Utah County	752,254	1,297,515
Growth Rate	2.49%	1.70%
Santaquin as % of Utah County	2.37%	3.36%

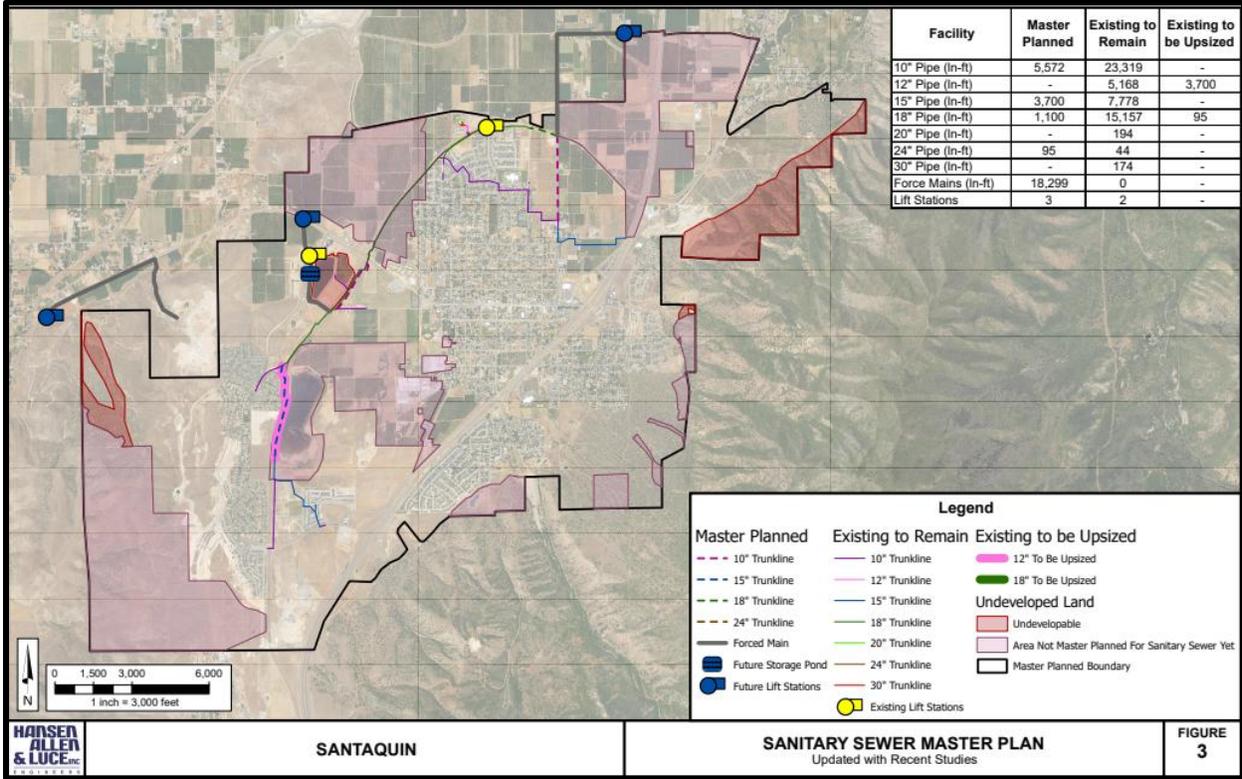
Sources: City GIS, Census, MAG MPO

CHAPTER 3 – IMPACT FEE FACILITIES PLAN

OVERVIEW

J-U-B completed a system model and SSMP for the City. Master planned future system improvements are based on the model requirements to meet the LOS Parameters established in the SSMP according to industry standards. See Table 1-2. These improvements and existing regional improvements are shown in Figure 3-1. Figure 3-1 also includes any updates from more recent studies.

**Figure 3-1
Master Planned Sanitary Sewer System**



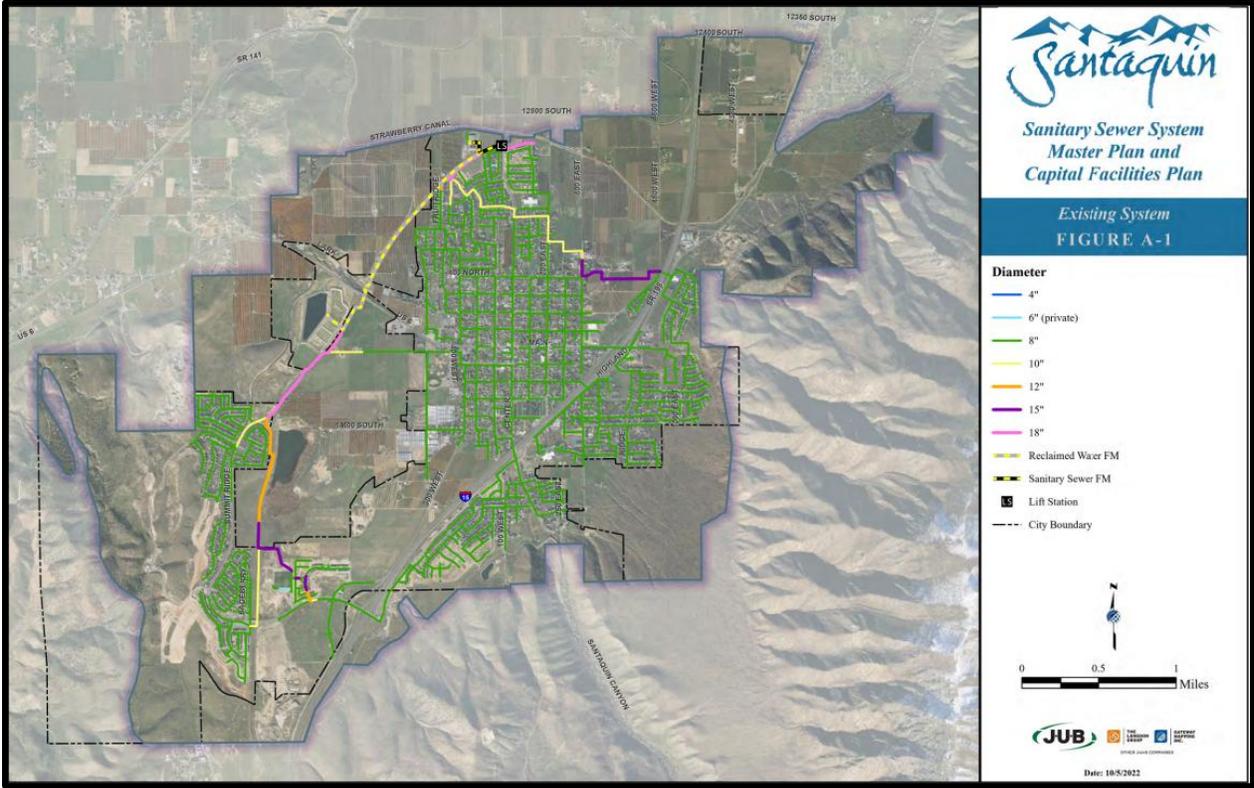
The following projects found in Tables 3-1 and 3-2 are identified in the SSMP to be needed for future growth. They are also shown graphically on Figures 3-1 and 3-2. For more detail on each project, see the SSMP.

**Table 3-1
Treatment CIP Projects**

SSMP Project Number	Project	Cost
T-08	Reclaimed Water System	\$2,581,000
T-10	Grit Removal System	\$2,025,000
T-11	New 1.5 MGD AADF WRF	\$37,500,000
T-12	Upsize Headworks Drum Screens	\$2,570,000
T-13	Expand Biosolids Building	\$3,526,000
T-14	UV System Upgrades	\$1,220,000
Total		\$49,422,000

Source: 2023 SSMP

**Figure 3-2
Sanitary Sewer Master Plan and Capital Facilities Plan**



Source: 2023 SSMP

**Table 3-2
Collection CIP Projects**

SSMP Project Number	Location	Diameter	Cost
C-01	Strawberry Canal Road: 400 E to 100 E	18 in	\$634,200
C-02	400 E: 530 N to Strawberry Canal Road	15 in	\$843,900
C-03	14400 S: West to Summit Ridge Pkwy	8 in	\$1,720,500
C-04	Center Street: 100 S to 70 S	8 in	\$50,000
C-05	Railroad Tracks: 14000 S to Highway 6	10 in	\$586,500
C-06	Strawberry Canal Road: 4800 E to 400 E	8 in	\$813,800
C-07	350 W: 680 N to 700 N	8 in	\$50,000
C-08	Railroad Tracks: Vista Ridge Dr to Topaz Dr	15 in	\$464,400
C-09	Lift Station at 4800 W 12400 S	4 in	\$1,819,500
C-10	SR-198: 4400 W to 4800 W	8 in	\$2,127,800
C-11	Center Street to Lift Station	24 in	\$47,100
C-12	4800 W: 12800 S to 12400 S	8 in	\$697,500
C-13	Strawberry Canal Road: 6250 W to Center Street	8 in	\$1,288,100
C-14	100 W: 100 S to 70 S	8 in	\$48,900
C-15	Sewer Lift Station near Highway 6	4 in	\$1,257,200
C-16	Storage Ponds to Lift Station near Highway 6	8 in	\$819,600
C-17	400 E: 200 S to 140 S	8 in	\$72,100
C-18	New Development northeast of 400 N 400 E	8 in	\$1,371,800
C-19	Lift Station south of Genola	4 in	\$2,005,000
C-20	Center Street: 550 S to 520 S	8 in	\$279,000
Total			\$16,996,900

Source: 2023 SSMP

The following sections give detail on the impact fee calculations for each of the four components of a sanitary sewer impact fee:

1. Treatment
2. Misc Facilities
3. Planning
4. Collection

All IFFP projects and costs are summarized into these components.

TREATMENT

Santaquin City treats 100% of its sanitary sewer at the Water Reclamation Facility (WRF). The WRF was constructed in 2012 and 2013 and treats the collected sanitary sewer. Each of the components of the WRF have their own capacity.

Table 3-3 contains the existing WRF capacity.

**Table 3-3
Existing WRF Capacity**

Type	Flow	COD Load	BOD5 Load	TSS Load	TKN Load	Phosphorus Load
WRF Limiting Component Avg Day	1.39 mgd	7,245 ppd	2,898 ppd	2,898 ppd	638 ppd	93 ppd
WRF Limiting Component Max Month	1.54 mgd	8,118 ppd	3,246 ppd	3,246 ppd	754 ppd	93 ppd
WRF Limiting Component Peak Day	1.81 mgd					
WRF Limiting Component Peak Hour	3.16 mgd					
Overall WRF IF Components Avg Day Capacity	2.32 mgd					
WRF Phase						3

The difference between the capacity of the component and the demand on the component is the component’s remaining capacity. The existing excess capacity is shown in Table 3-4.

**Table 3-4
Treatment Existing Excess Capacity**

Item	FY2026
Overall WRF Flow Capacity	2.329 mgd
Proposed LOS - Average Day Flow	1.432 mgd
Available Capacity - Average Day	0.897 mgd
ERCs Available - Average Day	4,487 ERCs

Table 3-5 contains the calculation parameters and calculations for the treatment Proposed LOS per ERC.

**Table 3-5
Treatment ERC LOS**

Limiting Facility WRF Capacity	1.390 mgd
Overall Existing WRF Capacity	2.329 mgd
Existing Sanitary Sewer ERCs	7,159 ERCs
Master Planned Sanitary Sewer ERCs	15,192 ERCs
Additional ERCs Master Planned	8,033 ERCs
Base LOS	326.37 gpd
Base LOS Fiscal Year	FY2026
Existing LOS	325.35 gpd
Proposed LOS	200.00 gpd
% IF Reimbursable	100.00%

MISC FACILITIES

Misc facilities include sanitary sewer related projects that do not tie directly to treatment or collection LOS. They may include but are not limited to buildings, storage yards, pump stations, or public works buildings. The growth related portion of these miscellaneous facilities attributed to the sanitary sewer system can be paid for or reimbursed by impact fees. Individual analysis of

cost per ERC is conducted for each facility project. Present day facility cost estimates are used to estimate future facility costs.

PLANNING

Master plan, IFFP, and IFA consultant planning work can be paid for or reimbursed with impact fees. These planning costs from 4 years previous to 6 years in the future are divided by the ERC increase over the 10-year period to calculate the planning component of the impact fee per ERC. Present day planning costs are used to estimate future planning expenses.

COLLECTION

The collection portion of the sanitary sewer system includes main line pipes. The pipe sizes vary from 6 inches to 18 inches in diameter. The design flows can be found in the City SSMP. The local or minimum collection pipe size is defined in Table 3-6. Only the upsize cost from this may be paid for with impact fee funds. Upsize cost calculations are found in Table 3-7. Table 3-6 calculates the Proposed LOS per ERC.

**Table 3-6
Regional Collection System ERC LOS**

Item	Collection System
Local/Minimum Collection Pipe Size	8 in
Existing Regional Volume	36,769 cf
Master Planned Regional Volume	4,079 cf
Existing ERCs	7,159 ERCs
Master Planned ERCs	15,192 ERCs
Existing Regional Volume LOS per ERC (cf)	5.14 cf
Base Regional Volume LOS per ERC (cf)	5.14 cf
Proposed Regional Volume per ERC (cf)	4.67 cf
% Impact Fee Reimbursable	100.00%

Table 3-7 contains the upsize percentages for System Improvement collection projects. They are calculated according to current day estimates for collection projects, dividing the cost difference of a regional collection pipe with appurtenances and local one by the cost of the regional. Since the costs are relative, it fairly applies to all project costs whether or not they are the same as the basis costs for the percentage calculations. The IF Percentage is calculated by applying the % Impact Fee Reimbursable in Table 3-6 to the Upsize Percentage.

**Table 3-8
Sanitary Sewer Impact Fee Facilities Plan**

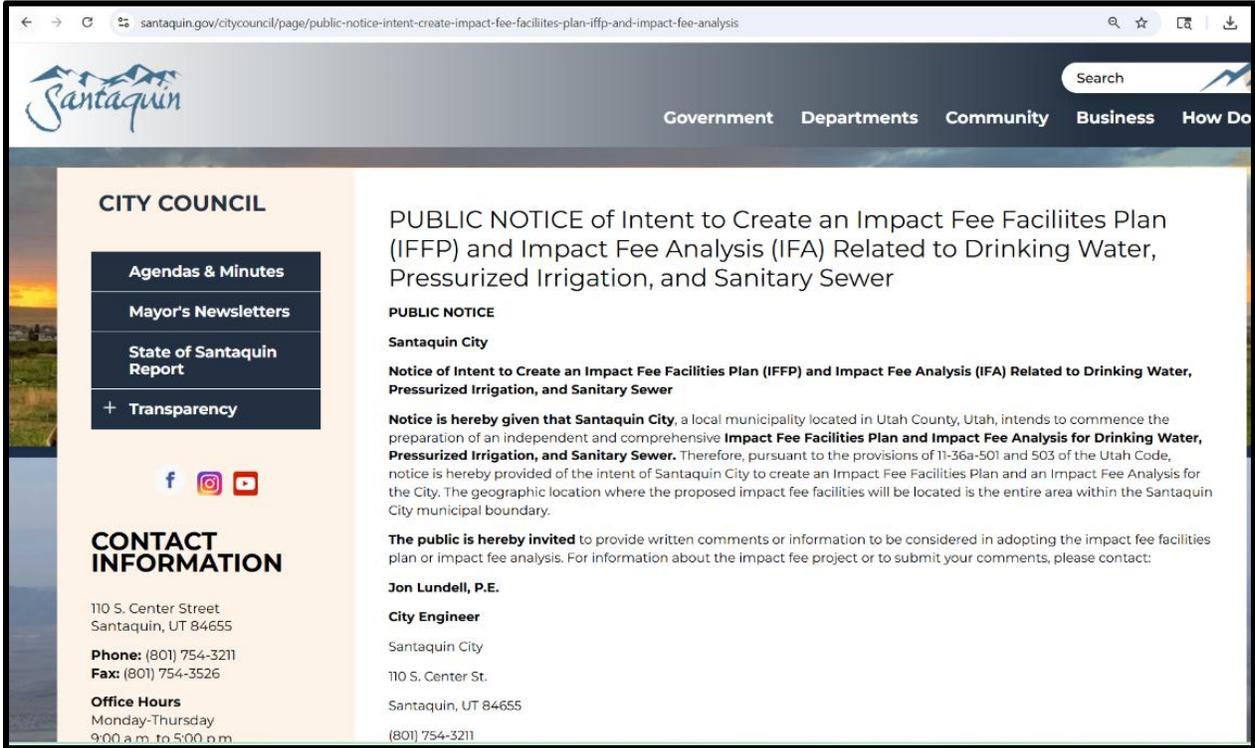
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TOTAL								\$84.46
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$81,500	100.00%	\$81,500	3,270 ERCs	5,864 ERCs	9,133 ERCs	\$24.93
Master Plan Studies	FY2022	\$133,650	100.00%	\$133,650	3,270 ERCs	5,864 ERCs	9,133 ERCs	\$40.88
TOTAL								\$65.80
Collection	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	LOS per ERC	ERCs	Cost/cf
Straten Acres 580' 18" Trunkline	FY2026	\$281,674	27.65%	\$77,873	822 ERCs	4.67 cf	176 ERCs	\$94.68
WEIGHTED AVERAGE								\$94.68

Note: Project and study costs based on actual costs or present day cost estimates

APPENDICES

APPENDIX A - NOTICE OF INTENT TO AMEND THE DW, PI, & SS IFFP AND IFA



utah.gov /pmn/sitemap/notice/1025109.html

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DIVISION OF ARCHIVES AND RECORDS SERVICE

Santaquin / City Council / Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

SUBSCRIBE TO PUBLIC BODY

General Information

Government Type:
Municipality

Entity:
Santaquin

Public Body:
[City Council](#)

Notice Information

[Add Notice to Calendar](#)

Notice Title:

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice Type(s):

Notice

Event Start Date & Time:

November 24, 2025 05:00 PM

Description/Agenda:

Santaquin City

Notice of Intent to Create an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice is hereby given that Santaquin City, a local municipality located in Utah County, Utah, intends to commence the preparation of an independent and comprehensive Impact Fee Facilities Plan and Impact Fee Analysis for Drinking Water, Pressurized Irrigation, and Sanitary Sewer. Therefore, pursuant to the provisions of 11-36a-501 and 503 of the Utah Code, notice is hereby provided of the intent of Santaquin City to create an Impact Fee Facilities Plan and an Impact Fee Analysis for the City. The geographic location where the proposed impact fee facilities will be located is the entire area within the Santaquin City municipal boundary.

The public is hereby invited to provide written comments or information to be considered in adopting the impact fee facilities plan or impact fee analysis. For information about the impact fee project or to submit your comments, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.

Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S. Center Street
Santaquin, UT 84655

[Show in Apple Maps](#) [Show in Google Maps](#)

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:
September 23, 2025 08:57 AM

Notice Last Edited On:
September 23, 2025 04:17 PM

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File Name	Category	Date Added
Notice of Intent - IFFP DW PI WW - Santaquin 2025.docx	Public Information Handout	2025/09/23 04:16 PM

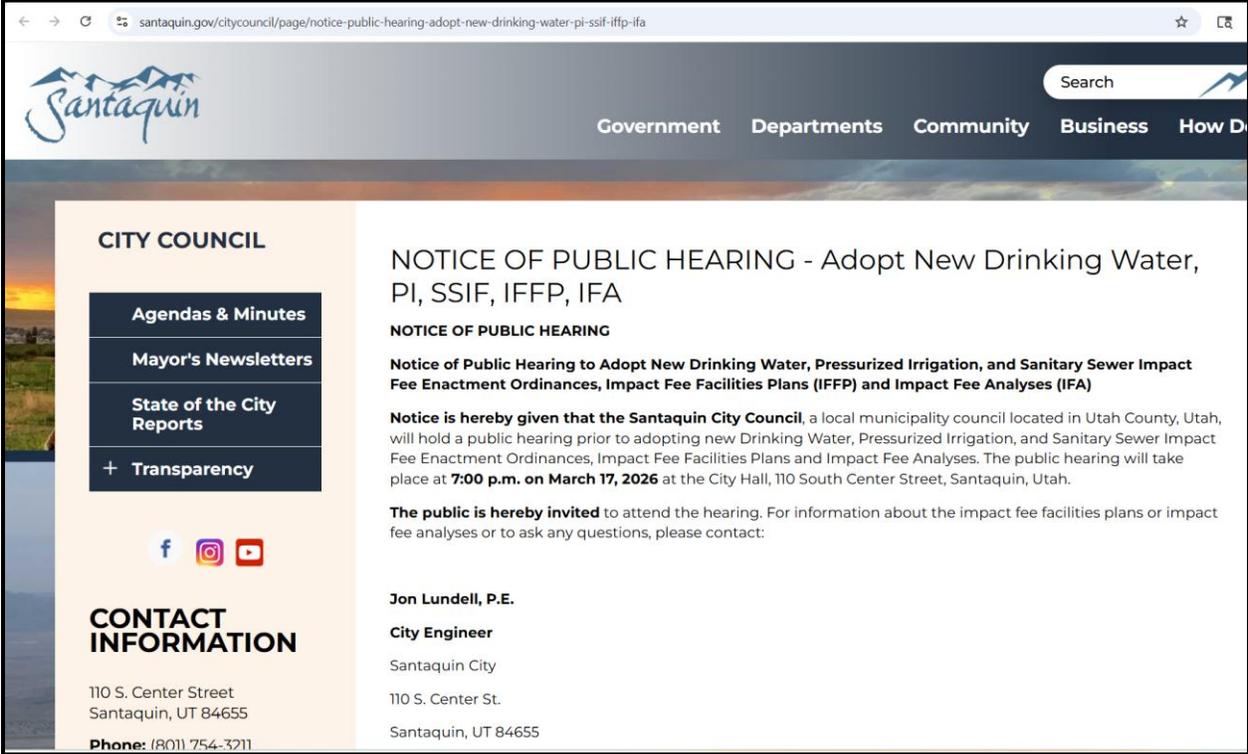
SHOW NOTICE REVISION HISTORY

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Art Adcock	aadcock@santaquin.org	801-754-3211
Jeff Siddoway	jsiddoway@santaquin.org	801-754-3211
Travis Keel	tkeel@santaquin.org	801-754-3211
Brian Del Rosario	bdelrosario@santaquin.org	801-754-3211

APPENDIX B - NOTICE OF PUBLIC HEARING TO ADOPT OR AMEND AN IFFP AND IF ENACTMENT

11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Adopt an Impact Fee Enactment





Santaquin / City Council / Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

SUBSCRIBE TO PUBLIC BODY

General Information

Government Type:
Municipality

Entity:
Santaquin

Public Body:
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Notice Information

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Notice Title:
Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice Type(s):
Notice, Hearing

Event Start Date & Time:
March 17, 2026 07:00 PM

Santaquin City

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice is hereby given that the Santaquin City Council, a local municipality council located in Utah County, Utah, will hold a public hearing prior to adopting new Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans and Impact Fee Analyses. The public hearing will take place at 7:00 p.m. on March 17, 2026 at the City Hall, 110 South Center Street, Santaquin, Utah.

The public is hereby invited to attend the hearing. For information about the impact fee facilities plans or impact fee analyses or to ask any questions, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.
Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S CENTER STREET
Santaquin/Utah County, UT 84655

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

March 06, 2026 12:16 PM

Notice Last Edited On:

March 06, 2026 12:16 PM

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File Name	Category	Date Added
FINAL Notice of Public Hearing - IFFP IFA DW PI SS - Santaquin 2026.docx	Public Information Handout	2026/03/06 12:16 PM

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Board/Committee Contacts



Sanitary Sewer Impact Fee Analysis



SANTAQUIN

March 2026



Santaquin

SANITARY SEWER

IMPACT FEE ANALYSIS

(HAL Project No.: 415.10.300)

March 2026



ACKNOWLEDGMENTS

Several individuals contributed to the successful completion of this study. We sincerely appreciate the cooperation, assistance, and expertise provided by members of the project team:

The City of Santaquin

- Jason Callaway, Public Works Director
- Norm Beagley, City Manager
- Jon Lundell, City Engineer
- Pat Hatfield, Water System Superintendent
- Josh Carr, GIS Administrator

Hansen, Allen & Luce, Inc.

- Steve Jones, Principal in Charge
- Chris Thompson, Project Manager
- Dana Tran, Project Engineer
- Jason Biesinger, Project Engineer

ABBREVIATIONS, ACRONYMS, UNITS AND DEFINITIONS

ABBREVIATIONS

City Santaquin City

ACRONYMS

CIP Capital Improvement Plan
ERC Equivalent Residential Connection
GIS Geographic Information System
HAL Hansen, Allen and Luce, Inc.
IF Impact Fee
LOS Level of Service
MAG Mountainland Association of Governments
MPO Metropolitan Planning Organization
SS Sanitary Sewer
SSMP Sanitary Sewer Master Plan
WRF Water Reclamation Facility

UNITS

ac-ft Acre Foot
cf Cubic Foot
ft Foot
in Inch
In-ft Linear Foot
sq-ft Square Foot

DEFINITIONS

Base LOS Data Year. The first data year LOS calculations were made.

Base LOS Fiscal Year. The first fiscal year LOS calculations were implemented.

Base Year LOS. The Base Year LOS reflects the originally calculated LOS provided to the residents. It is tracked so impact fees are not used to raise the LOS to existing residents.

Data Year. The Data Year is the previous full calendar year for which annual data is used for updating the IFFP and IFA.

Collection LOS Parameter. The Collection LOS Parameter was set by standard practice in the SSMP.

Collection Pipe. Collection Pipe includes main lines that collect wastewater and are owned by the City.

Effective Date. The date, no less than 90 days after the Enactment Date, when the impact fees become effective for impact fees that are increasing.

Enactment Date. The Enactment Date is the date the City Council approves the IFFP, IFA, and Impact Fee Enactment Ordinance.

Equivalent Residential Connection (ERC). An ERC is defined by the average sanitary sewer usage of an average single-family house.

Established LOS. The Established LOS is set by the City Council by the adoption of the IFFP, the IFA, and the Impact Fee Enactment Ordinance.

Existing LOS. The Existing LOS is the LOS currently provided to the existing City residents for the Data Year.

Local Collection System. Local Collection System is defined as collection system constructed with Minimum Size Collection Pipe or pipe smaller in diameter.

Master Plan LOS. The Master Plan LOS is the LOS for the entire City at the Master Planned Year. It indicates what the Existing LOS will be raised to with non-impact fee funds.

Minimum Size Collection Pipe. The Minimum Size Collection Pipe is defined as the minimum or local collection pipe diameter. It is established by City standards according to standard practice and the City's ability to operate and maintain the sanitary sewer system.

Project Improvements. Project Improvements are improvements required by development that the City determines not to define as System Improvements.

Proposed LOS. The Proposed LOS is the LOS recommended to the City Council by the IFFP and IFA to set as the Established LOS.

Proposed LOS for Existing. The LOS existing customers will have as a result of the Proposed LOS.

Regional Collection System. Regional Collection System is defined as the volume of collection system pipe above that of a local or minimum pipe size.

Treatment LOS Parameter. The Treatment LOS Parameter was set by standard practice in the SSMP. Treatment facilities must be designed to meet state permits.

System Improvements. System Improvements are regional improvements determined by the City to be impact fee reimbursable. Cities are not required to define all regional facilities as System Improvements, but all System Improvements must be regional.

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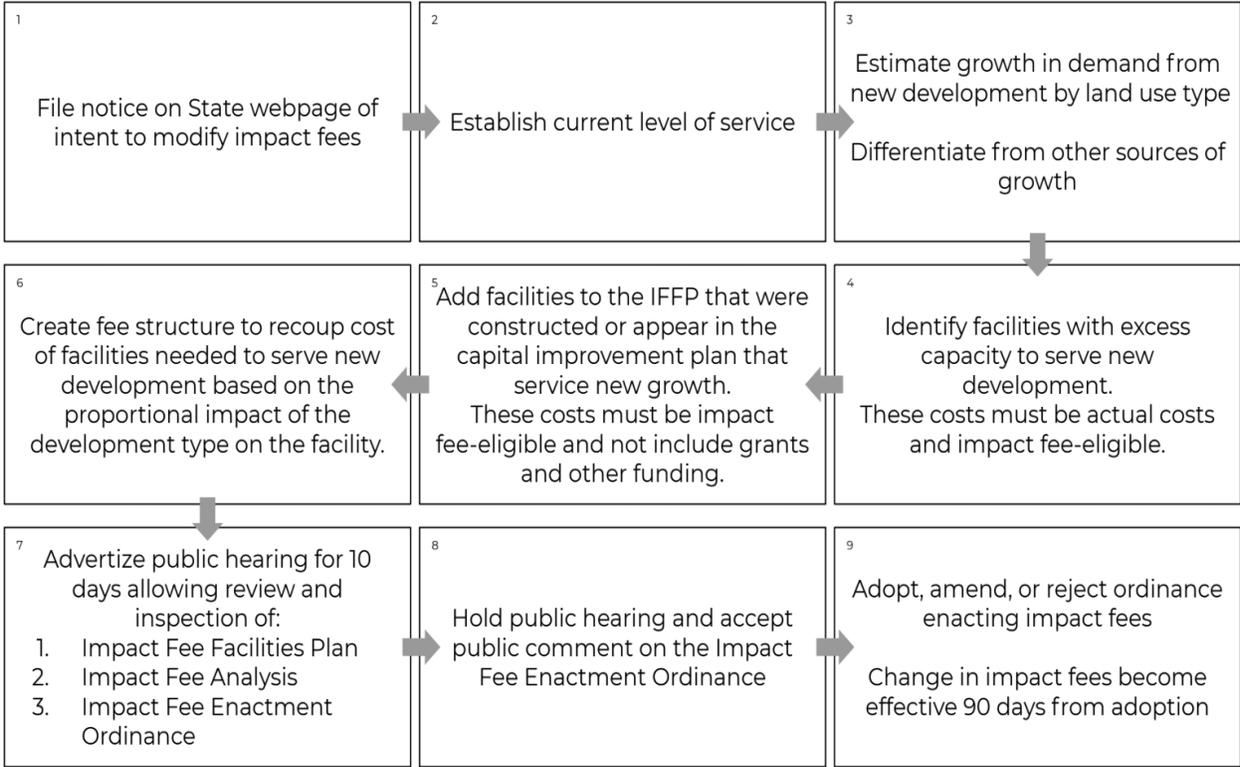
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CHAPTER 1 – INTRODUCTION

IMPACT FEE ENACTMENT PROCESS

Figure 1-1 outlines the impact fee enactment process.

**Figure 1-1
Impact Fee Process**



NOTICES

In accordance with Utah Code section 11-36a-501 Notice of Intent to Prepare an Impact Fee Facilities Plan (IFFP) and 11-36a-503 Notice of Intent to Prepare an Impact Fee Analysis (IFA), Santaquin City (City) posted a notice of intent to prepare or amend an Impact Fee Facilities Plan and prepare an Impact Fee Analysis for the area within the City’s policy boundary. It was posted on the Utah Public Notice Website and the local City website. See Appendix A, Notices.

In accordance with Utah Code section 11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-504 Notice of Intent to Adopt an Impact Fee Enactment, Santaquin City posted a notice of intent to prepare or amend an Impact Fee Facilities Plan and prepare an Impact Fee Analysis for the area within the City’s policy boundary. It was posted on the Utah Public Notice Website and the local City website. See Appendix A, Notices.

Utah Code 11-36a-401 requires that impact fees not go into effect until 90 days after the Enactment Date. These dates are found in Table 1-1. This table also includes the Data Year for

this IFA and the IFFP it is based on. The fiscal year the Base LOS was set and the Data Year it was based on are also included in Table 1-1.

**Table 1-1
Enactment and Study Dates**

Data Year	Enactment Date	Effective Date	Base LOS Fiscal Year
2024	3/17/2026	7/1/2026	FY2026

EXECUTIVE SUMMARY

Hansen Allen and Luce, Inc (HAL) completed an IFFP for the City. This IFA is based on that IFFP. The impact fees calculated in this analysis have been developed in accordance with Section 11-36A-304 of the Utah Impact Fees Act.

The impact fee calculated in this IFA is a one-time fee charged to new development to pay for the cost of infrastructure to serve that development. It was developed to ensure that the cost of that infrastructure is fairly apportioned to the different types of anticipated development.

Service Area

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040. Master Planed Year refers to when, at projected growth rates, all vacant land in the SSMP boundaries would be developed. It assumes no future changes to the SSMP boundaries but will be updated with each future IFFP update according to the current City SSMP.

Level of Service

Table 1-2 summarizes the City sanitary sewer LOS calculations as indicated in the IFFP.

**Table 1-2
Sanitary Sewer Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Treatment	326.37 gpd	325.35 gpd	200.00 gpd	100.00%
Collection	5.14 cf	5.14 cf	4.67 cf	100.00%

Source: IFFP

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 1-2 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

Impact Fee Credits

When the Proposed LOS is higher than the Existing LOS, impact fee credits are applied so new residents do not also pay an impact fee for costs to raise the Existing LOS. Also, bonds often

include new and existing user costs. New users pay for their portion of the bond through impact fees. Existing users pay through their rates. Since new users have already paid for their portion of the facility through impact fees they receive a credit for what they will pay in user rates over the life of the bond. Table 1-3 shows the NPV credit calculations per ERC for any impact fee components that meet these criteria for a credit.

**Table 1-3
Impact Fee Credits**

Treatment	Bond - WRF Ph 1 (A-1)		Bond - WRF Ph 1 (A-2)		Bond - WRF Ph 1 (B)		Maximum Fee after Credit
Year	Credit	NPV	Credit	NPV	Credit	NPV	
FY2027	\$17.15	\$66.25	\$16.94	\$168.56	\$1.20	\$48.73	\$4,508.39
FY2028	\$16.40	\$52.17	\$16.22	\$161.09	\$1.15	\$50.49	\$4,528.18
FY2029	\$15.75	\$38.00	\$15.57	\$153.90	\$1.10	\$52.42	\$4,547.60
FY2030	\$15.12	\$23.64	\$14.97	\$146.97	\$1.06	\$54.52	\$4,566.81
FY2031	\$9.05	\$9.05	\$14.41	\$140.23	\$17.15	\$56.79	\$4,585.85
FY2032			\$13.89	\$133.67	\$42.11	\$42.11	\$4,616.15
FY2033			\$13.40	\$127.26			\$4,664.67
FY2034			\$12.95	\$120.96			\$4,670.97
FY2035			\$12.53	\$114.75			\$4,677.18
FY2036			\$12.13	\$108.60			\$4,683.33
FY2037			\$11.75	\$102.49			\$4,689.44
FY2038			\$11.40	\$96.40			\$4,695.53
FY2039			\$11.07	\$90.30			\$4,701.63
FY2040			\$10.75	\$84.18			\$4,707.76
FY2041			\$10.46	\$78.00			\$4,713.93
FY2042			\$10.17	\$71.76			\$4,720.17
FY2043			\$9.91	\$65.43			\$4,726.50
FY2044			\$9.65	\$58.99			\$4,732.94
FY2045			\$9.41	\$52.42			\$4,739.51
FY2046			\$9.18	\$45.69			\$4,746.24
FY2047			\$8.96	\$38.79			\$4,753.14
FY2048			\$8.74	\$31.70			\$4,760.23
FY2049			\$8.54	\$24.39			\$4,767.54
FY2050			\$8.35	\$16.83			\$4,775.10
FY2051			\$8.16	\$9.01			\$4,782.92
FY2052			\$0.90	\$0.90			\$4,791.03
Avg Mortgage Interest Rate							6.24%

Source: IFFP, Federal Home Loan Mortgage Corporation

Maximum Allowable Impact Fee

Table 1-4 provides the maximum allowable impact fee for the sanitary sewer system. Where appropriate, the maximum allowable fee is adjusted to reflect the proportional infrastructure needs of different lot size and land use types.

**Table 1-4
Maximum Allowable Sanitary Sewer Impact Fee per ERC**

Item	Max Allow Without Credits	Max Allow With Credits
Treatment Cost/ERC	\$4,791.93/ERC	\$4,508.39/ERC
Misc Facilities Cost/ERC	\$84.46/ERC	\$84.46/ERC
Planning Cost/ERC	\$65.80/ERC	\$65.80/ERC
Collection Cost/ERC	\$442.15/ERC	\$442.15/ERC
Maximum Allowable Impact Fee/ERC	\$5,384.35/ERC	\$5,100.81/ERC

The proposed first year impact fee with credits for an ERC is identified in Table 1-5. It also includes the proposed cost change and percent increase per ERC.

**Table 1-5
Sanitary Sewer Impact Fee per ERC with Credit**

Maximum Allowable Impact Fee/ERC	\$5,384.35/ERC
Maximum Allowable Impact Fee/ERC with Credit	\$5,100.81/ERC
Previous Impact Fee/ERC	\$5,096.30/ERC
Proposed Impact Fee/ERC	\$5,100.81/ERC
Difference	\$4.51/ERC
% Change	0.09%
Average Occupancy/ERC	3.64
Average Occupancy/Single Family Dwelling Unit	Factor: 1.0247 3.73
Detached ADU	Factor: 0.9000
Average Occupancy/Multi-Family Dwelling Unit	Factor: 0.9533 3.47
Maximum Allowable Impact Fee/Single Family Dwelling Unit	\$5,226.92
Maximum Allowable Impact Fee/Detached ADU	\$4,704.23
Maximum Allowable Impact Fee/Multi-Family Dwelling Unit	\$4,862.58

The impact fee has been calculated based on 1 ERC which would correspond to a standard 3/4” meter. Larger meters are assumed to serve more than 1 ERC and will have a higher corresponding impact fee. Table 1-6 indicates the impact fee rate schedule based on water meter size. The ERC factor is calculated based on American Water Works Association (AWWA) rated capacity for each meter size.

**Table 1-6
Proposed Sanitary Sewer Impact Fee by Meter Size**

Meter Size	ERCs	Impact Fee
Single-Family Dwelling Unit 3/4 in	1.02	\$5,226.92
Single-Family Dwelling Unit 1 in	1.71	\$8,728.96
Single-Family Dwelling Unit 1 1/2 in	3.41	\$17,405.66
Single-Family Dwelling Unit 2 in	5.46	\$27,859.51
Detached ADU	0.92	\$4,704.23
Multi-Family Dwelling Unit	0.95	\$4,862.58
Non-Residential Development 3/4 in	1.00	\$5,100.81
Non-Residential Development 1 in	1.67	\$8,518.35
Non-Residential Development 1 1/2 in	3.33	\$16,985.68
Non-Residential Development 2 in	5.33	\$27,187.29
Non-Residential Development (Any Size Meter) ¹	Effluent Flow Option	\$25.50/gpd

¹City may require effluent flow option if anticipated use does not match typical ERC use.

The sanitary sewer impact fee is charged at the time of building permit issuance. Sanitary Sewer impact fees are charged on a per-ERC basis.

CERTIFICATION

Hansen, Allen & Luce, Inc. certifies that this Impact Fee Analysis (IFA):

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; or
 - 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;
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.

HANSEN, ALLEN & LUCE, INC.

CHAPTER 2 – SANITARY SEWER IMPACT FEE

SERVICE AREA

The service area includes the existing City boundary and future areas as they are annexed into the City, see Santaquin City Code 8.04.040.

UPSIZING PERCENTAGE

Table 2-1 contains the upsize percentages for System Improvement collection projects. They are calculated according to current day estimates for collection projects, dividing the cost difference of a regional collection pipe with appurtenances and local one by the cost of the regional. Since the costs are relative, it fairly applies to all project costs whether or not they are the same as the basis costs for the percentage calculations. The IF Percentage is calculated by applying the % Impact Fee Reimbursable in Table 3-10 to the Upsize Percentage.

**Table 2-1
Sanitary Sewer Pipe Upsize Percentage**

Pipe Size	Upsize Percentage	IF Percentage
10 in Sewer Pipe	4.04%	4.04%
12 in Sewer Pipe	8.40%	8.40%
15 in Sewer Pipe	16.32%	16.32%
18 in Sewer Pipe	27.65%	27.65%
20 in Sewer Pipe	31.33%	31.33%
21 in Sewer Pipe	34.66%	34.66%
24 in Sewer Pipe	40.67%	40.67%
30 in Sewer Pipe	52.16%	52.16%
36 in Sewer Pipe	61.26%	61.26%
42 in Sewer Pipe	67.76%	67.76%
48 in Sewer Pipe	73.04%	73.04%

IMPACT FEE FACILITIES PLAN

Table 2-2 identifies projects and planning studies with impact fee-eligible costs. All costs are based on actual costs or use present-day cost estimates. There are 4 components to a sanitary sewer impact fee: treatment, miscellaneous facilities, planning, and collection. The fees charged for treatment and collection are based on LOS. The fees charged for miscellaneous facilities and planning are based on future ERCs served. Table 2-2 calculates the costs per LOS unit. The IF% removes the Project Improvement costs and costs of projects used to solve existing deficiencies.

**Table 2-2
Sanitary Sewer Impact Fee Facilities Plan**

Treatment	Begin	Total Cost	IF %	IF & Interest Cost	Add Capacity	Capacity	Excess Cap	Cost/gpd
Phase 1 WRF Reclaimed Water Trunklines 2011 Bonds	FY2013	\$1,838,069	44.34%	\$1,057,424	0.96 mgd	2.16 mgd	1.14 mgd	\$1.11
Phase 1 WRF Site Work, Yard Piping, Utilities 2011 Bonds	FY2013	\$1,102,841	50.57%	\$723,627	0.75 mgd	1.48 mgd	0.73 mgd	\$0.96
Phase 1 WRF Headworks Building (screens, building, and electrical) 2011 Bonds	FY2013	\$1,286,648	58.89%	\$982,972	1.05 mgd	1.78 mgd	0.73 mgd	\$0.94
Phase 1 WRF Treatment Building 2011 Bonds	FY2013	\$5,881,820	50.57%	\$3,859,346	0.75 mgd	1.48 mgd	0.73 mgd	\$5.14
Phase 1 WRF Dewatering Building 2011 Bonds	FY2013	\$551,421	63.00%	\$450,737	1.25 mgd	1.98 mgd	0.73 mgd	\$0.36
Phase 1 WRF Reclaimed Water Pump Station Building 2011 Bonds	FY2013	\$367,614	50.57%	\$241,209	0.75 mgd	1.48 mgd	0.73 mgd	\$0.32
Phase 1 Offsite Piping 2011 Bonds	FY2013	\$1,838,069	39.09%	\$932,187	0.47 mgd	1.20 mgd	0.73 mgd	\$1.98
Phase 1 WRF Offsite Piping (influent and reclaimed water piping) 2011 Bonds	FY2013	\$318,047	39.39%	\$162,545	0.48 mgd	1.21 mgd	0.73 mgd	\$0.34
Phase 2 WRF Upgrades - Screw Press Expansion	FY2019	\$733,430	52.39%	\$384,258	1.04 mgd	1.98 mgd	0.94 mgd	\$0.37
Phase 2 WRF Upgrades - Membrane Expansion	FY2019	\$3,872,160	11.82%	\$494,862	0.13 mgd	1.07 mgd	0.94 mgd	\$3.91
Phase 3 WRF S-01 Winter Storage Pond #3 - Convert Lagoons 2025 Bond	FY2024	\$377,369	100.00%	\$529,688	0.24 mgd	1.55 mgd	1.30 mgd	\$2.19
Phase 3 WRF T-01 Upgrade Permeate Pumps 2025 Bond	FY2024	\$384,806	52.94%	\$285,930	1.12 mgd	2.12 mgd	1.00 mgd	\$0.25
Phase 3 WRF T-02 Process Train #3 and New Biosolids Holding Tank 2025 Bond	FY2024	\$4,182,205	66.67%	\$3,913,530	1.86 mgd	2.79 mgd	0.93 mgd	\$2.11
Phase 3 WRF T-03 Reclaimed Water System Add 4th Pump 2025 Bond	FY2024	\$325,909	52.30%	\$239,256	1.15 mgd	2.20 mgd	1.05 mgd	\$0.21
Phase 3 WRF T-04 Outfit Membrane Tank 5 and Flow Channel 2025 Bond	FY2024	\$1,027,540	57.14%	\$824,167	1.36 mgd	2.37 mgd	1.02 mgd	\$0.61
Phase 3 WRF T-05 Center St Lift Station & FM 2025 Bond	FY2024	\$1,888,215	63.65%	\$1,686,985	1.84 mgd	2.89 mgd	1.05 mgd	\$0.92
Phase 3 WRF T-06 Add Conveyors and Loadout Facility 2025 Bond	FY2024	\$1,383,228	100.00%	\$1,941,548	2.74 mgd	2.74 mgd	0.00 mgd	\$0.71
Phase 3 WRF T-07 Convert Backpulse Tank 2025 Bond	FY2024	\$219,395	55.56%	\$171,084	1.47 mgd	2.64 mgd	1.17 mgd	\$0.12
Phase 3 WRF T-09 UV System Upgrades 2025 Bond	FY2024	\$436,375	66.67%	\$408,342	1.87 mgd	2.80 mgd	0.93 mgd	\$0.22
WRF Integration and SCADA	FY2025	\$139,375	100.00%	\$139,375	0.12 mgd	1.48 mgd	1.37 mgd	\$1.20
TOTAL								\$23.96

Misc Facilities	Begin	Total Cost	IF %	IF & Interest Cost	Add ERCs	Begin ERCs	End ERCs	Cost/ERC
Operations Facility 1215 N Center St 2015 Bond (25% DW, PI, SS, General Fund)	FY2016	\$632,500	99.01%	\$936,064	11,083 ERCs	4,109 ERCs	15,192 ERCs	\$84.46
TOTAL								\$84.46
Planning	Begin	10-Year Cost	IF %	IF & Interest Cost	ERCs	Begin ERCs	End ERCs	Cost/ERC
Impact Fee Studies	FY2022	\$81,500	100.00%	\$81,500	3,270 ERCs	5,864 ERCs	9,133 ERCs	\$24.93
Master Plan Studies	FY2022	\$133,650	100.00%	\$133,650	3,270 ERCs	5,864 ERCs	9,133 ERCs	\$40.88
TOTAL								\$65.80
Collection	Begin	Total Cost	IF %	IF & Interest Cost	Reg Capacity	LOS per ERC	ERCs	Cost/cf
Straten Acres 580' 18" Trunkline	FY2026	\$281,674	27.65%	\$77,873	822 ERCs	4.67 cf	176 ERCs	\$94.68
WEIGHTED AVERAGE								\$94.68

Note: Project and study costs based on actual costs or present day cost estimates.
Source: IFFP

LEVEL OF SERVICE

Table 2-3 has the LOS calculations for the City sanitary sewer treatment and collection systems as calculated in the IFFP.

**Table 2-3
Sanitary Sewer Level of Service per ERC**

Category	Base Year LOS	Existing LOS	Proposed LOS	% Impact Fee Reimbursable
Treatment	326.37 gpd	325.35 gpd	200.00 gpd	100.00%
Collection	5.14 cf	5.14 cf	4.67 cf	100.00%

If the Proposed LOS is higher than the Existing LOS, then the % Impact Fee Reimbursable amount in Table 2-3 needs to be applied to future System Improvement costs to calculate what can be paid for with or reimbursed from impact fee funds, otherwise 100% of the regional costs are reimbursable. This ensures that impact fee funds do not pay to raise the LOS of existing residents. The IFFP costs of System Improvement projects or planning studies are based on actual costs for completed projects and present day cost estimates for future ones.

IMPACT FEE CREDITS

When the Proposed LOS is higher than the Existing LOS, impact fee credits are applied so new residents do not also pay an impact fee for costs to raise the Existing LOS. Also, bonds often include new and existing user costs. New users pay for their portion of the bond through impact fees. Existing users pay through their rates. Since new users have already paid for their portion of the facility through impact fees they receive a credit for what they will pay in user rates over the

life of the bond. Table 1-3 shows the NPV credit calculations per ERC for any impact fee components that meet these criteria for a credit.

**Table 2-4
Impact Fee Credits**

Treatment	Bond - WRF Ph 1 (A-1)		Bond - WRF Ph 1 (A-2)		Bond - WRF Ph 1 (B)		Maximum Fee after Credit
	Year	Credit	NPV	Credit	NPV	Credit	
FY2027	\$17.15	\$66.25	\$16.94	\$168.56	\$1.20	\$48.73	\$4,508.39
FY2028	\$16.40	\$52.17	\$16.22	\$161.09	\$1.15	\$50.49	\$4,528.18
FY2029	\$15.75	\$38.00	\$15.57	\$153.90	\$1.10	\$52.42	\$4,547.60
FY2030	\$15.12	\$23.64	\$14.97	\$146.97	\$1.06	\$54.52	\$4,566.81
FY2031	\$9.05	\$9.05	\$14.41	\$140.23	\$17.15	\$56.79	\$4,585.85
FY2032			\$13.89	\$133.67	\$42.11	\$42.11	\$4,616.15
FY2033			\$13.40	\$127.26			\$4,664.67
FY2034			\$12.95	\$120.96			\$4,670.97
FY2035			\$12.53	\$114.75			\$4,677.18
FY2036			\$12.13	\$108.60			\$4,683.33
FY2037			\$11.75	\$102.49			\$4,689.44
FY2038			\$11.40	\$96.40			\$4,695.53
FY2039			\$11.07	\$90.30			\$4,701.63
FY2040			\$10.75	\$84.18			\$4,707.76
FY2041			\$10.46	\$78.00			\$4,713.93
FY2042			\$10.17	\$71.76			\$4,720.17
FY2043			\$9.91	\$65.43			\$4,726.50
FY2044			\$9.65	\$58.99			\$4,732.94
FY2045			\$9.41	\$52.42			\$4,739.51
FY2046			\$9.18	\$45.69			\$4,746.24
FY2047			\$8.96	\$38.79			\$4,753.14
FY2048			\$8.74	\$31.70			\$4,760.23
FY2049			\$8.54	\$24.39			\$4,767.54
FY2050			\$8.35	\$16.83			\$4,775.10
FY2051			\$8.16	\$9.01			\$4,782.92
FY2052			\$0.90	\$0.90			\$4,791.03
Avg Mortgage Interest Rate for the Data Year							6.24%

Source: IFFP, Federal Home Loan Mortgage Corporation

The costs that new residents will pay in user rates to increase the Existing LOS to the Buildout LOS or to make bond payments for projects that benefit existing users in Table 2-2 are divided over the years to the Master Planned Year or end of bond payments. All costs are converted to present day costs and deducted from the component’s impact fee.

IMPACT FEE COMPONENTS

The impact fee per ERC for each component of a sanitary sewer system is shown in Table 2-5.

**Table 2-5
Sanitary Sewer Impact Fee Per ERC**

Type	Cost	ERC Capacity	Cost/ERC	Cost/ERC with Credit
Treatment	\$23.96/gpd	200 gpd/ERC	\$4,791.93/ERC	\$4,508.39/ERC
Misc Facilities	\$936,064	11,083 ERCs	\$84.46/ERC	\$84.46/ERC
Planning	\$215,150	6,539 ERCs	\$65.80/ERC	\$65.80/ERC
Collection	\$94.68/cf	4.67 cf/ERC	\$442.15/ERC	\$442.15/ERC

MAXIMUM ALLOWABLE IMPACT FEE

Table 2-6 provides the maximum allowable impact fee for the sanitary sewer system. It is calculated by adding the costs for each component in Table 2-5.

**Table 2-6
Maximum Allowable Sanitary Sewer Impact Fee Per ERC**

Item	Max Allowable Impact Fee	Max Allowable with Credits
Treatment Cost/ERC	\$4,791.93/ERC	\$4,508.39/ERC
Misc Facilities Cost/ERC	\$84.46/ERC	\$84.46/ERC
Planning Cost/ERC	\$65.80/ERC	\$65.80/ERC
Collection Cost/ERC	\$442.15/ERC	\$442.15/ERC
Maximum Allowable Impact Fee/ERC	\$5,384.35/ERC	\$5,100.81/ERC

The proposed first year impact fee with credits for an ERC is identified in Table 2-7. It also includes the proposed cost change and percent increase per ERC.

**Table 2-7
Sanitary Sewer Impact Fee per ERC with Credit**

Maximum Allowable Impact Fee/ERC	\$5,384.35/ERC	
Maximum Allowable Impact Fee/ERC with Credit	\$5,100.81/ERC	
Previous Impact Fee/ERC	\$5,096.30/ERC	
Proposed Impact Fee/ERC	\$5,100.81/ERC	
Difference	\$4.51/ERC	
% Change	0.09%	
Average Occupancy/ERC		3.64
Average Occupancy/Single Family Dwelling Unit	Factor: 1.0247	3.73
Detached ADU	Factor: 0.9000	
Average Occupancy/Multi-Family Dwelling Unit	Factor: 0.9533	3.47
Maximum Allowable Impact Fee/Single Family Dwelling Unit	\$5,226.92	
Maximum Allowable Impact Fee/Detached ADU	\$4,704.23	
Maximum Allowable Impact Fee/Multi-Family Dwelling Unit	\$4,862.58	

The ERC Ratio for non-residential development by meter sizes is found in Table 2-8. This factor is applied to the Proposed Impact Fee/ERC in Table 2-7 for the first year and Table 2-9 for subsequent years.

**Table 2-8
Proposed Non-Residential Sanitary Sewer Impact Fee by Meter Size**

Meter Size	ERCs	Impact Fee
Single-Family Dwelling Unit 3/4 in	1.02	\$5,226.92
Single-Family Dwelling Unit 1 in	1.71	\$8,728.96
Single-Family Dwelling Unit 1 1/2 in	3.41	\$17,405.66
Single-Family Dwelling Unit 2 in	5.46	\$27,859.51
Detached ADU	0.92	\$4,704.23
Multi-Family Dwelling Unit	0.95	\$4,862.58
Non-Residential Development 3/4 in	1.00	\$5,100.81
Non-Residential Development 1 in	1.67	\$8,518.35
Non-Residential Development 1 1/2 in	3.33	\$16,985.68
Non-Residential Development 2 in	5.33	\$27,187.29
Non-Residential Development (Any Size Meter) ¹	Effluent Flow Option	\$25.50/gpd

Source: IFFP

Table 2-9 shows the proposed impact fees with credits for the next 6 years. These credits reduce slightly per year according to the NPV credit calculations in Table 2-4.

**Table 2-9
Impact Fee Schedules with Credits**

Year	Impact Fee/ERC	Impact Fee/gpd	Impact Fee/ Single Family Dwelling Unit	Impact Fee/ Multi-Family Dwelling Unit	Impact Fee/Detached ADU
FY2027	\$5,100.81	\$25.50	\$5,226.92	\$4,862.58	\$4,704.23
FY2028	\$5,120.60	\$25.60	\$5,247.21	\$4,881.45	\$4,722.49
FY2029	\$5,140.02	\$25.70	\$5,267.11	\$4,899.97	\$4,740.40
FY2030	\$5,159.22	\$25.80	\$5,286.79	\$4,918.27	\$4,758.11
FY2031	\$5,178.27	\$25.89	\$5,306.30	\$4,936.43	\$4,775.67
FY2032	\$5,208.57	\$26.04	\$5,337.35	\$4,965.31	\$4,803.61

The sanitary sewer impact fee is charged at the time of building permit issuance. Sanitary sewer impact fees are charged on a per-ERC basis.

CHAPTER 3 – ADOPTION, ACCOUNTING, EXPENDITURE, AND REFUNDS

ADOPTION

The Utah Impact Fees Act requires the preparation of an IFFP, impact fee analysis and impact fee enactment prior to adoption of an ordinance adopting or amending impact fees. The IFFP for sanitary sewer was prepared to identify existing excess capacity, existing deficiencies, Existing LOS, Proposed LOS and newly constructed facilities that were required to serve new development in the City.

The written impact fee analysis, using the analysis from the IFFP, identifies the impacts placed on facilities by development activity and how the impacts are related to new development. The analysis also calculates the roughly proportional share of costs of each facility identified in the IFFP attributable to new development and establishes the relative benefit each group will receive from the improvement. The analysis also includes an executive summary of the impact fee analysis providing a brief overview of the impact fee structure, methodology and cost basis used.

The impact fee enactment must be adopted by the City Council to enact the proposed fees. The ordinance may not impose a fee higher than the maximum legal fee defined in the written analysis but may adopt a fee that is lower than the maximum fee. In addition, the ordinance must:

- establish one or more service areas
- include a schedule of the impact fees or the formula by which the fee is derived
- include provisions allowing the City to adjust or modify the fee to take into account any changes or unusual circumstances to ensure that the fee is administered fairly
- include provisions to adjust the fee if independent research or studies determine that it should be different
- include a provision allowing charter and public schools to request the inclusion of facilities on the IFFP and in the calculation of the impact fee

By Utah Code 11-36a-504, the Ordinance may be adopted following a ten (10) day notice period and public hearing. Copies of the proposed Ordinance, written IFFP and Impact Fee Analysis must be made available to the public during the 10-day notice period for public review and inspection in designated public places including the City offices and any public libraries within the jurisdiction. A public hearing shall be held at the end of the 10-day notice period, at which point the Council may adopt, amend and adopt, or reject the Impact Fee Ordinance and proposed fee schedule.

ACCOUNTING

The Impact Fees Act requires that any entity imposing impact fees establish an interest bearing ledger account for each type of public facility for which an impact fee is collected. All impact fee receipts must be deposited into the appropriate account. Any interest earned in each account must remain in the corresponding account. At the end of each fiscal year, the City must prepare a report on each fund or account showing the source and amount of all monies collected, earned, and received by each account and each expenditure made from each account.

EXPENDITURE

The City may only expend impact fees for System Improvements identified in the IFFP. All funds collected must be spent or encumbered within six years of collection or the City must provide an extraordinary or compelling reason why the fees must be held longer and provide an ultimate date by which the impact fees collected will be expended. Any fees retained beyond the six years without an extraordinary or compelling reason must be refunded. The improvements financed by impact fees must be owned and operated by the City or another local public entity with which the City has contracted or will contract for services and improvements that will be operated on the City's behalf.

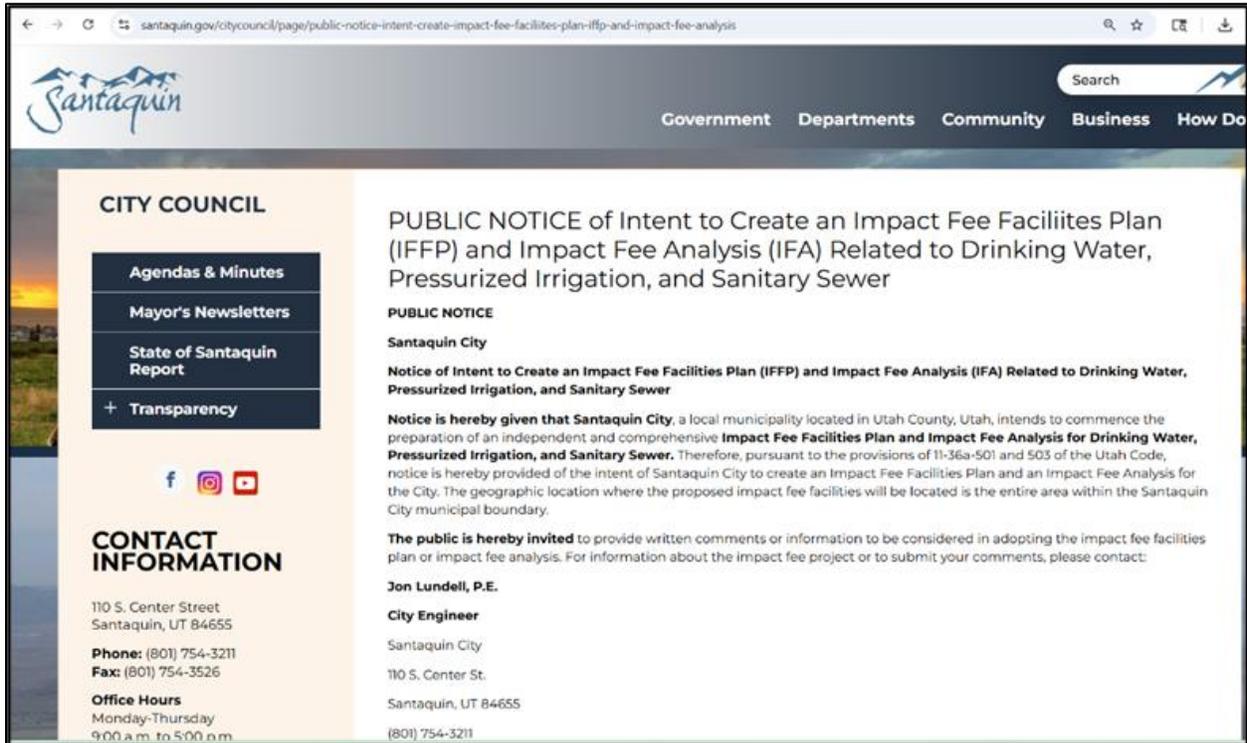
REFUNDS

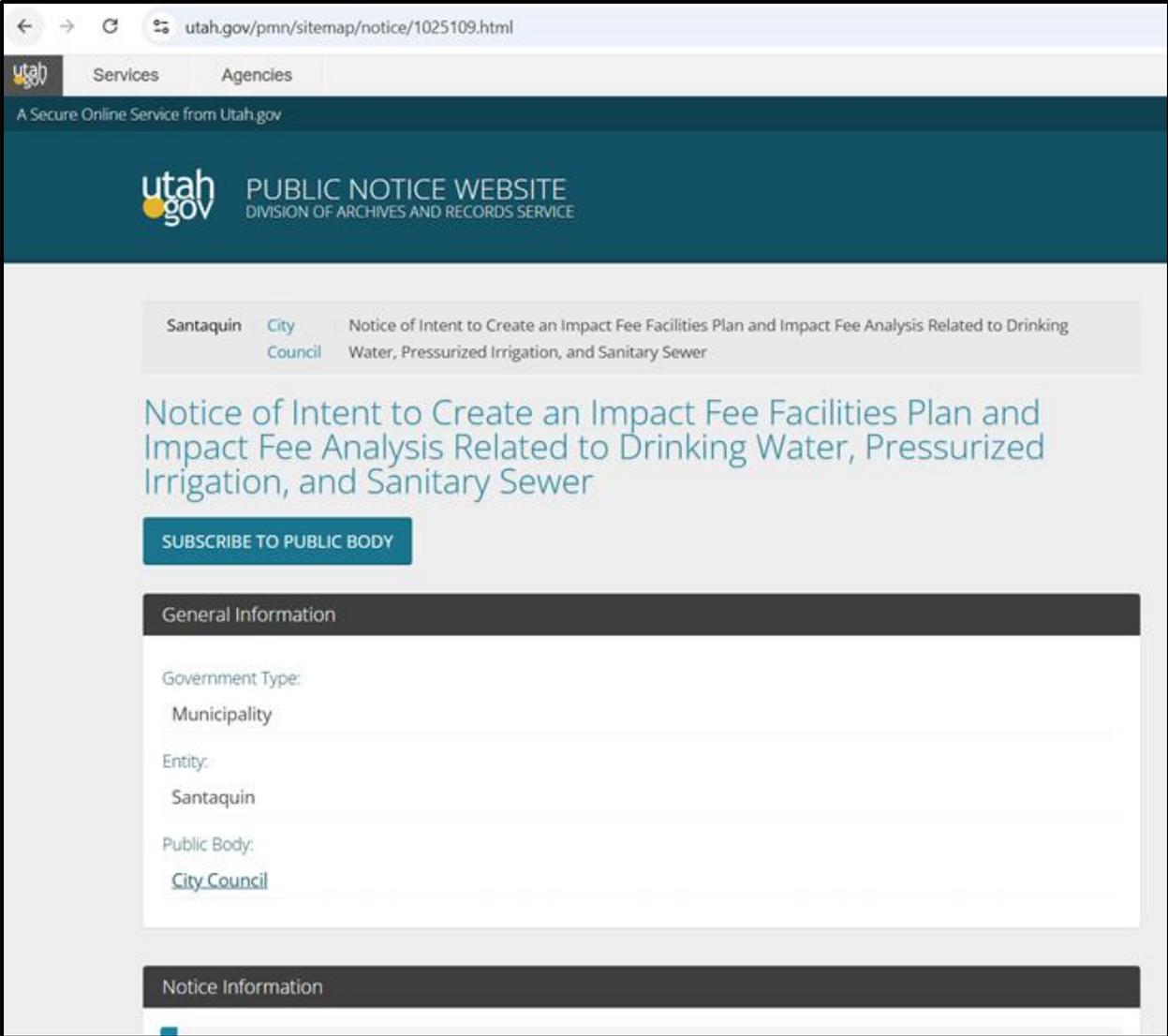
By Utah Code 11-36a-603, the City is required to refund any impact fees collected, plus interest earned since collection if:

1. A developer who has paid impact fees does not proceed with the development and has filed a written request for a refund,
2. The fees have not been spent or encumbered within six years, or
3. The new development which has paid impact fees has not created an impact upon the system.

APPENDICES

APPENDIX A - NOTICE OF INTENT TO AMEND THE SANITARY SEWER IFFP AND IFA





[Add Notice to Calendar](#)

Notice Title:

Notice of Intent to Create an Impact Fee Facilities Plan and Impact Fee Analysis Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice Type(s):

Notice

Event Start Date & Time:

November 24, 2025 05:00 PM

Description/Agenda:

Santaquin City

Notice of Intent to Create an Impact Fee Facilities Plan (IFFP) and Impact Fee Analysis (IFA) Related to Drinking Water, Pressurized Irrigation, and Sanitary Sewer

Notice is hereby given that Santaquin City, a local municipality located in Utah County, Utah, intends to commence the preparation of an independent and comprehensive Impact Fee Facilities Plan and Impact Fee Analysis for Drinking Water, Pressurized Irrigation, and Sanitary Sewer. Therefore, pursuant to the provisions of 11-36a-501 and 503 of the Utah Code, notice is hereby provided of the intent of Santaquin City to create an Impact Fee Facilities Plan and an Impact Fee Analysis for the City. The geographic location where the proposed impact fee facilities will be located is the entire area within the Santaquin City municipal boundary.

The public is hereby invited to provide written comments or information to be considered in adopting the impact fee facilities plan or impact fee analysis. For information about the impact fee project or to submit your comments, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.

Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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 ten or more hours in advance and we will, within reason, provide what assistance may be required.

Notice of Electronic or Telephone Participation:

Electronic participation upon request. Did you know that both historical and current agendas & minutes are also posted on Santaquin's website? The link can be found below! http://santaquin.org/government/agendas_minutes

Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S. Center Street
Santaquin, UT 84655

[Show in Apple Maps](#) [Show in Google Maps](#)

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

September 23, 2025 08:57 AM

Notice Last Edited On:

September 23, 2025 04:17 PM

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File Name	Category	Date Added
Notice of Intent - IFFP DW PI WW - Santaquin 2025.docx	Public Information Handout	2025/09/23 04:16 PM

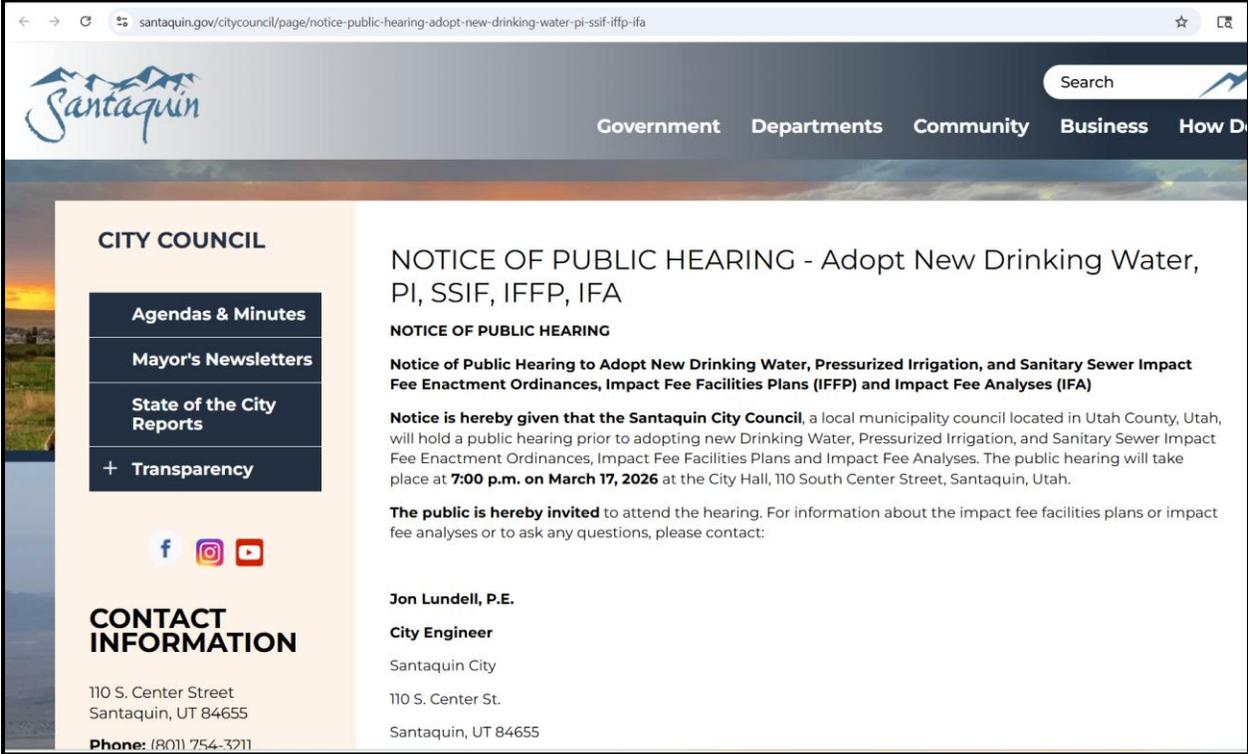
SHOW NOTICE REVISION HISTORY

Board/Committee Contacts

Member	Email	Phone
Lynn Mecham	lmecham@santaquin.org	(801)754-3211
Art Adcock	aadcock@santaquin.org	801-754-3211
Jeff Siddoway	jsiddoway@santaquin.org	801-754-3211
Travis Keel	tkeel@santaquin.org	801-754-3211
Brian Del Rosario	bdelrosario@santaquin.org	801-754-3211

APPENDIX B - NOTICE OF PUBLIC HEARING TO ADOPT OR AMEND AN IFFP AND IF ENACTMENT

11-36a-502 Notice to Adopt or Amend an Impact Fee Facilities Plan and 11-36a-503 Notice of Intent to Adopt an Impact Fee Enactment





Santaquin / City Council / Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

SUBSCRIBE TO PUBLIC BODY

General Information

Government Type:
Municipality

Entity:
Santaquin

Public Body:
[City Council](#)

Notice Information

[Add Notice to Calendar](#)

Notice Title:
Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice Type(s):
Notice, Hearing

Event Start Date & Time:
March 17, 2026 07:00 PM

Santaquin City

Notice of Public Hearing to Adopt New Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans (IFFP) and Impact Fee Analyses (IFA)

Notice is hereby given that the Santaquin City Council, a local municipality council located in Utah County, Utah, will hold a public hearing prior to adopting new Drinking Water, Pressurized Irrigation, and Sanitary Sewer Impact Fee Enactment Ordinances, Impact Fee Facilities Plans and Impact Fee Analyses. The public hearing will take place at 7:00 p.m. on March 17, 2026 at the City Hall, 110 South Center Street, Santaquin, Utah.

The public is hereby invited to attend the hearing. For information about the impact fee facilities plans or impact fee analyses or to ask any questions, please contact:

Jon Lundell, P.E.
City Engineer
Santaquin City
110 S. Center St.
Santaquin, UT 84655
(801) 754-3211

In compliance with the Americans with Disabilities Act, persons in need of special accommodations or services to participate shall notify the City and we will seek to provide assistance.

Notice of Special Accommodations (ADA):

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Other Information:

Agendas & Minutes are posted on Santaquin's site here: http://santaquin.org/government/agendas_minutes

Meeting Information

Meeting Location:

110 S CENTER STREET
Santaquin/Utah County, UT 84655

Show in Apple Maps

Show in Google Maps

Contact Name:

Stephanie Chistensen

Contact Email:

schristensen@santaquin.gov

Notice Posting Details

Notice Posted On:

March 06, 2026 12:16 PM

Notice Last Edited On:

March 06, 2026 12:16 PM

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File Name	Category	Date Added
FINAL Notice of Public Hearing - IFFP IFA DW PI SS - Santaquin 2026.docx	Public Information Handout	2026/03/06 12:16 PM

Download Attachments

Board/Committee Contacts

Member	Email	Phone
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Art Adcock	aadcock@santaquin.org	801-754-3211
Jeff Siddoway	jsiddoway@santaquin.org	801-754-3211
Travis Keel	tkeel@santaquin.org	801-754-3211
Brian Del Rosario	bdelrosario@santaquin.org	801-754-3211

Board/Committee Contacts



MEMORANDUM

March 13, 2026

To: Santaquin City Mayor and City Council
From: Jon Lundell, P.E., City Engineer
RE: Santaquin ULS connection

Mayor and Council Members,

With the Utah Lake System (ULS) pipeline nearing completion, staff has been coordinating with Central Utah Water Conservancy District (CUWCD) on the requirements needed to connect to the pipeline. In those discussions, it was determined that we needed to be working with the contractor for the CUWCD ULS pipeline, VanCon, to install an isolation valve and pipe to get our project out of the CUWCD pipeline easement. If this valve and pipe are not install with the construction of the ULS pipeline, a separate application and associated fee will need to be submitted to CUWCD and the Bureau of Reclamation for a right to enter & construct permit for us to work in their easement.

It is estimated that the overall cost of the connection to the ULS pipeline is between \$450,000 and \$500,000. VanCon's proposed cost for just this portion of the project is \$75,956.00. This includes the cost for materials and installation of approximately 22 feet of pipe and the butterfly valve that meets CUWCD's design standards and requirements. This amount is part of the overall estimated project costs noted above.

It is proposed that the City's Capital Repair and Replacement funds be used to pay for this project due to the current high interest rates within the bond market. The funds would then be replaced overtime by Pressure Irrigation system impact fees. Sufficient funds are available in the Capital Repair and Replacement Fund for this project construction.

As VanCon currently has an active construction contract with Santaquin City for the WRF phase 3 expansion, this work will be completed under the current contract via Change Order #2.

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

Recommended Motion: Motion to approve Change Order #2 for the installation of the connection to the ULS pipeline for a not to exceed amount of \$75,956.00

Date of Issuance: March 13, 2026

Effective Date: March 13, 2026

Owner: Santaquin City

Contractor: VanCon Inc.

Contractor's Project No.:

Engineer: Jon Lundell, P.E.

Project: Santaquin WRF Phase 3 Expansion

The Contract is modified as follows upon execution of this Change Order:

Description: This Change order is for the installation of approximately 22 linear feet of pipe and a butterfly valve to the ULS pipeline.

Attachments: Santaquin ULS connection Price

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: \$ <u>735,000</u>	Original Contract Times: Substantial Completion: <u>August 01, 2026</u> Ready for Final Payment: <u>August 31, 2026</u> days or dates
Increase from previously approved Contract to Change Order No. <u>1</u> : \$ <u>8,624,800</u>	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days
Contract Price prior to this Change Order: \$ <u>9,359,800.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days or dates
Increase of this Change Order: \$ <u>75,956.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days or dates
Contract Price incorporating this Change Order: \$ <u>9,435,756.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>No Change</u> Ready for Final Payment: <u>No Change</u> days or dates

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: _____
Engineer (if required)

By: _____
Owner (Authorized Signature)

By: _____
Contractor (Authorized Signature)

Title: _____

Title: _____

Title: _____

Date: _____

Date: _____

Date: _____

Approved by Funding Agency (if applicable)

By: _____
Title: _____

Date: _____

Santaquin ULS Connection



VanCon Inc.

2335 South State Street

Provo, UT 84606

Contact: Chad Hunsaker

Phone: 801-491-8898

Quote To: Santaquin City
Attn: John Lundell

Job Name:

Date:

Phone:

Revision Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Mobilization	1.00	LS	7,650.00	7,650.00
2	16" WSP w/ 24" x 16 WSP Reducer	1.00	LS	44,189.00	44,189.00
3	16" BFV 300 # Double Off-Set Valve	1.00	EA	24,117.00	24,117.00
GRAND TOTAL					\$75,956.00

NOTES:

VanCon is pleased to provide the following quote for your review and approval.

VanCon proposes the following. Providing a single spool that is a 24" x 16" WSP Flange x Flange Spool with 300 # flanges on each end that will be roughly 20' to 22' in length that is Standard wall thickness with Cement Mortar lining (CML) x Cement Mortar Coating (CMC).

Spool will be attached to existing CUWCD pipeline with a 24 inch insulating kit.

At the end of the WSP spool a 16 Inch Avtec Double Off-Set BFV will be installed, there is currently (1) in stock in Utah.

Pipe will be bedded and backfill with CLSM (Flowfill)

Pipe will be pressure tested.

VanCon has all the required WSP available. Fabrication time will be 2-3 weeks after flange delivery which is 2-3 weeks. BFV is available at the current date subject to sale. Flange Bolts, Gaskets, and Insulating Kits are typically 2-3 week lead time from approval.

Work can be completed in 5-7 weeks from approval or sooner potentially based on supply availability.

Please reach out with any questions.

Chad Hunsaker
VanCon Inc.

RESOLUTION NO. 03-02-2026

A RESOLUTION OF THE SANTAQUIN CITY COUNCIL APPROVING AN EMPLOYMENT AGREEMENT WITH (PENDING) AS THE SANTAQUIN CITY COMMUNITY DEVELOPMENT DIRECTOR

WHEREAS, Santaquin City (“City”) is a municipality and political subdivision of the State of Utah; and

WHEREAS, The Mayor, with the advice and consent of the City Council, is authorized to appoint a City Community Development Director to perform such duties on behalf of the City as may be established by statute, ordinance, or resolution; and

WHEREAS, the City desires to Employ Pending (“Pending”) as a full-time employee of the City, to serve as the Community Development Director; and

WHEREAS, Pending desires to be employed by Santaquin City as its Community Development Director under certain terms and conditions; and

WHEREAS, the parties now desire to enter into this Agreement in order to establish the terms and conditions by which Pending’s employment with the City shall commence.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Santaquin City, State of Utah, as follows:

1. The Mayor is authorized to execute the “Santaquin City Community Development Director Employment Agreement,” a copy of which is attached hereto, and to execute all other documents necessary to effect the terms and conditions of said agreement.
2. This resolution shall be effective upon its passage.

PASSED AND APPROVED this 17th day of March, 2026.

SANTAQUIN CITY COUNCIL

Daniel M. Olson, Santaquin City Mayor

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

ATTEST:

Stephanie Christensen, Santaquin City Recorder

**SANTAQUIN CITY COMMUNITY DEVELOPMENT DIRECTOR
EMPLOYMENT AGREEMENT**

This Agreement, made and entered into this 17th day of March, 2026, by and between **Santaquin City**, a fourth-class city and political subdivision of the State of Utah (hereinafter called “City”) and **Pending**, (hereinafter called “Pending”).

WITNESSETH:

WHEREAS, Santaquin City (“City”) is a municipality and political subdivision of the State of Utah; and

WHEREAS, The Mayor, with the advice and consent of the City Council, is authorized to appoint a City Community Development Director to perform such duties on behalf of the City as may be established by statute, ordinance, or resolution; and

WHEREAS, the City desires to employ Pending (“Pending”) as a full-time employee of the City, to serve as the Community Development Director; and

WHEREAS, Pending desires to be employed with Santaquin City as its Community Development Director under certain terms and conditions; and

WHEREAS, the parties now desire to enter into this Agreement in order to establish the terms and conditions by which Pending’s employment with the City shall commence.

NOW, THEREFORE, in consideration of mutual covenants, agreements, and other valuable consideration, the parties agree as follows:

1. **EMPLOYMENT.** The City agrees to employ Pending and Pending agrees to be employed by the City, in the capacity of Community Development Director. In his/her capacity as Community Development Director, Pending shall report directly to the City Manager concerning those duties for which the City Manager has authority pursuant to state law and/or local ordinance, including those responsibilities set forth in the Santaquin City Employee Policies and Procedures Handbook.

2. **TERM.**
 - a) Pending shall serve at the pleasure of the City Council and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the governing body to terminate the services of Pending at any time, subject to the provisions set forth elsewhere in this Agreement. This Agreement continues for an indefinite term, until termination with notice as provided herein.

- b) Nothing in the Agreement shall prevent, limit, or otherwise interfere with the right of Pending to resign at any time from his/her position with the City subject to the provisions set forth elsewhere in this agreement.
3. **PROBATIONARY PERIOD.** Newly hired employees are subject to a probationary period in accordance with the Santaquin City Employee Policies and Procedures Handbook.
4. **DUTIES.** During the term of this Agreement, Pending, as Community Development Director for the City, shall perform those duties designated in the Santaquin City Community Development Director Job Description (Exhibit A) and to perform other legally permissible and proper duties and functions and such additional duties as may be assigned to him/her from time to time by the City Manager or Mayor. Pending shall at all times faithfully, diligently, and conscientiously perform all of the duties that may be required of and from him/her pursuant to the express and implied terms of this Agreement in a professional, competent, and ethical manner.
5. **TIME AND EFFORT.** Pending shall devote whatever time is necessary to satisfactorily perform the duties of Community Development Director, but it is agreed that Pending shall work, on average, a minimum of forty (40) hours per week. Pending is an exempt employee and, therefore, does not qualify and is not entitled to receive overtime compensation or compensatory time off.
6. **SALARY.** During the term of this Agreement, Pending shall be paid within a Grade 31 salary range and will continue as such, plus cost of living increases as the same may be from time to time approved by the City Council as applied to City employees, less applicable federal and state tax withholdings and other deductions required by law or authorized by Pending, payable in substantially equal installments bi-weekly (every other week) in accordance with the City's regular payroll schedule. In addition, the City may in its sole discretion, upon the favorable performance review of Pending by the City, increase the salary of Pending from time to time. The City agrees to conduct at least one annual evaluation of Pending.
7. **BENEFITS.** Pending shall be eligible to participate in the benefit programs of the City that are available to all other regular, full-time employees.
- a) **Health, Disability and Life Insurance Benefits.** The City agrees to provide and to pay the premiums for health, hospitalization, surgical, vision, dental, and comprehensive medical insurance for Pending and his/her dependents on the same

terms and conditions that such insurance benefits are provided to all other full-time employees of Santaquin City.

- b) **Vacation.** Pending shall be credited with annual vacation time in accordance with the Santaquin City Employee Policies and Procedures Handbook. Pending agrees to plan his/her vacation time around the needs of the City in consultation with the City Manager.
 - c) **Sick Leave.** Pending shall accrue sick leave in accordance with the Santaquin City Employee Policies and Procedures Handbook.
 - d) **Holidays.** Pending shall receive paid time off for state and federal holidays in the same manner as provided to all other full-time employees pursuant to the Santaquin City Employee Policies and Procedures Handbook.
 - e) **Retirement.** The City agrees to ensure that all retirement contributions are made on Pending's behalf in the same manner as provided to all other full-time employees pursuant to the Santaquin City Employee Policies and Procedures Handbook.
 - f) **Other Benefits.** The City agrees to provide all other benefits outlined in the Santaquin City Employee Policies and Procedures Handbook as provided to all other full-time employees of Santaquin City.
8. **REIMBURSEMENT OF EXPENSES.** The City shall reimburse Pending for reasonable expenses necessarily incurred by him/her in connection with the work performed by Pending for or on behalf of the City upon presentment of an expense reimbursement request containing a detailed itemization of the expenses for which reimbursement is sought, together with receipts or other appropriate documentation relating to those expenses.
- a) City, subject to the approval and discretion of the City Council, agrees to budget for and to pay for professional dues and subscriptions of Pending necessary for continuation and participation and leadership in national, regional, state, or local associations and organizations necessary and desirable for Pending's continued professional participation, growth, and advancement, and for the good of the City.
 - b) City, subject to the approval and discretion of the City Council, agrees to budget for and to pay for travel and subsistence expenses of Pending for professional and

official travel, meetings, and occasions to adequately continue the professional development of Pending and to pursue necessary official functions for City.

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- d) City, subject to the approval and discretion of the City Council, agrees to reimburse Pending for all automobile mileage incurred while traveling to and from official City business, excluding normal commute mileage. Mileage reimbursement shall be administered in accordance with the Santaquin City Employee Policies and Procedures Handbook.

9. **TECHNOLOGY.** The City shall provide Pending with a computer, software, fax/modem and cell phone required for Pending to perform the job and to maintain communication. Use of such equipment shall be in accordance with the Santaquin City Employee Policies and Procedures Handbook.

10. **COVENANT NOT TO DISCLOSE CONFIDENTIAL OR PROPRIETARY INFORMATION.** Pending acknowledges that, as Community Development Director, he/she has received and will continue to receive confidential or proprietary information of the City, including such information that may be originated by or imparted to him/her from time in the course of Pending's employment. Pending agrees that he shall not at any time, whether during the time that he is employed by the City or at any time thereafter, disclose to any person or entity or use any confidential or proprietary information in any manner whatsoever without the prior written consent of the Mayor or City Council. Upon the request of the City while Pending is employed by the City, or upon the termination of Pending's employment with the City, Pending will turn over to the City Manager all documents, papers or other materials in Pending's possession, custody or control which may contain or be derived from confidential or proprietary information of the City. The term "confidential or proprietary information" shall include, without limitation, all trade secrets, financial information, customer information, litigation strategy, personal identification information of current and former employees of the City, and all other information involving or reasonably related to the business of the City, and any tangible article which embodies such confidential or proprietary information.

11. REMEDIES FOR BREACH OF THE COVENANT NOT TO DISCLOSE

CONFIDENTIAL OR PROPRIETARY INFORMATION. In the event of a breach or threatened breach by Pending of the provisions of the covenant not to disclose confidential or proprietary information, a court of competent jurisdiction may issue a restraining order or an injunction against Pending, restraining or enjoining him/her from taking, copying, using, disclosing, giving, selling, or transferring to any other person or entity any of the City's confidential or proprietary information. In addition, the City shall be entitled to any and all other remedies available to the City at law or in equity, and no action by the City in pursuing a given remedy shall constitute an election to forego other remedies.

12. OUTSIDE ACTIVITIES. Unless otherwise agreed in writing, the employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide benefits to the City and the community, Pending may elect to accept limited teaching, consulting or other business opportunities so long as such arrangements shall constitute neither interference, nor a conflict of interest with his/her responsibilities under this Agreement. Prior to any such acceptance of any outside employment activity, Pending shall obtain the written consent of the Mayor for each such activity, which may or may not be given at the sole discretion of the City.

13. ADHERENCE TO CITY POLICIES. Pending agrees to comply with the provisions of the Santaquin City Employee Policies and Procedures Handbook, to the extent that such policies and procedures are not contrary to or inconsistent with the terms of this Agreement. To the extent that any provisions in the City's personnel policies and procedures are contrary to or inconsistent with the terms of this Agreement, the terms of this Agreement shall apply.

14. TERMINATION. For the purpose of this Agreement, termination shall occur when:

- a) A majority of the governing body members vote to terminate Pending at a duly authorized public meeting.
- b) The City, citizens or legislature amends any provision of Santaquin City Code or Utah Code pertaining to the role, powers, duties, authority, responsibilities of the position of Community Development Director that substantially changes the form of government, and Pending delivers written notice within seven (7) days that such amendments constitute termination.

- c) The City reduces the base salary, compensation, or any other financial benefit of Pending, unless it is applied in no greater percentage than the average reduction of all department heads, and Pending delivers written notice within seven (7) days that said reduction constitutes termination.
- d) Pending resigns within five days of an offer to accept resignation, whether formal or informal, by the City Council, then Pending may declare a termination as of the date of the offer.
- e) Either party fails to cure a material breach of this agreement within 30 days written notice of the breach. Written notice of a breach of contract shall be provided in accordance with the provisions of paragraph 16.

15. **SEVERANCE PAY.** Except in the case of removal for cause, Pending's voluntary resignation, or termination pursuant to either sub-paragraph 13(d) or 13(e) above, any of which nullify Pending's entitlement to severance, the City shall cause Pending, upon his/her removal, to be paid any unpaid balance of his/her salary, vacation, and sick time in accordance with the Santaquin City Employee Policy and Procedures Handbook, due through the date of his/her removal together with his/her salary at the same rate for the next six (6) calendar months following the date of his/her removal. Severance shall be paid in a lump sum, within thirty (30) days of termination unless otherwise agreed to by the City and by Pending. Apart from payment of six (6) months of salary there are no other payments, benefits or entitlements pertaining to severance.

16. **OTHER AGREEMENTS.** Pending warrants that, to the best of his/her knowledge, the execution and delivery of this Agreement and the performance of his/her duties hereunder will not violate the term of any other agreement to which he is a party or by which he is bound.

17. **NOTICES.** Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- a) **CITY:** Santaquin City, 110 South Center Street, Santaquin, Utah 84655
- b) **PENDING:** Pending, Address, City, State Zip code

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service, as evidenced by the postmark.

18. **MISCELLANEOUS.**

- a) **Attorney's Fees and Costs.** In the event that either party commences an action to enforce the terms of this Agreement, or to recover for its breach, the prevailing party shall be entitled to recover from the non-prevailing party his/her or its attorney's fees and costs incurred therein.
- b) **Headings.** The headings used herein are inserted for convenience only, and shall not be construed as having any substantial significance or meaning whatsoever.
- c) **Assignability.** The rights and duties under this Agreement are not assignable by either party.
- d) **Binding Effect.** Subject to the provisions of sub-paragraph c, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their agents.
- e) **Entire Agreement.** This Agreement sets forth the entire agreement between and among the parties regarding the specific subject matter of this Agreement, and this Agreement supersedes and terminates all prior agreements, representations and understandings, written or oral, pertaining thereto. All obligations shall commence upon the effective date of this Agreement. Any modifications, amendments, or changes to this Agreement will be binding upon the parties only if agreed upon in writing by the parties.
- f) **Effect of Waiver.** No waiver by any party of any breach of any term or provision of this Agreement shall be construed to be, nor be, a waiver of any preceding, concurrent or succeeding breach of the same, or of any other term or provision hereof.
- g) **Unenforceable Provisions.** In the event that any part of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining parts herein shall nevertheless continue to be valid and enforceable as though the invalid or unenforceable part(s) had not been included herein.
- h) **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of Utah.

SANTAQUIN CITY

Daniel M. Olson, Mayor

ATTEST:

Stephanie Christensen, Recorder

Pending,
Community Development Director

Exhibit A – Job Description



JOB ANNOUNCEMENT

Job Title: Community Development Director
Department: Community Development/Planning & Building
Status: Full-Time/Exempt
Effective Date: Friday, February 13, 2026
Closing Date: Monday, March 2, 2026, at 5:00pm

Salary Range: \$98,593 to \$144,223; starting salary depends on qualifications and experience.
Benefits: Position is eligible for benefits

JOB DESCRIPTION

GENERAL PURPOSE

Performs a variety of professional, administrative and managerial duties related to planning, directing, organizing, and controlling the community development department, including building inspection, code enforcement, planning and zoning, and business licensing.

SUPERVISION RECEIVED

Works under the broad policy guidance and direction of the Assistant City Manager.

SUPERVISION EXERCISED

Provides general supervision to department staff including Building Official, Building Inspector(s), Staff Planner(s), Code Enforcement officer(s), Office Assistant(s) in cooperation with the Engineering Director for shared personnel.

ESSENTIAL FUNCTIONS

Manages the day-to-day administrative functions of the department; directs the development of the current and long-range planning goals and objectives; directs or performs the preparation of departmental budget; develops and implements changes in department policies, practices and procedures; designs and writes land development control ordinances, development agreements and related city ordinances and coordinates with department heads and legal counsel as needed.

Coordinates integrated functions and operations related to engineering, GIS projects and economic development considerations.

Initiates studies in planning/zoning issues, development of ordinances, business regulations, review of permits, computer studies, etc.; monitors project activities and progress to assure implementation of general plan; issues interpretations of city zoning, planning and related ordinances and regulations.

Directs personnel and delegates assignments; reviews performance and makes decisions affecting job retention, advancement and discipline; participates in the recruitment and selection of department staff; develops and conducts staff training.

Serves as administrative advisor and liaison to City Manager, Assistant City Manager, city council, citizens committees, board of adjustments, planning commission, development review committee, architectural review committee, and Community Redevelopment Agency; provides technical insight and recommendations related to determining planning and development policies, goals and objectives or directs department personnel in such functions; receives directives, formulates implementation options and strategies, directs and conducts research, converts strategies to action plans with timetables and deadlines; allocates personnel and resources as needed to accomplish projects and programs.

Conducts public meetings and hearings as needed to solicit public response and apprise of policy and project options; provides planning & zoning information to the public as needed.

Develops departmental budgets and monitors fiscal controls to assure conformity with established financial constraints; gives final approval for department disbursements; participates in city-wide fiscal planning processes.

Develops, organizes and facilitates on-going comprehensive planning processes and procedures for current and long-range needs; participates in the development and maintenance of city general plan; identifies alternatives for

converting policy ideas into action plans affecting city development, expansion, transportation and related public programs.

Meets with public, developers, entrepreneurs, and contractors; discusses planning, zoning, and development issues; interprets information in city ordinances pertaining to department responsibilities.

Performs professional analysis and conducts or directs feasibility studies; prepares and analyzes reports and statistics; prepares a variety of reports related to project progress; reviews and updates ordinances affecting planning, zoning, development and related departmental areas; directs the coordination of projects with other departments or governmental agencies.

Oversees various special function areas related to subdivision and site plan development, conditional use and signing, zoning proposals, building authorizations and permits; oversees priority studies related to population, housing, social, economic, transportation and similar issues or concerns.

Code Enforcement: Directs code enforcement activities; manages community complaint process related to code and ordinance compliance; mediates issues between property owner, contractors and city officials; recommends sanctions for violations.

Building Inspection: Manages building inspection functions and directs inspection personnel; oversees the establishment of building permit fees following established procedures for building type and size; oversees the issuance of permits for building, plumbing, electrical, water, heating, cooling and other construction phases as required by law; oversees the calculation of impact fees consistent with city ordinance and regulations.

Conducts pre-project/construction processes; advises architects, engineers, contractors and owners on code and design requirements; may coordinate the preparation of various drafts of project documents and specifications; coordinates review and planning activities with other city departments.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:
 - A. Graduation from college with a bachelor's degree in urban planning, public administration or a closely related field; master's degree is preferred;
 - AND
 - B. Four (4) years of progressively responsible experience performing above or related duties; two (2) years in a supervisory capacity is preferred;
 - OR
 - C. An equivalent combination of education or experience.
2. Knowledge, Skills, and Abilities:

Thorough knowledge of principles and practices of comprehensive urban planning, economics, sociology and community organization as applied to urban planning; relationships between various factors affecting urban planning policy, such as economic, political, sociological, legal, etc.; inter-local agreements; research and statistical analysis and the evaluation of research data; land use, zoning, federal, state, and local laws; building inspection standards & codes; code enforcement methods, practices and procedures; municipal operations and inter-relationships of city departments; budgeting, accounting and related statistical procedures; general office maintenance and practices; business and technical writing; interpersonal communication skills; public relations. Considerable knowledge of principles of management, supervision and employee motivation.

Ability to administer a large work program; coordinate efforts with various government agencies; build support for multi-governmental projects; analyze a variety of financial problems and make recommendations; analyze complex planning, development and zoning problems and make recommendations; operate personal computer in utilizing various programs to produce or compose formal documents, reports and records; prepare and present budget estimates; direct, motivate, develop, and evaluate subordinates; communicate effectively verbally and in writing; develop effective working relationships with local elected officials, legislators, supervisors, fellow employees, and the public.
3. Special Qualifications:
 - A. Must possess a valid Utah driver's license.
 - B. Must maintain membership in the American Planning Association.
 - C. AICP certification is preferred or required within one (1) year.
 - D. Must attend required amount of training to maintain professional certification.
 - E. Must be strong willed and able to set and maintain high expectations.

4. Work Environment & Physical Demands:

Incumbent of the position performs in a typical office setting with appropriate climate controls. Tasks require variety of physical activities, not generally involving muscular strain. Periodic walking, standing, stooping, sitting, reaching, required in normal course of performing essential duties. Talking, hearing and seeing are essential to effective performance of the job. Common eye, hand, and finger dexterity required for most essential functions. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and creative problem solving. Periodic travel required in course of performing portions of job functions. Frequent local area travel is required in the normal course of performing job duties. Occasional exposure to outdoor elements and seasonal weather.

NOTE: All Santaquin City employees must successfully complete a pre-employment drug test and criminal history check following a conditional offer of employment.

Employees required to drive a motor vehicle as an essential job duty will be required to successfully complete a motor vehicle record (MVR) check following a conditional offer of employment.

Santaquin City is an Equal Opportunity Employer

RESOLUTION NO. 03-03-2026

A RESOLUTION OF THE SANTAQUIN CITY COUNCIL APPROVING AN EMPLOYMENT AGREEMENT WITH (PENDING) AS THE SANTAQUIN CITY COMMUNITY SERVICES DIRECTOR

WHEREAS, Santaquin City (“City”) is a municipality and political subdivision of the State of Utah; and

WHEREAS, The Mayor, with the advice and consent of the City Council, is authorized to appoint a City Community Services Director to perform such duties on behalf of the City as may be established by statute, ordinance, or resolution; and

WHEREAS, the City desires to Employ Pending (“Pending”) as a full-time employee of the City, to serve as the Community Services Director; and

WHEREAS, Pending desires to be employed by Santaquin City as its Community Services Director under certain terms and conditions; and

WHEREAS, the parties now desire to enter into this Agreement in order to establish the terms and conditions by which Pending’s employment with the City shall commence.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Santaquin City, State of Utah, as follows:

1. The Mayor is authorized to execute the “Santaquin City Community Services Director Employment Agreement,” a copy of which is attached hereto, and to execute all other documents necessary to effect the terms and conditions of said agreement.
2. This resolution shall be effective upon its passage.

PASSED AND APPROVED this 17th day of March, 2026.

SANTAQUIN CITY COUNCIL

Daniel M. Olson, Santaquin City Mayor

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

ATTEST:

Stephanie Christensen, Santaquin City Recorder

**SANTAQUIN CITY COMMUNITY SERVICES DIRECTOR
EMPLOYMENT AGREEMENT**

This Agreement, made and entered into this 17th day of March, 2026, by and between **Santaquin City**, a fourth-class city and political subdivision of the State of Utah (hereinafter called “City”) and **Pending**, (hereinafter called “Pending”).

WITNESSETH:

WHEREAS, Santaquin City (“City”) is a municipality and political subdivision of the State of Utah; and

WHEREAS, The Mayor, with the advice and consent of the City Council, is authorized to appoint a City Community Services Director to perform such duties on behalf of the City as may be established by statute, ordinance, or resolution; and

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1. **EMPLOYMENT.** The City agrees to employ Pending and Pending agrees to be employed by the City, in the capacity of Community Services Director. In his/her capacity as Community Services Director, Pending shall report directly to the City Manager concerning those duties for which the City Manager has authority pursuant to state law and/or local ordinance, including those responsibilities set forth in the Santaquin City Employee Policies and Procedures Handbook.

2. **TERM.**
 - a) Pending shall serve at the pleasure of the City Council and nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the governing body to terminate the services of Pending at any time, subject to the provisions set forth elsewhere in this Agreement. This Agreement continues for an indefinite term, until termination with notice as provided herein.

- b) Nothing in the Agreement shall prevent, limit, or otherwise interfere with the right of Pending to resign at any time from his/her position with the City subject to the provisions set forth elsewhere in this agreement.
3. **PROBATIONARY PERIOD.** Newly hired employees are subject to a probationary period in accordance with the Santaquin City Employee Policies and Procedures Handbook.
4. **DUTIES.** During the term of this Agreement, Pending, as Community Services Director for the City, shall perform those duties designated in the Santaquin City Community Services Director Job Description (Exhibit A) and to perform other legally permissible and proper duties and functions and such additional duties as may be assigned to him/her from time to time by the City Manager or Mayor. Pending shall at all times faithfully, diligently, and conscientiously perform all of the duties that may be required of and from him/her pursuant to the express and implied terms of this Agreement in a professional, competent, and ethical manner.
5. **TIME AND EFFORT.** Pending shall devote whatever time is necessary to satisfactorily perform the duties of Community Services Director, but it is agreed that Pending shall work, on average, a minimum of forty (40) hours per week. Pending is an exempt employee and, therefore, does not qualify and is not entitled to receive overtime compensation or compensatory time off.
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terms and conditions that such insurance benefits are provided to all other full-time employees of Santaquin City.

- b) **Vacation.** Pending shall be credited with annual vacation time in accordance with the Santaquin City Employee Policies and Procedures Handbook. Pending agrees to plan his/her vacation time around the needs of the City in consultation with the City Manager.
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9. **TECHNOLOGY.** The City shall provide Pending with a computer, software, fax/modem and cell phone required for Pending to perform the job and to maintain communication. Use of such equipment shall be in accordance with the Santaquin City Employee Policies and Procedures Handbook.

10. **COVENANT NOT TO DISCLOSE CONFIDENTIAL OR PROPRIETARY**

INFORMATION. Pending acknowledges that, as Community Services Director, he/she has received and will continue to receive confidential or proprietary information of the City, including such information that may be originated by or imparted to him/her from time in the course of Pending's employment. Pending agrees that he shall not at any time, whether during the time that he is employed by the City or at any time thereafter, disclose to any person or entity or use any confidential or proprietary information in any manner whatsoever without the prior written consent of the Mayor or City Council. Upon the request of the City while Pending is employed by the City, or upon the termination of Pending's employment with the City, Pending will turn over to the City Manager all documents, papers or other materials in Pending's possession, custody or control which may contain or be derived from confidential or proprietary information of the City. The term "confidential or proprietary information" shall include, without limitation, all trade secrets, financial information, customer information, litigation strategy, personal identification information of current and former employees of the City, and all other information involving or reasonably related to the business of the City, and any tangible article which embodies such confidential or proprietary information.

11. REMEDIES FOR BREACH OF THE COVENANT NOT TO DISCLOSE

CONFIDENTIAL OR PROPRIETARY INFORMATION. In the event of a breach or threatened breach by Pending of the provisions of the covenant not to disclose confidential or proprietary information, a court of competent jurisdiction may issue a restraining order or an injunction against Pending, restraining or enjoining him/her from taking, copying, using, disclosing, giving, selling, or transferring to any other person or entity any of the City's confidential or proprietary information. In addition, the City shall be entitled to any and all other remedies available to the City at law or in equity, and no action by the City in pursuing a given remedy shall constitute an election to forego other remedies.

12. OUTSIDE ACTIVITIES. **Unless otherwise agreed in writing,** the employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide benefits to the City and the community, Pending may elect to accept limited teaching, consulting or other business opportunities so long as such arrangements shall constitute neither interference, nor a conflict of interest with his/her responsibilities under this Agreement. Prior to any such acceptance of any outside employment activity, Pending shall obtain the written consent of the Mayor for each such activity, which may or may not be given at the sole discretion of the City.

13. ADHERENCE TO CITY POLICIES. Pending agrees to comply with the provisions of the Santaquin City Employee Policies and Procedures Handbook, to the extent that such policies and procedures are not contrary to or inconsistent with the terms of this Agreement. To the extent that any provisions in the City's personnel policies and procedures are contrary to or inconsistent with the terms of this Agreement, the terms of this Agreement shall apply.

14. TERMINATION. For the purpose of this Agreement, termination shall occur when:

- a) A majority of the governing body members vote to terminate Pending at a duly authorized public meeting.
- b) The City, citizens or legislature amends any provision of Santaquin City Code or Utah Code pertaining to the role, powers, duties, authority, responsibilities of the position of Community Services Director that substantially changes the form of government, and Pending delivers written notice within seven (7) days that such amendments constitute termination.

- c) The City reduces the base salary, compensation, or any other financial benefit of Pending, unless it is applied in no greater percentage than the average reduction of all department heads, and Pending delivers written notice within seven (7) days that said reduction constitutes termination.
- d) Pending resigns within five days of an offer to accept resignation, whether formal or informal, by the City Council, then Pending may declare a termination as of the date of the offer.
- e) Either party fails to cure a material breach of this agreement within 30 days written notice of the breach. Written notice of a breach of contract shall be provided in accordance with the provisions of paragraph 16.

15. **SEVERANCE PAY.** Except in the case of removal for cause, Pending's voluntary resignation, or termination pursuant to either sub-paragraph 13(d) or 13(e) above, any of which nullify Pending's entitlement to severance, the City shall cause Pending, upon his/her removal, to be paid any unpaid balance of his/her salary, vacation, and sick time in accordance with the Santaquin City Employee Policy and Procedures Handbook, due through the date of his/her removal together with his/her salary at the same rate for the next six (6) calendar months following the date of his/her removal. Severance shall be paid in a lump sum, within thirty (30) days of termination unless otherwise agreed to by the City and by Pending. Apart from payment of six (6) months of salary there are no other payments, benefits or entitlements pertaining to severance.

16. **OTHER AGREEMENTS.** Pending warrants that, to the best of his/her knowledge, the execution and delivery of this Agreement and the performance of his/her duties hereunder will not violate the term of any other agreement to which he is a party or by which he is bound.

17. **NOTICES.** Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

- a) **CITY:** Santaquin City, 110 South Center Street, Santaquin, Utah 84655
- b) **PENDING:** Pending, Address, City, State Zip code

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service, as evidenced by the postmark.

18. **MISCELLANEOUS.**

- a) **Attorney's Fees and Costs.** In the event that either party commences an action to enforce the terms of this Agreement, or to recover for its breach, the prevailing party shall be entitled to recover from the non-prevailing party his/her or its attorney's fees and costs incurred therein.
- b) **Headings.** The headings used herein are inserted for convenience only, and shall not be construed as having any substantial significance or meaning whatsoever.
- c) **Assignability.** The rights and duties under this Agreement are not assignable by either party.
- d) **Binding Effect.** Subject to the provisions of sub-paragraph c, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their agents.
- e) **Entire Agreement.** This Agreement sets forth the entire agreement between and among the parties regarding the specific subject matter of this Agreement, and this Agreement supersedes and terminates all prior agreements, representations and understandings, written or oral, pertaining thereto. All obligations shall commence upon the effective date of this Agreement. Any modifications, amendments, or changes to this Agreement will be binding upon the parties only if agreed upon in writing by the parties.
- f) **Effect of Waiver.** No waiver by any party of any breach of any term or provision of this Agreement shall be construed to be, nor be, a waiver of any preceding, concurrent or succeeding breach of the same, or of any other term or provision hereof.
- g) **Unenforceable Provisions.** In the event that any part of this Agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining parts herein shall nevertheless continue to be valid and enforceable as though the invalid or unenforceable part(s) had not been included herein.
- h) **Governing Law.** This Agreement shall be construed in accordance with the laws of the State of Utah.

SANTAQUIN CITY

Daniel M. Olson, Mayor

ATTEST:

Stephanie Christensen, Recorder

Pending,
Community Services Director

Exhibit A – Job Description



Job Description

Title:	Community Services Director	Code:	1251
Division:	Administration	Effective Date:	09/24
Department:	Community Services	Last Revised:	09/24

GENERAL PURPOSE

Performs a variety of administrative and supervisory duties over recreation operations, programs and facility management, library, museum, and senior citizens operations and programs, special events, trail development and other community services programs and project areas.

SUPERVISION RECEIVED

Works under the general supervision of the City Manager.

SUPERVISION EXERCISED

Provides direct supervision to full-time personnel and general supervision to part-time, seasonal and volunteer personnel in the Recreation, Events, Library, Museum and Senior Center Departments of the City; otherwise known as the Community Services Functional Area.

ESSENTIAL FUNCTIONS

Plans, establishes and organizes community outreach programs designed to meet the needs of various groups or categories of participants; monitors program activity to assure quality and serves as trouble shooter; coordinates and instructs community services related seminars and workshops; recruits, hires and trains personnel; monitors performance to assure quality programs and services; organizes city-wide special events.

Serves as liaison and advisor to the Community Services Board, Library Board, Historic Preservation Board, and RAP Tax Committee. Implements new community outreach programs as needed to best serve community interests; prepares and delivers reports and attends meeting as needed to advise the city manager and/or mayor/city council of program activities, results, and new program implementation.

Directs and performs program and special event marketing and advertising; utilizes various media platforms and channels to reach all segments of the public and educate regarding recreation programs; performs general public relations as needed to address concerns and interests of the public; addresses various groups and clubs to solicit time and financial assistance for special programs; secures business sponsors; reviews complaints, problems and concerns expressed by the public; analyzes circumstances and issues and develops alternative solutions; initiates action to create change as needed.

Coordinates access to local facilities; has responsibility for the security of recreational buildings, outdoor facilities, and surrounding areas. Assures a safe environment both indoors and outdoors through periodic safety checks of facilities and equipment.

Coordinates with Mayor, City Manager, Public Works Department and other departments for the planning, development, construction, and maintenance of all parks, trails, and open space. Coordinates directly with Public Works Parks Department staff regarding improvements, maintenance, and preparations of outdoor recreation facilities, concession stands, restrooms, pavilions, community garden, parks for Community Service programs, and City Mountain Bike trails.

Prepares budget proposals for the departments under the umbrella of the Community Services Functional Area and makes revenue projections; submits to the city manager for review and approval; forecasts the departmental and program needs and recommends capital project improvements to support the Community Services Functional Area; monitors on-going expenditures

to assure compliance with fiscal goals; establishes fee schedules for program participation; aids in the preparation of bids and the purchasing of required equipment as necessary; aids in the preparation of bids for construction of new facilities.

Writes and manages grants for projects and facilitates grant revenue and other fund-raising activities for Community Services Department needs. Supervises sponsor fund acquisition for community events, sports, and Orchard Days events.

Develops programming used for all indoor recreation facilities, trails, open spaces, and outdoor recreation facilities and play spaces. Implements, coordinates & manages equestrian, cultural and arts programs, special events, and other leisure services as needed or directed. Plans, coordinates development of and implements fee structures, policies and procedures related to recreation programs, facilities and open spaces. Develops projects funded by RAP Tax dollars.

Oversees Citywide Orchard Days celebration. Coordinates with other departments as needed in planning and implementation of events.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from college with a bachelor's degree in recreation management, physical education or some other related field;

AND

B. Four (4) years of experience performing above or related duties;

OR

C. An equivalent combination of education and experience.

2. Knowledge, Skills and Abilities:

Considerable knowledge of the methods and techniques of developing and operating recreation programs, classes and events; of the philosophy and objectives of community recreation programming; team sports management; community and public relations; principles and practices of general management including fiscal and human resources; budgeting processes and general accounting; rules and regulations of a variety of sports and recreational activities; of equipment, facilities, operations and techniques used in a comprehensive community recreation program; working knowledge of the operation of personal computers and various software applications including spread sheets, word processing, etc.

Ability to organize recreational leagues, establish team rosters and schedule games, tournaments and other play activities; establish and maintain effective working relationships with employees, various age groups, other organizations, and the public; administer a large work program; prepare and present budget estimates; direct, motivate, develop, and evaluate subordinates; communicate effectively, verbally and in writing.

3. Special Qualifications:

A. Must possess a valid Utah driver's license.

B. Certified Parks and Recreation Professional (CPRP) certification is required within one (1) year of hire.

4. Physical Demands and Work Environment:

Incumbent of the position performs in a typical office setting with appropriate climate controls. Also exposed to a variety of indoor and outdoor recreation facility environments, i.e., gymnasiums, baseball/softball facilities, soccer facilities, local school facilities on a regular basis. Tasks require a variety of physical activities, not generally involving muscular strain, such as walking, standing, stooping, sitting, and reaching. May be required to lift up to 50 lbs or more on a periodic basis. Continuous talking, hearing and seeing required in the normal course of performing the job. Common eye, hand, finger dexterity required to perform essential functions. Mental application utilizes memory for details, verbal instructions, emotional stability, discriminating thinking and creative problem solving. Periodic travel required in normal course of job performance.

NOTE: All Santaquin City employees must successfully complete a pre-employment drug test and criminal history check and any other pre-employment verification deemed necessary to the position, following a conditional offer of employment.

Employees required to drive a motor vehicle as an essential job duty will be required to successfully complete a motor vehicle record (MVR) check following a conditional offer of employment.



Disclaimer: The above statements are intended to describe the general nature, level, and type of work performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all duties, responsibilities, demands, and skills required of personnel so classified. The Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes any earlier versions. **SANTAQUIN CITY IS AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER.**

I _____ have reviewed the above job description. Date: _____